



ITB23/02707: Human Security/Construction works of 10 safe spaces for play, recreation and sports in Ungheni (LOT 1) and a multi-functional sports field in Cahul (LOT 2)

United Nations Development Programme, hereinafter referred to as UNDP, through **Promotion of Human Security of Ukrainian refugees, third-country nationals (TCNs), and the host communities in Moldova through Socio-Economic Empowerment and Inclusion** hereby invites prospective bidders to submit a bid for provision of **construction works of 10 safe spaces for play, recreation and sports in Ungheni (LOT 1) and a multi-functional sports field in Cahul (LOT 2)** 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: Bill of Quantities_LOT1 (in English and Romanian languages)
Annex 2: Bill of Quantities_LOT2 (in English and Romanian languages)
Annex 3: Technical Drawings_LOT1 (in Romanian language)
Annex 4: Technical Drawings_LOT2 (in Romanian language)
Annex 5: General Terms and Conditions of Civil Works Contract (in English and Russian languages)

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-00230** 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>

Please note that the access link to the Supplier registered profile is sent from Oracle within up to 3 days. In case you have not received the access link after 3 days since registration, you should address for support to UNDP at the email address: sc.md@undp.org. In case you encounter errors with registration (e.g. system states Supplier already is registered), you should address for support to UNDP at the email address: sc.md@undp.org.

Computer firewall could block oracle or undp.org extension and Suppliers might not receive the Oracle notifications. Please turn down any firewalls on your computers to ensure receipt of email notification.

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.

Pre-bid conference will be conducted as follows:

Time and time zone: 11:00 AM (Moldova time / GMT+2)

Date: 1 August 2023

Venue: Zoom Meeting

Meeting URL: <https://undp.zoom.us/j/82546404977>

Meeting ID: 825 4640 4977



Before joining the meeting kindly leave your name and contact details, after which you will be allowed to join the meeting. The focal point for the arrangement is:

Focal Person: **Liliana Samburschii**, Finance Administration and Procurement Consultant

E-mail address: liliana.samburschii@undp.org

Please, confirm your participation by COB one day before the pre-bid meeting to the following email: liliana.samburschii@undp.org.

The Pre-bid conference is not mandatory.

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





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1 Overview

1.1 General Information

Title	ITB23/02707: Construction of safe places in Ungheni and stadium in Cahul
Contact Point	Liliana Samburschii
Outcome	
E-Mail	liliana.samburschii@undp.org
Reference Number	ITB23/02707
Beneficiary Country	MDA
Introduction	

ITB23/02707: Human Security/Construction works of 10 safe spaces for play, recreation and sports in Ungheni (LOT 1) and a multi-functional sports field in Cahul (LOT 2)

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Annex 5: General Terms and Conditions of Civil Works Contract (in English and Russian languages)

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



Please note that the access link to the Supplier registered profile is sent from Oracle within up to 3 days. In case you have not received the access link after 3 days since registration, you should address for support to UNDP at the email address: sc.md@undp.org. In case you encounter errors with registration (e.g. system states Supplier already is registered), you should address for support to UNDP at the email address: sc.md@undp.org.

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Focal Person: **Liliana Samburschii**, Finance Administration and Procurement Consultant

E-mail address: liliana.samburschii@undp.org

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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

1.2 Tender Timeline

Preview Date
Open Date 20/07/23 11:34 AM
Close Date 17/08/23 13:30 PM
Time Zone Coordinated Universal Time

1.3 Response Rules

This negotiation is governed by all the rules displayed below.

	Rule
☒	Suppliers are allowed to respond to selected lines
☒	Suppliers are allowed to revise their submitted response



1.4 Terms

Negotiation Currency USD



2 Requirements

**Response is required*

Please review carefully the requirements and questions in this section.
Provide answers where required (marked with *asterisk symbol) and upload supporting documents when requested so (marked with *asterisk symbol).
Please note that there are several Sections to be filled in, under the "Requirements" step on the right side the page:

1

2

3

4

OverviewRequirementsLinesReview

MessagesRespond by SpreadsheetActionsBackNextSaveSubmitCancel

Section 1. General Provisions

Section 1. General Provisions
Section 2. Preliminary Exa...
Section 3. Eligibility and...
Section 4. Technical Evalu...

Section 1. General Provisions

2.1 Section 1. General Provisions

1. General Instructions to Bidders
- This solicitation process is governed by the General Instructions to Suppliers attached herewith and Bid Data Sheet and other information listed herewith. By submitting a bid response to this tender supplier confirms to have read, understood, and accepted such provisions.
2. Bid Data Sheet
- Bid Data sheet contains information and instructions specific to this Tender. By submitting a bid you confirm to have read, understood, and accepted the provisions herewith attached.

2.2 Section 2. Evaluation Criteria - Preliminary Examination

- *1. General Conditions of Contract
- Do you accept the General Conditions of Contract (GTCs) as specified herewith.
- *2. Proposal Validity
- Do you accept that your bid is valid as required in General Instructions and Bid Data Sheet?
3. Form A: Bid Confirmation
- Please acknowledge interest to participate in this Tender by creating a draft bid response in the system. This will allow you to receive notifications from the system in case of amendments.



If you do not submit a bid, UNDP would appreciate your feedback on the reasons. You can provide your feedback by completing the form A herewith attached and sending it via email to contact details specified for this tender in Bid Data Sheet.

4. Form B: Checklist

Please complete the returnable bidding forms in accordance with instructions and attach them as part of your bid response in the system. No alteration to the format of the forms shall be permitted and no substitution shall be accepted.

***5. Form C: Bid Submission**

Please attach Bid Submission form as per template provided and duly signed by a legal representative of your company.

***6. Form D: Bidder Information**

Please attach form D with information on the bidder using template herewith attached.

***7. Form E: Joint Venture/Consortium/Association Information**

Please provide information on Joint Venture/Consortium/Association Information using the template and instructions attached.

Choose the applicable answer from options below.

Evidence of the capacities, capabilities and reputation of the JV partners/Subcontractors (if any) should meet respective requirements listed in Section 4.

***8. Form F: Eligibility and Qualifications Form**

Please provide the information required to establish eligibility and qualifications as per form F herewith attached.

Attach also supporting documentation as applicable.

***9. Form G: Technical Bid**

Please provide your technical offer using the template herewith attached.

Please provide also additional supporting documents such as technical specifications, brochures, etc.

***10. Form H: Price Schedule**

Please provide duly filled-in Consolidated Price Schedule (as per Form H), respective Bills of Materials (as per Annex 1), stamped by a certified cost estimation specialist (mandatory on Form H and Annex 1 BoM final pages) as instructed:

- o Duly filled-in Unit Price Catalogue (F5), stamped by the certified cost estimation specialist

- o Duly filled-in Resource Schedule (F3), stamped by the certified cost estimation specialist

- o Duly filled-in Volume of Works Schedule (F7), stamped by the certified cost estimation specialist.

At the same time, prices must be submitted directly in the system line items section, and detailed tables attached when requested.

Please make sure that the figures are consistent.

***11. Form I: Bid Security**

Please provide Bid Security as per the template herewith attached and instructions in the Tender document.

A scanned copy shall be attached with bid response in the system and original submitted not later than ten (10) days after the submission deadline from tender deadline to the address indicated in Section 3: Data Sheet.

***12. Company profile**

Please provide a Company Profile, which should not exceed fifteen (15) pages, including printed brochures



and product catalogues relevant to the works/services being procured.

***13. Legal documents**

Please provide legal documents including:

- 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)
- Certified Letter of Appointment and power of attorney authorizing the representative of the Bidder to sign bids committing the Bidder and his joint venture partners (if any) to engagement for the Contract
- Official Letter of Appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country

***14. Tax Registration/Payment Certificate**

Please provide the Tax Registration/Payment Certificate issued by the Internal Revenue Authority evidencing that the Bidder is updated with its tax payment obligations, or Certificate of Tax exemption, if any such privilege is enjoyed by the Bidder.

***15. Financial Statement**

Please provide the 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 (2020-2022).

***16. Details of Previous Relevant Experience**

Please provide details of Previous Relevant Experience within the last 5 (five) years, indicating the Beneficiary name and contact details, scope of executed works, contract amount and period of contract execution.

Please indicate if details provided by selecting the acceptable value, as per requirement. Detailed information about relevant experience must be included in Form F: Eligibility and Qualification.

***17. Prove of successful completion of works**

Please provide at least 3 (three) final commissioning reports (for local bidders), or any other prove of successful completion of works on the site (for international bidders), for the construction sites presented as similar experience (as required in Section 4).

***18. Statement of Satisfactory Performance**

Please provide at least 2 Clients' statements confirming satisfactory performance by the Bidder, each JV partner/Subcontractor (if the case), on the contracts of highest value carried out, during the past 5 (five) years, by each intended participant.

***19. Work time schedule, work manpower schedule and project cash flow**

Please provide the Work time schedule, work manpower schedule for execution of contract and project cash flow.

***20. Contract with accredited laboratory in the field of constructions**

Please provide the contract with accredited laboratory in the field of constructions.

***21. List of qualified key personnel, together with CVs and professional certificates**

Please provide the list of qualified key personnel, together with CVs and professional certificates (valid at the date of presentation) (as required in Section 4 above).



***22. List of specialized mechanisms, machinery and equipment**

Please provide the list of specialized mechanisms, machinery and equipment owned by the company/ leased, including manufacturer and brand (bidders shall indicate whether the equipment is their own or rented).

The Bidder shall have its own/rented assembly shop for aluminium façade carpentry.

***23. Evidence of the Bidder's Environmental and Social Management capability**

Please provide evidence of the Bidder's Environmental and Social Management capability by submitting a plan which will ensure that all identified negative biological, physical and/or socio-economic impacts are minimized, mitigated or reversed.

***24. Quality Certificates (e.g., ISO, etc.)**

Please provide quality certificate (e.g., ISO, etc.) and/or other similar certificates, accreditations, awards and citations received by the Bidder, if any.

***25. Technical Description of Equipment**

Please provide a technical description of equipment with the authorized signature and stamp of the Manufacturer in accordance with the requested technical specification, with the presentation of color drawings of each piece of equipment and dimensional sketches.

***26. Installation Drawing**

Please provide the installation drawing, including in 3D color version in accordance with security requirements with the authorized signature and stamp of the Manufacturer.

***27. Presentation of Evidence of Product Conformity**

Please provide evidence of product conformity, identified by reference to relevant specifications or standards (Certificate of conformity issued by the accredited certification organization. The certificate will be authenticated with the authorized signature and stamp of the manufacturer and the participant's signature. Accreditation certificate (including the attachment of the document "Purpose of accreditation") issued by the national accreditation organization (from the country of origin).

***28. Environmental Compliance Certificates, Accreditations, Markings/Labels, and other evidences of the Bidder's practices**

Please provide 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.

2.3 Section 3. Evaluation Criteria - Minimum Eligibility

1. Evaluation Criteria - Minimum Eligibility

Eligibility 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: · 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. · 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

2.4 Section 4. Evaluation Criteria - Qualifications

1. Evaluation Criteria - Qualifications

Qualification will be evaluated on a Pass/Fail basis.

If the Bid is submitted as a Joint Venture/Consortium/Association, each member should meet minimum criteria, unless otherwise specified in the criterion.

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 Form
Litigation History: No consistent history of court/arbitral award decisions against the bidder for the last 3 years.	Form F: Eligibility and Qualification Form
Previous Experience:	
Minimum 5 (five) years of experience in civil engineering contracts as Lead Company. <i>(For JV/Consortium/Association, Lead Company should meet requirement).</i>	Form F: Eligibility and Qualification Form
Minimum 3 (three) finalized contracts implemented over the last 5 (five) years in a cumulative value of USD 250,000 (two hundred and fifty thousand US Dollars) should the Bidder apply to one LOT. The value of at least 1 contract shall not be less than USD 100,000 equivalent. <i>Note: If the Bidder applies for both LOTs, minimum 5 (five) finalized contracts implemented over the last 5 (five) years in a cumulative value of USD 350,000 (three hundred and fifty thousand US Dollars) are required. The value of at least 1 contract shall not be less than USD 100,000 equivalent.</i> <i>(For JV/Consortium/Association, Lead Company</i>	Form F: Eligibility and Qualification Form

<i>should</i> <i>meet requirement)</i>	
Financial Standing:	
Liquidity: The Ratio Average Current assets / Current liabilities over the last 3 (three) years must be equal or greater than 1. <i>If QR is less than 1:</i> UNDP shall verify financial capacity if the bidder and had the authority to seek references from concerned parties & banks on the bidder' financial standing. UNDP had the right to reject any bid if submitted by a contractor whom investigation leads to a result that he is not financially capable and/or had serious financial problems. <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 Form
Turnover: Bidders should have annual sales turnover of minimum USD 300,000 per year for the last three years (2020-2022). Note: If the Bidder applies for both LOTs, the required annual sales turnover is of minimum USD 500,000 per year for the last three years (2020-2022). <i>(For JV/Consortium/Association, Lead Company should</i> <i>meet requirement).</i>	Copy of audited financial statements for the last three years. Form F: Eligibility and Qualification Form
Bidder must demonstrate the current soundness of its financial standing and indicate its prospective long-term profitability. <i>(For JV/Consortium/Association, all Parties cumulatively</i> <i>should meet requirement).</i>	Copy of audited financial statements for the last three years. Form F: Eligibility and Qualification



[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.

2.5 Section 5. Technical Evaluation Criteria

*1. Technical Bid and Specifications

The technical bids shall be evaluated on a pass/fail basis for compliance or non-compliance with the technical specifications identified in the bid document.

The submission of the following documents according to resource methodology is mandatory (WinSmeta, WinDoc, etc):

- Respective Bills of Quantities;
- Duly filled-in Unit Price Catalogue*;
- Duly filled-in Resource Schedule*.

*The catalogues will be generated by the software WinSmeta or similar.

Please indicate if the bid is substantially compliant and does not contain any material deviation(s) from the minimum required as included in Section 5: Schedule of Requirements. Detailed information to be included in Form G: Technical Bid.

Response attachments are optional.

*2. Delivery Requirements

The bid is substantially compliant with the minimum Delivery Requirements included in Section 5: Schedule of Requirements and do not contain any material deviation(s).

Minimum Delivery Requirements: Demonstrated capacity to implement and commission all the works within the proposed timeframe, which shall not exceed 90 calendar days/3 months.

Please indicate if 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). Detailed information to be included in Form G: Technical Bid.

Response attachments are optional.

*3. Key Personnel

Information on Key personal (CVs) is an important part of the technical evaluation process, including certifications, and specific experience related to the project.

The bidders shall submit CVs of the below proposed personnel.

The Contractor shall engage competent workers to achieve the workmanship stated in the tender documents. Regardless of the personnel listed below the Contractor is required to provide additional supporting personnel to achieve the required scope of work on time without any additional fees. UNDP



reserves the right to reject and/or instruct removal of staff due to non-performance.
For each position, the CV must demonstrate the experience for the specific category and profession, including the certificates (attestation in accordance with Moldovan building legislation).

The following key personnel is mandatory:

- 1) 1 (one) certified foreman in the field of civil, industrial and agro-zootechnical constructions
(Attestation certificates shall be valid at the date of bid submission. Please, ensure that copies of proving documents are attached.)

Please indicate if the bid is substantially compliant with the minimum Key Personnel Requirements included in Section 5: Schedule of Requirements and does not contain any material deviation(s). Detailed information to be included in Form G: Technical Bid. CVs and attestation certificates shall be attached as prove.

Response attachments are optional.

***4. Warranty and Technical Support Requirements**

The bid is substantially compliant with the minimum Warranty and Technical Support Requirements included in Section 5: Schedule of Requirements and does not contain any material deviation(s).

Minimum Warranty Technical Support Requirements: 60 months for the works, materials and equipment following approval of Certificate of Final Completion, including:

12 months of Defects Liability Period and 48 months of Warranty Period covered by the Maintenance Security.

The contracted company will eliminate any infrastructure damages subject of quality guaranty in a maximum 10 days from the moment of written notification.

Please indicate if the bid is substantially compliant with the minimum Warranty and Technical Support Requirements included in Section 5: Schedule of Requirements and does not contain any material deviation (s). Detailed information to be included in Form G: Technical Bid.

Response attachments are optional.



3 Lines

Instructions

Bidders shall fill in this Section as per lines below. Additionally, Bidders are required to supplement this online form with the duly filled in, signed and stamped Form H (Price Schedule). 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.

The Bidder is required to prepare the Price Schedule following the below format:

- Duly filled-in Price Schedule, as per form below indicating prices per categories of works in US dollars;
- Duly filled-in Bills of Quantities (as per Annex 1), including F3, F5 and F7 forms, as per national legislation requirements, calculated based on resource methodology (WinSmeta software or similar) in US dollars.

When developing BoQs, please be guided by the National Regulatory Framework in Construction as per NCM L.01.01-2012 and Regulation on the procurement of public works:

<http://lex.justice.md/index.php?action=view&view=doc&id=1&id=347161>

<http://lex.justice.md/md/295702/>

Serious deviations from the provisions of these documents will serve grounds for disqualification.

Please, **ensure that no changes in the volume of works are allowed; no changes in codes for works are allowed; no changes in the volumes of resources in the norms of materials, cost of labor and tools are allowed; no changes in coefficient for norms are allowed.**

Please, **ensure that the human power remuneration is not less than**



medium required by the National Legislation in force (according to Ordinance no. 14 of 10.02.2022, with the reference to the Approval of the Amendment CP L.01.02:2012/A2:2022 „Construction economics. Instructions for determining the estimate of expenses for construction salaries".)

Currency of Bid: US Dollar / VAT exclusive

3.1 Line Information

Line	Category Name	Item	UOM	Estimated Quantity	Unit Price	Total Price	Additional Attributes
1-(LOT 1 - Ungheni) - Construction works of 10 safe spaces for play, recreation and sports in Ungheni							
2-(LOT 2 - Cahul) - Construction works of a multi-functional sports field in Cahul							
1.1-(LOT 1 - Ungheni) - Development of 10 playgrounds in Ungheni municipality/ Amenajarea a 10 terenuri de joaca in municipiul Ungheni	81101500						



Line	Category Name	Item	UOM	Estimated Quantity	Unit Price	Total Price	Additional Attributes
2.1-(LOT 2 - Cahul) - Construction of mini football stadium / Construc�ia mini-stadionului de fotbal	81101500						
2.2-(LOT 2 - Cahul) - Development of the stadium / Amenajarea terenului aferent	81101500						
2.3-(LOT 2 - Cahul) - Fencing / Repara�ie �mprejmuire	81101500						