



This project is funded
by the European Union

**This project is funded by the European Union
and implemented by the
United Nations Development Programme**

European Union - Confidence Building Measures Programme
Programul Uniunii Europene de Promovare a Măsurilor de Încredere
Программа Европейского союза - Меры по укреплению доверия



*Empowered lives.
Resilient nations.*

Minutes of the Pre-Bidding Meeting for ITB 23/02595

EU CBM: Replacement of the curtain walls of the Block A of the Chisinau Circus

as of 21 February 2023, 11:00,

Online via Zoom platform

<https://undp.zoom.us/j/87245200131?pwd=K1ITakFPeUpuNkhEL0hyQ3kyTzIDUT09>

Agenda:

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

I. Presentation and description of procedures

The Pre-bidding conference was opened by *Vladimir Paraschiv, Procurement Associate, EU-CBM Programme*, who welcomed the participants, introduced the members of UNDP team present at the meeting and informed participants about using Zoom features, including the translation channels in Romanian and Russian.

He has made an overall presentation of the tender's conditions and requirements. He underlined the importance of provision of all required documents and explained the requirements related to Bid security, maintenance security and performance security to the attendees.

Some other important conditions were pointed out as follows:

- The bids must be valid for a period not less than 90 days;
- A Bid Security (in the amount of USD 28,000) is required in the form of a Bank Guarantee. A scanned copy of the bid security shall be submitted as part of the Quantum bid submission. The original of the Bid Security shall be delivered to the address specified in the ITB document not later than 10 calendar days after the submission deadline;
- Advanced payment is allowed up to maximum 20% from the amount of the contract in the conditions detailed in the ITB document;
- Liquidated damages will be imposed in case the works are not completed within 180 days;

- A Performance Security in value of 10% of the contract is required in form of bank guarantee letter;
- Solicitations for clarifications are accepted via Quantum messaging functionality up to 5 days prior to the set deadline;
- The requirements towards bidder's eligibility, qualification and experience, as well as key personnel to be proposed for the implementation of the contract are detailed in the Section 4 of the ITB document. The list of documents to be attached to the technical proposal is presented in Section 3: Data Sheet and and Form D: Bidder Information;
- Currency for the financial offer is United States Dollars (US\$). Also, this will be the currency of the contract, performance and maintenance securities;
- The Bidders should present valid certificates together with their offer, and these include the certificate of registration and other licenses valid in the country of origin of the company;
- Also, it was mentioned that the financial proposal shall be VAT 0%. The envisaged project is of technical assistance and falls under international treaties to which Moldova is a party and as a confirmation, the Contractor will be provided with confirming letter. This means that not only the contractor but also its subcontractors can benefit from the 0% VAT reduction for the services provided under this contract.
- Referring to the online submission via Quantum platform, Bidders were recommended to pay attention to the video guide, that is available below the announcement on UNDP Moldova tenders page (<https://sc.undp.md/tnddetails2/2595/>). In case the browser does not visualize the video below announcement, the announcement includes attached detailed User Guides to assist Bidders with registration to the platform and submission of Bids. If following strictly the guidelines, Bidders will succeed.

In case Bidders encounter problems in registering and submitting a bid through Quantum platform, as recommended in the video and user guide, they were recommended to write to sc.md@undp.org.

In case Bidders are not registered, they should follow this link to register a profile:

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

Bidders were asked to not create a new profile if they already have one. Bidders should use the forgotten password feature in case they do not remember the password or the username from previous registration.

- Mr Paraschiv mentioned that submission of bids through Quantum portal is the only means of accepting bids from potential companies. Moreover, Bidders were advised to upload bid documents and to submit their offer a day prior or well before the date and time indicated under the deadline for submission of Offers. If Bidder faced any issue during submitting offers at the last minutes prior to the deadline for submission, UNDP might not be able to assist on such a short notice and would not be held liable in such instance. UNDP would not accept any offer that is not submitted directly through the System.

- Mr. Andrei Vasilachi spoke about the annexes to the ITB, about the construction site from Circus. He mentioned that the preliminary date for the field visit is scheduled for the 23 February 2023 and that interested companies should notify the contact person in writing about intention to participate in this visit. Anyone interested is free to join the meeting on the site and ask questions by following meeting procedures. He also described the technical documents, including BOQs, Technical Design, TOR etc.
- Moreover, Mr Andrei Vasilachi highlighted UNDP rights to vary requirements under the proposed contract award. As per UNDP rules, the final amount could be increased or decreased by up to 25% from the total value of the offer. It doesn't mean a change in the unit price but a change related to the increase or decrease of the volumes of works, materials etc.

II. Questions and Answers

Question 1: What specialist is referred under the designer for façade carpentry required as Key Personnel?

Answer: The Key Personnel requirement refers to an architect certified in line with Moldovan legislation, as in Republic of Moldova there are no specialized architects for façade carpentry /design curtain walls.

Question 2: Who is the second required Key Personnel for the project?

Answer: The second professional, required for the project, is a foreman in the field of general construction certified in line with Moldovan legislation.

Question 3: Taking into consideration that cooperation between construction companies and designers is project based, please explain why Bidders should have an architect in their teams besides the certified foremen in general construction?

Answer: The architect is needed to adjust the implementation documentation developed by the designer PRAS and the architect Traldi (and included in the negotiation documents) to the aluminium profile, fittings and gaskets recommended by the manufacturers of proposed profile system. Therefore, the implementation documentation is to be reviewed and complemented with the mounting details in line with the requirements of the manufacturer of the profile system proposed.

Question 4: Should the required windows profile systems be produced in Europe or other countries in the world. Are the requirements specifically tuned for European, Russian or Belarusian etc windows profiles or can Bidders use any other windows profiles produced in the rest of the world?

Answer: Goods, works and/or services with origin in all countries are eligible in this bidding process. In order for the proposed profiles to be accepted, they should comply to the ITB requirements.

Taking into consideration the purpose of the building, the requirements were set as very high, compared to usual profiles. UNDP aims to receive offers including medium to high quality profiles.

Question 5: If Bidders select a profile manufacturer, other than the one provided in the initial design, do they need to confirm the calculation for the resistance of the profiles with an accredited Moldovan organization?

Answer: No. At the tendering stage, Bidders should provide calculations received from the manufacturer. Usually, the potential bidder gets in touch with the profile manufacturers, provides the dimensions and other technical characteristics and asks the manufacturer if their profiles will have the required resistance, etc. The calculations are provided for the maximal sizes of the glass window. It is not necessary to make calculations for each window or square of the window. The same refers to the doors.

When the selected Contractor will get to the stage of adjustment of the project documentation to the windows profiles proposed, he will make detailed drawings and the architect will reconfirm the required resistance and other characteristics.

Question 6: Could Bidders use the services of architects accredited in Romania?

Answer: The Moldovan legislation states that the architects shall be certified (from Romanian "atestat") in line with the laws of the Republic of Moldova. One way to solve the problem is to involve architects from other countries, but to sign/endorse and stamp the documentation by a certified Moldovan architect.

Question 7: In order to carry out the resistance calculations, please specify what is the standard for wind load that must be taken into account in the Circus area, for ex. 35kg/m²?

Answer: When calculating the dimensioning of the cross-section of the aluminium profile, please take into account that the Republic of Moldova is in a period of transition from the old norms (СНП 2.01.07-85* «Нагрузки и поподробнее») to the requirements of Eurocode 1 Actions on structures and respectively the load calculation is carried out in accordance with SM SR EN 1991-1-4: Actions on structures. Part 1-4: General actions. Actions of the wind.

The load for wind pressure calculation provided in the project documentation was made for a normative wind load $q=0.35\text{KN/m}^2$ (35kg/m²). This is a normative load that must be taken into account during calculation as such.

Question 8: What is the format of the "commissioning report" requested and if it must be signed and stamped by whom?

Answer: To demonstrate your company's previous experience, the tender requires submission of 3 final commissioning reports of similar works (in the area of manufacturing and mounting of aluminium façade carpentry for civil building for at least 1,000 m² of façade surface) or the so called

minutes of final reception of the buildings where the Bidder carried carpentry installation works (for local bidders), or any other prove of successful completion of works on the site (for international bidders). The format of these minutes of final reception for local Bidders, as per Republic of Moldova legislation, is provided in Annex no. 2 of the *Regulamentul de recepție a construcțiilor și instalațiilor aferente, HG nr 285 din 23 05 1996, cu privire la aprobarea Regulamentului de recepție a construcțiilor și instalațiilor aferente.*

In the event that you performed the role of subcontractor for the object/site presented as similar experience, please present the act of receipt/handover of the installation works of stained glass facades between the subcontractor and the general contractor, and include the minutes of the final reception owned by the general contractor.

Question 9: Question related to Position 16,17,18 of the BOQ estimate: according to the specification, the holes are drilled with a diameter of 20 mm to drive the 10 mm rod - but the regulation of use for Hilti chemical anchors - provides for a diameter of 12 mm, which in the end will reduce the consumption of anchoring chemicals with about 100 thousand MDL (Moldovan leu). Should Bidders calculate the costs how it is technologically correct or how it is written in the BOQ estimate?

Answer: At the tender stage, Bidders are recommended to comply strictly with the provisions of the specifications, the consumption norm of chemical anchors being respected as provided by the position code. Changing the consumption norm constitutes a criterion for disqualification of the offer. Accordingly, it is recommended to adjust the cost of the position from the account of other lines.

Question 10: Question related to Position 54 from the BOQ estimate – *Ventilated façade system with plywood made of metal fireproof sidings (external paneling) without heat-insulating layer, on curvilinear walls. Note: see RAL chromatric solutions / Ventilated facade system with refractory metal wall siding (external wall coverings), metallic external wall coverings without thermal insulating layer, on curvilinear walls. Notes: See RAL color chart (Small material (paronite gasket)=1.0030): what kind of material is required for plywood for the sidings?*

Answer: Position 54 provides lining with plywood for the siding i.e. - *Profile folded by pressing in aluminum sheet painted with epoxy powder color RAL 9006, thickness 2 mm, fixed by screws to the steel profiles dim. 40x25 mm of the gap that will be the shape after mounting the stained-glass windows below elevation 0 and the floor with beams at elevation 0.00. The portion is located under the portico (balcony) and is less visible on the facade. Colors and details can be seen in detail number 5 on page SA DWG 121.*

Question 11: Question related to Position 57 from the BOQ Estimate: *Installation of the ventilated facade system with plywood walls of buildings and constructions with boxed metal panels made of stainless steel sheet 2.0 mm thick in a vertical arrangement with hidden fixing, with the surface of the architectural details up to 30% of the total surface of the walls, with mineral wool plate thickness 30 mm, density 45 kg/m³, conductivity = 0.028.* Note: RAL see the chronometric solutions: what kind of material is required for stainless steel cladding and where exactly is it mounted? The information was not found in the project. Should Bidders make the price calculation based on how it is written in the estimate using Inox?

Answer: Position 57 (I hope you will refer to it) relates to the lining of the gap that is formed between the stained glass windows at the 4.35 level, with a width of 1m, which since it is on the eminently visible part of the facade, it was decided to be made of stainless steel. Although in the project documentation the description is identical to the one located below elevation 0, your offer must comply with the respective specification to offer 2 mm stainless steel plywood.

Question 12: How should Bidders prepare correctly their Bids and requested forms F3,F5,F7 in Winsmeta, as per tender requirements, given that the prices must be specified in USD, but Winsmeta works with MDL/Moldovan leu?

Answer: The Winsmeta program has the possibility to set up the currency in which the calculations are made, indicating the exchange rate for the MDL/Moldovan leu. Therefore, it is possible to set the currency to US Dollars. UNDP suggests Bidders to use the UN operational exchange rate, which can be found here: [UN Operational Rates of Exchange - Rates](#), for Bid preparation.

Question 13: How to correctly use and report the information about offered discount in the submitted Bid?

Answer: Bidders should include the discount, if any, in the existing calculations for each price line. In other cases, Bidders can include a separate discount line and the final amount of the discounted offer.