



**REQUEST FOR QUOTATION NO. RfQ23/02604:
RECONSTRUCTION OF THE POLICE ACADEMY'S SPORT FACILITY**

UNDP through "**Strengthening the Police Training Capacities in the Republic of Moldova Project (Police Academy Project)**", kindly requests your quotation for the Request for Quotation no. **RfQ23/02604: Reconstruction of the Police Academy's Sport Facility** as detailed in line items section of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This RFQ document generated by the online system

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer, incorporating Bills of Quantities (BoQs) (RO)

Annex 4: Technical Design Documentation

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted directly in the system responding to the questions and uploading required documents. by the date and time indicated in the online portal. It is your responsibility to ensure that your quotation is submitted before the deadline. Quotations received after the submission deadline outside the online portal, for whatever reason, will not be considered for evaluation.

Quotations must be submitted directly in Quatum NextGenERP supplier portal following this link: <http://supplier.quantum.partneragencies.org> using the profile you may have in the portal (please log in using your username and password).

Follow the instructions in the user guide to search for the tender using search filters, namely **Negotiation ID: UNDP-MDA-00057** and subscribe to the tender in order to get notifications in case of amendments of the tender document and requirements.



In case you have never registered before, follow this link to register a profile:

<https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuId=300000127714247>

Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.

Should you require further clarifications on the application through the Quantum online portal, kindly contact the Procurement Unit at sc.md@undp.org. Please pay attention that quotation shall be submitted online through the Quantum system and any quotation sent to the above email shall be disqualified.

Should you require further clarifications on the Request for Quotation, Schedule of Requirements or other requirements, kindly communicate using the messaging functionality in the portal.

Thank you and we look forward to receiving your quotations.

UNDP Moldova





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1 Overview

1.1 General Information

Title	RfQ23/02604: Reconstruction of the Police Academy's Sport Facility
Contact Point	Elena Verdes
Outcome	
E-Mail	elena.verdes@undp.org
Reference Number	RfQ23/02604
Beneficiary Country	Republic of Moldova
Introduction	

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1.2 Tender Timeline

Preview Date
Open Date 24/01/23 15:05 PM
Close Date 15/02/23 14:30 PM
Time Zone Coordinated Universal Time

1.3 Response Rules

This negotiation is governed by all the rules displayed below.

	Rule
<input checked="" type="checkbox"/>	Suppliers are allowed to revise their submitted response

1.4 Terms

Negotiation Currency USD



2 Requirements

**Response is required*

Dear Supplier,

Please review carefully the requirements and questions in this section. Provide answers as required and upload supporting documents when requested so.

2.1 Section 1. Section 2 RFQ Instructions and Data sheet

1. Introduction

Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement (link: <https://popp.undp.org/SitePages/POPPBSUnit.aspx?TermID=254a9f96-b883-476a-8ef8-e81f93a2b38d&Menu=BusinessUnit>) and with the provisions in the General Instructions to Bidders included in the document herewith attached.

Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this RFQ.

UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or cancellation of the tender in the online portal.

2. General Instructions

Please read and follow the general instructions to Bidders included in the General Instructions document herewith attached.

3. Special Instructions

Please read and follow the specific instructions included in Specific Instructions document herewith attached.

4. General Conditions of Contract

Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to one of the General Conditions of Contract below as applicable in each case specified in the Requirements section

Applicable GTC:

General Terms and Conditions for Works:

[https://popp.undp.org/_layouts/15/WopiFrame.aspx?](https://popp.undp.org/_layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PSU_Award%20and%20Management%20of%20Contract_Model%20Contract%20for%20Civil%20Works.docx&action=default)

[sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PSU_Award%20and%20Management%20of%20Contract_Model%20Contract%20for%20Civil%20Works.docx&action=default](https://popp.undp.org/_layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PSU_Award%20and%20Management%20of%20Contract_Model%20Contract%20for%20Civil%20Works.docx&action=default)



Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy:
<https://www.undp.org/procurement/business/how-we-buy>

2.2 Section 2. Documents to be submitted

***1. Company Profile**

Have you provided a brief profile of the company highlighting areas of expertise, capacity, and experience in similar fields related to the assignment? You can upload attachments for a more comprehensive description of your company and its activities.

Target: Yes

***2. Registration Certificate**

Have you provided a copy of your company registration certificates?

Target: Yes

***3. List of relevant projects**

Have you provided the list of completed and/or ongoing contracts for similar assignments (in terms of type of object – construction/repair works of social infrastructure sites - and volume of works), undertaken within the past three (3) years including the following information:

- Name of previous contracts
- Client & Reference Contact
- Details including e-mail
- Contract Value Period of activity
- Types of works undertaken?

Target: Yes

***4. Acceptance Notes of works executed**

Have you provided the Acceptance Notes of works executed (Final Commissioning Reports for local companies) submitted for two (2) sites (in terms of type construction/repair of social infrastructure sites and volume of works) for the past three (3) years, 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

Target: Yes

***5. Quality Certificates for materials**

Have you provided the Quality Certificates for the materials to be used during Works, valid at the moment of quotation submission?

Target: Yes

***6. Quality Certificates (ISO, etc.)**



Have you provided the Quality Certificates (ISO, etc.) if available?

Target: Yes

***7. CVs and Key Personnel**

Have you provided the list of qualified key personnel, together with CVs and professional certificates (valid at the date of presentation) ?

Target: Yes

***8. Chart for execution of works**

Have you provided the chart for execution of works (Work Time Schedule), for example GANTT?

Target: Yes

***9. Written declaration regarding warranty period**

Have you provided the written declaration regarding warranty period on works and materials used, not less than 3 (three) years?

Target: Yes

***10. Statement of Satisfactory Performance**

Have you provided the Statements of Satisfactory Performance (Certificates) from the top 3 (three) clients in terms of Contract value in similar field?

Target: Yes

***11. Financial Statements**

Have you provided the Financial Statements (Income Statements and Balance Sheets) for the past 2 years (2021, 2020)?

Target: Yes

***12. Annex 2: Quotation Submission Form**

Have you uploaded Annex 2: Quotation Submission Form duly completed and signed?

Target: Yes

***13. Annex 3: Technical and Financial Offer**

Have you uploaded Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1 and using materials listed in the BoQ? You can upload attachments for more comprehensive description of your technical offer, in addition to Annex 3.

Target: Yes

***14. Bill of Quantities (F7), including Unit Price Catalogue (F5) and Resource Schedule (F3)**

Have you provided the duly filled-in Bill of Quantities (F7), including Unit Price Catalogue (F5) and Resource Schedule (F3) (as per Annex 3 BOQs)?

Target: Yes

2.3 Section 3. Annex 1: Schedule of Requirements



***1. Compliance with technical requirements**

Please confirm whether you comply with the technical requirements listed in Annex 1: Schedule of Requirements and evaluation criteria listed in Section 2 - Special Instruction of this Request for Quotation. If you can not comply or comply with deviations, please indicate counter-offer in the comments. Please upload documents related to your technical offer if different than the filled in Annex 3: Technical and Financial Offer form. Documents could include but are not limited to information detailing the experience of the company, proposed methodology, approach and implementation timeline to complete the assignment, and key personnel proposed.

Target: Fully Comply

***2. Delivery period**

Please confirm that you comply with the following delivery period:
Maximum delivery period not to exceed 70 calendar days upon signature of contract and from the moment the Contractor is given access to the construction site.

Target: Yes

***3. Warranty**

Please confirm whether you provided a minimum warranty on works and materials as required by the local legislation and regulations but not less than 3 (three) years.

Target: Yes

***4. Installation Requirements**

Please confirm that you comply with the below installation requirements:
All the works must be carried out in accordance with national/local standards regarding civil works.

Target: Yes

***5. Commissioning**

Please confirm that you comply with the below commissioning requirements:
Preliminary and final commissioning of the works must be initiated by the Supplier.

Target: Yes

***6. Technical Support Requirements**

Please confirm that you comply with the below requirements:
The contracted company will eliminate any infrastructure damages subject to quality guaranty in maximum one month from the moment of written notification.

Target: Yes

2.4 Section 4. Annex 2 - Quotation Submission Form

***1. Annex 2: Quotation Submission Form**

Have you uploaded Annex 2: Quotation Submission Form duly completed and signed?

Target: Yes



2.5 Section 5. Bidder Declaration

***1. Requirements and Terms and Conditions**

Requirements and Terms and Conditions: I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them.

***2. Capacity and capability**

I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.

***3. Ethics**

Ethics: In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ ;has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer.

***4. Code of Conduct**

I/We confirm to undertake not to engage in proscribed practices, , or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct : <https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct> and acknowledge that it provides the minimum standards expected of suppliers to the UN.

***5. Conflict of Interest**

I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation's Point of Contact.

***6. Prohibitions and Sanctions**

I/We hereby declare that our firm, ultimate beneficial owners, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.

***7. Bankruptcy**

I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.



***8. Offer Validity Period**

I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.

***9. Acceptance of contract**

I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.

***10. Signatory person**

I/We hereby confirm that this offer in the system is submitted by an authorized person from the company and it warrants and agrees that he/she been authorized by the Organization/s to make this declaration on its/their behalf.

2.6 Section 6. Annex 3 - Financial Offer

1. Financial Offer

Please provide detailed pricing directly in the system per each line, unless otherwise instructed by UNDP. By submitting the financial offer in the system, your company confirms acceptance of all the terms indicated in this RFQ document.



3 Lines

Instructions Please fill in this form in accordance with the lines below. Additionally, please supplement this online form with the duly filled in, signed and stamped Annex 3: Technical and Financial Offer attached herewith.

The price of bid proposal must include all costs related to completion of works.

The currency of Proposal shall be US Dollar / USD. The prices shall be exclusive of VAT.

3.1 Line Information

Line	Category Name	Item	UOM	Estimated Quantity	Unit Price	Total Price	Additional Attributes
1-2-1-1 Architectural solutions (SA)	81101500						
2-2-1-2 Electricity networks (EEF/IEI)	81101500						
3-2-1-3 Heating and ventilation (IV)	81101500						
4-2-1-4 Fire Alarm (SI)	81101500						