

Revised SECTION 3: DATA SHEET

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

| Ref. Article in Section 2 | | Specific Instructions / Requirements |
|---------------------------------|---|--|
| 1. | Scope | <p>The reference number of this Invitation to Bid (ITB) is ITB26/03170: Strengthening the Air Quality Monitoring Infrastructure in the Republic of Moldova.</p> <p>UNDP Moldova seeks to purchase, install and implement an Air Quality Monitoring Infrastructure in the Republic of Moldova, through delivering, installation, and commissioning of 10 (ten) fully functional and EU-compliant air quality monitoring stations, and upgrading 2 stations that are currently operational, and integrating them into the National Air Quality Monitoring and System.</p> <p>The scope of services and specifications of goods are further <i>described in Section 5 of this ITB.</i></p> |
| 4. | Eligible bidders | Bidders from all countries are eligible to bid. |
| 5. | Eligible goods, works and services | Goods, works and/or services with origin in all countries are eligible in this bidding process. |
| 8. | Clarification of solicitation documents | <p>Bidders must send their questions in the system using the messaging feature. Only in case of facing difficulties to register in the system and sending messages, bidder can write to the contact below to request support with the system:</p> <p>Focal Person: Procurement Unit</p> <p>E-mail address: sc.md@undp.org</p> <p>ATTENTION: BIDS SHALL NOT BE SUBMITTED TO THE ABOVE ADDRESS BUT TO THE ADDRESS FOR BID SUBMISSION AS SET OUT BELOW (see Data Sheet Article 28).</p> |
| | | <p>Deadline for submitting requests for clarifications / questions:</p> <p>5 (five) days before the submission deadline</p> |
| | | UNDP will post the clarifications directly to the system. |
| 11. | Language | All bids, information, documents and correspondence exchanged between UNDP and the bidders in relation to this bid process shall be in English and/or Romanian (acceptable). |
| 14. | Price adjustment | The price quoted by the Bidder shall not be subject to adjustment during the performance of the contract. |
| 15. | Partial bids (lots) | Partial bids shall not be allowed. Bidders must quote prices for the total requirement requested under Section 5. Schedule of Requirements. Evaluation will be done for the total requirement. |
| 16. | Bid currencies | <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 Moldovan Leu based on UN Operational Rate of Exchange (https://treasury.un.org/operationalrates/OperationalRates.php) valid on the date of money transfer, as per the “payment terms and conditions” stipulated in this solicitation document.</p> <p><i>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.</i></p> |
| 17. | Duties and taxes | <p>All prices shall:</p> <p>Be exclusive of VAT and other applicable indirect taxes.</p> |
| 18. | Bid validity period | 90 days |
| 19. | Bid security | <p>Required in the amount of 55,000 USD</p> <p>The bid security will be in the same currency as stipulated in Article 16: Bid currencies.</p> <p>Acceptable forms of bid security</p> <p><input checked="" type="checkbox"/> Bid security form template (bank guarantee) set out in Section 7: Bidding Forms</p> <p>Important Remarks:</p> <ul style="list-style-type: none"> • The Bid Security shall be valid up to 30 days after the final date of validity of bids. • The Original Copy of Proposal Security documentation must be physically received by UNDP (10) ten calendar days after the deadline for submission of offers indicated in the Quantum system at the latest, and a copy of full Bid Security documentation must be submitted through Quantum system as part of the online bid. If Bid security is not submitted as stipulated above, bid shall be disqualified. The address for submitting the original Proposal Security documentation is as follows: <p>UNDP Moldova, #131, 31 August 1989 Street,</p> <p>MD-2012, Chisinau, Republic of Moldova</p> <p>The closed envelope with original Bid Security shall be marked as “Bid Security - ITB26/03170: Strengthening the Air Quality Monitoring Infrastructure in the Republic of Moldova.”</p> |
| 22. | Alternative bids | Shall not be considered. |
| 23. | Pre-bid conference | <p>Will be conducted as follows:</p> <p>Time and time zone: 11:00 AM, GMT+3:00</p> <p>Date : 22 January 2026</p> <p>Venue : Zoom / Access Link :</p> <p>https://undp.zoom.us/j/81243371537?pwd=AKrnkU7iyRMAdb5hEYkE5voywjLNKM.1</p> <p>Interested bidders should register for the conference. To facilitate the registration, prospective bidders are required to send the names and email addresses of their authorized representatives using the "Messages" section in Quantum no later than 21 January 2026, COB. In case bidders face any</p> |

| | | |
|-----|---|--|
| | | <p>technical difficulties with Quantum platform, they shall send the above-mentioned information to the following email address: sc.md@undp.org. Please ensure that the subject of the email message is marked as 'PRE-BID CONFERENCE FOR ITB26/03170'.</p> <p>The Pre-bid conference is not mandatory but highly recommended.</p> <p>The focal point for the arrangement is: Procurement Unit</p> <p>E-mail: sc.md@undp.org</p> <p>Minutes of the Pre-bid conference will be disseminated by direct communication to prospective Bidders by email and posting on the website UNDP Moldova tenders, UNDP Procurement Notices and UNGM websites.</p> |
| 24. | Site inspection | A site inspection will not be held. |
| 28. | Instruction for bid submission | <p>Bidders must submit their bid directly in the online system.</p> <ul style="list-style-type: none"> ▪ File Format: PDF files only ▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. ▪ All files must be free of viruses and not corrupted. ▪ Documents which are required in original (e.g. bid security) should be sent to the below address with a PDF copy submitted as part of the electronic submission: UNDP Moldova, #131, 31 August 1989 Street, MD-2012, Chisinau, Republic of Moldova to the attention of Procurement Unit ▪ It is recommended that bidders organize and name the files according to the requirements and structure of the bid to facilitate their review. ▪ The bidder should receive an email acknowledging email receipt from the system. |
| 29. | Deadline for bid submission | <p>Deadline is indicated in the supplier portal. In case of discrepancies between the deadline indicated in the portal and deadline indicated elsewhere, the deadline in the portal will prevail. It is the responsibility of the bidder to be informed on the tender deadline.</p> <p>Note that system time zone is in EST/EDT (New York) time zone.</p> |
| 32. | Bid opening | ☑ A Public bid opening report will be sent automatically from the system to all bidders who have submitted a bid for this tender. |
| 46. | Evaluation Method for the Award of Contract | Lowest priced out of technically responsive, eligible and qualified bids. |
| | Expected date for commencement of contract | Mid-March 2026 |
| 47. | Right to vary requirement at time of award | The maximum percentage by which quantities may be increased or decreased is 25% |

| | | |
|-----|--------------------------------------|---|
| | Contract award to one or more bidder | UNDP Moldova will award a contract to: One Bidder Only |
| 50. | Type of contract to be awarded | Contract for Goods and/or Services to UNDP See Section 6: for sample contract. https://www.undp.org/procurement/doing-business-undp/how-we-buy |
| 51. | Conditions of contract to apply | Contract for Goods and/or Services to UNDP See Section 6 https://www.undp.org/procurement/doing-business-undp/how-we-buy |
| 52. | Performance security | Required in the amount of 10% of contract amount The performance security will be in the same currency as stipulated in Article 16: Bid currencies. The Performance Security shall be in the form of a Bank Guarantee as set out in Section 6 for template Performance Security shall be provided by the selected bidder within (15) days upon issuance of letter of intent/contract and before issuance of the notice to proceed. |
| 53. | Advance payment | Not Allowed |
| 54. | Liquidated Damages | Will be imposed as follows: Percentage of contract price per week of delay: 2.5% up to a maximum of 10% of the Contract value, after which UNDP may terminate the contract. |
| 55. | Documents to be submitted | Please attach the following documents with your Bid: <ul style="list-style-type: none"> ▪ Bid Submission (as per Form C) ▪ Bidder Information (as per Form D) ▪ Company Profile, which should <u>not</u> exceed fifteen (15) pages, including list of relevant institutions the Company has been cooperating with and printed brochures and product catalogues relevant to the goods being procured that must be presented together with the application package. ▪ Certificate of Incorporation/ Business Registration ▪ Certified details of the ownership of the Bidder company (including each member of a JV consortium), providing the percentage ownership, share or stockholding of each party with an interest exceeding 5% of the company ownership (or Annex 1 to Business Registration Certificate – for local companies) ▪ Official Letter of Appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country ▪ Certification or authorization to act as Agent on behalf of the Manufacturer, or Power of Attorney (if Supplier is not the manufacturer). ▪ Tax Registration/Payment Certificate issued by the Internal Revenue Authority evidencing that the Bidder is updated with its tax payment obligations, or Certificate of Tax exemption, if any such privilege is enjoyed by the Bidder. ▪ Joint Venture Partner Information Form (as per Form E), if applicable ▪ Evidence of the capacities, capabilities and reputation of the JV partners/Subcontractors (if any) should meet respective requirements listed in Section 4 ▪ Eligibility and Qualification Form (as per Form F) |

| | | |
|--|--|--|
| | | <ul style="list-style-type: none"> ▪ Latest Audited Financial Statement (Income Statement and Balance Sheet) including: Auditor's Reports (for international companies) or registered Financial Report at the Statistical Bureau (for local companies) for the past 3 (three) years for the Bidder (2022-2024) ▪ Details of Previous Relevant Experience within the last five (5) years, indicating the Beneficiary name and contact details, scope of contract, contract amount and period of contract execution ▪ Copies of five (5) signed contracts to prove that Offeror meets the similar experience requirement (stated under Section 4: Evaluation Criteria) ▪ At least 3 Clients' statements confirming satisfactory performance by the Bidder, each JV partner/Subcontractor (if the case), on the three contracts of highest value carried out, during the past five (5) years, by each intended participant ▪ Technical Bid (as per Form G), including Technical Responsiveness Table, relevant catalogues and brochures to support the technical specifications of the goods offered and a brief description and approach on how the goods and services will be provided ▪ List of qualified key personnel, together with CVs and professional certificates (valid at the date of presentation) (as required in Section 4) ▪ Quality Certificate (e.g., ISO, etc.) and/or other similar certificates, accreditations, awards and citations received by the Bidder, if any ▪ Statement confirming the issuance of the Certificate(s) of Origin for the proposed equipment ▪ Statement confirming the issuance of warranty certificates for at least 2 (two) years for equipment and for operating system and 3 (three) years for the server starting from the date of commissioning in the name of the Beneficiary. ▪ Statement confirming the after sales technical support. ▪ Detailed delivery schedule (table, GANTT chart) for the detailed design and necessary drawings, delivery, installation, commissioning, and trainings ▪ Duly filled-in Price Schedule (as per Form H) (both the signed and scanned version and the editable Excel file). ▪ Environmental Compliance Certificates, Accreditations, Markings/Labels, and other evidences of the Bidder's practices which contributes to the ecological sustainability and reduction of adverse environmental impact (e.g., use of non-toxic substances, recycled raw materials, energy-efficient equipment, reduced carbon emission, etc.), either in its business practices or in the goods it manufactures ▪ Export Licenses, if applicable ▪ Bid Security (as per Form I) –a copy of full Bid Security documentation must be submitted through Quantum system as part of the online bid and the Original Bid Security documentation must be physically received by UNDP within (10) ten calendar days after the deadline for submission of offers indicated in the Quantum system the latest at the address indicated above. |
|--|--|--|

