



REQUEST FOR QUOTATION NO. RfQ25/03202

Provision of professional detailed design and costs estimation for installation of Photovoltaic Stations in 4 locations

SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP through the **RENEWABLE ENERGY IN MOLDOVA/INVESTING IN SDG**, kindly requests your quotation for the **Request for Quotation no. RfQ25/03202: Provision of professional detailed design and costs estimation for installation of Photovoltaic Stations in 4 Locations** as detailed in line items section of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This RFQ document generated by the online system

Section 2: General instructions

Section 3: Special instructions

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer

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- 00883** 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/redwood/supplier-registration/register-supplier/register-supplier-verification?id=TUW16eK6qsD94MNMxATNMoyCOHny7FmchTkUZsdOqrAW4sy6L5xSAB033Q%3D%3D>

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>https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127715297&_adf.ctrl-state=8godmwdd9_239&_afLoop=7321111756612874&_afWindowMode=0&_afWindowId=null&_afFS=16&_afMT=screen&_afMFW=1920&_afMFH=880&_afMFDW=1920&_afMFDH=1080&_afMFC=8&_afMFCL=0&_afMFM=0&_afMFR=96&_afMFG=0&_afMFS=0&_afMFO=0</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	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.
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 only in the currency indicated in the system:</p> <p>Moldovan Leu (MDL) for local suppliers</p> <p>and</p> <p>US Dollars (USD) for international suppliers.</p> <p>For evaluation purposes, all the rates shall be recalculated at UN Operational Rate of Exchange (to be found at https://treasury.un.org/operationalrates/OperationalRates.php) indicated in the portal.</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 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 exchange resulting from payments against the Contract in accordance with the national legislation.</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.</p> <p>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.</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"> 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	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.
Alternative Quotes	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.
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 3: SPECIAL INSTRUCTIONS

General Conditions of Contract	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 Applicable GTC: <input checked="" type="checkbox"/> General Terms and Conditions for Works Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy
Special Conditions of Contract	<input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 30 days <input checked="" type="checkbox"/> Liquidates damages shall be imposed as follows: In case the works are not completed within 100 calendar days, 2.5% of the total contract amount will be deducted out of the final invoice for each week of delay. Max. number of weeks of delay 4. Once the total amount of liquidated damages is equal to 10% of the total contract amount, UNDP may terminate the contract.
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 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. All prices must: <input checked="" type="checkbox"/> be exclusive of VAT and other applicable indirect taxes
Eligibility	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. 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. Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.
Language of quotation	English, Romanian or Russian Including documentation such as catalogues, instructions and operating manuals.
Quotation validity period	Quotations shall remain valid for 90 (ninety) days from the deadline for the Submission of Quotation.
Partial Quotes	<input checked="" type="checkbox"/> Not permitted
Alternative Quotes	<input checked="" type="checkbox"/> Not permitted
Payment Terms	<input checked="" type="checkbox"/> Per deliverable, within 30 days after receipt and acceptance of each deliverable.
Conditions for Release of Payment	<input checked="" type="checkbox"/> Written Acceptance of Services, based on full compliance with RFQ requirements
Clarifications	Bidders must send their inquiries and requests for clarifications using the messaging functionality in the portal. <u>PLEASE PAY ATTENTION: QUOTES SHALL NOT BE SUBMITTED TO ANY EMAIL ADDRESS BUT ONLY THROUGH THE PORTAL.</u> Requests for clarification from bidders will not be accepted any later than 3 (three) days before the submission deadline. Responses to request for clarification will be communicated directly in the

	portal.
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 <input checked="" type="checkbox"/> Copy of Company's Registration Certificate or Extract from the state register <input checked="" type="checkbox"/> Company Profile (short info up to 5 pages), including detailed portfolio/previous corporate experience in similar fields related to the assignment <input checked="" type="checkbox"/> List of completed and/or ongoing contracts for similar design and costs estimation assignments. The list shall include the following information: <ul style="list-style-type: none"> • Name of previous contracts • Client & Reference Contact (clients may be contacted for further information on the respective contracts) • Details including e-mail • Contract Value Period of activity • Types of works undertaken. <input checked="" type="checkbox"/> Statement of satisfactory Performance (Certificates) from the top 2 (two) clients in terms of Contract value in similar field <input checked="" type="checkbox"/> List of qualified key personnel, together with dully signed CVs and professional certificates (valid at the date of presentation) <input checked="" type="checkbox"/> Quality Certificates (ISO, etc.) if available <input checked="" type="checkbox"/> Income Statement and Balance Sheet for the past two years (2023-2024). <input checked="" type="checkbox"/> Chart for execution of works (Work Time Schedule) for example GANTT, which will reflect the activities to be implemented, timeframe
Evaluation method	<input checked="" type="checkbox"/> The Contract will be awarded to the lowest price substantially compliant offer.
Evaluation criteria	<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 a legal registered design institution/company <input checked="" type="checkbox"/> Minimum 3 (three) years of experience in the field of development of design and costs estimation <input checked="" type="checkbox"/> Minimum 2 (two) contracts with Acceptance Notes attached for development of design and cost estimation for similar projects concerning design for PVs. <input checked="" type="checkbox"/> Sufficient human resources capability to qualitatively and timely execute the works. Minimum key-personnel with valid certificates: <ul style="list-style-type: none"> • 1 (one) Task Manager/Electrical Engineer certified • 1 (one) Attested designer certified in internal/external electricity networks; • 1 (one) Attested cost estimator; <input checked="" type="checkbox"/> Maximum delivery period not to exceed 100 calendar days upon signature of contract and from the moment the Contractor was given access to the site.
Type of Contract to be awarded	<input checked="" type="checkbox"/> Contract Face Sheet (Goods and-or Services)
Expected date for contract award.	09 March 2026



ANNEX 1: SCHEDULE OF REQUIREMENTS

A. PROJECT TITLE: RENEWABLE ENERGY IN MOLDOVA/INVESTING IN SDG

General Background:

Moldova is advancing along a challenging yet promising pathway toward European Union accession, undertaking extensive reforms to strengthen governance, justice, and anti-corruption systems. The European Commission's 2023 Enlargement Package recognizes the Government's commitment to reform; however, significant structural adjustments and investments remain necessary to meet EU standards and address persistent domestic vulnerabilities.

In 2025, Moldova continues to operate within a complex socio-economic and political environment shaped by economic slowdown, political transitions, and ongoing regional security concerns. Following several years of crisis management, the country is shifting toward long-term resilience building, with economic, energy, and governance reforms being tested against global uncertainties. Economic growth weakened in 2024, with GDP expanding by only 0.1% annually, driven by reduced external demand and disruptions in agriculture. Despite inflation stabilizing near 5%—within the National Bank's target band—public finances remain under pressure as substantial resources are allocated to energy compensation schemes, enterprise support, and infrastructure investments.

A central pillar of Moldova's EU-alignment agenda is the transformation of its energy sector. By the end of 2024, Moldova achieved a 66% overall implementation score of the Energy Community acquis, with notable progress in energy efficiency (84%) and renewable energy (62%). Key milestones include updated energy-efficient product labelling aligned with EU standards (94%), full transposition of the Energy Performance of Buildings Directive (90%), the launch of a 2024–2026 energy efficiency obligation system, and the establishment of a dedicated Energy Efficiency Fund for residential projects.

Strengthening local governance is another fundamental element of Moldova's development agenda. Through the Public Administration Reform (PAR) Strategy, and its Local Public Administration Reform (LPAR) component, the Government is promoting voluntary amalgamation of administrative-territorial units, aiming to improve fiscal sustainability, enhance public service delivery, and support cohesive local development. Robust local institutions are increasingly critical for managing infrastructure investments, advancing energy resilience, and ensuring equitable services for citizens.

Moldova is also positioning itself as a regional innovator through the introduction of a pioneering energy Sandbox—the first regulatory framework of its kind in Central and Eastern Europe—allowing companies to test advanced energy technologies in a controlled environment. Complementing these innovations, the Energy Vulnerability Reduction Fund (EVRF), developed with strong support from the Slovak Ministry of Finance, continues to mitigate the impact of high energy costs on vulnerable households.

Efforts to strengthen economic governance, attract investment, and diversify the economy are being supported by development partners. UNDP-led initiatives such as Public and Private Finance for Development and the SDG Investor Map contribute to modernizing procurement, enhancing state-owned enterprise management, and fostering public-private partnerships, thereby improving the overall investment climate.

Specific context:

The project **Investing in SDGs: Renewable Energy in Moldova** aims to enhance the capacity of merged Local Public Authorities (LPAs) in Moldova to prepare bankable renewable energy investments, supporting the country's energy transition and local development objectives.

By designing investment-ready photovoltaic (PV) power plants and enabling conditions for renewable energy communities, the project contributes to building more resilient and sustainable communities.

The project builds on UNDP's ongoing work under the Resilient Communities through Women Empowerment, phase II project (ResCom 2), funded by the Governments of Sweden and Norway.

Within this framework, five LPA clusters were selected as beneficiaries of ResCom 2, based on their voluntary amalgamation initiatives and their commitment to developing joint Sustainable Energy and Climate Action Plans (SECAPs).

These four LPAs clusters are the main beneficiaries of project intervention:

1. **Roscani cluster** – Roscani, Calfa, Telita (Anenii Noi rayon)
2. **Calinesti cluster** – Calinesti, Chetris, Hincesti (Falesti rayon)
3. **Leova cluster** – Leova, Sirma, Tochile-Raducani, Sarata-Razeși (Leova rayon)
4. **Geamana cluster** – Geamana, Ochiul Ros, Zolotievca (Anenii Noi rayon)

The strategic goal of the **Investing in SDGs: Renewable Energy in Moldova** project is to create a pipeline of investment-ready PV projects, backed by feasibility studies, technical designs, and financial models, which can attract national and international investment.

By combining technical assessments, engineering designs, financial modelling, and capacity development, the project will generate a mature pipeline of bankable projects that can be financed through private investment initiatives as well as through aid programmes.

The selected communities will also strengthen their institutional capacities to plan, procure, and manage renewable energy projects, while fostering public-private partnerships for sustainable implementation.

B. SCOPE OF WORK

Investing in SDGs: Renewable Energy in Moldova project intends to contract an accredited body, a Company/Consortium of Companies which will provide design services of Photovoltaic Stations (PVs) to main beneficiaries

The Contractor shall be responsible for elaboration of **Execution Project (EP)** and technical documentation per each beneficiary, as follows:

Leova cluster – Leova, Sirma, Tochile-Raducani, Sarata-Razeși (Leova rayon)	<p>Execution Project (EP) for the ON-GRID photovoltaic system with installed capacity of 200 kW to be implemented at the following location:</p> <ol style="list-style-type: none">1. Leova Industrial Platform – cadastral number 5701224.010, with an area of 13.1846 ha; <p>The site is managed directly by the Local Public Authority (LPA), which has established a dedicated</p>
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	<p>Municipal Enterprise to coordinate the activities of the complex.</p> <p>The location provides easy access to road and electrical infrastructure, and administrative procedures for site allocation can be initiated quickly.</p>
Calinesti cluster – Calinesti, Chetris, Hincesti (Falesti rayon)	<p>Execution Project (EP) for the ON-GRID photovoltaic system with installed capacity of 200 kW to be implemented at the following location:</p> <ol style="list-style-type: none"> 1. Public land for small-scale PV park: Land owned by the Călinești LPA, free of encumbrances, located near an electricity distribution line – cadastral number 4315313562, with an area of 1.9118 ha
Roscani cluster – Roscani, Calfa, Telita (Anenii Noi rayon)	<p>Execution Project (EP) for the ON-GRID photovoltaic system with installed capacity of 200 kW to be implemented at the following locations:</p> <ol style="list-style-type: none"> 1. Public land for small-scale PV park in Roșcani (cadastral number 1038112091) where the installed capacity could be up to 500 kW <p>The public land is owned by the Local Public Authority (LPA). The site is located in proximity to high-voltage electricity distribution lines, allowing for efficient grid connection with minimal additional investment in distribution infrastructure.</p>
Geamana cluster – Geamana, Ochiul Ros, Zolotievca (Anenii Noi rayon)	<p>Execution Project (EP) for the ON-GRID photovoltaic system with installed capacity of 200 kW to be implemented at the following location:</p> <ol style="list-style-type: none"> 1. Public land for small-scale PV park in Geamăna, free of encumbrances, located near an electricity distribution line – cadastral number 10282020393, with an area of 11.0449 ha.

The Contractor will be responsible for:

- a) Preparing the **Execution Project** (one per each beneficiary) in line with the requirements and comments of the UNDP project Team and main beneficiaries during the development of technical documentation;
- b) Preparing **Bills of Quantities**, lists of equipment, and the **General Cost Estimation**;
- c) Preparing the **Implementation Schedule**;
- d) Ensuring the **verification and technical expertise** of the project documentation.

Beneficiary and Contract Details

- **Beneficiaries :**
 - Roscani cluster – Roscani, Calfa, Telita (Anenii Noi rayon) -
 - Calinesti cluster – Calinesti, Chetris, Hincesti (Falesti rayon)
 - Leova cluster – Leova, Sirma, Tochile-Raducani, Sarata-Razeși (Leova rayon)
 - Geamana cluster – Geamana, Ochiul Ros, Zolotievca (Anenii Noi rayon)
- **Contract Duration:** 100 days (including „Verification of the Bill of Quantities”)

Minimum Components of the Photovoltaic System

- Photovoltaic panels
- Protection and switching devices
- Monitoring and data transmission equipment
- Mounting structures and cabling
- Grounding system
- Inverter
- AC cabling
- Aluminum mounting structure
- DC/AC panels
- Internal access routes and parking for maintenance
- Net-metering connection and bidirectional electricity meter
- Storage batteries (if needed)

Technical Requirements

The technical design and installation of the photovoltaic system shall be carried out in full compliance with the following legislative acts, normative documents, and applicable standards of the Republic of Moldova, including but not limited to:

- Law No. 10/2016 – on the promotion of the use of energy from renewable sources
- Law No. 124/2017 – on electricity
- Law No. 721/1996 – on quality in construction
- Government Decision No. 361/1996 – on ensuring construction quality
- Government Decision No. 285/1996 – on the approval of the Regulation on the acceptance of construction works and related installations
- HANRE No. 475/2021 – on the approval of the Regulation for commissioning of electrical installations
- HANRE No. 394/2019 – technical-normative document NE1-02:2019 “Safety norms for the operation of electrical installations”
- NCM G.01.02:2015 – Design and installation of electrical systems in residential and social buildings
- NCM G.01.03:2016 – Electrotechnical devices
- NCM A.07.03:2002 – Regulation on monitoring construction projects by the design author
- NCM G.02.02:2018 – Lightning protection for buildings and structures
- CP A.08.01-96 – Instructions for the verification and acceptance of hidden and/or critical works in construction and related installations

- SM EN 50549-2:2019 – Requirements for generation units to be connected in parallel with distribution networks
- SM EN IEC 62446-2:2020 – Photovoltaic systems. Requirements for testing, documentation and maintenance. Part 2: Grid-connected systems – Maintenance

Project Design Requirements

The design must follow Moldovan construction norms (NCM and relevant laws). The technical documentation must include:

- Technical project, specifications, and execution details
- Drawings and calculations for all specialties (structural, electrical, etc.)
- General and local cost estimates
- Technical narrative and all supporting studies
- Documents delivered in hard copy and digital format (WORD, PDF, DWG, KOS)

Contractor Obligations

- Ensure full technical quality and compliance with regulations
- Provide all design phases up to execution details
- Address all observations from authorized project verifiers
- Prepare the technical book of the construction
- Prepare all documentation in the state language

Design Stages Covered by the Contract

- Technical Project (PT) and Execution Details (DE)
- Grid connection design
- Land preparation and site layout (if needed)
- Construction organization plan
- Structural elements
- Metal structures
- Electrical supply
- Full cost documentation (F7, F3, F5, F1)
- General estimate

Construction and Electrical Works

- Structural foundations for mounting racks
- Cable routing, AC/DC connections, switching equipment
- Grounding and lightning protection
- Access paths for installation and future maintenance

Technical Specifications

Specifications must fully comply with relevant standards and define the quality requirements, equipment types, materials, construction methods, and performance criteria. When standards contradict, the most advantageous option for the Beneficiary must be applied.

Project Submission

Before official submission, the Contractor must provide a draft for review. All Beneficiary comments must be integrated at no extra cost.

All documents must be signed, dated, stamped, verified by certified project verifiers, and submitted in **three original copies** in the state language.

C. IMPLEMENTATION TIMEFRAME

The Contractor is expected to complete all investigations and present the full design documentation, including complete drawings, authorized by verifiers, Bill of Quantities and technical specifications etc., within a maximum of 90 days (excluding „Verification of the Bill of Quantities” item) and within a maximum 100 days (including „Verification of the Bill of Quantities”) from the contract signature date.

Potential Offerors are requested to provide a detailed Work Plan which will reflect the activities to be implemented, timeframe, and qualified staff responsible.

D.KEY DELIVERABLES

The Company shall deliver to Investing in SDGs: Renewable Energy in Moldova project the following Deliverables, in accordance with the schedule set forth in Section below.

Deliverables	Expected Period
Deliverable 1: Preliminary site surveying works, Detailed complex investigations of the site and previous technical documentation. Obtaining of all permissive documentation.	10 days from the date of contract signing
Deliverable 2: Development of the preliminary project of interventions (Schia de proiect). Endorsing and coordinating the preliminary project with the Beneficiary, donor and appropriate authorities).	20 days from the date of contract signing
Deliverable 3: Development of the detailed project documentation (Proiect de executie) (Architectural solutions (SA)); environmental protection chapter, Design of organization of construction site (DOC); BoQ and cost estimates in accordance with national building norms.	Up to 100 days from the date of contract signing
Deliverable 4: Design Author’s Supervision during the installation	August – November 2026

NOTES:

- All the deliverables shall be presented in Romanian/Russian language;
- All the design documentation and technical specifications will be presented in hardcopies (3 copies) and in electronic format – scanned from the printed-out copies with signatures and endorsements on a flash-drive;
- Additionally, the design documentation will be provided in DWG format, and the cost estimates – in .kos format;

- Drawings must be submitted in: Pdf/jpg format in scale (including north arrow). Each drawing should be on a separate pdf/jpg. Pdf/jpgs should be created directly from AutoCAD by choosing "print to pdf/jpg". They shouldn't be scanned from hard copies to PDF/JPG format in scale.

E. FINANCIAL ARRANGEMENTS

Payments will be made based on deliverables submitted and accepted by UNDP.

Bidders must take into account all costs associated with the activities related to the outputs. Pricing and payments will be against the accepted outputs and not the costs associated with these outputs. Lack of understanding and knowledge will not be considered as waiving the objectives. The Contractor will bear the responsibility for its own logistics and shall arrange their travel to and from the site, to and from the meetings/presentations.

F. QUALIFICATIONS OF THE SUCCESSFUL SERVICE PROVIDER AT VARIOUS LEVELS

The bids will be evaluated based on their compliance with the general requirements specified below:

- Legal registered design institution/company;
- At least 3 (three) years of experience in the field of development of design and costs estimation for Photovoltaic Installations;
- Minimum 2 (two) contracts with Acceptance Notes attached for development of design and cost estimation for Photovoltaic Installations;
- Proven technical and human resources for successful implementation of the assignment. The minimum key-personnel with valid certificates:
 - 1 (one) Task Manager/ Certified Electrical engineer
 - 1 (one) Attested designer certified in internal/external electricity networks;
 - 1 (one) Attested cost estimator;

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. Bidders 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:	RFQ25/03202: Provision of professional detailed design and costs estimation for installation of Photovoltaic Stations in 4 locations	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 If yes, insert UNGM Vendor Number
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	<input type="checkbox"/> Yes <input type="checkbox"/> No

documents on women empowerment, renewable energies or membership of trade institutions promoting such issues (If yes, provide a Copy)	
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: Minimum 2 (two) contracts with Acceptance Notes attached for development of design and cost estimation for similar projects concerning design for PVs	
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

Yes	No	
		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.
<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 – SERVICES

Bidders are requested to complete this form, sign it and return it as part of their quotation 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:	RFQ25/03202: Provision of professional detailed design and costs estimation for installation of Photovoltaic Stations in 4 locations	Date: Click or tap to enter a date.

NOTICE

The deliverables listed above for each cluster (Leova, Călinești, Roșcani, Geamăna) are to be completed for calculation and breakdown purposes only.

For contractual and financial evaluation, bidders shall complete **the CONSOLIDATED section**, which must be provided as a lump-sum amount. The total consolidated price shall be clearly indicated in Quantum and will represent the final financial offer.

Currency of the Quotation: MDL for local bidders and US Dollars for foreign bidders (VAT Exclusive)

Ref	Description of Deliverables (Leova cluster)	Price (insert currency)
1.	Deliverable 1: Preliminary site surveying works, Detailed complex investigations of the site and previous technical documentation (if exists). Obtaining of all permissive documentation.	
2.	Deliverable 2: Development of the preliminary project of interventions at the site area (Schița de proiect). Endorsing and coordinating the preliminary project with the Beneficiary, donor and appropriate authorities	
3.	Deliverable 3: Development of the detailed project documentation (Proiect de execuție) (Architectural solutions (SA); environmental protection chapter, Design of organization of construction site (DOC); BoQ and cost estimates in accordance with national building norms.	
4.	Deliverable 4: Design Author's Supervision during the installation	
Total Price		

Ref	Description of Deliverables (Călinești cluster)	Price (insert currency)
1.	Deliverable 1: Preliminary site surveying works. Detailed complex investigations of the site and previous technical documentation (if exists). Obtaining of all permissive documentation.	
2.	Deliverable 2: Development of the preliminary project of interventions at the site area (Schița de proiect). Endorsing and coordinating the preliminary project with the Beneficiary, donor and appropriate authorities	

3.	Deliverable 3: Development of the detailed project documentation (Proiect de execuție) (Architectural solutions (SA); environmental protection chapter, Design of organization of construction site (DOC); BoQ and cost estimates in accordance with national building norms.	
4.	Deliverable 4: Design Author's Supervision during the installation	
Total Price		
Ref	Description of Deliverables (Roscani cluster)	Price <i>(insert currency)</i>
1.	Deliverable 1: Preliminary site surveying works. Detailed complex investigations of the site and previous technical documentation (if exists). Obtaining of all permissive documentation.	
2.	Deliverable 2: Development of the preliminary project of interventions at the site area (Schița de proiect). Endorsing and coordinating the preliminary project with the Beneficiary, donor and appropriate authorities	
3.	Deliverable 3: Development of the detailed project documentation (Proiect de execuție) (Architectural solutions (SA); environmental protection chapter, Design of organization of construction site (DOC); BoQ and cost estimates in accordance with national building norms.	
4.	Deliverable 4: Design Author's Supervision during the installation	
Total Price		

Ref	Description of Deliverables (Geamăna cluster)	Price <i>(insert currency)</i>
1.	Deliverable 1: Preliminary site surveying works. Detailed complex investigations of the site and previous technical documentation (if exists). Obtaining of all permissive documentation.	
2.	Deliverable 2: Development of the preliminary project of interventions at the site area (Schița de proiect). Endorsing and coordinating the preliminary project with the Beneficiary, donor and appropriate authorities	
3.	Deliverable 3: Development of the detailed project documentation (Proiect de execuție) (Architectural solutions (SA); environmental protection chapter, Design of organization of construction site (DOC); BoQ and cost estimates in accordance with national building norms.	
4.	Deliverable 4: Design Author's Supervision during the installation	
Total Price		

Ref	Description of Deliverables (CONSOLIDATED)	Price <i>(insert currency)</i>
1.	Deliverable 1: Preliminary site surveying works. Detailed complex investigations of the site and previous technical documentation (if exists). Obtaining of all permissive documentation.	
2.	Deliverable 2: Development of the preliminary project of interventions at the site area (Schița de proiect). Endorsing and coordinating the preliminary project with the Beneficiary, donor and appropriate authorities	
3.	Deliverable 3: Development of the detailed project documentation (Proiect de execuție) (Architectural solutions (SA); environmental protection chapter, Design of organization of construction site (DOC); BoQ and cost estimates in accordance with national building norms.	
4.	Deliverable 4: Design Author's Supervision during the installation	
Total Price		

Breakdown of costs

Personnel / other elements	UOM	Qty	Unit Price, <i>(insert currency)</i>	Total Price <i>(insert currency)</i>
Personnel				
1 (one) Task Manager/ Certified Electrical engineer	day			
1 (one) Attested designer certified in internal/external electricity networks	day			
1 (one) Attested cost estimator	day			
Other expenses				
Other Costs: (please specify)				
Total				

Compliance with Requirements

Requirements	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Delivery Lead Time – 100 days	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation – 90 days	<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.
<i>Commissioning</i> Participation in preliminary and final commissioning of the works	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
<i>Technical Support Requirements</i> The contracted company will eliminate any errors in design documentation and costs	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

estimation subject to quality guaranty in maximum one month from the moment of written notification			
All Provisions of the UNDP General Terms and Conditions accepted	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

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>