

**LRPS-2023-9180947 Provision of Design, Multimedia, Branding, Printing and Promo Services  
provided under Long Term Agreements**

**Questions Clarification**

**1. Question:**

With regards to LOT no.III "Photo and video production":

Is it possible to send us product samples for each section? We ask for this, in order to correctly understand what product it is, so that we do not include an erroneous (higher or lower) price in the offer;

*Cu referire la LOT no.III "Photo and Video Production":*

*Este posibil să ne transmiteți exemple de produse pentru fiecare secțiune? Vă rugăm acest lucru, pentru a înțelege corect despre ce produs este vorba, astfel încât să nu includem în oferta un preț eronat (mai mare sau mai mic);*

**1. Answer:**

Please check the examples bellow:

**Spot video, elaboration of the video, and postproduction:**

Examples:

<https://www.facebook.com/UNICEFMoldova/videos/652502169843238>

Titles and subtitles in three languages (RO/EN/RU)

Versions: 16/9, 9/16, 1/1, 4/5

**Video spot with actors, selected locations:**

Examples:

<https://www.facebook.com/UNICEFMoldova/videos/5823255117738037>

<https://www.facebook.com/watch/?v=599841854616324>

<https://www.facebook.com/UNICEFMoldova/videos/615956456499794>

Titles and subtitles in three languages (RO/EN/RU)

Versions: 16/9, 9/16, 1/1, 4/5

**Animated video:**

Examples:

<https://www.facebook.com/watch/?v=466507181779526>

Titles and subtitles in three languages (RO/EN/RU)

Versions: 16/9, 9/16, 1/1

**Video Reportage/ story**

Examples:

<https://www.facebook.com/UNICEFMoldova/videos/3499417727007748>

<https://www.facebook.com/UNICEFMoldova/videos/5392920874125562>

<https://www.facebook.com/UNICEFMoldova/videos/3261995740731699>  
<https://www.facebook.com/UNICEFMoldova/videos/964296307595079>  
<https://www.facebook.com/UNICEFMoldova/videos/1086612158699576>  
<https://www.facebook.com/UNICEFMoldova/videos/579588674182662>  
<https://www.facebook.com/UNICEFMoldova/videos/108295727983626>

Titles and subtitles in three languages (RO/EN/RU)

Versions: 16/9, 9/16, 1/1, 4/5, Clean

## **2. Question:**

With regards to LOT no.III "Photo and video production":

If the complexity of the products may be different, do you think it is possible to include several price categories per requested deliverable (minimum, medium, maximum)?

*Cu referire la LOT no.III "Photo and Video Production":*

*În cazul în care complexitatea produselor poate fi diferită, credeți că este posibil să includem câteva categorii de preț per livrabil solicitat (minim, mediu, maxim)?*

### **1. Answer:**

The video spots, especially those involving actors, specific locations, additional technical equipment, and concept development, are the most complex. However, most of the videos produced by UNICEF are standard type and aligned to the section: Video Reportage/story.

## **2. Question:**

With regards to LOT no.III "Photo and video production":

For out-of-town products there are additional transportation costs and additional work time spent at the event/location, can we include these additional costs separately?

*Cu referire la LOT no.III "Photo and Video Production":*

*Pentru produsele realizate în afara orașului apar costuri suplimentare de transport și extra timp de lucru petrecut la eveniment/locație, putem include aceste costuri suplimentare separat?*

### **3. Answer:**

Please provide an all-inclusive fee.

## **4. Question:**

With regards to LOT no.IV „Branding and Outdoor Promotion”:

What exactly are the mobile containers 600\*270\*240 cm?

*Cu referire la LOT nr. IV – Branding and Outdoor Promotion:*

*Ce înseamnă - mobile containers 600\*270\*240 cm?*

### **3. Answer:**

Standard prefab rooms/containers used as mobile offices, bathrooms, etc., with standard dimensions 600 cm (length) x 270 cm (width) x 240 cm (height) [Sample](#)

Please note, that at this line from LOT no.IV: Space branding related services- the price offer should be for the measuring/estimation services only, not for branding materials.

**4. Question:**

Please specify if it is possible to apply separately and not to all the positions included in this tender?

*Va rog sa specificati daca este posibila aplicarea separata si nu la toate pozitiile incluse in acest tender?*

**5. Answer:**

Yes, it is possible to submit your proposals per separate LOTs, but not per separate lines from the LOTs.

**6. Question:**

Is the LRPS-2023-9180947 addressed to Moldova registered companies only or is it global?

*LRPS-2023-9180947 se referă numai companiilor înregistrate în Moldova sau și internaționale?*

**6. Answer:**

Offers from offshore companies can be considered as well, but only for online services such as LOT III- Design Services only.

**7. Question:**

Please let us know if the Lots I, IV and V include printing services necessarily or if we can submit a proposal for design and layout only?

*Spuneți-ne, vă rog, dacă Loturile I, IV și V includ în mod obligatoriu servicii de tipărire/printare sau dacă putem aplica doar pentru design și layout?*

**7. Answer:**

You can submit your proposal for separate LOTs, but not for separate lines from the LOTs.

**8. Question:**

Line 6.1 from Lot III "Translation English text from the video (price per character)". Please let us know if the scope consists of translation from RO and RU to ENG.

**8. Answer:**

Translation is from English to Russian and Romanian and vice versa. Please note, that usually we provide the translation and the Company has only to add titles and subtitles in the necessary language (RO/RU/EN)

**9. Question:**

According to the LRPS-2023-9180947, a bid conference will be held on 20 March 2023, 11:00 (EET time) at UN House Conference Room. Please let us know if you'll be able to share a transcription of Q&A to those who won't be able to join in person.

**9. Answer:**

Yes, all the questions provided by vendors which participate in the Pre-bid Conference are listed in this "Question Clarification" file below.

**10.Question:**

How can we find out if we have a UNGM registration number or not as we collaborated in the past with several UN Agencies? If we do not have this number, how can it be obtained?

*Cum putem afla dacă avem sau nu număr de înregistrare UNGM, căci am colaborat cu mai multe structuri UN ceva timp în urma? Dacă nu avem acest număr cum se poate obține?*

**10.Answer:**

To register the company in the UNGM, please follow the simple registration process detailed at <https://www.ungm.org/Public/Pages/RegistrationProcess>.

**Questions received and answered offered during the 20.03.2023 pre-bid conference**

**11.Question:**

LOT nr. IV-Branding & Outdoor promotion, line 8 and 9 Installation and Dismantling unit price for each m2, is referring to Installation and Dismantling of what in particular?

**11.Answer:**

LOT nr. IV-Branding & Outdoor promotion, line 8 and 9 Installation and Dismantling, is referring to Banners/ Billboards and city lights.

**12.Question:**

In the Table of LOT nr. IV-Branding & Outdoor promotion, the currency for the unite price is indicated in MDL, and elsewhere is USD, is it a technical mistake?

**12.Answer:**

Yes, thank you for noticing, it is a technical mistake, all the prices should be indicated in **USD**.

**13.Question:**

Following measuring of the internal space of offices/rooms or part of offices/rooms for branding (LOT IV, line 1) will the company be required to create branding products for each location from scratch?

**13.Answer:**

Standard UNICEF visibility guide with all the products designs and specifications will be used for branding.

**14.Question:**

Please detail on *Customized folder with logos and texts* (LOT nr.1, line 7)?

**14.Answer:**

A4 Cardboard folder 250 g glossy, with one pocket.

**15. Question:**

The quality of the visibility items can vary a lot, so can we share different level of prices per different quality level of the items, for example low, middle, high level?

**15. Answer:**

Please refer to middle level quality items.

