

## United Nations Development Programme



Empowered lives.  
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## REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF FIRM:	DATE: <b>21 July 2020</b>
	REFERENCE: <b>RfQ20/02082</b>

Dear Sir / Madam:

We kindly request you to submit your quotation **for provision of electricity supply works for Bender Fortress**, as detailed in Annex 1 of this RFQ. When preparing your quotation, please be guided by the form attached hereto as Annex 2.

Quotations may be submitted on or before **04 August 2020, 16:30 (Moldova local time)** via etendering system to the address below:

<https://etendering.partneragencies.org>

**Username: event.guest**

**Password: why2change**

**BU Code: MDA10 and Event 0000006560**

Once uploaded, Bidders that have accepted the invitation in the system will be notified via e-mail that changes have occurred. It is responsibility of the Bidder to view the respective changes and clarifications in the system.

**Please Consult eTendering Resources for Bidders for additional information on bidding:**

<http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notices/resources/>

It shall remain your responsibility to ensure that your quotation will reach the address above on or before the deadline. Quotations that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation.

Please take note of the following requirements and conditions pertaining to the supply of the abovementioned goods:

Delivery Terms [INCOTERMS 2010]	<input checked="" type="checkbox"/> DAP
Customs clearance, if needed, shall be done by:	<input checked="" type="checkbox"/> Supplier/Offeror
Exact Address of Delivery Location (identify all, if multiple)	2, Panina Street, Bender (Bender Fortress), Moldova

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Latest Expected Delivery Date and Time <i>(if delivery time exceeds this, quote may be rejected by UNDP)</i>	<input checked="" type="checkbox"/> 70 calendar days upon signature of Contract by both parties and from the moment the Contractor was given access to construction site
Delivery Schedule	<input checked="" type="checkbox"/> Required – Chart for execution of works (Work Time Schedule) for example GANTT
Preferred Currency of Quotation <sup>1</sup>	<input checked="" type="checkbox"/> United States Dollars* *For local companies payments will be made in Moldovan lei at UNORE on the day of payment (for exchange rates please follow <a href="https://treasury.un.org/operationalrates/OperationalRates.php">https://treasury.un.org/operationalrates/OperationalRates.php</a> )
Value Added Tax on Price Quotation	<input checked="" type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes (VAT="0%")
After-sales services required	<input checked="" type="checkbox"/> Warranty on Works and materials used for minimum period of 3 years
Deadline for the Submission of Quotation	<b>04 August 2020, 16:30 (Moldova local time)</b>  IMPORTANT NOTE: the time zone indicated in the Tendering system is New York Time zone. <b>PLEASE NOTE:</b> 1. Date and time visible on the main screen of event (on e-tendering portal) will be final and prevail over any other closing time indicated elsewhere, in case they are different. The correct proposal closing time is as indicated in the e-tendering portal and system will not accept any proposal after that time. It is the responsibility of the proposers to make sure proposals are submitted within this deadline. UNDP will not accept any proposal that is not submitted directly in the system. 2. Try to submit your proposal a day prior or well before the closing time. Do not wait until last minute. If you face any issue submitting your proposal at the last minute, UNDP may not be able to assist.
All documentations, including catalogs, instructions and operating manuals, shall be in this language	<input checked="" type="checkbox"/> Russian or Romanian or English
Documents to be submitted	<input checked="" type="checkbox"/> Electronic submission of Proposal <b><a href="https://etendering.partneragencies.org">https://etendering.partneragencies.org</a></b> <b>Username: event.guest</b> <b>Password: whyzchange</b>  <b>Please note:</b> 1. <u>It is strongly recommended to create your username with two parts, your first name and last name separately by ".", similar to the one shown above.</u> 2. <u>You can participate in the proposal event only if you have registered in the system.</u>  <input checked="" type="checkbox"/> Duly Accomplished Submission Form as provided in Annex 2, and in accordance with the list of requirements in Annex 1;

<sup>1</sup> Local vendors must comply with any applicable laws regarding doing business in other currencies. Conversion of currency into the UNDP preferred currency, if the offer is quoted differently from what is required, shall be based only on UN Operational Exchange Rate prevailing at the time of UNDP's issuance of Purchase Order.

	<input checked="" type="checkbox"/> Duly filled-in Bill of Quantities (F7), including Unit Price Catalogue (F5) and Resource Schedule (F3) (as per Annex 2); <input checked="" type="checkbox"/> Company profile (short info up to 1 page); <input checked="" type="checkbox"/> Copy of Company's Registration Certificate; <input checked="" type="checkbox"/> Income Statement and Balance Sheet for the past two years; <input checked="" type="checkbox"/> Copy of License available for Transnistria region (including Annex to the License) for provision of construction works authorizing each and every type of construction works specified in Bill of Quantities; <input checked="" type="checkbox"/> Accreditation certificate for the development of specialized works available for Transnistria region; <input checked="" type="checkbox"/> Quality Certificates for the materials used during Works, valid at the moment of quotation submission; <input checked="" type="checkbox"/> Statement or certificate of origin for the offered equipment; <input checked="" type="checkbox"/> Quality Certificates (ISO, etc.) if available; <input checked="" type="checkbox"/> List of completed and/or ongoing contracts for similar construction sites (in terms of types and volume of works required in the Annex 2 BoQ) undertaken within the past three (3) years, indicating beneficiary (including contact details), contract amount and period of execution; <input checked="" type="checkbox"/> List of transportation and specialized equipment units to be confirmed with the rights of ownership or contract of lease and availability of the functioning permit in line with national legislation (Bidders shall indicate whether the equipment is their own or rented); <input checked="" type="checkbox"/> List of qualified key personnel, together with CVs and professional certificates (valid at the date of presentation)*; <input checked="" type="checkbox"/> Acceptance Note of works executed (Final Commissioning Reports for local companies) submitted for each of 3 sites presented as similar experience (as listed in Evaluation Criteria below) including the contract value (in case it is not mentioned in the Note/Report, please, attach Contract or other document to prove the value of the project site). Contracts without Acceptance Notes (Final Commissioning Reports for local companies) cannot serve prove of similar experience; <input checked="" type="checkbox"/> Written declaration regarding warranty period on works and materials used; <input checked="" type="checkbox"/> Written declaration regarding any past and current litigation during the last five (5) years (in which the bidder is/was involved, indicating the parties concerned, the subject of the litigation, the amounts involved, and the final resolution if already concluded) or lack of such (if the case); <input checked="" type="checkbox"/> Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List; *) for legal entities originated from the left bank of Nistru the certification of specialists shall be confirmed by presenting the copies of graduation certificate and employment history book.
Period of Validity of Quotes starting the Submission Deadline Date	<input checked="" type="checkbox"/> 90 days In exceptional circumstances, UNDP may request the Vendor to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Quotation.
Partial Quotes	<input checked="" type="checkbox"/> Not permitted
Payment Terms	<input checked="" type="checkbox"/> 100% upon complete provision of works
Liquidated Damages	0.1% of contract for every day of delay, up to a maximum duration of 1 calendar month. Thereafter, the contract may be terminated.

Evaluation Criteria	<p> <input checked="" type="checkbox"/> Technical responsiveness/Full compliance to requirements and lowest price<sup>2</sup>;  <input checked="" type="checkbox"/> Availability of license for construction works;  <input checked="" type="checkbox"/> Minimum 3 years experience in the field of construction of external electrical networks;  <input checked="" type="checkbox"/> Minimum 3 similar (in terms of type and volume of works) reconstruction sites undertaken in Transnistria region in over the past 3 (three) years with a value not less than 20,000 US\$ each;  <input checked="" type="checkbox"/> Maximum delivery period not to exceed 70 calendar days upon signature of contract and from the moment the Contractor was given access to the construction site;  <input checked="" type="checkbox"/> Sufficient human resources capability to qualitatively and timely execute the works – minimum key-personnel: One (1) certified* in field of electrical network foreman.            *) for legal entities originated from the left bank of Nistru the certification of specialists shall be confirmed by presenting the copies of graduation certificate and employment history book.  <input checked="" type="checkbox"/> Warranty on works and materials minimum 3 (three) years;  <input checked="" type="checkbox"/> Full acceptance of the Contract General Terms and Conditions;         </p> <p><b>Will serve grounds for disqualification:</b></p> <p> <input checked="" type="checkbox"/> Failure to submit one of the following documents:           <ul style="list-style-type: none"> <li>• Duly filled-in Submission Form (as per Annex 1);</li> <li>• Duly filled-in Bills of Quantities (F7), including Unit Price Catalogue (F5) and Resource Schedule (F3) (as per Annex 2);</li> <li>• Acceptance Note of works executed (<b>Final Commissioning Reports</b> applicable for national companies) submitted for each of 3 construction sites presented as similar experience (as listed under Evaluation criteria below) including the contract value (in case it is not mentioned in the Note/Report, please, attach Contract or Minutes of the reception of works). Contracts without Acceptance Notes (<b>Final Commissioning Reports</b> for local companies) cannot serve prove of similar experience.</li> </ul> </p> <p> <input checked="" type="checkbox"/> In case, in the submitted Bills of Quantities the following changes will be identified:           <ul style="list-style-type: none"> <li>• Changes in codes for works required*;</li> <li>• Changes in the volume of works required*;</li> <li>• Changes in the volumes of resources in the norms of materials, manpower and tools*;</li> <li>• Changes in coefficient for norms*;</li> <li>• Proposing the manpower remuneration below the medium required by the National Legislation in force (besides the situation when a respective proof from relevant authorities is obtained and presented, according to INFORMATION No. 10/1 -0086 of 15 June 2018 on determining the value of construction objects since May 1, 2018 - p. 2 <a href="http://www.ednc.gov.md/upload/61/Nota_informativaa.pdf">http://www.ednc.gov.md/upload/61/Nota_informativaa.pdf</a></li> </ul> </p> <p>*) When developing BoQs, please be guided by the National Regulatory Framework in Construction as per NCM L.01.01-2012 and</p>
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<sup>2</sup> UNDP reserves the right not to award the contract to the lowest priced offer, if the second lowest price among the responsive offer is found to be significantly more superior, and the price is higher than the lowest priced compliant offer by not more than 10%, and the budget can sufficiently cover the price difference. The term “more superior” as used in this provision shall refer to offers that have exceeded the pre-determined requirements established in the specifications.

	<p>Regulation on the procurement of public works  (<a href="http://lex.justice.md/index.php?action=view&amp;view=doc&amp;lang=1&amp;id=347161">http://lex.justice.md/index.php?action=view&amp;view=doc&amp;lang=1&amp;id=347161</a>  <a href="http://mdrc.gov.md/public/files/NCM_L.01.01_PROIECT.pdf">http://mdrc.gov.md/public/files/NCM_L.01.01_PROIECT.pdf</a>  <a href="http://lex.justice.md/md/295702/">http://lex.justice.md/md/295702/</a> ).</p> <p>Serious deviations from the provisions of these documents will serve grounds for disqualification.</p>
UNDP will award to:	<input checked="" type="checkbox"/> One and only one supplier
Type of Contract to be Signed	<input checked="" type="checkbox"/> Contract for civil works
Special conditions of Contract	<input checked="" type="checkbox"/> Cancellation of Contract if the delivery/completion is delayed by 14 days
Conditions for Release of Payment	<input checked="" type="checkbox"/> Written Acceptance of Works based on full compliance with RFQ requirements
Annexes to this RFQ	<input checked="" type="checkbox"/> Form for Submission of Quotation (Annex 1) <input checked="" type="checkbox"/> Schedule of Requirements – Bill of Quantities for the works required and respective quantities (Annex 2) <input checked="" type="checkbox"/> General Terms and Conditions (Annex 3)  Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process.
Contact Person for Inquiries (Written inquiries only) <sup>3</sup>	<p><i>Vladimir Paraschiv</i>  Procurement &amp; Contract Associate  <a href="mailto:Vladimir.paraschiv@undp.org">Vladimir.paraschiv@undp.org</a></p> <p>Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.</p>

Works offered shall be reviewed based on completeness and compliance of the quotation with the minimum specifications described above and any other annexes providing details of UNDP requirements.

The quotation that complies with all of the specifications, requirements and offers the lowest price, as well as all other evaluation criteria indicated, shall be selected. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price (obtained by multiplying the unit price and quantity) shall be re-computed by UNDP. The unit price shall prevail and the total price shall be corrected. If the supplier does not accept the final price based on UNDP's re-computation and correction of errors, its quotation will be rejected.

After UNDP has identified the lowest price offer, UNDP reserves the right to award the contract based only on the prices of the goods in the event that the transportation cost (freight and insurance) is found to be higher than UNDP's own estimated cost if sourced from its own freight forwarder and insurance provider.

At any time during the validity of the quotation, no price variation due to escalation, inflation,

<sup>3</sup> This contact person and address is officially designated by UNDP. If inquiries are sent to other person/s or address/es, even if they are UNDP staff, UNDP shall have no obligation to respond nor can UNDP confirm that the query was received.

fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the quotation. At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Purchase Order that will be issued as a result of this RFQ shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a quotation implies that the vendor accepts without question the General Terms and Conditions of UNDP herein attached as Annex 3.

UNDP is not bound to accept any quotation, nor award a contract/Purchase Order, nor be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.

Please be advised that UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a purchase order or contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link: <http://www.undp.org/procurement/protest.shtml>.

UNDP encourages every prospective Vendor to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its suppliers to adhere to the UN Supplier Code of Conduct found in this link : [http://www.un.org/depts/ptd/pdf/conduct\\_english.pdf](http://www.un.org/depts/ptd/pdf/conduct_english.pdf).

Thank you and we look forward to receiving your quotation.

Sincerely yours,

*Denis Suschevici*

Denis Suschevici,  
Head of Procurement and Operational Support Unit

## Annex 1

**FORM FOR SUBMITTING SUPPLIER'S QUOTATION<sup>4</sup>***(This Form must be submitted only using the Supplier's Official Letterhead/Stationery<sup>5</sup>)*

The Proposer is required to prepare and submit:

1. **Quotation Form – Price Schedule** (Annex 1, Tables 1&2);
2. **Duly filled-in Bills of Quantities (F7), including Unit Price Catalogue (F5) and Resource Schedule (F3)** (as per Annex 2)

We, the undersigned, hereby accept in full the UNDP General Terms and Conditions, and hereby offer to supply the items listed below in conformity with the specification and requirements of UNDP as per RFQ Reference No. **RfQ20/02082**:

**TABLE 1: Offer to Supply Works Compliant with the Technical Specifications and Requirements**

General Price Schedule:		
Description of activity:		Estimated amount on USD, VAT exclusive
<b>1</b>	<b><i>Provision of electricity supply works for Bender Fortress (DL)</i></b>	
<b>TOTAL:</b>		

*[Name and Signature of the Supplier's Authorized Person]*

*[Designation]*

*[Date]*

*[Contact details]*

*Dully stamped*

<sup>4</sup> This serves as a guide to the Supplier in preparing the quotation and price schedule.

<sup>5</sup> Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

**TABLE 2 : Offer to Comply with Other Conditions and Related Requirements**

<b>Other Information pertaining to our Quotation are as follows :</b>	<b>Your Responses</b>		
	<b><i>Yes, we will comply</i></b>	<b><i>No, we cannot comply</i></b>	<b><i>If you cannot comply, pls. indicate counter proposal</i></b>
Maximum delivery period not to exceed 70 <i>calendar days</i> upon signature of contract and from the moment the Contractor was given access to the construction site			
Warranty and After-Sales Requirements			
Minimum three (3) years warranty on works and materials used			
Validity of Quotation 90 <i>calendar days</i>			
All Provisions of the UNDP General Terms and Conditions			
<i>Installation Requirements</i> All the works must be carried out in accordance with national/local standards regarding civil works			
<i>Commissioning</i> Preliminary and final commissioning of the works must be initiated by the Supplier			
<i>Technical Support Requirements</i> The contracted company will eliminate any infrastructure damages subject to quality guaranty in maximum one month from the moment of written notification			

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the RFQ.

*[Name and Signature of the Supplier's Authorized Person]*

*[Designation]*

*[Date]*

*Dully stamped*



## **General Terms and Conditions**

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[ATTACHED TO THE ANNOUNCEMENT]