



INVITATION TO BID (ITB)

ITB23/02641: EU4MD/Purchase of technical equipment for the provision of public services in Cahul and Ungheni (14 LOTS)

ITB No.: ITB23/02641

Project: Eu4Moldova: Focal regions Programme

Country: Moldova, Republic of

SECTION 1: LETTER OF INVITATION

United Nations Development Programme, hereinafter referred to as UNDP, "**EU4Moldova Focal Regions Programme**" hereby invites prospective bidders to submit a bid for **Purchase of technical equipment for the provision of public services in Cahul and Ungheni (14 LOTS)** in accordance with the General Conditions of Contract and the Schedule of Requirements as set out in this Invitation to Bid (ITB).

To enable you to submit a bid, please read the following attached documents carefully.

Section 1: This Letter of Invitation

Section 2: Instructions to Bidders

Section 3: Data Sheet

Section 4: Evaluation Criteria

Section 5: Schedule of Requirements

Section 6: Conditions of Contract and Contract Forms

Section 7: Bidding Forms

- Form A: Bid Confirmation
- Form B: Checklist
- Form C: Bid Submission
- Form D: Bidder Information
- Form E: Joint Venture/Consortium/Association Information
- Form F: Eligibility and Qualification
- Form G: Technical Bid
- Form H: Price Schedule
- Form I: Bid Security

Annex 1: Technical Responsiveness Table

When preparing your bid, please be guided by the ITB Instructions and Data Sheet. Please note that bids must be submitted directly in the system responding to the questions and uploading required documents by the deadline for submission of bids (date and time), indicated in the online system. System will not accept submission of any bid after that date and time. It is your responsibility to ensure that your bid is submitted before the deadline. Bids received after the submission deadline outside the online portal, for whatever reason, will not be considered for evaluation.

Bids 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-00113** 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 the bid shall be submitted online through the Quantum system and any bid sent to the above email shall be disqualified.

Should you require further clarifications on the Invitation to Bid, Schedule of Requirements or other requirements, kindly communicate using the messaging functionality in the portal.

Deadline for Submission of Offers (Date and Time), which is visible in the online procurement system will be final. System will not accept submission of any bid after that date and time. It is the responsibility of the bidder to make sure that the bid is submitted prior to this deadline for submission.

Bidders are 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. Do not wait until last minute. If Bidder faces any issue during submitting offers at the last minutes prior to the deadline for submission, UNDP may not be able to assist on such a short notice and will not be held liable in such instance. UNDP will not accept any offer that is not submitted directly through the System.

Thank you and we look forward to receiving your bid.

UNDP Moldova

SECTION 2: INSTRUCTIONS TO BIDDERS

GENERAL	
<p>1. Scope</p>	<p>Bidders are invited to submit a bid for the Click or tap here to enter text. specified in Section 5: Schedule of Requirements, in accordance with this Invitation to Bid (ITB). A summary of the scope of the bid is included in Section 3: Data Sheet.</p> <p>Bidders shall adhere to all the requirements of this ITB, including any amendment made in writing by UNDP. This ITB is conducted in accordance with Policies and Procedures of UNDP which can be accessed at https://popp.undp.org/SitePages/POPPRoot.aspx.</p>
<p>2. Interpretation of the ITB</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 ITB.</p>
<p>3. Supplier Code of Conduct</p>	<p>All bidders 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 may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</p> <p>Moreover, suppliers should note that certain provisions of the Code of Conduct will be binding on the supplier in the event that the supplier is awarded a contract, pursuant to the terms and conditions of any such contract.</p> <p>The bidder must acknowledge that UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_and_investigation.html#anti</p> <p>In pursuance of this policy, UNDP:</p> <ul style="list-style-type: none"> (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) Further to the UNDP's vendor sanctions policy, 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>4. Eligible bidders/Conflict of Interest</p>	<p>Bidders shall have the legal capacity to enter into a binding contract with UNDP.</p> <p>A bidder, and all parties constituting the bidder, may have the nationality of any country with the exception of the nationalities, if any, listed in Section 3: Data Sheet. A bidder shall be deemed to have the nationality of a country if the bidder it is constituted, incorporated, or registered and operates in conformity with the provisions of the laws of that country.</p> <p>All bidders found to have a conflict of interest shall be disqualified. Bidders may be considered to have a conflict of interest if they are or have been associated in the past, with a firm or any of its affiliates that have been engaged by UNDP to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods, services or works required in the present procurement process and/or are found to be in conflict for any other reason, as may be established by, or at the discretion of UNDP.</p> <p>In the event of any uncertainty in the interpretation of a potential conflict of interest, Bidders must disclose to UNDP, and seek UNDP's confirmation on whether or not such conflict exists.</p> <p>Similarly, the Bidders must disclose in their Bid their knowledge of the following:</p> <ul style="list-style-type: none"> 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 ITB; and b) All other circumstances that could potentially lead to actual or perceived conflict of interest, collusion or unfair competition practices.

	<p>Failure to disclose such an information may result in the rejection of the Bid or Bids affected by the non-disclosure.</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 ITB, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p> <p>Bidders shall not be eligible to submit a bid if at the time of bid submission:</p> <ul style="list-style-type: none"> • is included in the Ineligibility List, hosted by UNGM, that aggregates information disclosed by Agencies, Funds or Programs of the UN System; • is included in the Consolidated United Nations Security Council Sanctions List, including the UN Security Council Resolution 1267/1989 list; • is included in the World Bank Corporate Procurement Listing of Non-Responsible Vendors and World Bank Listing of Ineligible Firms and Individuals.
5. Eligible goods, works and services	<p>All goods, works and/or services to be supplied under the contract shall have their origin in any country with the exception of the countries, if any, listed in Section 3: Data Sheet, and all expenditures made under the contract will be limited to such goods, works and services.</p> <p>For purposes of this clause, "origin" means the place where the goods are mined, grown, or produced, or the place from which the related services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially recognized product results that is substantially different in basic characteristics or in purpose or utility from its components.</p> <p>The origin of goods, works and services is distinct from the nationality of the bidder.</p>
6. Proprietary information	<p>The ITB documents and any specifications, plans, drawings, patterns, samples or information issued or furnished by UNDP are issued solely for the purpose of enabling a bid to be completed and may not be used for any other purpose. The ITB documents and any additional information provided to bidders shall remain the property of UNDP. All documents which may form part of the bid will become the property of UNDP, who will not be required to return them to your firm.</p>
7. Publicity	<p>During the ITB process, a bidder is not permitted to create any publicity in connection with the ITB.</p>
SOLICITATION DOCUMENTS	
8. Clarification of solicitation documents	<p>Bidders may request clarifications on any of the ITB documents no later than the date indicated in Section 3: Data Sheet. Any request for clarification must be sent in writing in the manner indicated in Section 3: Data Sheet. Explanations or interpretations provided by personnel other than the named contact person will not be considered binding or official.</p> <p>UNDP will provide the responses to clarifications through the method specified in Section 3: Data Sheet.</p> <p>UNDP shall endeavour to provide responses to clarifications in an expeditious manner, but any delay in such response shall not cause an obligation on the part of UNDP to extend the submission date of the bids, unless UNDP deems that such an extension is justified and necessary.</p>
9. Amendment of solicitation documents	<p>At any time prior to the deadline of bid submission, UNDP may for any reason, such as in response to a clarification requested by a bidder, modify the ITB in the form of an amendment to the ITB. Amendments will be made available to all prospective bidders.</p> <p>If the amendment is substantial, UNDP may extend the Deadline for submission of bid to give the bidders reasonable time to incorporate the amendment into their bids.</p>
PREPARATION OF BIDS	
10. Cost of preparation of bid	<p>The bidder shall bear all costs related to the preparation and/or submission of the bid, regardless of whether its bid is selected or not. UNDP shall not be responsible or liable for those costs, regardless of the conduct or outcome of the procurement process.</p>

11. Language	The bid, as well as any and all related correspondence exchanged by the bidder and UNDP, shall be written in the language(s) specified in Section 3: Data Sheet.
12. Documents comprising the bid	<p>The bid shall comprise of the following documents and related forms which details are provided in Section 3: Data Sheet:</p> <ul style="list-style-type: none"> a) Documents establishing the eligibility and qualifications of the bidder; b) Technical bid c) Price Schedule d) Bid Security (if required) e) Advance Payment Guarantee (if required) f) Performance Security (if required) g) Any attachments and/or appendices to the bid.
13. Documents establishing eligibility and qualifications of the bidder	The bidder shall furnish documentary evidence of its status as an eligible and qualified vendor, using the Forms provided in Section 7 and providing the documents required in those forms. In order to award a contract to a bidder, its qualifications must be documented to UNDP's satisfaction.
14. Technical bid	The bidder is required to submit a technical bid using the Form provided in Section 7 and taking into consideration the requirements in the ITB.
15. Price Schedule	<p>The Price Schedule shall be prepared using the Form provided in Section 7 and taking into consideration the requirements in the ITB.</p> <p>The prices and discounts quoted by the bidder shall conform to the requirements specified below.</p> <ul style="list-style-type: none"> • All items and lots (if applicable) must be listed and priced separately. • The price to be quoted shall be the total price of the bid, excluding any discounts offered. • The bidder shall quote any unconditional discounts and indicate the method for their application. • The INCOTERM shall be governed by the rules prescribed in the 2020 edition of INCOTERMS, published by The International Chamber of Commerce. The INCOTERM rules and place of destination is specified in Section 5: Schedule of Requirements. • Prices quoted by the bidder shall be fixed during the bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in Section 3: Data Sheet. A bid submitted with an adjustable price shall be treated as non-compliant and shall be rejected. However, if in accordance with Section 3: Data Sheet, prices quoted by the bidder shall be subject to adjustment during the performance of the Contract, a bid submitted with a fixed price quotation shall not be rejected, but the price adjustment shall be treated as zero. • If indicated in Section 3: Data Sheet that bids are being invited for individual contracts (lots) and unless otherwise indicated in Section 3: Data Sheet, prices quoted shall correspond to 100 % of the items specified for each lot and to 100% of the quantities specified for each item of a lot. Bidders wishing to offer any price reduction (discount) for the award of more than one Lot shall specify the applicable price reduction.
16. Bid currencies	<p>All prices shall be quoted in the currency or currencies indicated in Section 3: Data Sheet. Where bids are quoted in different currencies, for the purposes of comparison of all bids:</p> <ul style="list-style-type: none"> • UNDP will convert the currency quoted in the bid into the UNDP preferred currency, in accordance with the prevailing UN Operational Rate of Exchange on UNDP; and • In the event that UNDP selects a bid for award that is quoted in a currency different from the preferred currency in Section 3: Data Sheet, UNDP shall reserve the right to award the contract in the currency of UNDP's preference, using the conversion method specified above.
17. Duties and taxes	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, 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 bids shall be

	submitted net of any direct taxes and any other taxes and duties, unless otherwise specified in Section 3: Data Sheet.
18. Bid validity period	<p>Bids shall remain valid for the period specified in Section 3: Data Sheet, commencing on the deadline for submission of bids. A bid valid for a shorter period may be rejected by UNDP and rendered non-responsive.</p> <p>During the bid validity period, the bidder shall maintain its original bid without any change, including the availability of the key personnel, the proposed rates and the total price.</p> <p>In exceptional circumstances, prior to the expiration of the bid validity period, UNDP may request bidders to extend the period of validity of their bids. The request and the responses shall be made in writing, and shall be considered integral to the bid.</p> <p>If the bidder agrees to extend the validity of its bid, it shall be done without any change to the original bid, but will be required to extend the validity of the bid security, if required, for the period of the extension, and in compliance with Article 19 (Bid security) in all respects.</p> <p>The bidder has the right to refuse to extend the validity of its bid without forfeiting the bid security, if required, in which case, the bid shall not be further evaluated.</p>
19. Bid Security	<p>A bid security, if required by Section 3: Data Sheet, shall be provided in the amount and form indicated in the Section 3: Data Sheet. The bid security shall be valid for a minimum of thirty (30) days after the final date of validity of the bid.</p> <p>The bid security shall be included along with the bid. If a bid security is required by the ITB but is not found in the bid, the offer shall be rejected.</p> <p>If the bid security amount or its validity period is found to be less than is required by UNDP, UNDP shall reject the bid.</p> <p>In the event an electronic submission is allowed in Section 3: Data Sheet, bidders shall include a copy of the bid security in their bid and the original of the bid security must be sent via courier or hand delivery as per the instructions in Section 3: Data Sheet.</p> <p>Unsuccessful bidders' bid securities will be discharged/returned as promptly as possible but no later than thirty (30) days after the expiration of the period of bid validity prescribed by UNDP pursuant to Article 18 (Bid Validity Period).</p> <p>The bid security may be forfeited by UNDP, and the bid rejected, in the event of any, or combination, of the following conditions:</p> <ul style="list-style-type: none"> • If the bidder withdraws its offer during the period of the bid validity specified in Section 3: Data Sheet, or; • In the event the successful bidder fails: <ul style="list-style-type: none"> ○ to sign the Contract after UNDP has issued an award; or ○ to furnish the Performance Security, insurances, or other documents that UNDP may require as a condition precedent to the effectivity of the contract that may be awarded to the bidder.
20. 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 bid, each such legal entity will confirm in their joint bid that:</p> <ul style="list-style-type: none"> • 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, and this will be evidenced by a duly notarised Agreement among the legal entities, which will be submitted along with the bid; and • if they are awarded the contract, the contract shall be entered into by and between UNDP and the designated lead entity, who will be acting for and on behalf of all the member entities comprising the joint venture. <p>After the deadline for submission of bid, the lead entity identified to represent the JV, Consortium or Association shall not be altered without the prior written consent of UNDP.</p>

	<p>If a JV, Consortium or Association’s bid is the bid selected for award, UNDP will award the contract to the joint venture, in the name of its designated lead entity. The lead entity will sign the contract for and on behalf of all other member entities.</p> <p>The lead entity and the member entities of the JV, Consortium or Association shall abide by the provisions of Article 21 (Only one Bid) herein in respect of submitting only one bid.</p> <p>The description of the organization of the JV, Consortium or Association must clearly define the expected role of each of the entities in the joint venture in delivering the requirements of the ITB, both in the bid and the JV, Consortium or Association Agreement. All entities that comprise the JV, Consortium or Association shall be subject to the eligibility and qualification assessment by UNDP.</p> <p>A JV, Consortium or Association in presenting its track record and experience should clearly differentiate between:</p> <ul style="list-style-type: none"> • Those that were undertaken together by the JV, Consortium or Association; and • Those that were undertaken by the individual entities of the JV, Consortium or Association. <p>Previous contracts completed by individual experts working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the JV, Consortium or Association or those of its members, but should only be claimed by the individual experts themselves in their presentation of their individual credentials.</p> <p>JV, Consortium or Associations are encouraged for high value, multi-sectoral requirements when the spectrum of expertise and resources required may not be available within one firm.</p>
<p>21. Only one bid</p>	<p>The bidder (including the individual members of any Joint Venture) shall submit only one bid, either in its own name or as part of a Joint Venture.</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> <ul style="list-style-type: none"> • they have at least one controlling partner, director or shareholder in common; or • any one of them receive or have received any direct or indirect subsidy from the other/s; or • they have the same legal representative for purposes of this ITB; or • 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 ITB process; • 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 some key personnel proposed to be in the team of one bidder participates in more than one bid received for this ITB process. This condition relating to the personnel, does not apply to subcontractors being included in more than one bid.
<p>22. Alternative bids</p>	<p>Unless otherwise specified in Section 3: Data Sheet, alternative bids shall not be considered. If submission of alternative bid is allowed in Section 3: Data Sheet, a bidder may submit an alternative bid, but only if it also submits a bid conforming to the ITB requirements. 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 bid.</p> <p>If multiple/alternative bids are being submitted, they must be clearly marked as “Main Bid” and “Alternative Bid”. If no indication is provided as to which bid is the main bid and which is/are the alternative bid(s), then all bids will be rejected.</p>
<p>23. Pre-bid conference</p>	<p>When appropriate, a pre-bid conference will be conducted at the date, time and location and according to any instructions specified in Section 3: Data Sheet.</p> <p>If it is stated in Section 3: Data Sheet that the pre-bid conference is mandatory, a bidder which does not attend the pre-bid conference shall become ineligible to submit a bid under this ITB.</p> <p>If it is stated in Section 3: Data Sheet that the pre-bid conference is not mandatory, non-attendance shall not result in disqualification of an interested bidder.</p>

	<p>UNDP will not issue any formal answers to questions from bidders regarding the ITB or bid process during the pre-bid conference. All questions shall be submitted in accordance with Article 41 (Clarification of Bids).</p> <p>The pre-bid conference shall be conducted for the purpose of providing background information only. Without limiting Article 26 (Bidders Responsibility) bidders shall not rely upon any information, statement or representation made at the pre-bid conference unless that information, statement or representation is confirmed by UNDP in writing.</p> <p>Minutes of the pre-bid conference will be disseminated as specified in Section 3: Data Sheet. No verbal statement made during the conference shall modify the terms and conditions of the ITB, unless specifically incorporated in the minutes of the bidder’s conference or issued/posted as an amendment to ITB.</p>
<p>24. Site inspection</p>	<p>When appropriate, a site inspection will be conducted at the date, time and location and according to any instructions specified in Section 3: Data Sheet.</p> <p>If it is stated in Section 3: Data Sheet that the site inspection is mandatory, a bidder which does not attend the site inspection shall become ineligible to submit a bid under this ITB.</p> <p>If it is stated in Section 3: Data Sheet that the site inspection is not mandatory, non-attendance, shall not result in disqualification of an interested bidder.</p> <p>Bidders participating in a site inspection shall be responsible for making and obtaining any visa arrangements that may be required for the bidders to participate in a site inspection.</p> <p>Prior to attending a site inspection, bidders shall execute an indemnity and a waiver releasing UNDP in respect of any liability that may arise from:</p> <ul style="list-style-type: none"> (i) loss of or damage to any real or personal property; (ii) personal injury, disease or illness to, or death of, any person; (iii) financial loss or expense, arising out of the carrying out of that site inspection; and (iv) transportation by UNDP to the site (if provided) as a result of any accidents or malicious acts by third parties. <p>UNDP will not issue any formal answers to questions from bidders regarding the ITB or bid process during a site inspection. All questions shall be submitted in accordance with Article 8 (Clarification of solicitation documents).</p> <p>A site inspection will be conducted for the purpose of providing background information only. Without limiting Article 26 (Bidders Responsibility), bidders shall not rely upon any information, statement or representation made at a site inspection unless that information, statement or representation is confirmed by UNDP in writing.</p>
<p>25. Errors or omissions</p>	<p>Bidders shall immediately notify UNDP in writing of any ambiguities, errors, omissions, discrepancies, inconsistencies or other faults in any part of the ITB, with full details of those ambiguities, errors, omissions, discrepancies, inconsistencies or other faults.</p> <p>Bidders shall not benefit from such ambiguities, errors, omissions, discrepancies, inconsistencies or other faults.</p>
<p>26. Bidders responsibility to inform themselves</p>	<p>Bidders shall be responsible for informing themselves in preparing their bid. In this regard, bidders shall ensure that they:</p> <ul style="list-style-type: none"> • examine and fully inform themselves in relation to all aspects of the ITB, including the Contract and all other documents included or referred to in this ITB; • review the ITB to ensure that they have a complete copy of all documents; • obtain and examine all other information relevant to the project and the scope of the requirements available on reasonable enquiry; • verify all relevant representations, statements and information, including those contained or referred to in the ITB or made orally during any clarification meeting or site inspection or any discussion with UNDP, its employees or agents; • attend any Pre-bid conference or site inspection if it is mandatory under this ITB;

	<ul style="list-style-type: none"> fully inform and satisfy themselves as to requirements of any relevant authorities and laws that apply, or may in the future apply, to the supply of the goods, works and/or services; and form their own assessment of the nature and extent of the goods, works and /or services required as included in Section 5: Schedule of Requirements and properly account for all requirements in their bid. <p>Bidders acknowledge that UNDP, its directors, employees and agents make no representations or warranties (express or implied) as to the accuracy, currency or completeness of this ITB or any other information provided to the bidders.</p>
27. No material change(s) in circumstances	<p>The bidder shall inform UNDP of any change(s) of circumstances arising during the ITB process, including but not limited to:</p> <ul style="list-style-type: none"> a change affecting any declaration, accreditation, license or approval; major re-organisational changes, company re-structuring, a take-over, buy-out or similar event(s) affecting the operation and/or financing of the bidder or its major sub-contractors; a change to any information on which UNDP may rely in assessing bids.
SUBMISSION AND OPENING OF BIDS	
28. Instruction for bid submission	<p>The bidder shall submit a duly signed and complete bid comprising the documents and forms in accordance with requirements in Section 3: Data Sheet. The Price Schedule shall be submitted together with the Technical Bid. The bid shall be delivered according to the method specified in Section 3: Data Sheet.</p> <p>The bid shall be signed by the bidder or person(s) duly authorized to commit the bidder. The authorization shall be communicated through a document evidencing such authorization issued by the legal representative of the bidding entity, or, if requested, a Power of Attorney, accompanying the bid.</p> <p>Bidders must be aware that the mere act of submission of a bid, in and of itself, implies that the bidder fully accepts the UNDP General Conditions of Contract.</p> <p>Electronic submission through the portal, if allowed as specified in the BDS, shall be governed as follows:</p> <ul style="list-style-type: none"> Electronic files that form part of the Bid must be in accordance with the format and requirements indicated in BDS; Documents which are required to be in original form (e.g. Bid Security, etc.) must be sent via courier or hand delivered as per the instructions in BDS.
29. Deadline for bid submission	<p>Complete bids must be received by UNDP in the manner, and no later than the date and time, specified in Section 3: Data Sheet. If any doubt exists as to the time zone in which the Bid should be submitted, refer to http://www.timeanddate.com/worldclock/. It shall be the sole responsibility of the bidders to ensure that their bid is received by the closing date and time. UNDP shall accept no responsibility for bids that arrive late due to the courier company or any technical issues and shall only recognise the actual date and time that the bid was received by UNDP.</p> <p>UNDP may, at its discretion, extend this deadline for the submission of bids by amending the solicitation documents in accordance with Article 9 Amendment of solicitation documents. In this case, all rights and obligations of UNDP and bidders subject to the previous deadline will thereafter be subject to the new deadline as extended.</p>
30. Withdrawal, substitution and modification of bids	<p>A bidder may withdraw, substitute or modify its bid after it has been submitted at any time prior to the deadline for submission by sending a written notice to UNDP, duly signed by an authorized representative and shall include a copy of the authorization (or a Power of Attorney). The corresponding substitution or modification of the bid, if any, must accompany the respective written notice. All notices must be submitted in the same manner as specified for submission of bids, by clearly marking them as "WITHDRAWAL", "SUBSTITUTION" OR "MODIFICATION".</p> <p>However, after the deadline for bid submission, the bids shall remain valid and open for acceptance by UNDP for the entire bid validity period, as may be extended.</p>

	Quantum: A Bidder may modify its Bid by revising the Bid directly in the system. It is the responsibility of the Bidder to properly follow the system instructions, duly revise and submit a modification of the Bid as needed. Detailed instructions on how to revise a Bid directly in the system are provided in the Bidder User Guide.
31. Storage of bids	Bidders are encouraged to submit their bid in good time to avoid last minute challenges. Bids submitted in the supplier portal are kept confidential and secure by the system and no one in the organization has access to such information until deadline has passed and bids have been opened.
32. Bid opening	Once deadline has passed, bids will be opened for evaluation as per the UNDP evaluation procedures. If Public Bid Opening is provisioned, a Public Bid Opening report will be sent automatically by the system to all bidders who have posted a successful bid indicating names of the companies and their total bid price.
33. Late bids	In exceptional circumstances, bid received outside portal within or after deadline may be accepted if it is determined that it was due to factors not reasonably foreseen by the bidder or was due to force majeure. Such bids received by UNDP will be destroyed unless the bidder requests that it be returned and assumes the responsibility and expenses for the re-possession of the returned bidding documents.
EVALUATION OF BIDS	
34. Confidentiality	Information relating to the examination, evaluation, and comparison of bids, and the recommendation of contract award, shall not be disclosed to bidders or any other persons not officially concerned with such process, even after publication of the contract award. Any effort by a bidder or anyone on behalf of the bidder to influence UNDP in the examination, evaluation and comparison of the bids or contract award decisions may, at UNDP's decision, result in the rejection of its bid and may subsequently be subject to the application of prevailing UNDP's vendor sanctions procedures.
35. Evaluation of bids	UNDP shall evaluate a bid using only the methodologies and criteria defined in this ITB. No other criteria or methodology shall be permitted. UNDP shall conduct the evaluation solely on the basis of the bids received according to the evaluation criteria in Section 4. Evaluation of bids shall be undertaken in the following steps: <ul style="list-style-type: none"> a) Preliminary examination b) Evaluation of eligibility and qualification c) Evaluation of technical bids d) Evaluation of prices of bids found to be substantially compliant Detailed evaluation will be focussed on the 3 - 5 lowest priced bids. Further higher priced bids shall be added for evaluation if necessary After completion of the evaluation, but prior to award, UNDP shall conduct a Post-qualification assessment of the bidder recommended for award (if pre-qualification was not done) as per Article 40 (Post-qualification).
36. Preliminary examination	UNDP shall examine the bids to determine whether they are complete with respect to minimum documentary requirements, whether the documents have been properly signed, and whether the bids are generally in order, among other indicators that may be used at this stage. UNDP reserves the right to reject any bid at this stage.
37. Evaluation of eligibility and qualification	Eligibility and Qualification of the bidder will be evaluated against the Minimum Eligibility/Qualification requirements specified in Section 4: Evaluation Criteria and in Article 4 (Eligible Bidders). In general terms, vendors that meet the following criteria may be considered qualified: <ul style="list-style-type: none"> a) They are not included in the UN Security Council 1267/1989 Committee's list of terrorists and terrorist financiers, and in UNDP's ineligible vendors' list; b) They have a good financial standing and have access to adequate financial resources to perform

	<p>the contract and all existing commercial commitments,</p> <p>c) They have the necessary similar experience, technical expertise, production capacity, quality certifications, quality assurance procedures and other resources applicable to the supply of goods and/or services required;</p> <p>d) They are able to comply fully with the UNDP General Terms and Conditions of Contract;</p> <p>e) They do not have a consistent history of court/arbitral award decisions against the Bidder; and</p> <p>f) They have a record of timely and satisfactory performance with their clients.</p>
38. Evaluation of technical bids	<p>Technical evaluation will be conducted to establish substantial compliance, as per the criteria included in Section 4: Evaluation Criteria. When the bid varies in one or more aspect/s from the minimum technical specifications and/or delivery requirements specified in Section 5: Schedule of Requirements, the bid will not be considered substantially compliant and will not be evaluated further.</p> <p>When necessary, and if stated in the BDS, UNDP may invite technically responsive bidders for a presentation related to their technical Bids. The conditions for the presentation shall be provided in the bid document where required.</p>
39. Evaluation of prices	<p>The prices of bids found to be substantially compliant, will be compared to identify the most substantially compliant bid which represents the lowest overall costs to UNDP.</p>
40. Post-qualification/Due diligence	<p>UNDP reserves the right to undertake a post-qualification assessment, aimed at determining, to its satisfaction, the validity of the information provided by the bidder. Such exercise shall be fully documented and may include, but need not be limited to, all or any combination of the following:</p> <ol style="list-style-type: none"> a) Verification of accuracy, correctness and authenticity of information provided by the bidder; b) Validation of extent of compliance to the ITB requirements and evaluation criteria based on what has so far been found by the evaluation team; c) Inquiry and reference checking with Government entities with jurisdiction on the bidder, or with previous clients, or any other entity that may have done business with the bidder; d) Inquiry and reference checking with previous clients on the performance on on-going or completed contracts, including physical inspections of previous works, as deemed necessary; e) Physical inspection of the bidder's offices, branches or other places where business transpires, with or without notice to the bidder; f) Other means that UNDP may deem appropriate, at any stage within the selection process, prior to awarding the contract.
41. Clarification of bids	<p>UNDP may request clarification or further information in writing from the bidders at any time during the evaluation process. The bidders' responses shall not contain any changes regarding the substance or price of the bid, except to confirm the correction of arithmetic errors discovered by UNDP in the evaluation of the bids, in accordance with Instructions to Bidders Article 25 (Errors or omissions).</p> <p>UNDP may use such information in interpreting and evaluating the relevant bid but is under no obligation to take it into account.</p> <p>Any unsolicited clarification submitted by a Bidder in respect to its Bid, which is not a response to a request by UNDP, shall not be considered during the review and evaluation of the Bids.</p>
42. Responsiveness of bid	<p>UNDP's determination of a bid's responsiveness is to be based on the contents of the bid itself. A substantially responsive bid is one that conforms to all the terms, conditions, and specifications of the bidding documents without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:</p> <ol style="list-style-type: none"> a) affects in any substantial way the scope, quality, or performance of the goods, services and/or works specified in the contract; or b) limits in any substantial way, inconsistent with the bidding documents, UNDP's rights or the bidder's obligations under the contract; or c) if rectified would unfairly affect the competitive position of other bidders presenting

	<p>substantially responsive bids.</p> <p>If a bid is not substantially responsive, it shall be rejected by UNDP and may not subsequently be made responsive by the bidder by correction of the material deviation, reservation, or omission.</p>
43. Nonconformities, reparable errors and omission	<p>Provided that a bid is substantially responsive, UNDP may waive any non-conformities or omissions in the bid that, in the opinion of UNDP, do not constitute a material deviation. These are a matter of form and not of substance and can be corrected or waived without being prejudicial to other bidders.</p> <p>Provided that a bid is substantially responsive UNDP may request the bidder to submit the necessary information or documentation, within a reasonable period, to rectify nonmaterial nonconformities or omissions in the bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the bid. Failure of the bidder to comply with the request may result in the rejection of its bid.</p> <p>For bids that have passed the preliminary examination, UNDP shall check and correct arithmetical errors as follows:</p> <ol style="list-style-type: none"> a) if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of UNDP there is an obvious misplacement of the decimal point in the unit price; in which case, the line item total as quoted shall govern and the unit price shall be corrected; b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail. <p>If the bidder that submitted the lowest evaluated bid does not accept the correction of errors, its bid shall be rejected and its bid security may be forfeited.</p>
44. Right to accept any bid and to reject any or all bids	<p>UNDP reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for UNDP's action. UNDP shall not be obliged to award the contract to the lowest priced offer.</p>
45. Samples	<p>Where required as per Section 5: Schedule of Requirements, free, non-returnable samples shall be provided by the bid submission deadline for evaluation and testing by UNDP or their representative, of the item and/or the packing and packaging, prior to any award. Samples will be subject to technical review and laboratory analysis where appropriate. Samples provided to UNDP are non-returnable, unless otherwise stated. Samples should be marked with the ITB number.</p> <p>If a bidder fails to provide samples or documents requested by UNDP in a timely manner, UNDP may declare the bid unsuccessful.</p>
AWARD OF CONTRACT	
46. Award criteria	<p>In the event of a Contract award, UNDP shall award the Contract to a bidder who has been determined as eligible and qualified and whose bid has been determined to be the lowest priced, substantially compliant offer to the ITB. UNDP reserves the right to conduct negotiations with the bidder recommended for award on the content of their bid.</p>
47. Right to vary requirement at time of award	<p>At the time the Contract is awarded, UNDP reserves the right to increase or decrease the quantity of goods, works and/or services, 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</p>
48. Notification of award	<p>Prior to the expiration of the period of bid validity, UNDP will notify the successful bidder in writing by email, fax or post, that its bid has been accepted. Please note that the bidder, if not already registered at the appropriate level in UNGM, will be required to complete the vendor registration process on the UNGM prior to the signature and finalization of the contract.</p>
49. Debriefing	<p>In the event that a bidder is unsuccessful, the bidder may request a debriefing from UNDP. The purpose of the debriefing is to discuss the strengths and weaknesses of the bidder's submission, in</p>

	order to assist the bidder in improving its future bids for UNDP procurement opportunities. The content of other bids and how they compare to the bidder's submission shall not be discussed.
50. Publication of Contract Award	UNDP will publish the contract award on UNDP Procurement Notices website https://procurement-notices.undp.org/view_awards.cfm with the ITB reference number, the information of the awarded bidder company name, contract amount or LTA and the date of the contract.
51. Contract Signature	Within fifteen (15) days from the date of receipt of the Contract, the successful Bidder shall sign and date the Contract and return it to UNDP. Failure to do so may constitute sufficient grounds for the annulment of the award, and forfeiture of the Bid Security, if any, and on which event, UNDP may award the Contract to the Second highest rated or call for new Bids.
52. Contract Type and General Terms and Conditions	The types of Contract to be signed and the applicable UNDP Contract General Terms and Conditions, as specified in BDS, can be accessed at http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
53. Performance security	<p>The successful bidder, if so specified in Section 3: Data Sheet shall furnish a performance security in the amount and form specified therein, within the specified number of days after receipt of the contract from UNDP. Banks issuing performance securities must be acceptable to the UNDP comptroller, i.e. banks certified by the central bank of the country to operate as a commercial bank. UNDP shall promptly discharge the bid securities of the unsuccessful bidders pursuant to Article 19 (Bid Security). The Performance Security form is available here</p> <p>Failure of the successful bidder to submit the above-mentioned performance security or sign the contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security. In that event UNDP may award the contract to the next lowest evaluated bidder, whose offer is substantially responsive and is determined by UNDP to be qualified to perform the contract satisfactorily.</p>
54. Bank guarantee for advance payment	Except when the interests of UNDP so require, it is UNDP's standard practice not to make advance payment(s) (i.e., payments without having received any outputs). If an advance payment is allowed as per Section 3: Data Sheet, and if specified there, the bidder shall submit a Bank Guarantee in the full amount of the advance payment using this bank guarantee form . Banks issuing bank guarantees must be acceptable to the UNDP comptroller, i.e. banks certified by the central bank of the country to operate as a commercial bank.
55. Liquidated Damages	If specified in Section 3: Data Sheet, UNDP shall apply Liquidated Damages for the damages and/or risks caused to UNDP resulting from the Contractor's delays or breach of its obligations as per the Contract.
56. Bid protest	Any bidder that believes to have been unjustly treated in connection with this bid process or any contract that may be awarded as a result of such bid process may submit a complaint to UNDP. The following link provides further details regarding UNDP vendor protest procedures: http://www.undp.org/content/undp/en/home/procurement/business/protest-and-sanctions.html
57. Other Provisions	<p>In the event that the Bidder offers a lower price to the host Government (e.g. General Services Administration (GSA) of the federal government of the United States of America) for similar goods and/or services, UNDP shall be entitled to the same lower price. The UNDP General Terms and Conditions shall have precedence.</p> <p>UNDP is entitled to receive the same pricing offered by the same Contractor in contracts with the United Nations and/or its Agencies. The UNDP General Terms and Conditions shall have precedence.</p> <p>The United Nations has established restrictions on employment of (former) UN staff who have been involved in the procurement process as per bulletin ST/SGB/2006/15 http://www.un.org/en/ga/search/view_doc.asp?symbol=ST/SGB/2006/15&referer</p>

SECTION 3: DATA SHEET

The following specific data shall complement, supplement or amend the Provisions in Section 2: Instructions to Bidders. In case there is a conflict, the provisions herein shall prevail over those in Section 2: Instructions to Bidders.

Ref. Article in Section 2		Specific Instructions / Requirements
1.	Scope	<p>The reference number of this Invitation to Bid (ITB) is ITB23/02641: Purchase of Technical equipment for the provision of public services in Cahul and Ungheni (14 LOTS).</p> <p>UNDP Moldova seeks to the purchase of technical equipment necessary for the provision of public services in Cahul and Ungheni, in order to strengthen the capacities of micro-regional service operators to expand services to neighbouring villages.</p> <p>The institutions that will benefit from technical equipment are:</p> <ol style="list-style-type: none"> 1. Communities from Cahul 2. Communities from Ungheni <p>The scope of services and specifications of goods are further described in Section 5 of this ITB.</p>
4.	Eligible bidders	Bidders from all countries are eligible to bid.
5.	Eligible goods, works and services	Goods, works and/or services with origin in all countries are eligible in this bidding process.
8.	Clarification of solicitation documents	<p>Bidders must send their questions in the system using the messaging feature. Only in case of facing difficulties to register in the system and sending messages, bidder can write to the contact below to request support with the system:</p> <p>Focal Person: Sergiu Plesca, Project Officer/Public Services Improvement, EU4MD Programme</p> <p>E-mail address: sergiu.plesca@undp.org</p> <p>ATTENTION: BIDS SHALL NOT BE SUBMITTED TO THE ABOVE ADDRESS BUT TO THE ADDRESS FOR BID SUBMISSION AS SET OUT BELOW (see Data Sheet Article 28).</p> <p>Deadline for submitting requests for clarifications / questions:</p> <p>5 (five) days before the submission deadline</p> <p>UNDP will post the clarifications directly to the system.</p>
11.	Language	All bids, information, documents and correspondence exchanged between UNDP and the bidders in relation to this bid process shall be in English and Romanian (acceptable) .
15.	Price adjustment	The price quoted by the Bidder shall not be subject to adjustment during the performance of the contract.
15.	Partial bids (lots)	<p>Bidders shall be allowed to quote prices for one or more lots identified. However, Bidders must offer 100% of the items and 100% of the quantities per item specified per lot. Evaluation will be done per lot.</p> <p>The LOTS under this Invitation to Bid are presented below and are detailed in Section 5: Schedule of Requirements: from LOT 1 to LOT 14.</p>
16.	Bid currencies	Prices shall be quoted only in the currency indicated in the system: USD (US Dollars)

		<p>For evaluation purposes, all other rates shall be recalculated at UN Operational Rate of Exchange indicated in the portal:</p> <p>https://treasury.un.org/operationalrates/OperationalRates.php</p> <p>In case of contract award to a local company, payments will be made in Moldovan Leu based on UN Operational Rate of Exchange on the day of payment:</p> <p>https://treasury.un.org/operationalrates/OperationalRates.php</p>
17.	Duties and taxes	<p>All prices shall:</p> <p>Be exclusive of VAT and other applicable indirect taxes.</p>
18.	Bid validity period	90 days
19.	Bid security	Not Required
22.	Alternative bids	Shall not be considered
23.	Pre-bid conference	Will not be conducted
24.	Site inspection	A site inspection will not be held.
28.	Instruction for bid submission	<p>Bidders must submit their bid directly in the online system.</p> <ul style="list-style-type: none"> ▪ File Format: PDF files only ▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. ▪ All files must be free of viruses and not corrupted. ▪ It is recommended that bidders organize and name the files according to the requirements and structure of the bid to facilitate their review. ▪ The bidder should receive an email acknowledging email receipt from the system.
29.	Deadline for bid submission	<p>Deadline is indicated in the supplier portal. In case of discrepancies between the deadline indicated in the portal and deadline indicated elsewhere, the deadline in the portal will prevail. It is the responsibility of the bidder to be informed on the tender deadline.</p> <p>Note that system time zone is in EST/EDT (New York) time zone.</p>
32.	Bid opening	<input checked="" type="checkbox"/> A Public bid opening report will be sent automatically from the system to all bidders who have submitted a bid for this tender.
33.	Evaluation Method for the Award of Contract	Lowest priced out of technically responsive, eligible and qualified bids.
34.	Expected date for commencement of contract	15 June 2023
35.	Right to vary requirement at time of award	The maximum percentage by which quantities may be increased or decreased is 25%
36.	Contract award to one or more bidder	<p>UNDP will award a contract to:</p> <p>One or more Bidders, depending on the LOT applied:</p> <p>LOT 1 – LOT 14</p> <p>One Bidder can be awarded more than one LOT.</p>
50.	Type of contract to be awarded	<p>Contract for Goods and/or Services to UNDP</p> <p>See Section 6: for sample contract.</p> <p>http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html</p>

51.	Conditions of contract to apply	UNDP General Terms and Conditions for Contracts See Section 6 http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
52.	Performance security	Not Required
53.	Advance payment	Not Allowed
54.	Liquidated Damages	Will be imposed as follows: Percentage of contract price per week of delay: 2.5% up to a maximum of 10% of the Contract value, after which UNDP may terminate the contract.
55.	Documents to be submitted	<ul style="list-style-type: none"> ▪ Bid Confirmation (as per Form A) ▪ Bid Submission (as per Form C) ▪ Bidder Information (as per Form D) ▪ Company Profile, which should <u>not</u> exceed fifteen (15) pages, including list of relevant institutions the Company has been cooperating with and printed brochures and product catalogues relevant to the goods being procured that must be presented together with the application package. ▪ Certificate of Incorporation/ Business Registration ▪ Certified details of the ownership of the Bidder company (including each member of a JV consortium), providing the percentage ownership, share or stockholding of each party with an interest exceeding 5% of the company ownership (or Annex 1 to Business Registration Certificate – for local companies) ▪ Official Letter of Appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country ▪ Certification or authorization to act as Agent on behalf of the Manufacturer, or Power of Attorney (if Supplier is not the manufacturer) ▪ Joint Venture Partner Information Form (as per Form E), if applicable ▪ Evidence of the capacities, capabilities and reputation of the JV partners/Subcontractors (if any) should meet respective requirements listed in Section 4 ▪ Eligibility and Qualification Form (as per Form F) ▪ The latest Audited Financial Statement (Income Statement and Balance Sheet) including: Auditor's Reports (for international companies) or registered Financial Report at the Statistical Bureau (for local companies) for the past 3 (three) years for the Bidder (2020-2022) ▪ Details of Previous Relevant Experience within the last five (5) years, indicating the Beneficiary name and contact details, scope of contract, contract amount and period of contract execution ▪ Copies of signed contracts to prove that Offeror meets the similar experience requirement (stated under Section 4: Evaluation Criteria) ▪ At least 3 Clients' statements confirming satisfactory performance by the Bidder, each JV partner/Subcontractor (if the case), on the three contracts of highest value carried out, during the past five (5) years, by each intended participant ▪ Technical Bid (as per Form G) ▪ Annex 1: Technical Responsiveness Table ▪ Catalogues highlighting information related to the proposed products ▪ Certificates of quality and origin for the offered goods, materials and accessories (where applicable), if any ▪ Quality Certificate (e.g., ISO, etc.) and/or other similar certificates, accreditations, awards and citations received by the Bidder, if any

		<ul style="list-style-type: none"> ▪ Name and address of authorized service in Moldova or in the neighbouring countries; Certificate for after-sales heavy machinery repair services for Lots 1, 2, 3, 6, 8, 9, 13, and 14 ▪ Statement of warranty of defects in materials and workmanship and operation and performance guarantee, backed by the manufacturer's guarantee on the main components, that meets or exceeds the required period (12 months) as per Section 5: Schedule of Requirements ▪ Equipment's' warranty certificates for at least twelve (12) months from the date of delivery ▪ Detailed delivery schedule for the proposed goods as per Section 5: Schedule of Requirements ▪ Duly filled-in Price Schedule (as per Form H) ▪ Environmental Compliance Certificates, Accreditations, Markings/Labels, and other evidences of the Bidder's practices which contributes to the ecological sustainability and reduction of adverse environmental impact (e.g., use of non-toxic substances, recycled raw materials, energy-efficient equipment, reduced carbon emission, etc.), either in its business practices or in the goods it manufactures ▪ Export Licenses, if applicable
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SECTION 4: EVALUATION CRITERIA

Preliminary Examination Criteria

All criteria will be evaluated on a Pass/Fail basis and checked during Preliminary Examination.

Criteria	Documents to establish compliance
Completeness of the bid	All documents and technical documentation requested in Section 2: Instructions to Bidders Article 12 have been provided and are complete.
Bidder accepts UNDP General Conditions of Contract as specified in Section 6.	Duly signed and stamped Form C: Bid Submission has been provided.
Bid Validity	Duly signed and stamped Form C: Bid Submission has been provided.
Appropriate signatures	Bid Form have been duly signed and stamped.
Power of Attorney [if applicable]	Certified Letter of Appointment and/or power of attorney authorizing the representative of the Bidder to sign bids has been provided.

Eligibility and Qualification Criteria

All criteria will be evaluated on a **Pass/Fail** basis.

If the bid is submitted as a Joint Venture, Consortium or Association, each member should meet the minimum criteria, unless otherwise specified.

Eligibility Criteria	Documents to establish compliance
Bidder is a legally registered entity	Form D: Bidder Information
Bidder belongs to a diverse supplier group including micro, small or medium sized enterprise, women or youth owned business or other.	Form D: Bidder Information
Vendor is not suspended, nor otherwise identified as ineligible by any UN Organization, the World Bank Group or any other International Organisation in accordance with Section 2 Article 4.	Form C: Bid Submission
No conflicts of interest in accordance with Section 2 Article 4.	Form C: Bid Submission
The bidder has not declared bankruptcy, in not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against the vendor that could impair its operations in the foreseeable future	Form C: Bid Submission
Certificates and Licences: <ul style="list-style-type: none"> • Duly authorized to act as Agent on behalf of the Manufacturer, or Power of Attorney, if bidder is not a manufacturer. • Official appointment as local representative, if bidder is submitting a bid on behalf of an entity located outside the country. • Certificate of origin of the proposed goods. • Patent Registration Certificates, if any of technologies submitted in the bid is patented by the bidder. • Export/Import Licenses, if applicable. 	Form D: Bidder Information

Qualification Criteria	Documents to establish compliance
History of non-performing contracts ¹ : Non-performance of a contract did not occur as a result of contractor default within the last 3 years.	Form F: Eligibility and Qualification
Litigation History: No consistent history of court/arbitral award decisions against the bidder for the last 3 years.	Form F: Eligibility and Qualification
Previous Experience:	
Minimum five (5) years of relevant experience in provision of similar equipment (in accordance with LOT applied) <i>(For JV/Consortium/Association, the Team Leader should meet requirement).</i>	Form F: Eligibility and Qualification
Minimum three (3) contracts in the provision and supply of heavy machinery equipment of similar value and type of requested technical equipment implemented over the last five (5) years with at least two (2) contracts valued at USD 100,000 each (in case of LOTs 1, 2, 3, 6) Minimum three (3) contracts in the provision and supply of technical equipment of similar value and type of requested equipment implemented over the last five (5) years with at least 1 contract valued at USD 40,000 (in case of LOTs 4, 5, 7, 8, 9, 10, 13 and 14) Minimum three (3) contracts in the provision and supply of the waste plastic bins in terms of the value and bins' volume implemented over the last five (5) years with at least 1 contract valued at USD 40,000 (in case of LOTs 11 and 12) <i>(For JV/Consortium/Association, the Team Leader should meet requirement).</i>	Form F: Eligibility and Qualification
Financial Standing:	
Liquidity: the ratio Average current assets / Current liabilities over the last 3 years must be equal or greater than 1. <i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i>	Copy of audited financial statements for the last three years. Form F: Eligibility and Qualification
Turnover: Bidders should have average cumulative turnover of minimum: 150,000 USD (per year) in case of LOTs 1, 2, 3, 6 60,000 USD (per year) in case of LOTs 4, 5, 7, 8, 9, 10, 13 and 14 60,000 USD (per year) in case of LOTs 11 and 12 for the last three (3) years. <i>For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i>	Copy of audited financial statements for the last three years. Form F: Eligibility and Qualification
Warranty on parts and services:	
Warranty on parts and services for a minimum period of 12 months	The statement of warranty of defects in materials and workmanship and operation and performance guarantee, backed by the manufacturer's guarantee on

¹ Non-performance, as decided by UNDP, shall include all contracts where (a) non-performance was not challenged by the contractor, including through referral to the dispute resolution mechanism under the respective contract, and (b) contracts that were so challenged but fully settled against the contractor. Non-performance shall not include contracts where Employers decision was overruled by the dispute resolution mechanism. Non-performance must be based on all information on fully settled disputes or litigation, i.e. dispute or litigation that has been resolved in accordance with the dispute resolution mechanism under the respective contract and where all appeal instances available to the Bidder have been exhausted.

	the main components, meets or exceeds the required period. Form F: Eligibility and Qualification
Local Service Support:	
The Contractor must provide a valid contract of at least one authorized representative located in Moldova or neighbouring countries for each lot except Lots 11, 12, 14.	Form G: Technical Bid

Technical Evaluation Criteria

Criteria	Documents to establish compliance
Technical Specifications of the goods offered in the bid are substantially compliant and do not contain any material deviation(s) from the minimum required as included in Section 5: Schedule of Requirements.	Form G: Technical Bid
The bid is substantially compliant with the minimum Delivery Requirements included in Section 5: Schedule of Requirements and does not contain any material deviation(s).	Form G: Technical Bid Form H: Price Schedule
The bid is substantially compliant with Warranty Requirements included in Section 5: Schedule of Requirements and does not contain any material deviation(s).	Form G: Technical Bid
The bid is substantially compliant with Local Service, Technical Support and After-Sales Requirements included in Section 5: Schedule of Requirements and does not contain any material deviation(s).	Form G: Technical Bid

Evaluation of Prices

Criteria	Documents to establish compliance
For all LOTS, Price comparison shall be based on the landed price, including transportation, insurance and the total cost of ownership (including spare parts, consumption, installation, commissioning, training, special packaging, etc., where applicable). Comparison with budget/internal estimates.	Form H: Price Schedule. Table 1
For LOTS 1, 2, 3, 6, and 13, price comparison shall be based on the landed price, including transportation, insurance and the total cost of ownership (including spare parts, consumption, installation, commissioning, training, special packaging, etc., where applicable) PLUS Operating Costs for each Lot.	Form H: Price Schedule. Table 1, Table 2

SECTION 5: SCHEDULE OF REQUIREMENTS

A. Summary of Requirements

Requirements are comprised of the following Lots:

LOT #1 - Backhoe – Bulldozer

LOT #2 - Motor grader

LOT #3 – Tractor

LOT #4 - Front loader

LOT #5 - Two axes tractor trailer

LOT #6 - Mini excavator

LOT #7 - Two (2) axes trailer

LOT #8 - Side shredder for plant residues

LOT #9 - Hydraulic Heavy Duty Wood Chipper

LOT #10 - Lawn tractor

LOT #11 - Waste plastic bin 120 liters

LOT #12 - Waste plastic bin 1100 liters

LOT #13 - Auto Pickup

LOT #14 - Horizontal pump for waste water

B. Background

The “EU4Moldova: focal regions” Programme supports the strengthening of the economic, territorial and social cohesion in the Republic of Moldova through smart, green, inclusive, sustainable and integrated local socio-economic growth and improving the standards of living of the citizens in two focal regions: Ungheni and Cahul municipalities and neighboring communities. The Programme will support the two regions by: making the governance more efficient – improving the quality of services and necessary infrastructure; fostering private sector – increasing investments, improving local economy and creating jobs; encouraging participatory democracy – involving citizens in the process of democratic governance and enhancing their capacities to claim their rights.

The Programme aims to achieve the following objectives: (i) To strengthen transparency, accountability of local public authorities and citizen participation in local governance processes in the focal regions; (ii) To improve citizens' access to quality public services and utilities in the focal regions; (iii) To create employment opportunities for men and women in the focal regions and improve the attractiveness of the focal regions for investors and entrepreneurs; (iv) To promote the smart specialization of the economy of the focal regions through the development of the clustering and value chain approach in key economic sectors.

The expected results of the Programme include: increased institutional capacities of the local public authorities for the implementation of locally-driven environmentally compliant socio-economic development strategy for integrated local growth and development; improved broader stakeholder (e.g. CSO, private sector) engagement in the planning and monitoring of the socio-economic development strategy; increased quality and availability of public services delivery, including in particular those targeting women; and increased performance of local public utilities; more favorable conditions for the attraction of investments, job creation and women and men's entrepreneurship, including social entrepreneurship; increased economic performance of the focal regions as a result of the development and functioning of clusters or specialized area in line with the smart economic specialization approach.

The partners of the Programme are: the EU Delegation to Moldova, UNICEF, Ministry of Agriculture, Regional Development and Environment, the State Chancellery, the Ministry of Finance, the Ministry of Economy and Infrastructure, central and local governmental authorities from the Ungheni and Cahul focal regions, civil society groups and organizations, private sector and business associations, Agency for Public Services, Agency for Electronic Governance, Regional Development Agencies for South and Center, Congress of Local Authorities from Moldova, The Organization for Small and Medium Enterprises Sector, citizen.

Citizens and communities from Ungheni and Cahul regions, Local Public Authorities, local civil society organizations will be the final beneficiaries of this Programme.

C. Scope and objectives of the contract

The scope of contract includes supply and delivery of technical equipment according to the requirements and specifications detailed in **Clause K. Technical Specifications for Goods** below. All parameters in the Technical Specifications indicate the minimum allowable range of functional requirements.

D. Delivery and shipping

UNDP Moldova is looking for a maximum delivery time - 120 calendar days from the signature of the contract. Offerors shall submit a detailed delivery schedule as part of their offer, indicating the major milestones in the execution of contract.

Delivery Terms: Final delivery locations are as follows: Ungheni city center, and Cahul city center.

E. Warranty and maintenance

The full warranty shall include maintenance, troubleshooting and repair including provision of spare parts. Offerors shall provide evidence of local authorized technical support services availability for the offered trucks. Offerors shall describe the warranty and post-warranty conditions provided and service/trade customs and procedures applied.

Offerors shall propose minimum 12-months full warranty period with no travel limit and hours worked, to commence following the acceptance of the delivered goods by UNDP Moldova.

F. Deliverables

The bidder will submit the bid for one or more lots according to the annex to this ToR. Deliverables will be provided for each lot separately and as per the table below.

Deliverables	Target Date from the date of contract signature
	Lots 1 - 14
Deliverable 1. Delivery of equipment necessary according to LOT applied	120 calendar days from the signature of the contract
Deliverable 2. Installation and arrangement of delivered equipment in coordination with the final beneficiary according to LOT applied	1-2 weeks from the delivery
Deliverable 3. Training in use of delivered equipment according to LOT applied	1 week from installation and delivery

Note: The time period shown has been estimated to be sufficient/feasible for the equipment delivered and the scope of work to be successfully completed and is proposed as a guide for the duration of the assignment. The implementation of the Deliverable 3 (training course) will take into account the constraints related to the availability of trainers and internal activities scheduled before the signing of the Contract. Provision of contemplated deliverables approved by UNDP shall be the sole criterion for completion of the Contractor's work and eligibility for payment/s.

G. Period of performance

The assignment will begin in June 2023 and will end in October 2023.

H. Reporting requirements

The Supplier shall report delivery progress to UNDP Moldova and deliver on time equipment.

The progress report shall be in a form acceptable to the Project responsible and shall indicate: (a) progress of delivery; and (b) where any activity is behind the contract completion, giving comments and likely consequences and stating the corrective action being taken.


I. Payment terms

100% within 30 days upon UNDP's acceptance of the goods delivered as specified and receipt of invoice and training on operation and maintenance provided.

J. Subcontracting

The subcontracting of services is not allowed.


K. Technical Specifications for Goods


LOT #1 Backhoe – Bulldozer – 1 unit	
Item No	Description
	
Condition	Brand new, year of production 2020 or later
ENGINE/DRIVELINE	
emission class	Euro 5
Minim operating power	min 74 kW / 100 HP
Fuel	diesel
Braking system	Multi Disc in oil bath, automatic hydraulic brake with braking on all 4 wheels.
CHASSIS/SUSPENSION	
axle configuration	4x4 WD
number of axles	2-axle
Steering	Front wheels
CAB/INTERIOR	
additional lights air conditioner power steering seat heating	

driver pneumatic seat	
radio	
EQUIPMENT	
Loader bucket	Min 1 m ³
Excavator bucket	Min 0,18 m ³
Spare backhoe bucket, compatible with the proposed Backhoe – Bulldozer	Width minimum 300 mm


LOT #2 Motor grader – 1 unit

Description	
	
Condition	Brand new, year of production 2020 or later
ENGINE/DRIVELINE	
emission class	Euro 5
Minim operating power	min 110 kW / 150 HP
Fuel	diesel
CHASSIS/SUSPENSION	
suspension	hydraulic
number of axles	3-axle
wheelbase	Min 5 m
lubrication	central lubrication

Wheel arrangement	1x2x3
Gearbox	Manual gearbox
Number of forward	6 / 2
WORKING EQUIPMENT	
Angle of rotation of the articulated frame, deg.	±22
Grader blade length, mm	Min 3500
Grader blade height, mm	Min 600
Maximum slope angle for blade stripping, degrees	90
LOT #3 Tractor – 1 unit	
Description	
	
Condition	Brand new, year of production 2020 or later
ENGINE/DRIVELINE	
emission class	Euro 5
Minim operating power	min 78 kW / 105 HP
Fuel	diesel
Braking system	Multi Disc in oil bath, automatic hydraulic brake with braking on all 4 wheels.
CHASSIS/SUSPENSION	
axle configuration	4x4 WD
number of axles	2-axle
Steering	Front wheels


CAB/INTERIOR	
air conditioner	
power steering	
seat heating	
driver pneumatic seat	
radio	
LOT #4 Front loader 1 unit	
Description	
	
Condition/	Brand new, year of production 2020 or later
4 frame type	Folding, quickly removable
suspended frame type	Frontal, EURO
aggregation	tractors class 1.4
The required power of the tractor	80-130 HP
nominal lifting capacity, kg	1600 -2000
Weight, kg	600 - 750
control system	joystick
drive unit	from the hydraulic system of the tractor
bucket volume, m3	0,6 – 0,8

LOT #5 Two axes tractor trailer – 1 unit

Description	
	
Condition	Brand new, year of production 2020 or later
Trailer weight,kg	± 3000
Maximum authorized weight, kg	8000 kg
Length inside (mm)	± 4400
5 Width inside (mm)	± 2100
Volume (m cubic)	± 9,30
Area (square m)	± 9,00
Height of walls (mm)	± 500 + 500
The thickness of the floor metal	± 5mm
The thickness of the metal walls	± 2mm
Download system	Hydraulics (3 parts)
Unloading angle (Back/side)	500/400
Wheel dimensions	12,5/80-15,3
Speed of travel	40 km/h
Minimum power required	75 hp
Stand-alone facilities :	

- Plastic wardrobe for keeping instruments
- Plastic tank for water and soap for washing hands
- Ladder for climbing
- Stationary brake
- Window with lever for discharging grills
- Additional rear coupling for connecting the trailer wave
- Tent for coverage
- Spare wheel

LOT #6 Mini excavator – 2 units

Description	
	
Condition	Brand new, year of production 2022 or later
6 Motorization	Diesel, minimum 13kw
Emission class	min. Euro V
Weight, kg	1600 - 2000
Operating cycle	3 cylinder, 4 strokes, liquid cooled
Maximum engine speed	2600 RPM
Start-up	Electric
Cabin	Closed cabin, equipped with heating and ventilation
Blade width, mm	970-1360
Digging depth,mm	minimum 2000
Loading height(bucket closed), mm	minimum 2400

	Transmission method	Hidraulic control
	Track type	Rubber
	Travel speeds minimum	4km/h forwards / 2km/h back
	Warranty	12 months
	After-sales machinery spare parts and repair services	obligatory presence
	Local Dealer	obligatory presence
	Bucket 1 width,mm	minimum 240
	Bucket 2 width, mm	minimum 300
	Bucket 3 width, mm	minimum 970
	Bucket quick hitch	requested
	Excavator transport width,mm	maximum 990
	Truck shoe width,mm	minimum 230
	Total excavator height,mm	maximum 2360
	Track lenght,mm	maximum 1555
	Ground clearance,mm	minimum 160
	Hydraulic pump displacement,L/min	minimum 67
	Hydraulic pressure, bar	minimum 240
	Hydraulic pressure, bar	minimum 240
	Auxiliary hydraulic circuit line to arm end (2pipes)	obligatory
LOT #7 2 axes trailer – 2 units		
7	Description	



Max. load capacity	3600 kg
Max. usable length	4500 m
Max. usable width	2200 m
Max. own weight	800 kg
Hooking mechanism	V-shaped system
Platform casing	with anti-corrosion coating
loading ramp length	250 cm
loading ramp width	30 cm
brakes	mechanical
Load-bearing frames: structural steel with increased strength, closed profile, welded and hot-dip galvanized construction All side walls can be opened and disconnected	yes

LOT #8 Side shredder for plant residues – 1 unit

8	Description



Condition	Brand new, year of production 2020 or later
Minimum/ recommended power	55 kw/80 HP
Minimum recommended weight	500 kg
Recommended PTO speed	540-1000 rpm
Maximum Working width	1600 mm
Minimum Hammer weight	1600 gr
Minimum No. Hammers	20 pieces
Minimum No. Knives	40 pieces

LOT #9 Hydraulic Heavy Duty Wood Chipper – 1 unit

Description

9



Condition	Brand new, year of production 2020 or later
Minimum/ recommended power	55/80 HP
Minimum recommended weight	400 kg
Maximum. cutting diameter (fresh soft wood)	170 mm
Maximum. cutting diameter (fresh hardwood)	150 mm
Maximum. cutting diameter (dry wood)	120 mm
Recommended speed of the power take-off	540-1000 rpm
Cutting blade design	steel
Suspension mounting system	Three-point suspension
Recommended cutting disc diameter	720 mm
Recommended Number of knives	4 + 1
Tube rotation angle	360° exhaust
Recommended height of the exhaust chimney	210 cm.

LOT #10 Lawn tractor - 3 units

Description		
1 0		
	<table border="1"> <tr> <td>Condition</td> <td>Brand new, year of production 2020 or later</td> </tr> </table>	Condition
Condition	Brand new, year of production 2020 or later	

Motorization	Gasoline
Maximum engine power	7 - 15 hp
Cylindrical capacity	450 – 500 cm ³
Operating cycle	1 cylinder, 4 strokes
Maximum engine speed	3600 RPM
Fuel tank capacity	6 L
Start-up	Electric
Cutting width	84 cm
Adjusting cutting height	Manual
Cutting height positions	2.5 - 8 cm, 7 positions
Number of cutting knives	2
Knife drive system	Electromagnetic clutch
Transmission method	Mechanical control
Travel speeds	5 forwards / 1 back
Collector's bag	Textile
Collection capacity	240 L

LOT #11 Waste plastic bin 120 liters – 1120 units

11	Description	
		
	Condition	<ul style="list-style-type: none"> - Mobile plastic containers for waste with 2 wheels, lifting appliances with fork - " Quality Mark" - visibly embossed RAL quality mark on body
	Destination	- waste collection and recycling

		- waste bin with 2 wheels adapted for standard handling and lifting device, stable to ultraviolet radiation, rectangular section, flat hinge cover
	Product certification	Tested according to EN 840 – 1:2013, EN 840 – 5:2013, EN 840 – 6:2013
	System certification	Produced in integration quality management system according to ISO 9001, ISO 14001
	Volume, nominal	120 liters
	Weight, kg (min)	7 kg
	Material	High density polyethylene HDPE, free of heavy metals, UV resistant
	Color	Black
	Body	Square section
		Flaps-flat, adapted to the body,
		Mounted in 2 points to the body with 2 screw pins, 2 handles
		2 rubber wheels of 200 mm diameter, anti-corrosive, static load treated over 100 kg, 1 (one) galvanized solid metal axe
		Frontal grip
		Resistance handle, designed on the lid for a comfortable grip
		Hinges assured
	Dimensions, mm (±5%)	Width - 480
		Length max. - 550
		Height max. - 1000
	Special construction element	- 6 mm ribs extra enforcement on the upper part of the waste bin - Wheels with solid rubber
LOT #12 Waste plastic bin 1100 litres – 200 units		
12	Description	



Condition	<ul style="list-style-type: none"> - Mobile plastic containers for waste with 4 wheels, lifting appliances with fork - "Quality Mark" - visibly embossed RAL quality mark on body
Destination	<ul style="list-style-type: none"> - waste collection and recycling - waste bin with 4 wheels adapted for standard handling and lifting device, stable to ultraviolet radiation, rectangular section, flat hinge cover
Product certification	Tested according to EN 840 – 1:2013, EN 840 – 5:2013, EN 840 – 6:2013
System certification	Produced in integration quality management system according to ISO 9001, ISO 14001
Volume, nominal	1100 litres
Weight, kg (min)	50 kg
Payload	440 kg
Material	High density polyethylene HDPE, free of heavy metals, UV resistant
Color	Black
Body	Square section
	Flaps-flat, adapted to the body, Mounted in 2 points to the body with 2 screw pins, 2 handles
	Frontal grip
	Resistance handle, designed on the lid for a comfortable grip
	Hinges assured
Dimensions, mm (±5%)	Total height (max) – 1415
	Width (max) – 1370;
	Length (max) – 1030;
	Throw height (max) – 1165;

		Wheel diameter – 200.
	Special construction element	6 mm ribs extra enforcement on the upper part of the waste bin
		4 wheels (2 braked), non-marking solid rubber tires, directional locks for towing. Wheels with solid rubber.
LOT #13 Auto Pickup – 1 unit		
13	Description	
	Engine	
	Fuel	diesel
	Oil supply method	Direct injection
	Displacement (cc)	Max 2000
	Working method	turbocharged
	Max engine power (hp/kw/rpm)	165/120/5500
	Min emission standards	Euro V
	Body	
	Length (mm)	Max 5400
	Width (mm)	Max 1900
	Height (mm)	Max 1850
	Wheelbase (mm)	Max 3400
	Fuel tank capacity, l	70
	Doors/seats	Pickup/4
	Suspension, brakes, wheel	
	Front suspension	Double wishbone independent
	Transmission	4WD
	Rear suspension	Leaf spring depended
	Front brakes	Ventilated disc
	Rear brakes	Ventilated disc
Parking brake	manual	
Tires	Recommended 235/70/r16	

Wheel material	Aluminum alloy
Comfort	
A/C	yes
Central lock	yes
Immobiliser	yes
Remote lock	yes
Cruise control	yes
Driver support systems	
Parking radar	rear
Rear-view camera	yes
Tire-pressure	yes
monitoring system	yes
Anti-lock braking	yes
system (ABS)	yes
Electronic brakeforce	yes
distribution (EBD)	yes
Brake Assist	yes
Lights	
Low beam	yes
High beam	yes
Fog light	yes
Automatic headlights	yes
Headlamp leveling system	yes
Daytime running lights	yes
Seats and steering wheel	
Driver/passenger seat electric adjustment	manual
Ventilated seats	Front seats

	Heated seats	Yes/ yes
	Multifunction steering wheel	yes
	Safety equipment	
	Driver/passenger front airbag	Yes / yes
	Front/rear side airbags	Yes/ yes
	Front/rear curtains	Yes / yes

LOT #14 Horizontal pump for waste water – 1 unit					
13	<p>Horizontal sewage pump with stationary installation in dry space with continuous operation with multi-channel rotor that allows the transfer of solids without blocking the pump.</p> <ul style="list-style-type: none"> • Aggregate: Hydraulic system with standard motor, coupled with coupling, completely mounted on the base plate. • Independent bearing housing unit with oil lubricated bearings.-Long coupling. 				
	<table border="1"> <tr> <td rowspan="3">The type of fluid Max. pump flow rate, m3/h</td> <td>Household waste water with a solids content of max. 10 mm</td> </tr> <tr> <td>Minimum temperature: 5 °C</td> </tr> <tr> <td>Minimum temperature: 20 °C</td> </tr> </table>	The type of fluid Max. pump flow rate, m3/h	Household waste water with a solids content of max. 10 mm	Minimum temperature: 5 °C	Minimum temperature: 20 °C
	The type of fluid Max. pump flow rate, m3/h		Household waste water with a solids content of max. 10 mm		
			Minimum temperature: 5 °C		
		Minimum temperature: 20 °C			
	Max. pumping height, m	450			
	NPSHr, m	57			
	Required pump data	Max.1.9m			
	Required pump data	Hydraulic efficiency: min. 65%			
	Electrical data of the engine	Pump housing material: cast iron GJL250 EN 1561			
		Hydraulic rotor material: cast iron G250 EN1561			
		Pump shaft material: steel EN10083 - C45			
		Suction diameter DN 250 PN 10			
		Discharge diameter DN 200 PN 10			
	Electrical data of the engine	Power supply: 3 x 400 V			
	Protection and automation panel with star-delta start for 2 pumps with MODBUS GSM, complete with the following functions:	Dimensioning power (P2): max. 132 kW			
Star-delta start					
Protection class: min. IP 55					
Efficiency class IE 3					
Protection and automation panel with star-delta start for 2 pumps with MODBUS GSM, complete with the following functions: Certificate	The operation of the pump depending on the level in the tank based on the floats with contact (4 pcs);				
	Current protection;				
	Protection lack of water;				
	Overload protection.				
	Monitoring the uniform operation time of the pumps				

	Certificate Service	Declaration of conformity for the pumping equipment signed by the manufacturer;
		ISO 9001 certificate from the manufacturing plant.

J. Delivery and other Related Requirements

Delivery date	<p>Bidder shall deliver the goods as per below table:</p> <table border="1" data-bbox="496 324 1406 566"> <thead> <tr> <th data-bbox="496 324 906 499">Deliverable</th> <th data-bbox="906 324 1406 499">Target Date from the date of contract signature</th> </tr> </thead> <tbody> <tr> <td data-bbox="496 499 906 566">LOT 1 - 14</td> <td data-bbox="906 499 1406 566">120 calendar days from the signature of the contract</td> </tr> </tbody> </table> <p>Note: The time period shown has been estimated to be sufficient/feasible for the equipment delivered and the scope of work to be successfully completed and is proposed as a guide for the duration of the assignment. Provision of deliverables approved by UDNP shall be the sole criterion for completion of the Contractor's work and eligibility for payment/s.</p>	Deliverable	Target Date from the date of contract signature	LOT 1 - 14	120 calendar days from the signature of the contract
Deliverable	Target Date from the date of contract signature				
LOT 1 - 14	120 calendar days from the signature of the contract				
Delivery place / terms (INCOTERMS 2020)	<p>DDP Cahul For Lots: 1,2,3,4,5,6,7,8,9,10 As per the beneficiary institutions' address: Str. Sarmizegetusa 41, Zirnesti, Cahul</p> <p>DDP Ungheni For Lots: 6,7,11,12,13,14 As per the beneficiary institutions' address: Str. Lacului, 1, Ungheni</p>				
Customs clearance (must be linked to INCOTERM)	<p>Shall be done by: <input checked="" type="checkbox"/> Supplier/Bidder UNDP is available to provide support to the contractor with required documents necessary for customs clearance and VAT payment exemption, if needed.</p>				
Packing requirements	<p>N/A</p>				
Mode of transport	<p>Any</p>				
Installation Requirements	<p>As per specifics of delivered equipment.</p>				
Testing Requirements	<p>On site</p>				
Scope of Training on Operation and Maintenance	<p>Training is required at the premises of the beneficiary institution. The trainings should be held during the workweek, after the delivery of the equipment to the addresses stated in this ITB. Training should be provided by the company's trainer(s).</p> <p>Where necessary, training shall consist of installation, focusing on troubleshooting, maintenance and operations of supplied equipment. The training should last one day for the beneficiary institution for up to 20 persons per training. The End User is responsible for organizing training premises. Where necessary, the Supplier should cover trainers fee, and travel costs to and from Moldova for international trainer(s).</p>				
Commissioning	<p>Required</p>				
Warranty Period	<p>The supplier shall cover all equipment under warranty for any material defects, defects in workmanship and premature failures under normal use and service, for a period of minimum 12 months from the date of delivery and goods acceptance. The supplier shall repair or replace any defective equipment or parts throughout the warranty period and cover any related cost. After delivery and acceptance of equipment the Supplier shall provide a warranty certificate or similar issued to the beneficiary institution.</p>				

	Offerors shall describe the warranty and post-warranty conditions provided and service/trade customs and procedures applied.
Local Service Support	The Contractor must provide a list of at least one authorized representative located in Moldova or neighbouring countries.
Technical Support Requirements	The Selected Bidder shall provide the following methods of offline technical support: On-site support and/or online support including answering technical queries online (email and telephonic) when feasible and needed. Turnaround time for answering queries will be less than 3 days. In case on site support is needed it needs to be provided within 20 days from the moment of beneficiary's notification.
After-sale services Requirements	<input checked="" type="checkbox"/> Warranty on Parts and Labor for minimum period of twelve (12) months <input checked="" type="checkbox"/> Technical Support for LOTs 1, 2, 3, 6, 8, 9, 13, and 14
Payment Terms	100% within 30 days upon UNDP's acceptance of the goods delivered as specified and receipt of invoice
Conditions for Release of Payment	<input checked="" type="checkbox"/> Inspection upon arrival at destination <input checked="" type="checkbox"/> Installation <input checked="" type="checkbox"/> Testing <input checked="" type="checkbox"/> Training on Operation and Maintenance for LOTs 1, 2, 3, 6, and 14 <input checked="" type="checkbox"/> Written Acceptance of Goods based on full compliance with ITB requirements
All documentations, including catalogues, instructions and operating manuals, shall be in this language	<input checked="" type="checkbox"/> English; <input checked="" type="checkbox"/> Others: Russian, Romanian

SECTION 6: CONDITIONS OF CONTRACT AND CONTRACT FORMS

6.1 General Conditions of Contract

In the event of a Contract, the following General Conditions of Contract (GCC) will apply: UNDP General Terms and Conditions for Contracts.

The conditions are available at: <http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html>

6.2 Special Conditions of Contract

The following Special Conditions of Contract (SCC) shall supplement and/or amend the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the GCC.

Liquidated Damages will be imposed as follows:

Percentage of contract price per week of delay: 2.5% up to a maximum of 10% of the Contract value, after which UNDP may terminate the contract.

6.3 Contract Form

In the event of an award, the following sample Contract will be used: Contract for Goods and/or Services to UNDP.

The conditions are available at: <http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html>

SECTION 7: BIDDING FORMS

Form A: Bid Confirmation

Form B: Checklist

Form C: Bid Submission

Form D: Bidder Information

Form E: Joint Venture / Consortium / Association Information

Form F: Eligibility and Qualification

Form G: Technical Bid

Form H: Price Schedule

FORM B: CHECKLIST

This form serves as a checklist for preparation of your bid. Please complete the returnable bidding forms in accordance with the instructions and return them as part of your bid submission. No alteration to the format of forms shall be permitted and no substitution shall be accepted.

Before submitting your bid, please ensure compliance with the instructions in Section 2: Instructions to Bidders and Section 3: Data Sheet.

Technical bid:

Have you duly completed all the returnable bidding forms?	
▪ Form C: Bid Submission	<input type="checkbox"/>
▪ Form D: Bidder Information	<input type="checkbox"/>
▪ Form E: Joint Venture/Consortium/Association Information	<input type="checkbox"/>
▪ Form F: Eligibility and Qualification	<input type="checkbox"/>
▪ Form G: Technical Bid/Bill of Quantities	<input type="checkbox"/>
▪ Form I: Bid Security	n/a
Have you provided the required documents to establish compliance with the evaluation criteria in Section 4?	<input type="checkbox"/>
Have you provided the required documents in support of Form D: Bidder Information?	<input type="checkbox"/>

Price Schedule:

▪ Form H: Price Schedule	<input type="checkbox"/>
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FORM C: BID SUBMISSION

Name of bidder:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
ITB reference:	ITB23/02641		

We, the undersigned, offer to supply the goods and related services required for [Click or tap here to enter text.](#) in accordance with your Invitation to Bid No. [Click or tap here to enter text.](#) We hereby submit our bid, which includes this Technical Bid and Price Schedule.

The total price of our bid, excluding any discounts offered below as per the total amount indicated directly in our response in the system.

The discounts offered and the methodology of their application are:

- **Discounts:** If our bid is accepted, the following discounts shall apply Specify in detail each discount offered and the specific item of the Schedule of Requirement to which it applies, including if applicable discounts for accelerated payment.
- **Methodology of application of the discounts:** The discounts shall be applied using the following method: Specify in detail the method that shall be used to apply the discounts

Bidder Declaration: on behalf of our firm, its affiliates, subsidiaries and employees, including any JV / Consortium / Association members or subcontractors or suppliers for any part of the contract.

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Requirements and Terms and Conditions: I/We have read and fully understand the ITB, including the ITB Information and Data Sheet, 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.
<input type="checkbox"/>	<input type="checkbox"/>	Ethics: In submitting this bid 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 ITB; 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 bid, or entering into a contract to deliver the requirements. Where a conflict of interest arises during the ITB 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, 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.
<input type="checkbox"/>	<input type="checkbox"/>	I/We do not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with our firm in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15);
<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"/>	Bid Validity Period: I/We confirm that this bid, including the price, remains open for acceptance for the bid validity period.
<input type="checkbox"/>	<input type="checkbox"/>	I/We understand and recognize that you are not bound to accept any bid you receive and we certify that the goods offered in our bid 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 Organisation/s to make this declaration on its/their behalf.

Name: _____

Title: _____

Date: _____

Signature: _____

[Stamp with official stamp of the bidder]

FORM D: BIDDER INFORMATION

ITB Reference	Click or tap here to enter text.
Legal name of bidder	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.
Bidder's Authorized Representative information	Name and Title: Click or tap here to enter text. Telephone numbers: Click or tap here to enter text. Email: Click or tap here to enter text.
Legal structure	Choose an item.
Organisational type	Choose an item.
Current Licenses, if any, and permits (with dates, numbers and expiration dates)	Click or tap here to enter text.
No. of full-time employees	Click or tap here to enter number.
No. of staff involved in similar supply contracts	Click or tap here to enter number.
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, insert UNGM Vendor Number
Years of supplying to UN organisations	Click or tap here to enter text.
Are you a UNDP vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, insert Vendor Number
Countries of operation	Click or tap here to enter text.
Subsidiaries in the region (please indicate names of subsidiaries and addresses, if relevant to the bid)	Click or tap here to enter text.
Commercial Representatives in the country: Name/Address/Phone (for international companies only)	Click or tap here to enter text.
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	Click or tap here to enter text.
Presence and characteristics of in-house quality control laboratory (if relevant to bid)	Click or tap here to enter text.
Does your Company have a corporate environmental policy or environmental management system such as ISO 14001 or ISO 14064 or equivalent?	Tick all that apply and provide supporting documentation. <input type="checkbox"/> Corporate Environmental Policy <input type="checkbox"/> ISO 14001

	<input type="checkbox"/> ISO 14064 <input type="checkbox"/> Other, specify Click or tap here to enter text.
<p>Does your organization demonstrate significant commitment to sustainability, including the following aspects that have been identified in the UN Sustainable Procurement Framework?</p> <ul style="list-style-type: none"> • Environmental: prevention of pollution, sustainable resources; climate change and mitigation and the protection of the environment, biodiversity. • Social: human rights and labour issues, gender equality, sustainable consumption, and social health and wellbeing. • Economic: whole life cycle costing, local communities and small or medium enterprises, and supply chain sustainability. 	<p>Attach a formal statement that outlines your organisation's commitment to sustainability, where possible providing evidence of tangible results that demonstrate progress such as:</p> <p>Tick all that are attached:</p> <input type="checkbox"/> Formal statement <input type="checkbox"/> Sustainability report <input type="checkbox"/> UN Global Compact Communication on Progress <input type="checkbox"/> Other, specify Click or tap here to enter text.
<p>Does your company belong to a diverse supplier group including micro, small or medium sized enterprise, women or youth owned business or other?</p> <p><i>(If yes, please provide details and documentation)</i></p>	<p>Click or tap here to enter text.</p>
<p>Is your company a member of the UN Global Compact</p>	<p>Choose an item.</p> <p>If yes, please provide a link to your Global Compact profile:</p> <p>Click or tap here to enter text.</p>
<p>Bank Information</p>	<p>Bank Name: Click or tap here to enter text.</p> <p>Bank Address: Click or tap here to enter text.</p> <p>IBAN: Click or tap here to enter text.</p> <p>SWIFT/BIC: Click or tap here to enter text.</p> <p>Account Currency: Click or tap here to enter text.</p> <p>Bank Account Number: Click or tap here to enter text.</p>
<p>Contact person that Click or tap here to enter text. may contact for requests for clarifications during bid evaluation</p>	<p>Name and Title: Click or tap here to enter text.</p> <p>Telephone numbers: Click or tap here to enter text.</p> <p>Email: Click or tap here to enter text.</p>
<p>Please attach the following documents:</p>	<ul style="list-style-type: none"> ▪ Bid Confirmation (as per Form A) ▪ Bid Submission (as per Form C) ▪ Bidder Information (as per Form D) ▪ Company Profile, which should not exceed fifteen (15) pages, including list of relevant institutions the Company has been cooperating with, and printed brochures and product catalogues relevant to the goods being procured must be presented together with the application package.

	<ul style="list-style-type: none"> ▪ Certificate of Incorporation/ Business Registration ▪ Certified details of the ownership of the Bidder company (including each member of a JV consortium), providing the percentage ownership, share or stockholding of each party with an interest exceeding 5% of the company ownership (or Annex 1 to Business Registration Certificate – for local companies) ▪ Official Letter of Appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country ▪ Certification or authorization to act as Agent on behalf of the Manufacturer, or Power of Attorney (if Supplier is not the manufacturer) ▪ Joint Venture Partner Information Form (as per Form E), if applicable ▪ Evidence of the capacities, capabilities and reputation of the JV partners/Subcontractors (if any) should meet respective requirements listed in Section 4 ▪ Eligibility and Qualification Form (as per Form F) ▪ The latest Audited Financial Statement (Income Statement and Balance Sheet) including: Auditor’s Reports (for international companies) or registered Financial Report at the Statistical Bureau (for local companies) for the past 3 (three) years for the Bidder (2020-2022) ▪ Details of Previous Relevant Experience within the last five (5) years, indicating the Beneficiary name and contact details, scope of contract, contract amount and period of contract execution ▪ Copies of signed contracts to prove that Offeror meets the similar experience requirement (stated under Section 4: Evaluation Criteria) ▪ At least 3 Clients’ statements confirming satisfactory performance by the Bidder, each JV partner/Subcontractor (if the case), on the three contracts of highest value carried out, during the past five (5) years, by each intended participant ▪ Technical Bid (as per Form G) ▪ Annex 1: Technical Responsiveness Table ▪ Catalogues highlighting information related to the proposed products ▪ Certificates of quality and origin for the offered goods, materials and accessories (where applicable), if any ▪ Quality Certificate (e.g., ISO, etc.) and/or other similar certificates, accreditations, awards and citations received by the Bidder, if any ▪ Name and address of authorized service in Moldova or in the neighbouring countries; Certificate for after-sales heavy machinery repair services for Lots 1, 2, 3, 6, 8, 9, 13, and 14 ▪ Statement of warranty of defects in materials and workmanship and operation and performance guarantee, backed by the manufacturer’s guarantee on the main components, that meets or exceeds the required period (12 months) as per Section 5: Schedule of Requirements ▪ Equipment’s’ warranty certificates for at least twelve (12) months from the date of delivery ▪ Detailed delivery schedule for the proposed goods as per Section 5: Schedule of Requirements ▪ Duly filled-in Price Schedule (as per Form H)
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	<ul style="list-style-type: none">▪ Environmental Compliance Certificates, Accreditations, Markings/Labels, and other evidence of the Bidder's practices which contributes to the ecological sustainability and reduction of adverse environmental impact (e.g., use of non-toxic substances, recycled raw materials, energy-efficient equipment, reduced carbon emission, etc.), either in its business practices or in the goods it manufactures▪ Export Licenses, if applicable
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FORM E: JOINT VENTURE/CONSORTIUM/ASSOCIATION INFORMATION

Name of bidder:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
ITB reference:	ITB23/02641		

To be completed and returned with your bid if the bid is submitted as a Joint Venture/Consortium/Association.

No	Name of Partner and contact information (address, telephone numbers, fax numbers, e-mail address)	Proposed proportion of responsibilities (in %) and type of goods, works and/or services to be performed
1	Click or tap here to enter text.	Click or tap here to enter text.
2	Click or tap here to enter text.	Click or tap here to enter text.
3	Click or tap here to enter text.	Click or tap here to enter text.

<p>Name of leading partner</p> <p>(with authority to bind the JV, Consortium, Association during the ITB process and, in the event a Contract is awarded, during contract execution)</p>	<p>Click or tap here to enter text.</p>
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We have attached a copy of the below referenced document signed by every partner, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture:

Letter of intent to form a joint venture **OR** JV/Consortium/Association agreement

We hereby confirm that if the contract is awarded, all parties of the Joint Venture/Consortium/Association shall be jointly and severally liable to Click or tap here to enter text for the fulfilment of the provisions of the Contract.

Name of partner:

Signature: _____

Date: _____

Name of partner:

Signature: _____

Date: _____

Name of partner:

Signature: _____

Date: _____

Name of partner:

Signature: _____

Date: _____

FORM F: ELIGIBILITY AND QUALIFICATION FORM

Name of bidder:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
ITB reference:	ITB23/02641		

If JV/Consortium/Association, to be completed by each partner.

History of Non- Performing Contracts

<input type="checkbox"/> No non-performing contracts during the last 3 years			
<input type="checkbox"/> Contract(s) not performed in the last 3 years			
Year	Non- performed portion of contract	Contract Identification	Total Contract Amount (current value in US\$)
		Name of Client: Address of Client: Reason(s) for non-performance:	

Litigation History (including pending litigation)

<input type="checkbox"/> No litigation history for the last 3 years			
<input type="checkbox"/> Litigation History as indicated below			
Year of dispute	Amount in dispute (state currency)	Contract Identification	Total Contract Amount (state currency)
		Name of Client: Address of Client: Matter in dispute: Party who initiated the dispute: Status of dispute: Party awarded if resolved:	

Previous Relevant Experience

Please list only previous similar assignments successfully completed in the last 5 years.

List only those assignments for which the bidder was legally contracted or sub-contracted by the Client as a company or was one of the Consortium/JV partners. Assignments completed by the bidder’s individual experts working privately or through other firms cannot be claimed as the relevant experience of the bidder, or that of the bidder’s partners or sub-consultants, but can be claimed by the Experts themselves in their CVs. The bidder should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so requested.

Project name & Country of Assignment	Client & Reference Contact Details	Contract Value	Period of activity and status	Types of activities undertaken and role (Contractor, sub-contractor or consortium member)

Bidders may also attach their own Project Data Sheets with more details for assignments above.

Attached are the Statements of Satisfactory Performance from the Top 3 (three) Clients or more.

Financial Standing

Annual Turnover for the last 3 years	2020	USD	Amount
	2021	USD	Amount
	2022	USD	Amount
Latest Credit Rating (if any), indicate the source and date.			

Financial information (state currency)	Historic information for the last 3 years		
	2019	2020	2021
	<i>Information from Balance Sheet</i>		
Total Assets (TA)			
Total Liabilities (TL)			
Current Assets (CA)			
Current Liabilities (CL)			
	<i>Information from Income Statement</i>		
Total / Gross Revenue (TR)			
Profits Before Taxes (PBT)			
Net Profit			
Current Ratio (current assets/current liabilities)			

Attached are copies of the audited financial statements (balance sheets, including all related notes, and income statements) for the years required above complying with the following condition:

- a) Must reflect the financial situation of the bidder or party to a JV, and not sister or parent companies;
- b) Historic financial statements must be audited by a certified public accountant;
- c) Historic financial statements must correspond to accounting periods already completed and audited. No statements for partial periods shall be accepted.

FORM G: TECHNICAL BID

Name of bidder:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
ITB reference:	ITB23/02641		

The Bidder’s Bid should be organized to follow this format of the Technical Bid. Where the bidder is presented with a requirement or asked to use a specific approach, the bidder must not only state its acceptance, but also describe how it intends to comply with the requirements. Where a descriptive response is requested, failure to provide the same will be viewed as non-responsive.

SECTION 1: Bidder’s qualification, capacity and expertise

- 1.1 General organizational capability which is likely to affect implementation: management structure, financial stability and project financing capacity, project management controls, extent to which any work would be subcontracted (if so, provide details).
- 1.2 Relevance of specialized knowledge and experience on similar engagements done in the region/country.
- 1.3 Quality assurance procedures and risk mitigation measures.
- 1.4 Organization’s commitment to sustainability.

SECTION 2: Scope of Supply, Technical Specifications, and Related Services

This section should demonstrate the Bidder’s responsiveness to the specification by identifying the specific components proposed, addressing the requirements, as specified, point by point; providing a detailed description of the essential performance characteristics proposed; and demonstrating how the proposed bid meets or exceeds the requirements/specifications. All important aspects should be addressed in sufficient detail.

- 2.1 A detailed description of how the Bidder will deliver the required goods and services, keeping in mind the appropriateness to local conditions and project environment. Details how the different service elements shall be organized, controlled and delivered.
- 2.2 Explain whether any work would be subcontracted, to whom, how much percentage of the requirements, the rationale for such, and the roles of the proposed sub-contractors and how everyone will function as a team.
- 2.3 The bid shall also include details of the Bidder’s internal technical and quality assurance review mechanisms.
- 2.4 Implementation plan including a Gantt Chart or Project Schedule indicating the detailed sequence of activities that will be undertaken and their corresponding timing.
- 2.5 Demonstrate how you plan to integrate sustainability measures in the execution of the contract.

Goods, works and/or services to be Supplied and Technical Specifications	Bidder’s response				Comments
	Compliance with technical specifications		Delivery Date <i>(confirm that you comply or indicate your delivery date)</i>	Quality Certificate/Export Licenses, etc. <i>(indicate all that apply and attach)</i>	
	Yes, we comply	No, we cannot comply <i>(indicate discrepancies)</i>			
Equipment as per LOT 1					
Equipment as per LOT 2					

Equipment as per LOT 3					
Equipment as per LOT 4					
Equipment as per LOT 5					
Equipment as per LOT 6					
Equipment as per LOT 7					
Equipment as per LOT 8					
Equipment as per LOT 9					
Equipment as per LOT 10					
Equipment as per LOT 11					
Equipment as per LOT 12					
Equipment as per LOT 13					
Equipment as per LOT 14					

Other Related services and requirements <i>(based on the information provided in Section 5)</i>	Compliance with requirements		Details or comments on the related requirements
	Yes, we comply	No, we cannot comply <i>(indicate discrepancies)</i>	
Delivery Terms (DDP)			
Installation Requirements			
Testing Requirements			
Scope of Training on Operation and Maintenance			
Commissioning			
Warranty Period			
Local Service Support			
Technical Support Requirements			
After-sale services Requirements			
Payment Terms			
All documentations, including catalogues, instructions and operating manuals, shall be in this language EN/RO/RU			

Additionally, the Bidder shall fill in the detailed Technical Responsiveness Table as per below and the attached Annex 1.

Annex 1: Technical Responsiveness Table

Item No	Name of equipment	Quantity	Category of Equipment	Minimum Technical Requirements
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IMPORTANT: Bidders shall provide all the applicable data of the equipment offered in the excel attachment Annex 1.

Failing to do so will result in the bid being rejected. Corresponding attachment Annex 1 shall form part of the bidder's offer.

SECTION 3: Management Structure and Key Personnel

- 3.1 Describe the overall management approach toward planning and implementing the project. Include an organization chart for the management of the project describing the relationship of key positions and designations. Provide a spreadsheet to show the activities of each personnel and the time allocated for his/her involvement.
- 3.2 Provide CVs for key personnel that will be provided to support the implementation of this project using the format below. CVs should demonstrate qualifications in areas relevant to the scope of goods and/or services.

Format for CV of Proposed Key Personnel

Name of Personnel	[Insert]
Position for this assignment	[Insert]
Nationality	[Insert]
Language proficiency	[Insert]
Education/ Qualifications	<i>[Summarize college/university and other specialized education of personnel member, giving names of schools, dates attended, and degrees/qualifications obtained.]</i>
	[Insert]
Professional certifications	<i>[Provide details of professional certifications relevant to the scope of goods and/or services]</i>
	<ul style="list-style-type: none"> ▪ Name of institution: [Insert] ▪ Date of certification: [Insert]
Employment Record/ Experience	<i>[List all positions held by personnel (starting with present position, list in reverse order), giving dates, names of employing organization, title of position held and location of employment. For experience in last five years, detail the type of activities performed, degree of responsibilities, location of assignments and any other information or professional experience considered pertinent for this assignment.]</i>
	[Insert]
References	<i>[Provide names, addresses, phone and email contact information for two (2) references]</i>
	Reference 1: [Insert] Reference 2: [Insert]

I, the undersigned, certify that to the best of my knowledge and belief, the data provided above correctly describes my qualifications, my experiences, and other relevant information about myself.

Signature of Personnel

Date (Day/Month/Year)

FORM H: PRICE SCHEDULE

Name of bidder:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
ITB reference:	ITB23/02641		

Bidders shall fill in these Price Schedule Forms in accordance with the instructions indicated. The Price Schedule must include a detailed cost breakdown of all goods and related services to be provided. Separate figures must be provided for each functional grouping or category, if any.

Currency of Bid: US Dollar

TABLE 1: Offer to Supply Equipment Compliant with Technical Specifications and Requirements

No.	Deliverables	Expected Date of Delivery (or please insert your earliest delivery period)	Price per unit, USD, VAT 0%	Quantity	Total, USD, VAT 0%
LOT #1					
	Backhoe – Bulldozer	120 calendar days from the signature of the contract		1	
	Add : Cost of Transportation				
	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	Total Price for LOT #1				
LOT #2					
	Motor grader	120 calendar days from the signature of the contract		1	
	Add : Cost of Transportation				
	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	Total Price for LOT #2				
LOT #3					
	Tractor	120 calendar days from the signature of the contract		1	
	Add : Cost of Transportation				
	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	Total Price for LOT #3				
LOT #4					
	Front loader	120 calendar days from the signature of the contract		1	
	Add : Cost of Transportation				
	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	Total Price for LOT #4				
LOT #5					
	Two axes tractor trailer	120 calendar days from		1	

		the signature of the contract			
	Add : Cost of Transportation				
	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	Total Price for LOT #5				
LOT #6					
	Mini excavator	120 calendar days from the signature of the contract		2	
	Add : Cost of Transportation				
	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	Total Price for LOT #6				
LOT #7					
	Two (2) axes trailer	120 calendar days from the signature of the contract		2	
	Add : Cost of Transportation				
	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	Total Price for LOT #7				
LOT #8					
	Side shredder for plant residues	120 calendar days from the signature of the contract		1	
	Add : Cost of Transportation				
	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	Total Price for LOT #8				
LOT #9					
	Hydraulic Heavy Duty Wood Chipper	120 calendar days from the signature of the contract		1	
	Add : Cost of Transportation				
	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	Total Price for LOT #9				
LOT #10					
	Lawn tractor	120 calendar days from the signature of the contract		3	
	Add : Cost of Transportation				
	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	Total Price for LOT #10				
LOT #11					
	Waste plastic bin 120 litres	120 calendar days from the signature of the contract		1120	
	Add : Cost of Transportation				

	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	Total Price for LOT #11				
LOT #12					
	Waste plastic bin 1100 liters	120 calendar days from the signature of the contract		200	
	Add : Cost of Transportation				
	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	Total Price for LOT #12				
LOT #13					
	Auto Pickup	120 calendar days from the signature of the contract		1	
	Add : Cost of Transportation				
	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	Total Price for LOT #13				
LOT #14					
	Horizontal pump for waste water	120 calendar days from the signature of the contract		1	
	Add : Cost of Transportation				
	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	Total Price for LOT #14				

**In case the related services and other costs are included in the value of delivered goods and cannot be reflected as a separate line of expenses, please specify 0 (zero) value in the relevant line in the table above. Should related services and other costs per each LOT be incorporated in the table above, they shall be reflected in the overall cost of the LOT in the section "Lines" of Quantum portal.*

TABLE 2: Estimated Operating Costs (consumables and spares, including their prices and details on local availability for the first 50 000 km mileage) *

These costs shall NOT be reflected in Quantum system

List of Consumable Item/s	Mileage when servicing is required	List of replacement parts required	Cost of replacement parts	Cost of maintenance works	Total Price per Item (USD, VAT 0%)
LOT #1 Backhoe – Bulldozer (indicate only those applicable)					
Motor Oil					
Oil filter					
Gearbox Oil					
Timing Belt					
Generator belt					
Belt tensioner and pulleys					
Spark Plugs					
Air filter					
Salon filter					
Brake pads					
Total Operating Cost for LOT #1					USD

LOT #2 Motor grader (indicate only those applicable)					
Motor Oil					
Oil filter					
Gearbox Oil					
Timing Belt					
Generator belt					
Belt tensioner and pulleys					
Spark Plugs					
Air filter					
Salon filter					
Brake pads					
Total Operating Cost for LOT #2					USD
LOT #3 Tractor (indicate only those applicable)					
Motor Oil					
Oil filter					
Gearbox Oil					
Timing Belt					
Generator belt					
Belt tensioner and pulleys					
Spark Plugs					
Air filter					
Salon filter					
Brake pads					
Total Operating Cost for LOT #3					USD
LOT #6 Mini buldoexcavator (indicate only those applicable)					
Motor Oil					
Oil filter					
Gearbox Oil					
Timing Belt					
Generator belt					
Belt tensioner and pulleys					
Spark Plugs					
Air filter					
Salon filter					
Brake pads					
Total Operating Cost for LOT #6					USD
LOT #13 Auto Pickup (indicate only those applicable)					
Motor Oil					
Oil filter					
Gearbox Oil					
Timing Belt					
Generator belt					
Belt tensioner and pulleys					
Spark Plugs					
Air filter					
Salon filter					
Brake pads					
Total Operating Cost for LOT #13					USD

** These costs shall be quoted based on current prices at a local authorized service centre and shall be taken into account by UNDP during the evaluation process to calculate the life cycle cost of the vehicle. These maintenance services shall not be contracted by UNDP at this stage. The contract shall contain only the equipment, warranty, delivery and other related charges.*

I, the undersigned, certify that I am duly authorized by [Click or tap here to enter text.](#) to sign this bid and bind [Click or tap here to enter text.](#) should [Click or tap here to enter text.](#) accept this bid:

Name : _____

Title : _____

Date : _____

Signature : _____