

Pre-bidding conference

ITB 17/01476 for telecommunication network replacement works for the Construction of the Border Crossing Point Palanca located in Stefan Voda, Republic of Moldova

27 March 2017, 14:00

Le Roi Conference Room, (29, Sfatul Tarii str., Chisinau)

Participants	
1 representative from 1 interested bidding company attended the meeting	
Other representatives,	
1. Iurii Condrea	Director, design company
UNDP Moldova	
2. Nelli Cuturubenco	Project Officer/Engineer, Palanca project
3. Cornelia Panico	Project Associate, Palanca project

The purpose of the pre-bidding conference for the ITB17/01476 is to explain important aspects related to the procurement procedures and clarify various technical aspects of the requirements. The ITB is an open competition launched on 21 March 2017 with the deadline for submission of the bids set for 07 April 2017, 10:00.

Agenda:

- I. Presentation and description of procedures
- II. Questions and answers

I. Presentation and description of procedures/Introduction:

Ms. Cornelia Panico, Project associate, UNDP Moldova, opened the conference, presented the team and welcomed the participants. She announced the working language of the session-Romanian and shortly went through the agenda of the meeting. The purpose of the meeting is to present as clear as possible the rules and conditions of the tender answering to all the questions which may arise, to avoid future mistakes or omissions.

Before presenting the conditions of the current tender, *Ms. Cornelia Panico* drew the attendees' attention to some important aspects about procurement rules in UNDP. UNDP operates in Moldova under an Agreement signed with the Government of RM. This does not mean that UNDP works in net accordance with the national legislation. UNDP Moldova was entitled to work in this country following the internal organizational rules. The rules set in UNDP Moldova differ from the rules followed by other International Organizations which operate in the Republic of Moldova, and from the rules used by the Public Acquisitions Agency. It was also suggested to consult the tender's rules and conditions announced during each tender to make sure that bidders have a proper understanding and are aware about any updates. Ms. Panico also stressed out that UNDP Moldova is working under the principles announced by the UN General Quarter from New York. These principles followed during the procurement process are Value for Money, Transparency, Integrity, and Interest of the Organization. The *Transparency* principle means that the rules and the evaluation criteria are publicly announced and the competition takes place only based on the announced criteria. The results of the competition are also publicly announced, but not the evaluation process. She also pointed that the conditions of the competitions are generic and they are formulated in such way as more companies can be eligible. Also, they are as large as to allow the participation of those companies that can assure the quality of works required by UNDP. It was also mentioned that any conflict of interests, risks or any tentative to manipulate with the situation, are reasons for disqualification without any explanation. Another important issue figured out by Ms. Panico was the acceptance of UNDP General Terms and Conditions requirement. No matter how good the

offer would be, if the company does not agree with the General Terms and Conditions announced by UNDP, UNDP cannot work with such company.

At the same time, it was announced that the decisions during the evaluation process are taken based on the documentation submitted. Even though, it is known that the company has a very good reputation, but the quality of the documents presented within the competition is poor, the company can be technically disqualified.

Ms. Panico also suggested addressing questions/comments in case there are any unclear issues, but only during the competition period until the announced deadline, because afterwards no complaints/suggestions will be considered.

Ms. Cornelia Panico drew the attention of bidders to the deadline and instructions for submitting the bids, specifically related to electronic submission of offers and technical volume of the mails that shall be sent as they have not to exceed 5 MB. Also, it has been underlined that even 1 (one) minute delay of submission, the bid will not be considered. Companies are advised to double check that all documents requested under the ITB pt. 26 Data Sheet are submitted, as to avoid disqualification due to lack of any such document. The bids can be submitted in English, Romanian or Russian and any other questions that may arise can be addressed in written to the contact person indicated in the ITB the latest 3 days before bid submission. All the answers will be published on the site. Next, it was underlined the criteria of qualification and disqualification of the bids, so that all offerors should pay attention and make sure that this criteria will be fully met.

Next, Ms. Nelli Cuturubenco made a brief presentation of the general layout of the main object including the project design for the network replacement works. The project design was developed based on technical condition presented by all owners of the networks, needed for replacement and the scope of work with the purpose to reallocate the existing networks, situated under the present territory of the BCP "Palanca". Also the compartment for construction of the underground phone line "Automatic phone station Palanca-JOBCP "Palanca" " was designed as a separate compartment of the design documentation.

II. Questions and answers:

Question 1: What is the currency to be used when submitting the bid?

Answer: The Bid shall be submitted in **US Dollars** as it is specified in the Data Sheet nr. 13. The reference date for determining the UN Operational Exchange Rate is **07 April 2017** and can be consulted by following the next link: <https://treasury.un.org/operationalrates/OperationalRates.php>.

Question 2: Are there foreseen any advance payments when signing the contract?

Answer: As it was stated in the ITB Data Sheet nr. 10, yes and advance payment can be processed, allowed up to a maximum of 20% of the contract. If the advanced payment will exceed 30,000 USD, the bidder must submit an Advance Payment Security in the same amount as the advance payment is, using the form and contents of the Section 10, attached to the Bid Documents.

Question 3: Who should purchase the raw materials for the described task: Telecommunication networks replacement as specified in the Scope of works?

Answer: According to the BOQs, the bidder has the responsibility to purchase the materials and include into the total offer. If additional works will appear which were not foreseen in the initial BOQs, first of all the necessity of this work must be stipulated by the Executing company and after confirmed by the design company as an Author of Design, UNDP technical supervisor, UNDP Project Engineer and confirmed by the final beneficiaries based on their specific requirements for the type of materials. Only after all approvals the materials can be ordered and works can be executed.

Question 4: Is there any limit for the cost of the materials (for example: no less than or no more than in terms of price).

Answer: Considering that this is an open, free and transparent competition, it is up to bidder's consideration how to form the offer in order to be sufficient competitive.

Question 5: What would be the payment modality for the performed works? What forms should be submitted for this?

Answer: In order to process the payment, next document should be submitted: Act of executed works based on Forms nr.3 and 7.