

REQUEST FOR QUOTATION NO. RfQ24/02938:

Modernization and renewal works by replacing two elevators in the housing stock of Ungheni municipality (2 Lots)

SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP through the EU4Moldova: Focal Regions Programme, kindly requests your quotation for the: **Modernization and renewal works by replacing two elevators in the housing stock of Ungheni municipality (2 Lots)**, as detailed in line items section of this Request for Quotation no. **RFQ24/02938**.

This Request for Quotation comprises the following documents:

Section 1: This RFQ document generated by the online system

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 1a: Schedule of Requirements (RO)

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer (LOT 1 and LOT 2)

Annex 4: Technical Responsiveness Table (LOT 1 and LOT 2)

Annex 5: **LOT 1**, BoQs, Execution Drawings and Detailed Technical Specifications for modernization of the Elevator at **Ghenadie Crestiuc street 9, stair 1**.

Annex 6: **LOT 2**, BoQs, Execution Drawings and Detailed Technical Specifications for modernization of the Elevator at **Ion Creangă Street 27, stair 1**

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted directly in the system responding to the questions and uploading required documents by the date and time indicated in the online portal. It is your responsibility to ensure that your quotation is submitted before the deadline. Quotations received after the submission deadline outside the online portal, for whatever reason, will not be considered for evaluation.

Quotations must be submitted directly in Quantum NextGenERP supplier portal following the 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-00604** 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.

Should you require further clarifications on the Request for Quotation, Terms of Reference 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 quotation.

UNDP Moldova



SECTION 2: GENERAL INSTRUCTIONS

Introduction	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement</p> <p>Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this RFQ.</p> <p>UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or cancellation of the tender in the online portal.</p>
Deadline for the Submission of Quotation	<p>Deadline is indicated in the online portal.</p> <p>If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/.</p>
Method of Submission	<p>Quotations must be submitted as follows:</p> <p>NextGenERP supplier portal following this link: http://supplier.nextgenerp.partneragencies.org/ using the profile you may have in the portal.</p> <p>Follow the instructions in the user guide to search for the tender using Negotiation ID. In case you have never registered before, follow this link to register a profile.</p> <p>Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.</p> <ul style="list-style-type: none"> ▪ File Format: All attachments must be in PDF format unless otherwise instructed by UNDP. ▪ File names must be in Latin alphabet/keyboard and clearly indicate the content of the document to facilitate review. ▪ All files must be free of viruses and not corrupted.
Cost of preparation of quotation	<p>UNDP shall not be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.</p>
Supplier Code of Conduct, Fraud, Corruption,	<p>All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</p> <p>Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_and_investigation.html#anti</p>
Gifts and Hospitality	<p>Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.</p>

Conflict of Interest	<p>UNDP requires every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ.</p> <p>The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
Currency of Quotation	<p>Quotations shall be quoted in the currency indicated in the portal.</p>
Joint Venture, Consortium or Association	<p>If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association. Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>
Only one Bid	<p>The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association. 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"> a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or b) they have the same legal representative for purposes of this RFQ; or c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process; d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.
Price variation	<p>No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.</p>
Alternative Quotes	<p>If alternative quote is permitted, it may be submitted only if a conforming quote to the RFQ requirements is submitted. Where the conditions for its acceptance are met, or justifications are clearly established, UNDP reserves the right to award a contract based on an alternative quote. If multiple/alternative quotes are being submitted, they must be clearly marked as "Main Quote" and "Alternative Quote" directly in the portal and in any supporting document as relevant.</p>
Contact Person for correspondence, notifications and clarifications	<p>Must be submitted directly in the portal using the messaging functionality.</p> <p>Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.</p>

Right not to accept any quotation	UNDP is not bound to accept any quotation, nor award a contract or Purchase Order
Right to vary requirement at time of award	At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.
Publication of Contract Award	UNDP will publish the contract awards on the websites of the CO and the corporate UNDP Web site.
Policies and procedures	This RFQ is conducted in accordance with UNDP Programme and Operations Policies and Procedures
UNGM registration	Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at www.ungm.org . The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.

SECTION 2: SPECIAL INSTRUCTIONS

General Conditions of Contract	<p>Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to one of the General Conditions of Contract below as applicable in each case specified in the Requirements section</p> <p>Applicable GTC:</p> <p><input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions for Contract.</p> <p>Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy</p>
Special Conditions of Contract	<p><input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 30 days</p> <p><input checked="" type="checkbox"/> Liquidates damages shall be imposed as follows:</p> <p>Percentage of contract price per week of delay: 2.5% up to a maximum of 10%, after which UNDP may terminate the contract.</p>
Duties and taxes	<p>Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified in the requirements section.</p> <p>All prices must:</p> <p><input checked="" type="checkbox"/> be exclusive of VAT and other applicable indirect taxes</p>
Eligibility	<p>A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.</p> <p>It is the Bidder's responsibility to ensure that its ultimate beneficial owners, employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.</p> <p>Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.</p>
Language of quotation	<p>English</p> <p>Including documentation including catalogues, instructions and operating manuals.</p>
Quotation validity period	<p>Quotations shall remain valid for 90 (ninety) days from the deadline for the Submission of Quotation.</p>
Partial Quotes	<p><input checked="" type="checkbox"/> Permitted per LOT</p>
Alternative Quotes	<p><input checked="" type="checkbox"/> Not permitted</p>
Payment Terms	<p><input checked="" type="checkbox"/> 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation.</p>
Bid Currency	<p>Prices shall be quoted only in the currency indicated in the system:</p> <p>USD (US Dollars)</p> <p>In case of contract award to a local company, payments will be made in Moldavian Leu based on UN Operational Rate of Exchange valid on the date of money transfer, as per the "payment terms and conditions" stipulated in this solicitation document: https://treasury.un.org/operationalrates/OperationalRates.php</p> <p>UNDP shall not be kept liable for any fluctuations of the exchange market during contract implementation, the Contractor being legally responsible to register any loss/gain of currency</p>

	exchange resulting from payments against the Contract in accordance with the national legislation.
Conditions for Release of Payment	<input checked="" type="checkbox"/> Passing Inspection. Complete Installation <input checked="" type="checkbox"/> Passing all Testing <input checked="" type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements
Clarifications	<p>Bidders must send their inquiries and requests for clarifications using the messaging functionality in the portal.</p> <p>PLEASE PAY ATTENTION: QUOTES SHALL NOT BE SUBMITTED TO ANY EMAIL ADDRESS BUT ONLY THROUGH THE PORTAL.</p> <p>Requests for clarification from bidders will not be accepted any later than 5 (five) days before the submission deadline. Responses to request for clarification will be communicated directly in the portal.</p>
Documents to be submitted	<input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed <input checked="" type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1, detailing product description / brochures, price quotation per item/work, additional costs and subtotal per each LOT <input checked="" type="checkbox"/> Bills of Quantities (as per Annex 5 – LOT 1 and Annex 6 – LOT 2), stamped by a certified cost estimation specialist: <ul style="list-style-type: none"> ✓ Duly filled-in Unit Price Catalogue (F5), stamped by the certified cost estimation specialist ✓ Duly filled-in Resource Schedule (F3), stamped by the certified cost estimation specialist ✓ Duly filled-in Volume of works Schedule (F7), stamped by the certified cost estimation specialist <input checked="" type="checkbox"/> Annex 4: Technical Responsiveness Table duly completed and signed <input checked="" type="checkbox"/> Detailed description of the offered goods, including Technical Data Sheet, brochures and photos <input checked="" type="checkbox"/> Company Profile, including detailed portfolio/previous corporate experience in similar fields related to the assignment <input checked="" type="checkbox"/> Copy of Company's Registration certificate <input checked="" type="checkbox"/> List and value of 2 (two) most relevant projects/ contracts completed for the last the past 5 (five) years including the following information: <ul style="list-style-type: none"> • Name of previous contracts • Client & Reference Contact • Details including e-mail • Contract Value Period of activity • Types of services undertaken <input checked="" type="checkbox"/> Copies of contracts (<i>minimum 2 similar contracts undertaken in the past 5 years, with demonstrated experience in elevator installation works</i>) to prove that Offeror meets the similar experience in elevator installation works <input checked="" type="checkbox"/> Statement of satisfactory Performance (Certificates) from the top 2 clients in terms of Contract value in similar field <input checked="" type="checkbox"/> Certificates of Conformity, Quality Certificate (e.g., ISO, etc.) from the Manufacturer; compatibility with NIS Directive ENISA, and NDAA Prohibited Manufacturers, and / or other similar certificates, accreditations, awards and citations received by the Bidder, if any <input checked="" type="checkbox"/> Statement of warranty of 25 years for elevators, including mechanisms, installation works and materials, in accordance with the Technical Specifications in Annex 5 – LOT 1 and Annex 6 – LOT 2 <input checked="" type="checkbox"/> Evidence/Certification of Environmental Sustainability ("Green" Standards) of the Company or the Product being supplied (if any)

	<input checked="" type="checkbox"/> Export/Import Licenses, if applicable <input checked="" type="checkbox"/> Official appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country
Evaluation method	<input checked="" type="checkbox"/> The Contract will be awarded to the lowest price substantially compliant offer per LOT
Evaluation criteria (per LOT)	<input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1 <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract <input checked="" type="checkbox"/> Be legally registered entity or a consortium of firms/organizations <input checked="" type="checkbox"/> Minimum 5 (five) years of experience in civil works, with demonstrated experience in elevator installation works <input checked="" type="checkbox"/> Minimum 2 similar projects/ contracts undertaken in the past 5 (five) years, with demonstrated experience in elevator installation works <input checked="" type="checkbox"/> Maximum delivery and installation period not to exceed 120 calendar days upon signature of contract
Type of Contract to be awarded	<input checked="" type="checkbox"/> Civil works contract http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
Expected date for contract award.	16 December 2024

ANNEX 1: SCHEDULE OF REQUIREMENTS

1. BACKGROUND

The EU4Moldova: Focal Regions Programme focuses on strengthening the economic, territorial and social cohesion in the Republic of Moldova by facilitating inclusive and sustainable local socio-economic growth and improving the living standards of citizens in two focal regions: Ungheni and Cahul municipalities. The programme will support the two regions by increasing governance efficiency – improving the quality of needed services and infrastructure; fostering the private sector – increasing investment, improving the local economy and creating jobs; encouraging participative democracy – engaging citizens in democratic governance processes and strengthening their capacities to demand their rights.

The programme has the following objectives:

1. To strengthen transparency and accountability of local public authorities, and citizen participation in local governance processes in the focal regions;
2. To improve citizens' access to quality and high-performance public services and utilities in the focal regions;
3. To create employment opportunities in the focal regions and improve the territorial competitiveness for attracting investors and entrepreneurs;
4. 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.

As a result of the programme's implementation, the institutional capacity of the local public authorities will be enhanced to support the implementation of a locally-driven environmentally compliant socio-economic development strategy for integrated local growth and development; The stakeholder (e.g. CSOs, private sector, etc.) engagement in the planning and monitoring of the socio-economic development strategy will become even broader. Citizens will benefit from increased quality, availability and high-performance delivery of public services and local public utilities, including those targeting women. Favourable conditions shall be created for attracting investment, creating jobs and fostering local entrepreneurship, including social entrepreneurship. The economic performance of focal regions will be also enhanced through the development of clusters or specialised areas in line with the smart economic specialization approach.

The programme partners are the EU Delegation to Moldova, UNICEF, the Ministry of Agriculture, Regional Development and Environment, the State Chancellery, the Ministry of Finance, the Ministry of Economy and Infrastructure, central and local public authorities from Ungheni and Cahul focal regions, civil society organisations and groups, the private sector and business associations, the Public Services Agency, the e-Governance Agency, the Central and South Regional Development Agencies, the Congress of Local Authorities in Moldova, the Organisation for Small and Medium Enterprises Sector Development, citizens.

Citizens and communities from Ungheni and Cahul regions, local public authorities and civil society organisations will be the final beneficiaries of the programme.

2. SCOPE OF WORKS

The EU4Moldova: Focal Regions Programme is looking for a company/consortium that will carry out the **modernization and renewal works by replacing two elevators in the housing stock of Ungheni municipality.**

2.1 The execution of **modernization and renewal works by replacement of two elevators from the housing stock of the municipality of Ungheni**, namely 1 elevator in the residential block on Ghenadie Crestiuc street 9, staircase no. 1 (under LOT 1) and an elevator in the residential block on Ion Creangă street 27, staircase 1 (under LOT 2), will be built in accordance with the provisions of the Bills of Quantities (BoQ) and the technical specifications. The lists of quantities of works (BoQ) and the technical specifications were developed as part of the **Program for the modernization and renewal of the elevators in the housing stock of the municipality of Ungheni for the period 2025-2029** developed by the Technical University of Moldova, represented by Ilie NUCA, Vadim CAZAC, Dinu VOINESCO and the Association Employers' Association of Elevator Companies from the Republic of Moldova, represented by Victor HÎRJĂU, Eugen GUȚU. The Program was developed based on the results and conclusions of the Technical Expertise Study of the elevators in the municipality of Ungheni and the relevant annexes of the Study, developed by the experts of the Technical University of Moldova and the Employers' Association of Elevator Companies of the Republic of Moldova in March - April 2024. The study was developed with the support of the EU4Moldova: Focal Regions Programme, financed by the European Union and implemented by UNDP Moldova and UNICEF.

The **Program for the modernization and renewal of the elevators in the housing stock of the municipality of Ungheni for the period 2025-2029** was developed, considering and taking into account the provisions of the normative acts in the field in force, including Law no. 151 of 09.06.2022 regarding the safe operation of industrial facilities and potentially dangerous technical installations.

2.2 The content of the works provides for:

- Change/replacement of elevators;
- Repair of the shaft and mechanism rooms (roof, wall, window, door);
- Exchange of the main power supply cable.

The works will be carried out for the change/replacement of two elevators, one of which is located in the 9-storey residential block at **Ghenadie Crestiuc street 9, stair 1** (PP-400A model elevator, technical characteristics: lifting capacity 320kg/9stations/0,71m/sec, registration no. 3354, manufacturer Mogiliovliftmaş, Republic of Belarus, year of manufacture 1983, year of commissioning 1986, term in operation 38 years. The elevator's technical book is at the association and date of last technical check is January 25, 2024). **The second elevator** is located in the 9-storey residential block at **Ion Creangă Street 27, stair 1** (elevator model ПП-0471, technical characteristics – lifting capacity 400 kg/8 stations/0.71 m/sec., no. registration number 6649, manufacturer Mogiliovliftmaş, Republic of Belarus, year of manufacture 1990, year of commissioning 1990, term in operation 34 years. The elevator's technical book

is at the association and the date of last technical check is August 18, 2017, term of technical check is expired).

The lists of quantities of works (BOQ) were developed based on the expert documentation approved and coordinated with the Mayor of Ungheni municipality, Mr. Vitalie Vrabie.

The Company(ies)/Consortium participating in the competition and declared the winner(s) is/are to carry out the modernization and renewal works by replacement/change/construction – installation provided in the Bills of Quantities (BoQ) published for the competition.

The Company(ies)/Consortium shall ensure everything necessary for the successful execution of the contract. The Company(ies)/Consortium will ensure the management of the works on the site by the installer - the natural or legal person responsible for the design, manufacture, installation and market introduction of the elevator, according to the **Technical Regulations on elevators and safety components for elevators (Decision of the Government of the Republic of Moldova no. 8 of 20 January 2016, Official Gazette no. 20-24/20 of 29.01.2016)**.

The Company(ies)/Consortium shall execute the works using the skilled manpower, materials, machinery and equipment required to carry out the works specified in the Bill of Quantities (BoQ). The Company(ies)/Consortium will comply with occupational safety and site protection measures, carry out the necessary sampling, laboratory tests and mechanical tests in accordance with elevator safety rules and standards, ensure the commissioning of engineering systems.

The execution of the contract(s) will include the following activities:

- dismantling of obsolete and non-functional machinery and equipment;
- the procurement and delivery to the object of the elevators, materials and services necessary for the successful execution of the works;
- preparation of the site for the storage of machines, equipment, materials and for the execution of works;
- performing construction and construction-installation works;
- putting into operation the construction works - installation carried out, including performance testing.

All these activities are to be carried out in accordance with the provisions of the Technical Specifications, BoQ and the execution drawings and approved in the manner established by the construction regulations **(please refer to Annex 5 and Annex 6)**.

The mechanical, physical, chemical characteristics of the machines, mechanisms, equipment and construction materials, proposed by the contractors, must correspond to the requirements of the Technical Specifications, BoQ and the specifications of the execution drawings, but also with the guidelines, requirements and specifications technical requirements below. The machinery, mechanisms, machines, equipment and construction materials delivered to the site must be accompanied by national and/or European certificates of conformity. Elevators must be accompanied by elevator safety certificates. The contractor(s) must also ensure that all the materials that will be used within the contract are coordinated, before being put into execution, with the representatives of the final Beneficiary and UNDP Moldova, respectively responsible for the daily supervision of the construction site and periodic monitoring of field works.

Note to bidders:

Whenever the technical specifications call for a specific product, specific brand, name/model, bidders can come up with the proposal for coordination of any other product equal in all aspects to the specified product, meeting the requirements related to physical, functional and performance parameters.

3. EXPECTED RESULTS

In accordance with the sequence of the works, during the execution of the contract, it is aimed to complete all the construction - installation works, and to put into operation two elevators, provided in the contract documents, within a term not exceeding **120 calendar days**. After the construction and installation works have been completed and the execution documents submitted, the reception procedure will take place at the end of the works in accordance with the provisions of the Regulation on the reception of construction works and related installations, approved by the Decision of the Government of the Republic Moldova no. 285 of 23.05.1996 with subsequent amendments and additions and the Regulation on the reception and operation of elevators.

4. INSTITUTIONAL ARRANGEMENT

The construction site will be located in the Ungheni municipality, **Ghenadie Crestiuc Street 9/stair 1 (LOT 1) and Ion Creangă Street 27/stair 1 (LOT 2)**.

The transportation of construction waste, resulting from demolitions, will be carried out at a distance of about 5 km to the storage place established by the Municipality of Ungheni municipality.

The reporting of the progress of the works is carried out monthly by presenting a Minutes of transmission-receipt of the works carried out during the previous 30 calendar days. The nominated minutes will be signed by the Contractor(s) and the construction site Supervisor, with the application of the respective stamps and sent for verification to the certified Technical Manager, permanent representative of the Beneficiary on the site. Afterwards, the Minutes of transmission-receipt of the works carried out, signed by the certified technical manager, will be sent for verification and approval to the office of the EU4Moldova: Focal Regions Programme.

5. DURATION OF THE WORKS

The qualified bidder(s) will sign the Contract(s) for the performance of the works with UNDP Moldova. The contract(s) will be valid for a period of 16 months, starting from the date on which the Contractor(s) is/are granted access to the site and receives a notification from the UNDP Engineer to commence work and ends on the date of signing the Process - report of final reception of the works. The 16-month period includes 4 months required to complete the work and 12 months liability period for defects.

The expected target date for the start of the works is December 1, 2024. The expected target date for the completion of the works is April 1, 2025. The final acceptance of the works is expected to be organized on April 1, 2026.

Bidders, in the set of bid documents, will present a detailed work execution schedule including the estimated start and end dates for each section of the estimate - bid in accordance with technological procedures. The Contractor(s), within 5 calendar days from the date of signing the contract(s), will present for approval the updated Schedule of the works.

6. PLACE OF WORK

The construction sites will be located in the municipality of Ungheni, 9 Ghenadie Crestiuc street, stair 1 and 27 Ion Creangă street/stair 1.

The warehouse for storage of construction materials, stationing of mechanisms and machinery and campus for workers and engineering staff will be coordinated with the Ungheni town hall.

The winning bidder(s) will draw up an execution project for the organization of the construction site which will also include measures for environmental protection, measures for the protection of employees' work in the process of carrying out the works.

The works manager/ construction site supervisor and the team leaders for specialized works/site managers with the execution of specialized works and related installations are to be present once every 2 weeks at the working group meeting. The meetings will be organized on Fridays, between 11-00 and 12-00 on the construction site. The working group will be formed by the Mayor of Ungheni municipality.

7. WARRANTY PERIOD

The warranty period for works and installed equipment will start from the day of signing the acceptance report upon completion of the works (Substantial commissioning) and **will last 25 years for elevators, including mechanisms, installation works and materials. Warranty Certificates shall be issued to the final beneficiary (UNGHENI Mayoralty).**

Delivery Requirements

Delivery Requirements	
Delivery date and time	Bidder shall deliver and install the equipment within up to 120 days after Contract signature.
Delivery Terms (INCOTERMS 2020)	DDP – Ungheni
Customs clearance (must be linked to INCOTERM)	<input checked="" type="checkbox"/> Supplier/bidder
Exact Address(es) of Delivery Location(s)	DDP - Ungheni, mun. Ungheni, Ghenadie Crestiuc street 9, stair 1 and mun. Ungheni, Ion Creangă Street 27, stair 1.
Warranty Period	25 years for elevators, including mechanisms, installation works and materials

ANNEX 2: QUOTATION SUBMISSION FORM

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

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RfQ24/02938	Date: Click or tap to enter a date.

Company Profile

Item Description	Detail
Legal name of bidder or Lead entity for JVs	Click or tap here to enter text.
Legal Address, City, Country	Click or tap here to enter text.
Website	Click or tap here to enter text.
Year of Registration	Click or tap here to enter text.
Legal structure	Choose an item.
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No Vendor Number If yes, insert UNGM
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is your company a member of the UN Global Compact	<input type="checkbox"/> Yes <input type="checkbox"/> No
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text.

		IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.		
Previous relevant experience: 2 (two) most relevant projects/ contracts completed for the last the past 5 (five) years, with demonstrated experience in elevator installation works				
Name of previous contracts	Client & Reference Contact Details including e-mail	Contract Value <i>(insert currency)</i>	Period of activity <i>(month, year)</i>	Types of activities undertaken

Bidder's Declaration

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Requirements and Terms and Conditions: I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.
<input type="checkbox"/>	<input type="checkbox"/>	Ethics: In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ ;has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm to undertake not to engage in proscribed practices, , or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct : https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN.
<input type="checkbox"/>	<input type="checkbox"/>	Conflict of interest: I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation's Point of Contact.
<input type="checkbox"/>	<input type="checkbox"/>	Prohibitions and Sanctions: I/We hereby declare that our firm, ultimate beneficial owners, affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.
<input type="checkbox"/>	<input type="checkbox"/>	Bankruptcy: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Offer Validity Period: I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
<input type="checkbox"/>	<input type="checkbox"/>	I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.
<input type="checkbox"/>	<input type="checkbox"/>	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf.

Signature: _____

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

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

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

ANNEX 3: TECHNICAL AND FINANCIAL OFFER – Works

LOT1: UNGHENI, 27 Ion Creangă street, stair 1

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

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RfQ24/02938	Date: Click or tap to enter a date.

Currency of the Quotation: USD		
INCOTERMS: DDP Ungheni, 27 Ion Creangă street, stair 1		
Item No	Description	Total price, USD
1.	Elevator	
1.1	Passenger elevator with car room, Load = 400 kg, 9 stations	
1.2	Dismantling works	
1.3	Installation work	
1.4	Adjustment, Measurements, Technical Check	
2.	Construction work in the engine room and around the upstairs doors	
3.	Execution project of the elevator installation	
4.	Documents regarding contracting, coordination of normative acts, completion of reception acts	
5.	Technical expertise of the floor of the mechanism room and the walls of the concrete shaft of the elevator	
	Minimum 25 years warranty for elevator, including mechanisms, installation works and materials	
Total Price		
Transportation Price		
Insurance Price		
Other Charges (specify)		
Total Final and All-inclusive Price		

Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Minimum Technical Specifications	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Term (INCOTERMS)	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Lead Time: up to 120 calendar days	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Warranty Requirements	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

Other Information:

Estimated weight/volume/dimension of the Consignment:	Click or tap here to enter text.
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Country/ies of Origin: (if export licence required this must be submitted if awarded the contract)	Click or tap here to enter text.
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I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.	
<p><i>Exact name and address of company</i></p> <p>Company Name Click or tap here to enter text.</p> <p>Address: Click or tap here to enter text.</p> <p>Phone No.: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>	<p>Authorized Signature: _____</p> <p>_____</p> <p>Date: Click or tap here to enter text.</p> <p>Name: Click or tap here to enter text.</p> <p>Functional Title of Authorised Signatory: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>

ANNEX 3: TECHNICAL AND FINANCIAL OFFER – Works

LOT2: UNGHENI, 9 Ghenadie Crestiuc street, stair 1

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

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RfQ24/02938	Date: Click or tap to enter a date.

Currency of the Quotation: USD		
INCOTERMS: DDP Ungheni, 9 Ghenadie Crestiun street, stair 1		
Item No	Description	Total price, USD
1.	Elevator	
1.1	Passenger elevator with car room, Load = 400 kg, 9 stations	
1.2	Dismantling works	
1.3	Installation work	
1.4	Adjustment, Measurements, Technical Check	
2.	Construction work in the engine room and around the upstairs doors	
3.	Execution project of the elevator installation	
4.	Documents regarding contracting, coordination of normative acts, completion of reception acts	
5.	Technical expertise of the floor of the mechanism room and the walls of the concrete shaft of the elevator	
	Minimum 25 years warranty for elevator, including mechanisms, installation works and materials	
	Total Price	
	Transportation Price	
	Insurance Price	
	Other Charges (specify)	
	Total Final and All-inclusive Price	

Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Minimum Technical Specifications	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Term (INCOTERMS)	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Lead Time: up to 120 calendar days	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Warranty Requirements	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

Other Information:

Estimated weight/volume/dimension of the Consignment:	Click or tap here to enter text.
Country/ies of Origin:	Click or tap here to enter text.

(if export licence required this must be submitted if awarded the contract)

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.

Exact name and address of company

Company Name Click or tap here to enter text.

Address: Click or tap here to enter text.

Phone No.: Click or tap here to enter text.

Email Address: Click or tap here to enter text.

Authorized Signature: _____

Date: Click or tap here to enter text.

Name: Click or tap here to enter text.

Functional Title of Authorised Signatory: Click or tap here to enter text.

Email Address: Click or tap here to enter text.

ANNEX 4: TECHNICAL RESPONSIVENESS TABLE

LOT1: UNGHENI, 27 Ion Creangă street, stair 1

Bidders are requested to complete this form, sign it and return it as part of their bid along with Annex 2: Quotation Submission Form and Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RfQ24/02938	Date: Click or tap to enter a date.

Bidders shall supplement the information provided in the tables below with detailed description of the offered goods, including design and Technical Data Sheets (including photos).

Name of machinery, equipment, works, documents	Technical requirements (Features at least)	Conformity (Yes/No)	Offered Brand, Model and Exact characteristics <i>(Technical characteristics should not be less/worse than those listed in Annex 1: Schedule of Requirements)</i>
Completely new elevator:			
• engine room	With engine room		
• lifting capacity, kg	Min 400		
• cabin capacity, people	Min 4		
• number of stations	9		
• working speed, m/s	0,71-1,00		
• mechanism room	yes		
• winch	No reducer		
• control panel	With frequency converter and microprocessor		
• cabin bridge	Stainless steel mirror with LED lighting		
• cabin walls and doors	Decorative stainless steel		
- cabin dimensions: Inside width – Inner depth – Inside height -	1015 mm 1055 mm 2200 mm.		
• the interior floor	Ceramogranite or artificial granite		
• the well doors	Stainless steel at all station sizes 2000x900mm		
• the framing of the well doors	Stainless steel saddle all stations		
• the railing	Stainless steel		
• control panel in the cabin	With LCD display		
• telephone connection in the cabin	GSM		
• alarm signalling	Informing the responsible persons via SMS		
• call button	Anti-vandal with Braille inscriptions		
• information about the positioning of the elevator on the floor	Display		
• cabin load limitation	Cabin load limitation device		

• equipping the cabin doors	Photo barrier (photoreverse)		
The project of the elevator installation. Technical data elevator shaft – Width - 1550 mm Length - 1700 mm Foundation, depth - 1300 mm from the 0.00 level Height of the last floor - 2800 mm Height of each floor - 2800 mm	<i>To be developed by the Contractor</i>		
Technical documentation regarding exploitation	<i>To be developed by the Contractor</i>		
Name Manufacturer	<i>please provide</i>		
Model/Year of manufacture	<i>please provide</i>		
Lifetime of the lift, manufacturer's warranty	For at least 25 years		
Warranty for installation works	For at least 25 years		
Warranty Certificate of 25 years for elevator, including mechanisms, installation works and materials issued to the final beneficiary (UNGHENI Mayoralty)	<i>To be provided by the Contractor on the day of signing the acceptance report upon completion of the works (Substantial commissioning)</i>		
Valid manufacturer certifications	Certificate of conformity attesting the compliance of the elevator with the requirements of the technical regulations and standards of the Republic of Moldova		
Declarations of Conformity	Written assurance based on an assessment procedure (test reports), whereby the fitter confirms that the lift conforms to the type for which a certificate has been issued.		
Electricity supply system	Local network, UPS – 1500W for evacuation of passengers in case of electrical failure		
Commissioning	yes		

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.

<p><i>Exact name and address of company</i></p> <p>Company Name <input type="text"/></p> <p>Address: <input type="text"/></p> <p>Phone No.: <input type="text"/></p> <p>Email Address: <input type="text"/></p>	<p>Authorized Signature: _____</p> <p>Date: <input type="text"/></p> <p>Name: <input type="text"/></p> <p>Functional Title of Authorised Signatory: <input type="text"/></p> <p>Email Address: <input type="text"/></p>
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ANNEX 4: TECHNICAL RESPONSIVENESS TABLE

LOT2: UNGHENI, 9 Ghenadie Crestiuc street, stair 1

Bidders are requested to complete this form, sign it and return it as part of their bid along with Annex 2: Quotation Submission Form and Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RfQ24/02938	Date: Click or tap to enter a date.

Bidders shall supplement the information provided in the tables below with detailed description of the offered goods, including design and Technical Data Sheets (including photos).

Name of machinery, equipment, works, documents	Technical requirements (Features at least)	Conformity (Yes/No)	Offered Brand, Model and Exact characteristics (Technical characteristics should not be less/worse than those listed in Annex 1: Schedule of Requirements)
Completely new elevator:			
- engine room	With engine room		
- lifting capacity, kg	Min 400		
- cabin capacity, people	Min 4		
- number of stations	9		
- working speed, m/s	0,71-1,00		
- mechanism room	yes		
- winch	No reducer		
- control panel	With frequency converter and microprocessor		
- cabin bridge	Stainless steel mirror with LED lighting		
- cabin walls and doors	Decorative stainless steel		
- cabin dimensions: Inside width – Inner depth – Inside height -	1015 mm 1055 mm 2200 mm.		
- the interior floor	Ceramogranite or artificial granite		
- the well doors	Stainless steel at all station sizes 2000x900mm		
- the framing of the well doors	Stainless steel saddle all stations		
- the railing	Stainless steel		
- control panel in the cabin	With LCD display		
- telephone connection in the cabin	GSM		
- alarm signalling	Informing the responsible persons via SMS		
- call button	Anti-vandal with Braille inscriptions		
- information about the positioning of the elevator on the floor	Display		
- cabin load limitation	Cabin load limitation device		

- equipping the cabin doors	Photo barrier (photoreverse)		
The project of the elevator installation. Technical data elevator shaft – Width - 1550 mm Length - 1700 mm Foundation, depth - 1300 mm from the 0.00 level Height of the last floor - 3070 mm Height of each floor - 2800 mm	<i>To be developed by the Contractor</i>		
Technical documentation regarding exploitation	<i>To be developed by the Contractor</i>		
Name Manufacturer	<i>please provide</i>		
Model/Year of manufacture	<i>please provide</i>		
Lifetime of the lift, manufacturer's warranty	For at least 25 years		
Warranty for installation works	For at least 25 years		
Warranty Certificate of 25 years for elevator, including mechanisms, installation works and materials issued to the final beneficiary (UNGHENI Mayoralty)	<i>To be provided by the Contractor on the day of signing the acceptance report upon completion of the works (Substantial commissioning)</i>		
Valid manufacturer certifications	Certificate of conformity attesting the compliance of the elevator with the requirements of the technical regulations and standards of the Republic of Moldova		
Declarations of Conformity	Written assurance based on an assessment procedure (test reports), whereby the fitter confirms that the lift conforms to the type for which a certificate has been issued.		
Electricity supply system	Local network, UPS – 1500W for evacuation of passengers in case of electrical failure		
Commissioning	yes		

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.

<p><i>Exact name and address of company</i></p> <p>Company Name Click or tap here to enter text.</p> <p>Address: Click or tap here to enter text.</p> <p>Phone No.: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>	<p>Authorized Signature: _____</p> <p>Date: Click or tap here to enter text.</p> <p>Name: Click or tap here to enter text.</p> <p>Functional Title of Authorised Signatory: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>
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