

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

SECTION 1: REQUEST FOR QUOTATION (RFQ)

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 Quantum 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?prcBuld=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

SECTION 2: RFQ INSTRUCTIONS AND DATA

Introduction	<p>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</p> <p>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.</p> <p>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.</p>
Deadline for the Submission of Quotation	<p>Deadline is indicated in the online portal.</p> <p>If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/.</p>
Method of Submission	<p>Quotations must be submitted as follows:</p> <p>NextGenERP supplier portal following this link: http://supplier.nextgenerp.partneragencies.org/ using the profile you may have in the portal.</p> <p>Follow the instructions in the user guide to search for the tender using Negotiation ID. In case you have never registered before, follow this link to register a profile:</p> <p>https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127714247</p> <p>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.</p> <ul style="list-style-type: none"> ▪ File Format: All attachments must be in PDF format unless otherwise instructed by UNDP. ▪ File names must be in Latin alphabet/keyboard and clearly indicate the content of the document to facilitate review. ▪ All files must be free of viruses and not corrupted.
Cost of preparation of quotation	<p>UNDP shall not 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.</p>

Supplier Code of Conduct, Fraud, Corruption,	<p>All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</p> <p>Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP’s Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_andinvestigation.html#anti</p>
Gifts and Hospitality	<p>Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.</p>
Conflict of Interest	<p>UNDP requires every prospective Supplier 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. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ.</p> <p>The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP’s further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
Currency of Quotation	<p>Quotations shall be quoted in the currency indicated in the portal.</p>
Joint Venture, Consortium or Association	<p>If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.</p> <p>Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>

Only one Bid	<p>The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association.</p> <p>Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <p>a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or</p> <p>b) they have the same legal representative for purposes of this RFQ; or</p> <p>c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process;</p> <p>d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or</p> <p>e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.</p>
Price variation	No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.
Alternative Quotes	If alternative quote is permitted, it may be submitted only if a conforming quote to the RFQ requirements is submitted. Where the conditions for its acceptance are met, or justifications are clearly established, UNDP reserves the right to award a contract based on an alternative quote. If multiple/alternative quotes are being submitted, they must be clearly marked as "Main Quote" and "Alternative Quote" directly in the portal and in any supporting document as relevant.
Contact Person for correspondence, notifications and clarifications	<p>Must be submitted directly in the portal using the messaging functionality.</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>
Right not to accept any quotation	UNDP is not bound to accept any quotation, nor award a contract or Purchase Order
Right to vary requirement at time of award	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.
Publication of Contract Award	UNDP will publish the contract awards on the websites of the CO and the corporate UNDP Web site.
Policies and procedures	This RFQ is conducted in accordance with UNDP Programme and Operations Policies and Procedures
UNGM registration	Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at www.ungm.org . The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.



SECTION 2: SPECIAL INSTRUCTIONS

General Conditions of Contract	<p>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.</p> <p>Applicable GTC:</p> <p><input checked="" type="checkbox"/> General Terms and Conditions for Works</p> <p>Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy</p>
Special Conditions of Contract	<p><input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 1 calendar month</p> <p><input checked="" type="checkbox"/> Liquidated Damages will be imposed as follows:</p> <p>In case the works are not completed within 70 days, 2.5% of the total contract amount will be deducted out of the final invoice for each week of delay. Max. number of weeks of delay – 4 (four) weeks. Once the total amount of liquidated damages is equal to 10% of the total contract amount, UNDP may terminate the contract.</p>
Duties and taxes	<p>Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified in the requirements section.</p> <p>All prices must:</p> <p><input checked="" type="checkbox"/> be exclusive of VAT and other applicable indirect taxes</p>
Eligibility	<p>A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.</p> <p>It is the Bidder's responsibility to ensure that its ultimate beneficial owners, employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.</p> <p>Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.</p>
Language of quotation	<p>English, Romanian or Russian</p> <p>Including supporting documentation as applicable.</p>
Quotation validity period	<p>Quotations shall remain valid for 90 days from the deadline for the Submission of Quotation.</p>
Partial Quotes	<p><input checked="" type="checkbox"/> Not permitted</p>
Alternative Quotes	<p><input checked="" type="checkbox"/> Not permitted</p>
Payment Terms	<p><input checked="" type="checkbox"/> Advanced payment is allowed up to 20% of the contract amount (or the amount of USD 20,000, whichever is lower), paid upon signature of contract by both parties (advanced payment will be deducted from next instalments in an equal percentage that advance payment represents over the total price of the contract)</p> <p><input checked="" type="checkbox"/> The Contractor shall submit monthly invoices (reflecting the monthly work performed and materials utilized every month as accepted by UNDP through the "Monthly Progress Reports") and a final invoice within 30 days from the issuance of the Certificate of Substantial Completion by the Engineer.</p>

Conditions for Release of Payment	<input checked="" type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements
Clarifications	<p>Bidders must send their inquiries and requests for clarifications using the messaging functionality in the portal.</p> <p><u>PLEASE PAY ATTENTION: QUOTES SHALL NOT BE SUBMITTED TO ANY EMAIL ADDRESS BUT ONLY THROUGH THE PORTAL.</u></p> <p>Requests for clarification from bidders will not be accepted any later than 3 (three) days before the submission deadline. Responses to request for clarification will be communicated directly in the portal.</p>
Documents to be submitted	<input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed <input checked="" type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Annex 1: Schedule of Requirements and using materials listed in the BoQ <input checked="" type="checkbox"/> Duly filled-in Bills of Quantities (F7), including Unit Price Catalogue (F5) and Resource Schedule (F3) (as per Annex 3 BOQs) <input checked="" type="checkbox"/> Company profile, including detailed portfolio/previous corporate experience in similar fields related to the assignment <input checked="" type="checkbox"/> Copy of registration certificate <input checked="" type="checkbox"/> 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. The list shall include the following information: <ul style="list-style-type: none"> • Name of previous contracts • Client & Reference Contact (clients may be contacted for further information on the respective contracts) • Details including e-mail • Contract Value Period of activity • Types of works undertaken. <input checked="" type="checkbox"/> 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 as proof of similar experience. <input checked="" type="checkbox"/> Quality Certificates for the materials to be used during Works <input checked="" type="checkbox"/> Quality Certificates (ISO, etc.) if available <input checked="" type="checkbox"/> List of qualified key personnel, together with CV and professional certificate (valid at the date of presentation) <input checked="" type="checkbox"/> Chart for execution of works (Work Time Schedule), for example GANTT <input checked="" type="checkbox"/> Written declaration regarding warranty period on works and materials used, not less than 3 (three) years <input checked="" type="checkbox"/> Statement of satisfactory Performance (Certificates) from the top 3 (three) clients in terms of Contract value in similar field <input checked="" type="checkbox"/> Financial Statements (Income Statements and Balance Sheets) for the past 2 (two) years (2021, 2020)
Evaluation method	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer

Evaluation criteria	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1 <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract for Works <input checked="" type="checkbox"/> Minimum three (3) years of experience in the field of construction/repair of social infrastructure sites <input checked="" type="checkbox"/> Minimum two (2) similar assignments (in terms of type of object – construction/repair works of social infrastructure sites - and volume of works), undertaken in Moldova or internationally within the past three (3) years. <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 with valid certificates: <ul style="list-style-type: none"> • one (1) Foreman in construction (<i>the presence of the foreman on site during the conservation works is mandatory</i>) • one (1) heating and ventilation specialist <input checked="" type="checkbox"/> Minimum warranty on works and materials as required by the local legislation and regulations but not less than 3 (three) years. <p>Will serve grounds for disqualification:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Failure to submit one of the following documents: <ul style="list-style-type: none"> • Duly filled-in Submission Form (as per Annex 2) • Technical and Financial Offer (as per Annex 3) • Duly filled-in Bills of Quantities (F7), including Unit Price Catalogue (F5) and Resource Schedule (F3) (as per Annex 3) • Acceptance Notes of works executed two (2) similar assignments (as listed above in Documents to be submitted) including the contract value. If contract value is not listed in the Note/Report, please attach Contract copy or other document to prove the value of the assignment. Contracts without Acceptance Notes cannot serve proof of similar experience. <input checked="" type="checkbox"/> Serious deviations from the provisions of the documents below: <ul style="list-style-type: none"> • Changes in codes for works required*; • Changes in the volume of works required*; • Changes in the volumes of resources in the norms of materials, manpower and tools*; • Changes in coefficient for norms*; • 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 Ordinance nr. 14 of 10.02.2022, with the reference to the Approval of the Amendment CP L.01.02:2012/A2:2022 „Construction economics. Instructions for determining the estimate of expenses for construction salaries") <p>* <i>When developing BoQs, please be guided by the National Regulatory Framework in Construction as per NCM L.01.01-2012 and Regulation on the procurement of public works (http://lex.justice.md/index.php?action=view&view=doc&lang=1&id=347161 http://lex.justice.md/md/295702/).</i></p>
Type of Contract to be awarded	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Purchase Order <input checked="" type="checkbox"/> Contract for Works
Expected date for contract award	14 March 2023

ANNEX 1: SCHEDULE OF REQUIREMENTS

The **RfQ-23/02604: Reconstruction of the Police Academy's Sport Facility** requires the repair and construction works as per attached **Technical Design Documentation** (Annex 4)

A. Project Description

Professional training of staff is an area of particular importance for the successful implementation of police reform. The MIA's Academy "Stefan cel Mare" is mandated to put in practice a new approach to police training following a modern training program, developed in line with international standards and best practices, focusing on developing operational skills, modern policing and management techniques, and mainstreaming the respect to human rights and gender equality.

The MIA's Academy offers training that aims at increasing physical strength, resistance, reaction and agility of students/cadets as a response to threatening situations they may encounter throughout the service. However, it lacks the necessary infrastructure to provide effective defensive tactics training – a modern, flexible and safe environment for practicing and honing this type of skills in a controlled setting.

The support under this component will help the MIA's Academy to modernize the defensive tactics training by performing basic refurbishment of allocated training spaces (if needed), providing tactical equipment and training gear (removable matting system, obstacle course package and accessories) and enhancing the teaching abilities of MIA's Academy trainers (masterclasses, ToT-type of interventions) on less lethal use of force in public order operations. The upgraded facilities will be used for both qualification and in-service defensive and physical training of students/cadets and police officers, conducted in an organized and safe environment.

B. Scope of Works

UNDP seeks companies with proven experience in carrying out construction/reconstruction works at highest quality requirements and standards. The scope of works is to carry out dismantling, internal finishing works, installation of internal electrical system, ventilation and final commissioning of one (1) infrastructural project located in Chisinau municipality, 7 Sfinta Vineri str.

Transportation of materials shall be the responsibility of the Contractor. Residues formed as a result of civil works undertaken will be evacuated by the Contractor to authorized dumps.

Detailed BoQ for required works are described in **Annex 3** and technical documentation in **Annex 4**, both attached to the present Request for Quotation. The Contractor shall hold necessary labour, equipment, machinery, tools necessary for successful implementation of the contract and execute all mentioned works in accordance with local standards and regulations related to construction field and environment protection.

It is envisaged that the works will include the following activities:

- **Reconstruction works and installation of required equipment:** dismantling works, internal finishing works, installation of electrical system, heating and ventilation.

- **Commissioning** of all supplied systems, equipment, materials and construction works including making required training and performance test measurements.

The Contractor shall ensure that all construction and installation activities are implemented in accordance with the Bill of Quantities, and national quality standards and requirements in constructions and are properly coordinated with representatives of building owners, local municipality, company which developed the Bill of Quantities exercising technical supervision role, and with UNDP Moldova representatives. Local authorities will assist the Contractor in obtaining and requesting approvals, as necessary.

- **Sites:**

Item No.	Project's Name	Location	Contact Person
1	Reconstruction Works of the Police Academy's Sport Facility	7 Sfinta Vineri str., Chisinau municipality, Moldova	Elena Verdes, Project Associate, Police Academy Project, UNDP Moldova; e-mail: elena.verdes@undp.org

Site visits: Bidders are recommended to visit and examine the Site and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract. Bidders should arrange site visits at their own cost and shall coordinate the site visits with the following contact person from UNDP: Arcadie Savciuc, Police Academy Project Engineer, savciuc.arcadie@mail.ru.

C. Main Technical Requirements for Works and Specialized Equipment

General preparatory and reconstruction works

Under the current tender the following reconstruction works are proposed to be undertaken: Architectural Solutions (BoQ 2-1-1), Power Electrical Equipment / Indoor Electrical Lighting (BoQ 2-1-2), Ventilation (BoQ 2-1-3), Fire Alarm (2-1-4).

All technical solutions and works will be performed in line with the technical documentation no. 33/11-22, developed by „Project Line” S.R.L. Company, License A MMII 050677 of 19.01.2016; the Technical Specifications announced for this tender, as well as local normative documents: NCM G.03.02:2015 “External sewerage networks and installations”; СНиП 3.02.01-87 "Constructions in the ground, foundations and basement "; СНиП II-89-80 "General plans for industrial enterprises "; СНиП III-4-80 "Labor security in constructions ".

D. Management arrangements

Each construction project will be monitored by the designated UNDP Engineer/technical supervisor, who will carry out systematic monitoring site visits.

E. Training

The Contractor will be in charge of line testing and demonstration of equipment performance indicated in the bid.

The Contractor should plan and deliver, at his own cost, on-site training for the staff (maximum 2 persons). It will also provide phone consultations for 30 calendar days from the final receipt date. During this period, at the request of the beneficiary, the contractor will, if necessary, ensure at least 2 on-site visits to provide the necessary consultations.

The training should be provided in Romanian (or Russian where required) language or with interpretation in Romanian, if applicable.

The training should include a maximum of 8 hours of basic training regarding the overall functionality, key system controls, maintenance requirements, safety standards, etc.

I. Expected outcomes

The following *outcomes* are expected to be provided by the Contractor:

Outcome 1: Completion of all construction works set out in the contract documents, within no more than **70 calendar days**, effective from Contract signature date.

Outcome 2: Final commissioning of the works within **360 calendar days** from the receipt of the construction site at the completion of works.

The Contractor shall have all required outcomes completed and approved by the Engineer before/ by the last calendar day of the contract period.

F. Commissioning works

After all construction works are finished, the equipment is properly installed and tested, the preliminary and final commissioning committee shall be convened. Final commissioning of the works shall take place within 360 calendar days from the preliminary commissioning.

The responsibility for the organization of commissioning committees belongs to beneficiary institution and designated technical supervisor. The responsibility of the contracted company is to provide all necessary documentation.

G. Warranty Period

The Warranty period on works and equipment shall commence after the signature of the Substantial Commissioning Certificate by the UNDP Project Engineers and last minimum 3 (three) years.

ANNEX 2: QUOTATION SUBMISSION FORM

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RfQ23/02604: Reconstruction of the Police Academy's Sport Facility	Date: Click or tap to enter a date.

Company Profile

Item Description	Detail
Legal name of bidder or Lead entity for JVs	Click or tap here to enter text.
Legal Address, City, Country	Click or tap here to enter text.
Website	Click or tap here to enter text.
Year of Registration	Click or tap here to enter text.
Legal structure	Choose an item.
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, insert UNGM Vendor Number
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No

Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues <i>(If yes, provide a Copy)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Is your company a member of the UN Global Compact	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.			
Previous relevant experience: minimum (2) similar assignments (in terms of type of object – construction/repair works of social infrastructure sites - and volume of works), undertaken in Moldova or internationally within the past three (3) years <i>(copies of provided contracts as previous experience may be requested)</i>				
Name of previous contracts	Client & Reference Contact Details including e-mail	Contract Value and Currency	Period of activity	Types of activities undertaken

Bidder's Declaration

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	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.
<input type="checkbox"/>	<input type="checkbox"/>	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.

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	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.
<input type="checkbox"/>	<input type="checkbox"/>	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.
<input type="checkbox"/>	<input type="checkbox"/>	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.
<input type="checkbox"/>	<input type="checkbox"/>	Prohibitions, Sanctions: I/We hereby declare that our firm, 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.
<input type="checkbox"/>	<input type="checkbox"/>	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.
<input type="checkbox"/>	<input type="checkbox"/>	Offer Validity Period: I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
<input type="checkbox"/>	<input type="checkbox"/>	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.
<input type="checkbox"/>	<input type="checkbox"/>	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf.

Signature: _____

Name: [Click or tap here to enter text.](#)

Title: [Click or tap here to enter text.](#)

Date: [Click or tap to enter a date.](#)

ANNEX 3: TECHNICAL AND FINANCIAL OFFER – WORKS

Bidders are requested to complete this form, sign it and return it as part of their quotation along with Annex 2 Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RfQ23/02604: Reconstruction of the Police Academy's Sport Facility	Date: Click or tap to enter a date.

Technical Offer

Provide the following:

- a brief description of your qualification and capacity that is relevant to the Scope of Works;
- a brief method statement and implementation plan;
- team composition and CVs of key personnel.

Financial Offer

Description of Works		Qty	Unit Price (USD), VAT 0%	Total Price (USD), VAT 0%
Reconstruction of the Police Academy's Sport Facility				
2-1-1	Architectural solutions (SA)	1		
2-1-2	Electricity networks (EEF/IEI)	1		
2-1-3	Heating and ventilation (IV)	1		
2-1-4	Fire Alarm (SI)	1		
Total (USD), VAT excluded				

Compliance with Requirements

Requirements	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
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	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Minimum warranty on works and materials as required by the local legislation and regulations but not less than 3 (three) years	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation – 90 calendar days	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
All Provisions of the UNDP General Terms and Conditions	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
<i>Installation Requirements</i> All the works must be carried out in accordance with national/local standards regarding civil works	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

Commissioning Preliminary and final commissioning of the works must be initiated by the Supplier	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Technical Support Requirements The contracted company will eliminate any infrastructure damages subject to quality guaranty in maximum one month from the moment of written notification	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.	
Exact name and address of company Company Name Click or tap here to enter text. Address: Click or tap here to enter text. Phone No.: Click or tap here to enter text. Email Address: Click or tap here to enter text.	Authorized Signature: _____ _____ Date: Click or tap here to enter text. Name: Click or tap here to enter text. Functional Title of Authorised Signatory: Click or tap here to enter text. Email Address: Click or tap here to enter text.