

INVITATION TO BID (ITB)

**ItB26/03173: Reconstruction of the indoor shooting range facility of the
'Stefan cel Mare' Academy of the Ministry of Internal Affairs**

ITB No.: ItB26/03173

Project: Reinforcing Skills-Based Training of Law Enforcement Professionals in Moldova

Country: Republic of Moldova

Contents

SECTION 1: LETTER OF INVITATION	2
SECTION 2: INSTRUCTIONS TO BIDDERS	4
SECTION 3: DATA SHEET	15
SECTION 4: EVALUATION CRITERIA	20
SECTION 5: SCHEDULE OF REQUIREMENTS.....	24
SECTION 6: CONDITIONS OF CONTRACT AND CONTRACT FORMS	48
SECTION 7: BIDDING FORMS	50

SECTION 1: LETTER OF INVITATION

United Nations Development Programme, hereinafter referred to as UNDP, through “**Reinforcing Skills-Based Training of Law Enforcement Professionals in Moldova**” Project hereby invites prospective bidders to submit a bid for the **Reconstruction of the indoor shooting range facility of the ‘Stefan cel Mare’ Academy of the Ministry of Internal Affairs** in accordance with the General Conditions of Contract and the Schedule of Requirements as set out in this Invitation to Bid (ITB).

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

Section 1: This Letter of Invitation

Section 2: Instructions to Bidders

Section 3: Data Sheet

Section 4: Evaluation Criteria

Section 5: Schedule of Requirements

Section 6: Conditions of Contract and Contract Forms

Section 7: Bidding Forms

- Form A: Bid Confirmation
- Form B: Checklist
- Form C: Bid Submission
- Form D: Bidder Information
- Form E: Joint Venture/Consortium/Association Information
- Form F: Eligibility and Qualification
- Form G: Technical Bid
- Form H: Price Schedule
- Form I: Bid Security
- Annex 1: Bill of Quantities (in English language)
- Annex 2: Bill of Quantities (in Romanian language)
- Annex 3: Technical Drawings (in Romanian/English language)
- Annex 4: Technical specifications for equipment/ goods

Pre-bidding meeting information:

Date: 11 March, 2026

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

Venue: Zoom Meeting

Meeting URL: <https://undp.zoom.us/j/81399475866?pwd=8wwuXxiNPWf0QSMsaC9Y65oE2Nb9n1.1>

Meeting ID: 813 9947 5866

Passcode: 573174

Field Visit information:

Date: 12 March, 2026

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

Location: Chisinau

Address: 21, Gheorghe Asachi street

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

Bids must be submitted directly in Quantum NextGenERP supplier portal following this link: <http://supplier.quantum.partneragencies.org> using the profile you may have in the portal (please log in using your username and password).

Follow the instructions in the user guide to search for the tender using search filters, namely **Negotiation ID: UNDP-MDA-00924** 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 Invitation to Bid, Schedule of Requirements or other requirements, kindly communicate using the messaging functionality in the portal.

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

Bidders are advised to upload bid documents and to submit their offer a day prior or well before the date and time indicated under the deadline for submission of Offers. Do not wait until last minute. If Bidder faces any issue during submitting offers at the last minutes prior to the deadline for submission, UNDP may not be able to assist on such a short notice and will not be held liable in such instance. UNDP will not accept any offer that is not submitted directly through the System.

Thank you and we look forward to receiving your bid.

UNDP Moldova

SECTION 2: INSTRUCTIONS TO BIDDERS

GENERAL PROVISIONS	
1. Scope	<p>Bidders are invited to submit a bid for the UNDP Project specified in Section 5: Schedule of Requirements, in accordance with this Invitation to Bid (ITB). A summary of the scope of the bid is included in Section 3: Data Sheet.</p> <p>Bidders shall adhere to all the requirements of this ITB, including any amendment made in writing by UNDP. This ITB is conducted in accordance with Policies and Procedures of UNDP which can be accessed at https://popp.undp.org/SitePages/POPPRoot.aspx.</p>
2. Interpretation of the ITB	<p>Any bid submitted will be regarded as an offer by the bidder and does not constitute or imply the acceptance of the bid by UNDP. UNDP is under no obligation to award a contract to any bidder as a result of this ITB.</p>
3. Supplier Code of Conduct	<p>All bidders must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</p> <p>Moreover, suppliers should note that certain provisions of the Code of Conduct will be binding on the supplier in the event that the supplier is awarded a contract, pursuant to the terms and conditions of any such contract.</p> <p>The bidder must acknowledge that UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_and_investigation.html#anti</p> <p>In pursuance of this policy, UNDP:</p> <ul style="list-style-type: none"> (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Further to the UNDP's vendor sanctions policy, shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.
4. Eligible bidders/Conflict of Interest	<p>Bidders shall have the legal capacity to enter into a binding contract with UNDP.</p> <p>A bidder, and all parties constituting the bidder, may have the nationality of any country with the exception of the nationalities, if any, listed in Section 3: Data Sheet. A bidder shall be deemed to have the nationality of a country if the bidder it is constituted, incorporated, or registered and operates in conformity with the provisions of the laws of that country.</p> <p>All bidders found to have a conflict of interest shall be disqualified. Bidders may be considered to have a conflict of interest if they are or have been associated in the past, with a firm or any of its affiliates that have been engaged by UNDP to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods, services or works required in the present procurement process and/or are found to be in conflict for any other reason, as may be established by, or at the discretion of UNDP.</p> <p>In the event of any uncertainty in the interpretation of a potential conflict of interest, Bidders must disclose to UNDP, and seek UNDP's confirmation on whether or not such conflict exists.</p> <p>Similarly, the Bidders must disclose in their Bid their knowledge of the following:</p> <ul style="list-style-type: none"> a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this ITB; and b) All other circumstances that could potentially lead to actual or perceived conflict of interest, collusion or unfair competition practices.

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

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

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

	<p>If a JV, Consortium or Association’s bid is the bid selected for award, UNDP will award the contract to the joint venture, in the name of its designated lead entity. The lead entity will sign the contract for and on behalf of all other member entities.</p> <p>The lead entity and the member entities of the JV, Consortium or Association shall abide by the provisions of Article 21 (Only one Bid) herein in respect of submitting only one bid.</p> <p>The description of the organization of the JV, Consortium or Association must clearly define the expected role of each of the entities in the joint venture in delivering the requirements of the ITB, both in the bid and the JV, Consortium or Association Agreement. All entities that comprise the JV, Consortium or Association shall be subject to the eligibility and qualification assessment by UNDP.</p> <p>A JV, Consortium or Association in presenting its track record and experience should clearly differentiate between:</p> <ul style="list-style-type: none"> • Those that were undertaken together by the JV, Consortium or Association; and • Those that were undertaken by the individual entities of the JV, Consortium or Association. <p>Previous contracts completed by individual experts working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the JV, Consortium or Association or those of its members, but should only be claimed by the individual experts themselves in their presentation of their individual credentials.</p> <p>JV, Consortium or Associations are encouraged for high value, multi-sectoral requirements when the spectrum of expertise and resources required may not be available within one firm.</p>
<p>21. Only one bid</p>	<p>The bidder (including the individual members of any Joint Venture) shall submit only one bid, either in its own name or as part of a Joint Venture.</p> <p>Bids submitted by two (2) or more bidders shall all be rejected if they are found to have any of the following:</p> <ul style="list-style-type: none"> • they have at least one controlling partner, director or shareholder in common; or • any one of them receive or have received any direct or indirect subsidy from the other/s; or • they have the same legal representative for purposes of this ITB; or • they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the bid of another bidder regarding this ITB process; • they are subcontractors to each other’s bid, or a subcontractor to one bid also submits another bid under its name as lead bidder; or some key personnel proposed to be in the team of one bidder participates in more than one bid received for this ITB process. This condition relating to the personnel, does not apply to subcontractors being included in more than one bid.
<p>22. Alternative bids</p>	<p>Unless otherwise specified in Section 3: Data Sheet, alternative bids shall not be considered. If submission of alternative bid is allowed in Section 3: Data Sheet, a bidder may submit an alternative bid, but only if it also submits a bid conforming to the ITB requirements. Where the conditions for its acceptance are met, or justifications are clearly established, UNDP reserves the right to award a contract based on an alternative bid.</p> <p>If multiple/alternative bids are being submitted, they must be clearly marked as “Main Bid” and “Alternative Bid”. If no indication is provided as to which bid is the main bid and which is/are the alternative bid(s), then all bids will be rejected.</p>
<p>23. Pre-bid conference</p>	<p>When appropriate, a pre-bid conference will be conducted at the date, time and location and according to any instructions specified in Section 3: Data Sheet.</p> <p>If it is stated in Section 3: Data Sheet that the pre-bid conference is mandatory, a bidder which does not attend the pre-bid conference shall become ineligible to submit a bid under this ITB.</p> <p>If it is stated in Section 3: Data Sheet that the pre-bid conference is not mandatory, non-attendance shall not result in disqualification of an interested bidder.</p>

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

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

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

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

	If a bid is not substantially responsive, it shall be rejected by UNDP and may not subsequently be made responsive by the bidder by correction of the material deviation, reservation, or omission.
43. Nonconformities, reparable errors and omission	<p>Provided that a bid is substantially responsive, UNDP may waive any non-conformities or omissions in the bid that, in the opinion of UNDP, do not constitute a material deviation. These are a matter of form and not of substance and can be corrected or waived without being prejudicial to other bidders.</p> <p>Provided that a bid is substantially responsive UNDP may request the bidder to submit the necessary information or documentation, within a reasonable period, to rectify nonmaterial nonconformities or omissions in the bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the bid. Failure of the bidder to comply with the request may result in the rejection of its bid.</p> <p>For bids that have passed the preliminary examination, UNDP shall check and correct arithmetical errors as follows:</p> <ul style="list-style-type: none"> a) if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of UNDP there is an obvious misplacement of the decimal point in the unit price; in which case, the line item total as quoted shall govern and the unit price shall be corrected; b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail. <p>If the bidder that submitted the lowest evaluated bid does not accept the correction of errors, its bid shall be rejected and its bid security may be forfeited.</p>
44. Right to accept any bid and to reject any or all bids	UNDP reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for UNDP's action. UNDP shall not be obliged to award the contract to the lowest priced offer.
45. Samples	<p>Where required as per Section 5: Schedule of Requirements, free, non-returnable samples shall be provided by the bid submission deadline for evaluation and testing by UNDP or their representative, of the item and/or the packing and packaging, prior to any award. Samples will be subject to technical review and laboratory analysis where appropriate. Samples provided to UNDP are non-returnable, unless otherwise stated. Samples should be marked with the ITB number.</p> <p>If a bidder fails to provide samples or documents requested by UNDP in a timely manner, UNDP may declare the bid unsuccessful.</p>
AWARD OF CONTRACT	
46. Award criteria	In the event of a Contract award, UNDP shall award the Contract to a bidder who has been determined as eligible and qualified and whose bid has been determined to be the lowest priced, substantially compliant offer to the ITB. UNDP reserves the right to conduct negotiations with the bidder recommended for award on the content of their bid.
47. Right to vary requirement at time of award	At the time the Contract is awarded, UNDP reserves the right to increase or decrease the quantity of goods, works and/or services, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions
48. Notification of award	Prior to the expiration of the period of bid validity, UNDP will notify the successful bidder in writing by email, fax or post, that its bid has been accepted. Please note that the bidder, if not already registered at the appropriate level in UNGM, will be required to complete the vendor registration process on the UNGM prior to the signature and finalization of the contract.
49. Debriefing	In the event that a bidder is unsuccessful, the bidder may request a debriefing from UNDP. The purpose of the debriefing is to discuss the strengths and weaknesses of the bidder's submission, in

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

SECTION 3: DATA SHEET

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

Ref. Article in Section 2		Specific Instructions / Requirements
1.	Scope	The reference number of this Invitation to Bid (ITB) is ItB26/03173 The Reinforcing Skills-Based Training of Law Enforcement Professionals Project is looking for a company/consortium that will demonstrate experience in the construction/ repairs/ execution of development works at the Indoor shooting range of the 'Stefan cel Mare' Academy of the Ministry of Internal Affairs as further described in Section 5 of this ITB.
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	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: Focal Person: Procurement Unit E-mail address: sc.md@undp.org 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). Deadline for submitting requests for clarifications / questions: Date: 5 (five) days before the submission deadline Time: 16:30 Time zone: GMT+2 / Moldova time 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 or Romanian.
15.	Price adjustment	The price quoted by the Bidder shall not be subject to adjustment during the performance of the contract.
15.	Partial bids (lots)	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	Prices shall be quoted in US Dollars (USD) In case of contract award to a local company, payments will be made in Moldovan Leu based on UN Operational Rate of Exchange on the day of payment: https://treasury.un.org/operationalrates/OperationalRates.php 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.
17.	Duties and taxes	All prices shall: Be exclusive of VAT and other applicable indirect taxes.
19.	Bid validity period	90 days

19.	Bid security	<p>Required in the amount of 15,000.00 USD (fifteen thousand US dollars)</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 Bid Security documentation must be physically received by UNDP (10) ten calendar days after the deadline for submission of offers indicated in the Quantum system 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. <p>The address for submitting the original Bid Security documentation in a sealed envelope as follows:</p> <p>UNDP Moldova, #131, 31 August 1989 Street, MD-2012, Chisinau, Republic of Moldova to the attention of Procurement Unit</p> <p>The sealed envelope with original Bid Security shall be marked as:</p> <p><i>“Bid Security - ItB26/03173: Reconstruction of the indoor shooting range facility of the ‘Stefan cel Mare’ Academy of the Ministry of Internal Affairs”</i></p>
22.	Alternative bids	Shall not be considered.
23.	Pre-bid conference	<p>Will be conducted</p> <p>Pre-bidding meeting information:</p> <p>Date: 11 March, 2026</p> <p>Time and time zone: 2:00 PM (Moldova time / GMT+2)</p> <p>Venue: Zoom Meeting</p> <p>Meeting URL:</p> <p>https://undp.zoom.us/j/81399475866?pwd=8wwuXxiNPWf0QSMsaC9Y65oE2Nb9n1.1</p> <p>Meeting ID: 813 9947 5866</p> <p>Passcode: 573174</p> <p>The Pre-bid conference is: Not Mandatory but highly recommendable.</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	<p>A group site inspection will be held as follows:</p> <p>Date: 12 March, 2026</p> <p>Time and time zone: 11:00 AM (Moldova time / GMT+2)</p> <p>Location: Chisinau, Republic of Moldova</p> <p>Address: 21, Gheorghe Asachi street</p> <p>Bidders shall notify UNDP at least 1 day in advance as to whether or not they intend to participate in the site inspection and the contact details (name, company name, phone, email) of their representatives who will attend. Notification should be sent through the Quantum using the messaging feature.</p> <p>Only in case of facing difficulties to register in the system and sending messages, bidder can send a notification to: sc.md@undp.org.</p> <p>The site inspection is: Not Mandatory but highly recommendable.</p>

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: <p style="text-align: center;">UNDP Moldova, #131, 31 August 1989 Street, MD-2012, Chisinau, Republic of Moldova to the attention of Procurement Unit</p> ▪ 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><i>Note that system time zone is in EST/EDT (New York) default time zone, however please note that the deadline is 16:30 hrs Moldova local time.</i></p>
32.	Bid opening	<input checked="" type="checkbox"/> A Public bid opening report will be sent automatically from the system to all bidders who have submitted a bid for this tender.
	Evaluation Method for the Award of Contract	Lowest priced out of technically responsive, eligible and qualified bids.
	Expected date for commencement of contract	End of April 2026
	Maximum expected duration of contract	<p>180 calendar days (6 months), starting from the date on which the Contractor is given access to the Site and receive a notice from the UNDP Engineer to commence the Works and ending on the date of substantial completion of Works stated in the Certificate of Substantial Completion.</p> <p>As stated in the General Conditions of Contract for Civil Works, clause 47.1; "Defects Liability Period" is 12 months calculated from the date of completion of the Works stated in the Certificate of Substantial Completion issued by the UNDP Engineer.</p> <p>Duration of contract: 18 months including 6 months (180 calendar days) necessary for works' completion and 12 months of Defects Liability Period.</p>
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	<p>UNDP will award a contract to:</p> <p>One Bidder Only</p>
50.	Type of contract to be awarded	<p>Contract for Civil Works</p> <p>See Section 6: for sample contract.</p> <p>http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html</p>

50.	Conditions of contract to apply	UNDP General Terms and Conditions for Works See Section 6 http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
52.	Performance security	Required in the amount of 5% 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 fifteen (15) days upon issuance of letter of intent/contract and before issuance of the notice to proceed. The Performance Security must be valid up to twenty-eight days after issuance of the Certificate of Final Completion. The Performance Security will only be released upon the issuance of Certificate of Final Completion in accordance with the Clause 10 of the UNDP General Conditions of Contract for Civil Works.
53.	Advance payment	Not Allowed
54.	Liquidated Damages	Will be imposed as follows: In case the works are not completed until the contract end date, 0.3% of the total contract amount will be deducted out of the final invoice for each calendar day of delay up to a maximum of 30 calendar days, after which UNDP may opt to terminate the contract.
	Due diligence	UNDP reserves the right to undertake a due diligence exercise, aimed at determining to its satisfaction, the validity of the information provided by the Bidder. For more details, please, refer to point 40 of Section 2: Instruction to Bidders.
	Documents to be submitted	Please attach the following documents as part of your bid: <ul style="list-style-type: none"> ▪ Bid Submission (as per Form C) ▪ Bidder Information (as per Form D) ▪ Company Profile, which should not exceed fifteen (15) pages, including printed brochures and product catalogues relevant to the goods/works being procured ▪ 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 ▪ 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 / Consortium / Association Information (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 <i>Section 4. Evaluation Criteria</i> ▪ Eligibility and Qualification Form (as per Form F) ▪ The latest Audited Financial Statement (Income Statement and Balance Sheet) including Auditor’s Reports (for international companies) or registered

		<p>Financial Report at the Statistical Bureau (for local companies) for the last 3 (three) years for the Bidder (2022-2024)</p> <ul style="list-style-type: none"> ▪ 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 (as per Form F) ▪ Final commissioning reports (for local bidders), or any other proof of successful completion of works on the site (for international bidders), for the construction sites presented as similar experience (as required in Section 4 below) ▪ At least three (3) Clients' statements confirming satisfactory performance by the Bidder, each JV partner/Subcontractor (if the case), on the three (3) contracts of highest value carried out, during the past 5 years, by each intended participant ▪ Technical Bid (as per Form G) ▪ Work time schedule, work manpower schedule for execution of contract and project cash flow ▪ Contract with accredited laboratory in the field of constructions ▪ List of qualified key personnel, together with CVs and professional certificates/attestation (valid at the date of bid submission) (as required in Section 4 below) ▪ List of non-key personnel with names and specializations ▪ List of specialized mechanisms, machinery and equipment, containing information about the brand/model and year of manufacture (bidders shall indicate whether the equipment is their own or rented) ▪ Quality Certificate (e.g., ISO, etc.) and/or other similar certificates, accreditations, awards and citations received by the Bidder, if any ▪ Certificates of quality and origin for the offered goods, materials and accessories (where applicable), if any ▪ Duly filled-in Consolidated Price Schedule (as per Form H), respective Bills of Quantities (as per Annex 1), stamped by a certified cost estimation specialist (mandatory on Form H and Annex 1 BoQ final pages) <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 ▪ Duly filled in and signed Annex 4: Technical Specifications for Equipment/Goods ▪ Environmental Compliance Certificates, Accreditations, Markings/Labels, and other evidence of the Bidder's practices which contributes to the ecological sustainability and reduction of adverse environmental impact (e.g., use of non-toxic substances, recycled raw materials, energy-efficient equipment, reduced carbon emission, etc.), either in its business practices or in the goods it manufactures, if any ▪ Warranty statement for goods and works according to article 11, Section 5: Schedule of Requirements ▪ Bid Security Form (as per Form I) – submitted in original not later than 10 days after the tender deadline at the address indicated in Section 3 above
--	--	--

SECTION 4: EVALUATION CRITERIA

Preliminary Examination Criteria

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

Criteria	Documents to establish compliance
Completeness of the bid	All documents and technical documentation requested in Section 2: Instructions to Bidders Article 12 have been provided and are complete
Bidder accepts UNDP General Conditions of Contract as specified in Section 6.	Duly signed and stamped Form C: Bid Submission has been provided.
Bid Validity	Duly signed and stamped Form C: Bid Submission has been provided.
Bid Security with compliant validity period	Duly signed and stamped by the bank Form I: Bid Security has been provided. Hard copy of the Bid Security must be provided to UNDP not later 10 days from the submission deadline. Failure to provide hard copy of the Bid security leads to disqualification of the entire bid.
Appropriate signatures	Bid Forms have been duly signed and stamped.
Power of Attorney [if applicable]	Certified Letter of Appointment and/or power of attorney authorizing the representative of the Bidder to sign bids has been provided.

Eligibility and Qualification Criteria

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

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

Eligibility Criteria	Documents to establish compliance
Bidder is a legally registered entity	Form D: Bidder Information
Vendor is not suspended, nor otherwise identified as ineligible by any UN Organization, the World Bank Group or any other International Organisation in accordance with Section 2 Article 4.	Form C: Bid Submission
No conflicts of interest in accordance with Section 2 Article 4.	Form C: Bid Submission
The bidder has not declared bankruptcy, is not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against the vendor that could impair its operations in the foreseeable future	Form C: Bid Submission
Certificates and Licences: <ul style="list-style-type: none"> • Official appointment as local representative, if bidder is submitting a bid on behalf of an entity located outside the country. 	Form D: Bidder Information

Qualification Criteria	Documents to establish compliance
History of non-performing contracts ¹ : Non-performance of a contract did not occur as a result of contractor default within the last 3 years.	Form F: Eligibility and Qualification Form
Litigation History: No consistent history of court/arbitral award decisions against the bidder for the last 3 years.	Form F: Eligibility and Qualification Form
Previous Experience:	
Minimum 5 (five) years of experience in executing civil engineering works. <i>(For JV/Consortium/Association, Lead Company should meet requirement).</i>	Form F: Eligibility and Qualification Form
Minimum 3 (three) contracts for the re/construction of public or residential buildings/facilities implemented over the last 5 (five) years with a cumulative value of USD 1,500,000. The value of at least 1 contract shall not be less than USD 700,000. <i>(For JV/Consortium/Association, Lead Company should meet requirement).</i>	Form F: Eligibility and Qualification Form
Financial Standing:	
Bidder must demonstrate the current soundness of its financial standing and indicate its prospective long-term profitability. UNDP will check the financial accounts to compute the current ratio (CR). If CR is less than 1: UNDP shall verify financial capacity of the bidder and has the authority to seek references from concerned parties & banks on the bidder' financial standing. UNDP has the right to reject any bid if submitted by a contractor whom investigation leads to a result that the bidder is not financially capable and/or had serious financial problems. Status of current commitments may also be requested from bidders in order to analyse their current administrative and financial capacity to duly implement the contract to be signed after this procurement and associated risk considering those commitments. In this regard, information such as subject matter of the contract, it's value, implementation period, percentage of the works completed, and full-time key technical personnel dedicated to the work may be requested during evaluation. <i>(For JV/Consortium/Association, all Parties should meet requirement).</i>	Copy of audited financial statements for the last three years. / Form F: Eligibility and Qualification Form

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

<p>Turnover: Bidders should have average annual turnover of minimum USD 1,200,000 for the last three years (2022-2024).</p> <p><i>(For JV/Consortium/Association, all Parties cumulatively should meet this requirement with the Lead Company meeting at least 50% of the total amount).</i></p>	<p>Copy of audited financial statements for the last three years. Form F: Eligibility and Qualification Form</p>
---	--

Technical Evaluation Criteria

Criteria	Documents to establish compliance
<p>Works offered in the bid are substantially compliant and do not contain any material deviation(s) from the minimum required as included in Section 5: Schedule of Requirements.</p>	<p>Form G: Technical Bid</p>
<p>The technical bids shall be evaluated on a pass/fail basis for compliance or non-compliance with the technical specifications identified in the bid document.</p>	<p>Form G: Technical Bid</p> <p>The submission of the following documents according to resource methodology is mandatory (WinSmeta, WinDoc, etc):</p> <ul style="list-style-type: none"> • Respective Bills of Quantities; • Duly filled-in Unit Price Catalogue*; • Duly filled-in Resource Schedule*. <p>*The catalogues will be generated by the software WinSmeta or similar.</p>
<p>The bidders shall submit CVs of the below proposed personnel.</p> <p>The required qualified personnel to be assigned by the contractor to the project on full-time resident positions are to be available on-site during implementation of the works, from start until completion.</p> <p>The Contractor shall engage competent workers to achieve the workmanship stated in the tender documents. Regardless of the personnel listed below the Contractor is required to provide additional supporting personnel to achieve the required scope of work on time without any additional fees. UNDP reserves the right to reject and/or instruct removal of staff due to non-performance.</p> <p>For each position, the CV must demonstrate the experience for the specific category and profession, including the certificates.</p> <p>Key-personnel: The following key personnel is mandatory:</p> <ul style="list-style-type: none"> • one (1) certified site foreman (attestation issued before January 2025) or certified technical supervisor (attestation after January 2025) in the field of constructions, according to Moldovan building norm, according to the following classification: • one (1) certified HVAC engineer/specialist • one (1) certified electric engineer/specialist <p>Non-key personnel:</p> <ul style="list-style-type: none"> • Team of qualified personnel for structural works. 	<p>Form G: Technical Bid</p> <p>CVs with relevant licenses and certificates</p>

<p><i>Attestation certificates shall be valid at the date of bid submission. Please, ensure that copies of proving documents are attached.)</i></p>	
<p>Demonstrated capacity to implement and commission all the works within the proposed timeframe, which shall not exceed 180 calendar days/ 6 months. Workplan (Gantt Chart) is realistic in terms of sequence of works to allow the completion of works within the set timeframe.</p>	<p>Form G: Technical Bid Workplan (Gantt Chart)</p>

Evaluation of Prices

Criteria	Documents to establish compliance
<p>Detailed analysis of the price schedule and priced BoQ based on requirements listed in Section 5 and quoted for by the bidders in Form H. Price comparison shall be based on the landed price, including transportation, insurance and the total cost of ownership (including spare parts, consumption, installation, commissioning, training, special packaging, etc., where applicable). Comparison with budget/internal estimates. Please see the Pricing Info in Section 5b.</p>	<p>Form H: Price Schedule</p>

SECTION 5: SCHEDULE OF REQUIREMENTS

1. Background

While fulfilling their duties, frontline police officers encounter a wide range of behaviours, ranging from cooperative to resistant or assaultive behaviour that could cause grievous bodily harm or death. Therefore, the Police staff should be engaged through training in a suite of tactical options, ensuring that they are always prepared and able to respond appropriately in any situation. Firearm use is one of these tactical options and is a basic professional skill any police officer should master, and it could be applied as a last resort measure to maintain public safety and order without a prejudice to personal safety.

Firearm use and shooting training is organized on regular basis by the “Stefan cel Mare” Academy (Police Academy) of the Ministry of Internal Affairs of the Republic of Moldova. The Academy has a 55 meters long indoor shooting range that is in use since 1983. However, the facility is in poor condition that decreases the quality of the training process, threatens the safety of the students/cadets, as well as does not comply with applicable environmental requirements. Additionally, the electric/lighting, acoustic, and heating systems are outdated; the ventilation system is unable to prevent air contamination and has a limited air filtration and circulation capacity, while the bullet trap mechanism is worn. The shooting range lacks a shooting monitoring and control system, distraction lighting system and a fit for purpose target carrier system, that would allow to conveniently program different manoeuvres and scenarios.

Through this intervention, the Project intends to support the Academy in modernizing the indoor shooting range to foster a skills-based training in responsible firearm use for policing activity. The Project conducted in 2023 a comprehensive feasibility study on modernization of the shooting range of the Police Academy of the MIA. Building on the best regional practices and applicable safety and environmental requirements, the feasibility study assessed the level of interventions and the amount of investments required, paying due attention to the required specialized equipment; ensuring compliance with ballistic and soundproofing requirements; reengineering and upgrade of utilities systems and networks; redesign and refurbishment of adjacent training/debriefing rooms and other relevant spaces; installation of audio, video, lighting systems and automatic target retrieval mechanisms; provision of weapon discharge system and other relevant equipment and gear used for qualification, training and practice purposes. The study offered several scenarios for the modernization of the shooting range and further decision on which scenario will be applied will be taken by MIA and the ‘Stefan cel Mare’ Academy. Upon the decision of MIA Academy and UNDP, the overall repair and upgrading of the current premises of the shooting range the endowment with necessary specialized equipment and furniture will be carried out.

Therefore, one of the main tasks to be carried out that would allow further modernization of the shooting range of the Police Academy is the whole reconstruction of the existing indoor shooting range at the Academy.

2. Objective of the Assignment

This Schedule of Requirements covers the reconstruction works for the basement level of the existing building (Block “J”), which forms part of the “Stefan cel Mare” Academy complex of the Ministry of Internal Affairs, located at 21, Gheorghe Asachi Street, Chişinău, Republic of Moldova. The building (S + ground floor + first floor) hosts the gym and weight training room at ground floor and offices at first floor. The Works under this contract relate primarily to the basement (indoor shooting range and related premises), with some associated interventions at ground- and first-floor level as foreseen in the Execution Project.

Works shall be executed strictly in accordance with Execution Project No. 12/25-J, all its written and drawn components, and the normative acts in force in the Republic of Moldova.

The main groups of activities include, but are not necessarily limited to:

- Site preparation works, including temporary fencing of the site, temporary facilities (e.g. WC), and organization of storage areas;
- Interior demolition works required for re-planning of rooms as per the new layout;
- Construction works for new masonry and reinforced concrete walls and other structural/non-structural elements;
- Ensuring electrical power supply to the building (external electrical networks);
- Installation of electrical power supply and lighting systems;
- Installation of heating, ventilation and air-conditioning (HVAC) systems;
- Installation of automation systems for heating, ventilation and air-conditioning;
- Installation of fire detection and alarm systems;
- Installation of telephone, data and signalling communications systems;
- Installation of carpentry items (doors and windows) except those to be procured under separate specialized tenders;
- Execution of interior finishing works (floors, walls, ceilings) as per technical requirements;
- Testing, commissioning and putting into operation of all interior engineering systems (electricity, automation, security, fire signalling, telephone, internet, heating, ventilation/air conditioning, etc.).

The selected Contractor must provide all necessary resources (labor, engineering, construction materials, equipment, technological process, site security measures, consumables, transportation, machinery, tools, etc.) necessary for the successful execution of all contracted works within the agreed terms and in good quality.

Note: The reconstruction works have been structured to ensure technical compatibility with the subsequent installation of shooting range equipment. In practical terms, two tenders will be launched in parallel and two separate contractors will be engaged:

- one for construction/reconstruction works (current one); and
- one for the supply, installation, and commissioning of the specialized shooting range equipment.

Both Contractors will be required to coordinate closely during implementation to ensure proper sequencing, alignment of interfaces, and full system compatibility.

3. Construction Site

All Works will be carried out at Block “J” of the “Ștefan cel Mare” Academy of the Ministry of Internal Affairs, located at 21, Gheorghe Asachi Street, Chișinău, on the land plot with cadastral code 0100213.241.04.

The bidders shall familiarize itself with the Site conditions prior to submitting its offer and shall take full responsibility for considering all site-specific constraints in its technical and financial proposal (access, logistics, storage, interfaces with existing buildings and services, interaction with ongoing Academy activities, etc.).

Potential bidders should note that **the building will not be completely evacuated during the works** and that a plan of measures will be developed with the awarded bidder to protect the areas where works will not be carried out. When preparing their financial offers, bidders will include costs for securing the construction site with consideration for the exploitation of parts of the building at the same time, the bidder shall ensure that no precipitation gets inside the building during contract implementation. Suitable safeguarding materials and methods shall be proposed by the bidder.

The awarded bidder will draw up an execution plan/strategy for the organization of the construction sites which will also include measures for environmental protection, measures for the protection of the work of employees in the process of carrying out the works, etc. All leftover materials and construction waste will be evacuated from the site once the works are completed, according to the site organization plan.

4. Implementation and Supervision Arrangements

Implementation of the Works will be monitored by a Consultant Civil Works Engineer appointed by UNDP Moldova, who will conduct regular site visits and review progress, quality and compliance. In addition, a Technical Supervisors, duly authorized by UNDP and Beneficiary, will ensure day-to-day supervision of construction activities stipulated in the Contract.

The selected Contractor shall report delivery progress to the Project Team. The progress reports shall indicate: (a) progress of delivery; and (b) where any activity is behind the contract completion, giving comments and likely consequences and stating the corrective action being taken.

The Contractor shall be responsible for all relations with relevant public authorities and utility providers, for obtaining any permits, approvals or confirmations that fall under its responsibility in accordance with Moldovan legislation, and for organizing all transport and logistical arrangements necessary for the execution of the Works. The Contractor shall coordinate with the Academy and UNDP to minimize disruption to normal institutional activities.

5. Regulatory Framework

For implementation of the Contract, the selected company shall be guided by the normative acts in force in the Republic of Moldova, including but not limited to:

- COD Nr. 434/2023 – Urbanism and Construction Code;
- NCM A.08.01:2016 Organization of constructions;
- NCM C.04.03:2015 Roofing. Application standards;
- NCM C.04.04:2015 Floors. Application standards;
- NCM C.04.05:2016 Insulation coverings and finishing;
- NCM E.04.01:2017 Thermal protection of buildings. Protection against ambient environmental actions;
- NCM E.03.02:2014 Fire protection for buildings and installations;
- CP E.04.04-2005 Execution of insulation, protection and finishing works in constructions;
- CP E.03.01:2019 Fire safety. Ensuring fire resistance of constructions;
- NCM C.04.02:2017 Natural and artificial lighting;
- EN 15193 – Energy performance of buildings. Energy requirements for lighting;
- Any other construction, fire safety, occupational safety, environmental and energy efficiency norms explicitly referenced in Execution Project No. 12/25 J.

The Contractor shall ensure strict compliance with all applicable regulations and standards throughout execution of the works.

6. Expected Results and Time Schedule

The following key deliverables are expected from the Contractor:

Deliverable 1 – Completion of Works: Full completion of all reconstruction and installation works, including any required landscaping of the adjacent territory, as provided in the Contract documents, within a period not exceeding 180 (one hundred eighty) calendar days / 6 months from the date of granting access to the Site and issuance of the Start Notification by the Project's Civil Works Engineer.

Deliverable 2 – Final Commissioning: Final commissioning of the object, including all required tests, verifications and acceptance certificates from relevant authorities, within a period of 12 months from the date of reception of the reconstructed facility at the substantial completion of works.

7. Main Technical Requirements and Specifications

The reconstruction works (the “Works”) included in the present Schedule of Requirements shall be executed in accordance with Execution Project No. 12/25 J, developed by SRL “Arhideea – Grup”, based on Urbanism Certificate No. CU-0004011 dated 12.11.2024

The technical conditions contained in this Section are extracted from the prescriptions of the Execution Project and shall be strictly observed by the Contractor throughout the implementation of the Works.

Note: *Whenever the technical specifications described below, in the Execution Project and/or Bill of Quantities require a specific product, specific brand, name/model, bidders may propose for coordination any other product equal in all aspects to the specified product, meeting the requirements of origin, all expected physical, functional and performance parameters.*

7.1 Architectural Solutions – SA

The Project provides for the reconstruction of the basement of the existing building (Block “J”), which forms part of the “Ștefan cel Mare” Police Academy complex of the Ministry of Internal Affairs, located in Chișinău, Gheorghe Asachi Street 21.

The existing building (S + basement + 1 floor) has a rectangular plan, with overall axes dimensions of 65.8 m × 11.77 m. The gym and weight training room are located on the ground floor and offices on the first floor. The Works envisaged under this Project concern, in general, only the basement and include, without limitation, the following:

Externally:

- Construction of a supporting wall behind the existing building.
- Construction of a new evacuation stairway from the basement level to the exterior, including a metal canopy above the stairway.

Internally:

- Demolition works for replanning the rooms in accordance with the new layout.
- Construction of new masonry walls of brick and reinforced concrete.
- Total replacement of existing floor finishes.
- Modification (enlarging, demolishing, widening, closing) of door openings.
- The doors that communicate directly with the shooting range hall (U1, U2, U3) and the window F1 shall comply with specific technical requirements and shall be procured under a separate dedicated procurement procedure (see relevant specifications).

Note: Procurement of equipment specific to the shooting hall and materials for structural protection shall be carried out under a separate tender procedure.

- Finishing of the shooting hall (No. 10) and installation of specific equipment therein shall be performed by a company with similar international experience.
- Existing basement networks (heating, ventilation, electricity, low-voltage networks) shall be replaced.
- Where required, openings shall be created in walls for routing of networks.

Planning layout:

In general, the basement shall be divided into two functional zones. The zone of the shooting range shall be separated from the rest of the rooms by a sealed buffer space equipped with two bullet-proof doors and access control. This zone shall directly include:

- the shooting hall;
- the monitoring and security officers' room;
- the room for storing movable walls of the shooting hall;
- the sealed buffer space.

Entrances to these rooms shall be equipped with access control systems.

Interior and exterior finishes shall be executed in accordance with current energy-efficiency requirements and the Beneficiary's requirements. Construction and finishing works shall use materials certified for use in the territory of the Republic of Moldova and/or the European Union.

7.2 Structural Solutions – C

The replanning of interior rooms in the basement (Cadastral No. 0100213.241.04) shall be carried out taking into account the existing structural system as follows:

1. **Structural scheme:** monolithic reinforced concrete skeleton.
2. **Seismicity:** terrain and design seismicity – 7 degrees.
3. **Structural solutions:**
 - Foundations – continuous crossed footings made of monolithic reinforced concrete;
 - Walls – monolithic reinforced concrete with thicknesses of 255 mm and 300 mm;
 - Interior stairs – metal and concrete;
 - Partition walls – M75 brickwork on M50 cement mortar, thickness 250 mm.

External finishes

The present Project does not provide a general solution for external finishing of the building. However, external interventions associated with the Works require certain finishes. Thus, the new exterior evacuation stairway (in case of the fire evacuation) from the basement shall be finished.

Finishing works shall include finishing of the steps, the existing building wall adjacent to the stairway, and the supporting walls with porcelain tile cladding.

Interior finishes

Walls:

Internal walls and partitions (except in shooting halls and the interactive shooting hall) shall be plastered and painted with high-quality washable silicone paint.

In the shooting hall and the interactive shooting hall, the walls shall be provided with soundproofing using prefinished basalt wool panels.

The walls of the study rooms shall be clad along their perimeter with porcelain tiles of dimensions 60 × 120 × 0.9 cm, according to the execution project.

Floors:

- Floors with intensive circulation and equipment storage functions shall be finished with anti-slip (R9) porcelain tiles, thickness ≥ 14 mm, with impact resistance of at least PEI 4.

- Floors in study rooms shall be finished with homogeneous linoleum, fire resistance class Bfl s1 (EN 13501-1), wear resistance class 34 (intense traffic/educational).

Ceilings:

In rooms without special designation (i.e. non-shooting halls), ceilings shall have two types of finishing:

- plaster and paint; and/or
- suspended cassette ceilings on a metal frame.

Additionally, there will be sections with duct mask boxes for ventilation ducts, executed from gypsum boards on metal CD/UD profiles, finished by plastering and painting.

Ceilings for shooting halls shall have complex finishing solutions consisting of soundproofing with prefinished mineral wool panels glued to MFP boards, which in turn are fixed to the load-bearing structure via 60 × 50 mm wood battens and metal angles (see drawings SA.16, SA.18).

Corrosion protection

To ensure the required durability, all metal elements not encased in concrete shall be painted with anti-corrosive protective lacquer.

Vertical waterproofing protection of foundations shall be implemented by applying two coats of hot or cold bitumen to the exterior faces of the foundation walls.

Protection of wooden constructions against rot

All wooden elements shall be antisepticated and insulated with a layer of bitumen-impregnated felt in accordance with SNiP 3.03.01-87. Wooden constructions (beams, battens, etc.) shall be surface-treated with combined protective solutions of salts and special pastes.

Fire resistance treatment of wood

All wooden elements shall be treated with fire-retardant solutions in accordance with NCM E.03.02-2014.

Execution of works – general considerations

Construction and associated works shall be performed in accordance with NCM A.08.02:2014 and SNiP 3.03.01-87. Masonry walls shall be executed according to NCM F.03.02-2005.

In parallel with the execution of walls, frames for doors and windows shall be installed. For fixing door and window frames into masonry, suitable anchors shall be used (see schedule for doors and windows). Surfaces of bricks or stone blocks that come into direct contact with binding mortar shall be cleaned of dust and dirt.

Finishing works shall be carried out only after completion of the ceiling and installation of all utilities. Reinforcement meshes and spatial frames shall be fabricated using manual welding, in accordance with SNiP 3.03.01-87 and SM EN 846-3:2016.

7.3 Heating, Ventilation and Air Conditioning (HVAC)

Heating

The building's heat supply source is the municipal thermal network. The thermal agent is supplied from a heating point located near the building, via a water-to-water heat exchanger with parameters 70–50 °C.

For the ground floor and first floor, heating and ventilation Project No. 04-07.22 HVAC was developed in 2022. From the thermal network connection in the building, a branch is foreseen toward the basement spaces.

Through a distributor with three outlets, the thermal agent is directed to three branches: one for the shooting range and two for auxiliary spaces. The distributor is placed under the ground-floor staircase.

- Pipes within the individual thermal point and the pipe columns from the distributor shall be made of electric welded steel pipes according to GOST 10707-91; columns are mounted visibly.
- Horizontal branches connected to the pipe columns shall be made of EKOPLASTIK FIBER BASALT OXY multilayer pipes, suitable for both exposed and embedded installation, mounted above the floor.
- On each branch shut-off valves shall be installed.
- Heating elements shall be steel panel radiators “Vogel & Noot” (Austria); connection is lateral on one side for radiators up to 1200 mm and bilateral for radiators over 1200 mm. Radiators are wall-mounted.

Thermal power adjustment for the radiators shall be automatic, via thermostatic preset valves on each radiator, except in corridors and technical spaces.

For steel pipes, fastening with clamps shall be provided at distances of 2.5 m for diameter 25 mm and 2 m for diameter 20 mm.

During transition periods, it shall be possible to heat all spaces via supply-and-exhaust ventilation systems equipped with a rotary heat recuperation and dual heat exchanger, as well as via air conditioning units in auxiliary spaces sized for heating operation at external temperatures down to $-20\text{ }^{\circ}\text{C}$.

Ventilation

Ventilation of the shooting range spaces shall be designed as a supply-and-exhaust mechanical ventilation system with heat recovery, ensuring acceptable microclimate and air quality conditions in the rooms.

For the range, two supply-and-exhaust ventilation units of energy-efficiency class A, each with an air flow of $14,600\text{ m}^3/\text{h}$ and equipped with rotary heat recoverers, are foreseen and connected to a single duct system. Each unit ensures 10 air exchanges per hour.

If necessary, for intensive shooting, the second unit shall be activated to ensure 20 air exchanges per hour. It is also possible for a single unit to operate at minimal air flow, ensuring a single air exchange.

Supply air to the range shall represent 95% of the exhaust volume; the negative imbalance of 5% is designed to prevent contaminated air from entering other spaces. The difference of $730\text{ m}^3/\text{h}$ is directed to the pressurized buffer vestibule.

Air extraction from the range shall be equipped with multistage filtration, comprising:

- Pre-filter (e.g. MERV 8) – for large particles;
- Intermediate filter (e.g. MERV 14/15) – for lead dust;
- Activated carbon filter – for powder gases, chemicals and odors;
- HEPA filter – for the finest and most hazardous lead particles.

Combined filters for ranges shall be produced by specialized manufacturers (e.g. Donaldson and Air Filters Incorporated, USA or equivalent, meeting the specified performance and safety requirements). Due to the limited accessibility to specialized suppliers, the selection of equipment for systems K2 B2 and K3 B3 was

carried out in the REMAK program, taking into account triple filtration on the exhaust side and provision of pressure reserve for additional filters.

The installations should be equipped with supply and exhaust fans with frequency converters, allowing operation in three regimes:

- Single air exchange during breaks – 1,460 m³/h;
- 10 air exchanges per hour during shooting – 14,600 m³/h;
- 20 air exchanges per hour for intensive shooting – 29,200 m³/h.

At duct passages through walls for systems K2 B2 and K3 B3, fire dampers/flaps shall be installed. An additional fire flap is installed at the passage into the vestibule wall.

To allow stopping exhaust behind the shooters and prevent inhalation of powder gases at short distances from the targets, electrically actuated dampers shall be installed. During close-range shooting, stopping exhaust behind shooters is mandatory; during distant shooting, air is evacuated through all six exhaust ducts.

For auxiliary spaces, a supply-and-exhaust ventilation system with rotary heat recovery and bidirectional heat exchanger is designed. An energy-efficiency class A installation is placed in the corridor and separated by a fire-resistant wall EI 120 with 2,100 mm wide fire doors for maintenance access.

Fresh air shall be supplied at a rate of:

- 60 m³/h per person in classrooms and electronic range rooms without windows;
- 20 m³/h per person in the waiting room.

In the range space, on the supply air side, 1000 × 700 mm diffusers with flow regulators shall be installed; on the exhaust side – adjustable 800 × 400 mm grilles with flow regulators.

Air velocity in the diffusers is 0.5 m/s, and in the exhaust grilles 1 m/s, in order to ensure that air movement in the working zone does not exceed 0.25 m/s.

Duct insulation:

- All ducts of system K1 B1 located inside rooms shall be insulated with Armaflex Duct AL ADU 19MM 1/EA L rolls, thickness 19 mm.
- Supply and exhaust ducts mounted on the exterior façade shall be insulated with Isover KIM AL, thickness 50 mm, encased in 0.55 mm galvanized steel sheet.
- All ducts of systems K2 B2 and K3 B3, both interior and exterior, shall be insulated with Isover KIM AL mineral wool, thickness 50 mm, encased in 0.55 mm galvanized steel sheet.

The automation scheme of the ventilation systems shall provide for complete shutdown in case of fire, as well as regulation of supply air temperature. Commissioning of the systems in accordance with the Project shall be carried out by a specialized organization.

Maintenance works (internal cleaning of ducts and fans, filter replacement, refrigerant recharge, adjustments, etc.) shall be performed in accordance with the Internal Works Regulation drafted by the Beneficiary and the Installation Organization.

Air Conditioning

To eliminate excess heat generated by lighting, occupants and equipment in auxiliary spaces, wall-mounted air-conditioning units shall be used, operating in cooling mode in summer and in heating mode in winter.

The outdoor units shall be designed to operate in heating mode at external temperatures down to $-20\text{ }^{\circ}\text{C}$. External units for auxiliary spaces shall be placed on the building façade at elevation 2.800 m. The refrigerant used shall be R32.

Indoor units shall be selected for low noise level (19 dB) and energy-efficiency class A+++.

Condensate drainage from indoor units toward the building sidewalk shall be provided; refrigerant lines for systems K1–K7 shall be insulated with Armaflex ACE, thickness 19 mm.

In supply-and-exhaust ventilation installations serving the shooting range, heat exchangers using refrigerant (freon) are installed, operating in both heating and cooling modes to ensure pre-heating of outside air in winter and cooling in summer.

Outdoor compressor–condenser units for the shooting range shall operate in heating mode down to $-20\text{ }^{\circ}\text{C}$ and are mounted on metal frames 700 mm high. From the freon heat exchangers, rotary heat-recoverers, and compressor–condenser units of systems K1 B1, K2 B2 and K3 B3, condensate drainage lines shall be provided.

For system K1 B1, condensate evacuation shall be carried out by an EASY Flow 20 l/h drainage pump, intended for air-conditioning units up to 20 kW, mounted close to the unit (maximum 2 m distance) and connected to the ground-floor sewer system with a jet break by HL21 (ball siphon) under a sink.

All exterior condensate drainage lines for systems K1 B1, K2 B2 and K3 B3 shall be thermally insulated with Armaflex ACE, thickness 19 mm, and provided with electrical heating, since they operate during winter to pre-heat outside air.

Fire Safety (HVAC-related)

The following mandatory provisions shall be applied for fire safety:

- Air ducts shall be installed taking into account thermal expansion and fire-load stresses.
- Fastening elements shall be made of non-combustible materials.
- It is prohibited to place any other installations inside air ventilation ducts.
- Ventilation systems and fans shall be mounted in EI 60 enclosures.
- Fire dampers EI 120 shall be installed at intersections with fire barriers.
- Smoke dampers shall be controlled by the fire detection system (SAP).
- Flexible elements used shall be of low flammability.
- Air duct insulation shall be of class NRO (non-combustible).
- After installation, commissioning and balancing of air flow rates shall be carried out.

7.4 Automation of the Heating, Ventilation and Air Conditioning System (HVAC Automation / AIVC)

For the purposes of these Technical Specifications, automation of the heating, ventilation, and air conditioning system (AIVC) is defined as a set of hardware and software tools enabling automatic control of climatic parameters within the building (temperature, humidity, air quality) without constant human intervention.

This is achieved through the use of sensors, controllers and actuating mechanisms that maintain a preset microclimate, optimize resource consumption, and increase equipment reliability.

Definitions (for the scope of this Project)

- **Signal and routing loop** – connection line installed from sensors to the distribution box or control and signaling equipment, linking them to climate control controllers.
- **Climate controller** – electronic device that automatically controls the system to maintain microclimate parameters (temperature, humidity, air quality). It receives data from sensors and, according to predefined algorithms, sends commands to actuating devices such as heaters, air-conditioning units, fans, and humidifiers.
- **Climatic sensors** – devices measuring environmental parameters (temperature, humidity, pressure, illumination, etc.) and converting them into electrical signals for further processing by control and command systems, thus enabling automation of a comfortable or required microclimate in various rooms and technological processes.
- **Fire damper automation cabinet SH(O3K)** – device designed for automatic, manual, and remote control of fire dampers within ventilation systems. Upon receiving a “Fire” signal, it closes normally open dampers to prevent the spread of fire and smoke and returns them to their initial position once the fire is extinguished. The cabinet ensures optical indication of damper status and can transmit signals to the control center.
- **Airborne hazardous substances concentration analyzer** – gas analyzer device that measures concentrations of gases, vapors and aerosols in the air of the working area, in the atmosphere or in exhaled air. It is used for air pollution control, workplace safety, emergency response and environmental monitoring. Devices can be stationary or portable, using electrochemical, infrared, photoionization or other detection methods.

Principle of operation of the installation (general)

Automation of HVAC systems operates by continuous monitoring of microclimate parameters via sensors, which send data to a control unit. The control unit compares the obtained values with set parameters and issues commands to actuating mechanisms (valves, actuators, fans, etc.) to maintain the desired temperature, humidity and air quality.

This process allows the system to automatically adjust heating, cooling and air exchange, optimizing comfort and energy efficiency.

Main operational stages:

1. **Data collection:** Sensors gather information about temperature, humidity, pressure, and air quality (e.g. CO₂ level) in interior and exterior spaces.
2. **Analysis and decision-making:** The data are processed by a central controller, which compares them with set parameters and determines necessary actions.
3. **Control of actuating mechanisms:** The controller sends commands to execution devices, such as:
 - a) **Valves and actuators:** regulate thermal agent flow in heating systems or refrigerant in air-conditioning systems and control air dampers in ventilation ducts;
 - b) **Fans:** change rotation speed to regulate the volume of supplied or exhausted air; in some systems (e.g. rotary heat recovery units), rotation speed of the recuperator is also controlled;
 - c) **Heaters / coolers:** switch heating/cooling elements on or off or adjust their intensity (e.g. by controlling the supply valve of thermal agent).
4. **Correction and optimization:** The system continuously adjusts performance, thereby maintaining comfortable conditions and reducing energy consumption by avoiding excessive heating or cooling (for instance, automatically regulating fan speed to compensate for filter pollution or changes in duct resistance).

5. **Diagnostics:** The automated system can also monitor the state of equipment (e.g. presence of frost in recuperator ducts, filter clogging level) and signal the need for maintenance.

Automation of fire dampers

Automation of fire dampers works based on the principle of a normally open (NO) damper with electromechanical actuation and return spring:

- **Normal mode (open):** with power supply present, the damper remains open; the return spring is compressed, storing energy for closure.
- **Alarm mode (closed):** when a signal is received from the automatic fire system (e.g. triggered smoke sensors, thermal coupling device TRU, or dispatcher), power supply to the actuator is cut; the return spring closes the damper immediately, sealing the air duct.
- **Return to initial position:** after fire suppression and repeated signal (or manual reset), power is restored, the spring is released, and the damper reopens.

Lead (Pb) air analyzer and integration with HVAC

The air sample from the ambient environment is drawn through the analyzer's port and filtered using special membrane filter paper.

An X-ray fluorescence (XRF) sensor, based on a certified measurement principle and nondestructive analytical method, scans the filter sample and measures the concentration of lead in the air.

The lead analyzer can be integrated with the HVAC systems via BACnet (Building Automation and Control Network), ensuring rapid reaction to elevated lead levels. When the analyzer detects increased lead concentration, it can be configured to trigger HVAC system adjustments (airflow rate, filtering, ventilation regimes) to minimize exposure to lead.

Control cabinets and systems

For automation of ventilation and climatic air-conditioning installations, control cabinets from manufacturers Komfovent and Remak are envisaged. The system consists of three ventilation installations:

- K1 B1 – Komfovent (or equivalent, meeting the specified performance and safety requirements) (serving offices and auxiliary rooms);
- K2 V2 and K3 V3 – Remak (or equivalent, meeting the specified performance and safety requirements) (serving the shooting range hall).

All automation components for ventilation and air-conditioning systems shall have control panels installed in the operator room. The main automation elements are central controllers which, using environment parameter values and embedded algorithms, control the installations.

Central controllers shall be connected to the network via BACnet/IP protocol.

Automation and control via BACnet/IP protocol

The operating principle of automation via BACnet/IP protocol is that each device uses its own IP address, connects to a standard Ethernet network, and exchanges data via the UDP protocol. This enables building automation systems from different manufacturers to interact, using a unified data model based on standardized objects and functional blocks.

Main principles:

- Devices are full IP nodes, each with a unique IP address;

- Transport protocol – UDP, standard port 47808;
- Data model – standardized BACnet objects representing device data (e.g. temperature, status);
- Client–server interaction model: one device (client) requests data or sends commands to another (server);
- Communication across IP subnets – via BBMD (BACnet/IP Broadcast Management Device);
- Standard functional blocks (BIBBs) ensure compatibility; supported blocks are listed in the Protocol Implementation Conformance Statement (PICS);
- Compared to BACnet MS/TP, BACnet/IP uses Ethernet instead of RS-485, simplifying connection and scalability.

Control algorithm (Project-specific)

1. In all rooms, ventilation systems shall be controlled based on temperature sensors measuring both exterior and interior air. Climate control equipment shall be selected with dedicated automation controllers. Ventilation systems shall be supplied with automation cabinets integrated within the equipment. Temperature sensors shall be mounted on walls, as per Project. For signaling and configuration, reception and control panels shall be provided. Power regulators shall connect to the main controller via MODBUS protocol.
2. In the shooting range hall, ventilation systems K2 B2 and K3 B3 shall be controlled using the lead analyzer: if the level of powder gases in the shooting range rises, the analyzer triggers corresponding adjustments in ventilation systems. Main controllers and the analyzer shall be interconnected and managed via BACnet/IP protocol. BACnet/IP outputs shall be connected to the IP switch installed in the low-voltage network cabinet SH(TS). After installation, the equipment shall be programmed and logical connections established between ventilation components and the lead analyzer.
3. In case of fire, contacts from the fire panel (see SI compartment) shall disconnect ventilation systems and automatically close fire dampers. Dampers and fans may also be shut down locally at the automation panel or remotely at the façade, where the automation and signaling cabinet SH(O3K) is located.
4. **Shooting scenario control:** During close-range shooting, dampers Y(DC)B2(3)1, Y(DC)B2(3)2 and Y(DC)B2(3)3 shall be manually closed.

Requirements for system configuration

1. The exhaust fan(s) of systems B2 and B3 must be started before intake systems K2 and K3.
2. Operating modes of supply-and-exhaust ventilation systems K2 B2 and K3 B3 shall be automatic, based on the room’s powder gas sensor:
 - Mode A – break: 1 air change/hour;
 - Mode B – shooting: 10 air changes/hour;
 - Mode C – intensive ventilation: 20 air changes/hour.
3. Initially, system K2 B2 shall be activated to provide 10 air changes/hour. Upon increase in powder gas concentration, system K3 B3 shall be additionally activated, increasing air exchange to 20 air changes/hour.
4. All systems shall shut down in case of fire.

5. Fire dampers with automatic closure, electrically actuated at 24 V, shall close upon fire; opening/closing is commanded from the automation cabinet and controlled according to the scenario agreed with the Beneficiary.

Important: After completion of installation and adjustment works, the system shall be programmed and all reciprocal connections between automation components shall be registered and verified.

7.5 Electrical Networks – REAE / IEI / EEF

This section covers the arrangement of lighting and power electrical networks of the shooting range located in mun. Chişinău, 21, Gheorghe Asachi Street.

- Installed power: 195.0 kW
- Design (calculated) power: 141.9 kW
- Supply network voltage at the connection point: 230/400 V, 50 Hz
- Earthing system: TN-C-S

The Project includes:

- working lighting;
- emergency lighting;
- safety and evacuation lighting.

According to supply reliability, consumers are classified under Category III.

Emergency lighting fixtures shall be equipped with batteries providing at least 2 hours of autonomy. These batteries must be tested once per year.

For working lighting, ceiling-mounted luminaires shall be used. Power and working lighting circuits shall be made with copper conductor cables of type N2XH J, which do not emit toxic substances in case of fire.

Emergency electrical network circuits shall be made using copper conductor cables of type N2XH J FE, which do not emit toxic substances in case of fire and are fire-resistant.

Conductor/cable cross-sections shall be selected according to load current, voltage drop and protective device characteristics.

Cables shall be installed in protective PVC conduits and perforated metal cable trays. Cable connections must be executed in accordance with ГOCT 10434-82 and ПУЭ. All cable routing accessories must comply with fire-safety certification.

The actual short-circuit current value shall be determined based on electrotechnical laboratory measurements; if necessary, the Project shall be corrected accordingly.

Installation instructions

The laying of cables and installation of equipment shall be organized and performed according to applicable norms and regulations: ПУЭ, NCM A.08.02:2014, ПТБ, ПТЭ. Cable connections shall comply with ГOCT 10434-82 and ПУЭ.

According to ПУЭ art. 2.1.31, electrical conductors must permit easy identification along their entire length by colour coding: red, brown, white and other colours for marking the phase conductor.

On the construction site, materials must be stored appropriately. The Contractor shall be responsible for protecting completed works and storing materials on-site until commissioning of the building.

Installation must follow the drawings from the designed Execution Project. Any modifications to layout, materials or cable routes shall require approval from the Project Designer (for technical aspects) and from the Beneficiary (for technical–financial implications).

All electrical equipment, cables and materials used during installation must be certified in the Republic of Moldova and must hold fire-safety certificates.

Operation of the electrical installation shall be permitted only after testing of all installed equipment and devices. Any modification of devices specified in the Project shall be coordinated with the Designer and representatives of the Beneficiary and UNDP Moldova.

7.6 External Power Supply Networks

For the connection of the shooting range building to the external power supply an execution project was developed to replace the existing power cable currently provides electric power supply to the building by a new 0.4 kV underground power cable.

This project has been developed based on the following initial data:

- Connection permit No. M40302025120039, dated 31.12.2025, valid until 31.12.2026, issued by I.C.S. “Premier Energy Distribution” S.A.;
- Technical data provided by the beneficiary;
- Topographic plan provided by the beneficiary;
- Applicable technical standards and regulations in force.

All works shall be carried out within the Beneficiary’s property. The reliability category of the facility is Category II (according to the connection approval for power increase, reconnection under Category III is foreseen in the project; the generator project as a backup power source is currently being developed separately by the Beneficiary – as per the technical assignment).

The connection of internal networks is performed under project IEI/EEF. Electric energy consumption will be measured by means of a three-phase electronic electricity meter, connected through current transformers, installed in the metering panel (PEv), mounted on the facade of the building. The actual value of the short-circuit current shall be determined based on electrotechnical laboratory measurements, and, if necessary, project adjustments will be carried out accordingly. The cross-sections of conductors and cables have been selected based on load current, voltage drop, and short circuit current.

The power supply cable from the transformer substation (PT) to the metering panel (PEv) is of type АПвББШп, installed underground in a trench. The cable section from PEv to IRD-1 is of type АBBГнр, installed in a non-perforated metal cable tray. The excavation of the trench for the cable installation shall be carried out manually. The PEN conductor separation into PE and N is carried out in the metering panel PEv.

For protection against electric shock, all electrical equipment is earthed in accordance with the requirements of the applicable standards. All accessible metallic parts of the electrical equipment are connected to the protective conductor (PE).

Installation Instructions

The installation of cables and equipment shall be organized and executed according to applicable codes and regulations: ПУЭ, NCM A.08.02-2014, ПТБ, ПТЕ.

Cable connections shall be executed in accordance with the requirements of GOST 10434-82 and PUE.

According to PUE §2.1.31, electrical conductors must allow easy identification along their full length by color coding: –Red, brown, white and other colors — for phase conductor marking.

Materials must be stored properly on site. The contractor is responsible for protecting completed works and storing materials until commissioning.

The project drawings must be followed during execution. In case of changes to the routing, materials, or equipment placement, approval must be requested from the designer (for technical matters) and from the beneficiary (for cost-related matters). The project documentation shall be clarified after procurement of electrical equipment, and if necessary, corrections to the design shall be carried out. Electrical equipment, cable products, and materials used during installation must be certified in RM and must hold fire-safety compliance certificates.

The electrical installation may be commissioned only after testing equipment and protective devices. Any modifications to equipment specified in the project must be coordinated with the designer.

7.7 Fire Alarm Signaling System – SI

This section provides for the installation of an automatic fire alarm system for the facility. The main designed solutions aim to ensure the required level of fire protection and timely warning of occupants.

The designed facility includes the basement at level – 3.800/–3.900, where the following rooms are located:

- shooting hall;
- study hall;
- waiting hall;
- interactive training hall;
- inventory storage area;
- security officer's room (RSO – Range Safety Officer control room – a room enabling communication with the shooting hall and ensuring service of the shooting range infrastructure);
- technical rooms.

No dedicated dispatch room for fire alarm monitoring is provided in this building. Staff on duty 24/7 are located at the central access control point.

The main technical equipment of the system (fire panel PI.1) shall be installed in room 05 – SECURITY OFFICER. The Project provides for the possibility of parallel data transfer (minimum two separate channels) via radio to the Fire Alarm Reception Station (via radio transmitter).

The automatic fire alarm system shall provide the following functions:

- detection and registration of occurrences of fire or smoke;
- transmission of information about the presence and localization of an alarm or emergency;
- automatic monitoring of system element status;
- generation of signals for controlling building technical equipment (ventilation, electricity, etc.);
- recording of information about all received alarms in a database, with date, time and address (maintenance log).

The Project envisages a non-addressable fire alarm system. The number of alarm lines depends on technical characteristics of selected equipment and cable installation conditions.

Fire detectors shall be placed according to NCM E.03.03:2018, table 3.3. In some rooms, at least two detectors are required (NCM E.03.03:2018, p. 6.2.1.5).

In the shooting hall, an aspiration detector shall be installed. Air sampling pipes are mounted in the exhaust ventilation duct. At the Beneficiary's request, the primary purpose of this detector is to monitor the ventilation

exhaust airflow, since during shootings unburned powder particles may enter the ventilation system and pose a risk of re-ignition.

During installation, provision shall be made for condensate drainage from the aspiration detector's air sampling pipes. A device ensuring visual indication of operational status shall be provided; additionally, a junction box or other switching device shall be installed to connect alarm system equipment for status assessment, at a location and height providing accessibility.

The device enters "Attention" mode when one fire detector is triggered for more than 1 second. The device switches from "Attention" mode to "Fire" mode when the second fire detector is triggered.

The "Fire" signal is accompanied by:

- activation of the alarm system;
- signal to shut down the ventilation system;
- signal to the security post via radio transmitter.

The alarm system shall include audible sirens. To ensure the required acoustic pressure level, the siren shall have a sound level of at least 110 dB.

If the system does not trigger automatically, a manual signaling system shall be provided via manual call points, placed along evacuation routes at a height of $h = 1.5$ m above floor level.

Signal lines between fire alarm panel and detectors shall be made of cables of type JE H(St)H 1×2×0.8 / JE H(St)H 1×2×1.0 (or of type –hr(A)-LSLTx according to ГOCT 31565-2012), with a fire resistance time of at least 30 minutes.

Cable routing shall be installed:

- in PE corrugated conduit under plaster;
- in PE cable trunking under open ceiling;
- in PE cable trunking under suspended ceiling;
- in metal covered tray under ceiling and along walls;
- in metal covered tray on walls and on the building façade.

Routing of electrical circuits for the fire alarm system shall meet the requirements of section 7.4 of NCM E.03.03:2018. Individual cables for input and output transmission channels laid in loop shall be installed separately. Electrical wiring connections of the alarm system shall be executed in accordance with p. 7.5.14 of NCM E.03.03:2018.

A cable reserve of at least 2 m shall be left near the fire panel. Fire panel PI.1 shall be installed in a metal box painted red, with a front glass door and locks.

Installation, commissioning and technical maintenance of fire alarm systems may only be performed by certified specialists in the field, in strict compliance with current regulations, Project documentation and equipment manufacturer's instructions.

Alarm system equipment shall be accepted for installation only after prior inspection by the Beneficiary, verifying that all equipment is new and compliant with Project requirements. Replacement of any equipment with alternatives is permitted only if the latter have technical parameters at least equal to those specified in the Project documentation and demonstrate equal or higher performance.

Power supply of the alarm system shall be designed according to the first reliability category. In the event of power outage, the designed Project provides for autonomous operation of the system from UPS (batteries) for 48 hours in "PROTECTION" mode (operation mode) at 80% battery capacity, and at least 30 minutes in "ALARM" mode (battery capacity calculation as per design).

Commissioning and verification of the installation

Upon commissioning, the Beneficiary shall form a Working Commission by internal order. The duration of the Commission's activity shall be determined by the Beneficiary. The Commission shall be created no later than five days from receiving written notification from the company that performed the installation/commissioning works on completion and readiness for handover.

At acceptance, all installation and commissioning works must be fully completed. Individual tests must be carried out as indicated in relevant documents.

At commissioning, the installation/adjustment company shall delegate its representative to the Commission, having the following:

- execution documentation (set of execution Project drawings with any modifications, if applicable);
- certificates, technical passports or other documents attesting quality of materials, products and equipment used;
- Approvals from the National Inspectorate for Technical Supervision, State Directorate for Fire Fighting and Civil Protection.

The contractor's delegate who carried out installation and commissioning shall present completed works in relation to technical documentation; on-site examination of installation and system operation shall follow. All details shall be explained and all checks/tests requested by the Commission shall be conducted.

Reception shall not be considered complete until a simulation test of alarm system operation is performed. At the Beneficiary's request, or if test results are inconclusive, the test shall be repeated.

The Acceptance Commission shall pay special attention to:

- Availability of the permit from the National Inspectorate for Technical Supervision
- availability and completeness of technical documentation;
- functioning of the alarm system;
- conformity of installation with checked technical documentation.

The results of checks and tests performed in presence of the Acceptance Commission shall be recorded in an Acceptance Report (minutes).

Upon final acceptance of the installation, the Contractor shall hand over to the Beneficiary:

- the internal acceptance report;
- the warranty certificate;
- the quality certificate.

The warranty period for the installation shall be determined according to the warranty period of supplied equipment established by the manufacturer, but shall not be less than the period specified in the contract, provided that mounting, operation and maintenance conditions are respected.

7.8 Telephone and Signaling Communications – TS

Local Area Network (LAN)

The local network shall be built with a hierarchical structure and “star” topology, where the router acts as the central point for network administration.

The firewall shall provide network protection, including detection and prevention of potential attacks on servers and network infrastructure (IDS/IPS system).

The router and firewall are existing devices ensuring operation of the institution’s LAN and are not part of this Project. For connection of the designed equipment, the Project provides only access layer switches, which deliver data directly to end devices.

This Project covers only the Access Layer, in line with ISO/IEC 11801, fulfilling the function of direct connection of endpoint devices (computers, printers, IP phones, Wi-Fi access points, IoT devices, etc.). This equipment belongs to the HDA zone (Horizontal Distribution Area).

The connection between distribution layer and access layer shall be via existing optical cable (1/10 Gbps), which must be reconnected to the designed equipment.

All connections shall be made in accordance with applicable standards and normative documentation.

The structured cabling network shall be documented in a Technical Passport including connection diagrams and certified measurement reports for each connection. Measurement reports shall be prepared using certified equipment for propagation parameter testing up to 300 MHz (e.g. Fluke DTX 1200 (or equivalent, meeting the specified performance and safety requirements).

At each required location, at least two RJ45 sockets shall be provided for connecting one computer and one IP phone or other required equipment. RJ45 sockets shall be installed together with electrical sockets. Installation height of sockets: $h = 0.3$ m, unless otherwise indicated in the drawings.

Cable termination in RJ45 modules shall follow TIA/EIA T568B. Before cabling and construction works, installation of RJ45 sockets shall be coordinated with the company installing electrical sockets.

RJ45 sockets shall be installed at a horizontal distance not exceeding 0.5 m from the electrical outlets.

Telephony in the designed facility shall be implemented via IP protocol, using the LAN. Wireless access to the LAN shall be provided via access points forming a unified network and, if required, logically partitioned in software at the Beneficiary’s request. Management of access points shall be performed by the IT administrator via a dedicated controller.

Video surveillance

The video surveillance system is intended to monitor situations in the designated zones to allow reconstruction of event chronology in case of incidents.

System equipment includes cameras, PoE switches and a 32-channel recorder. The Project includes two types of cameras: 4 MP and 6 MP resolution, with higher resolution cameras installed in the shooting range area.

Indoor cameras are selected to cover small distances and areas; therefore, they are equipped with wide-angle lenses (2.8 mm), high light sensitivity (F1.6–F2.2), infrared illumination with 20 m range, and PoE power supply according to IEEE 802.3af.

All cameras are equipped with microphones for monitoring conversations.

Switches for connecting cameras shall be selected based on LAN infrastructure requirements and video system characteristics.

Cameras shall be powered by internal power sources of the switches using PoE technology; the power standard for cameras must strictly correspond to that provided by switches.

The Project envisages recorders capable of connecting up to 32 video channels. The type of recorder and cameras must be compatible in terms of:

- data transmission protocol (ONVIF, RTSP, HTTP);
- video stream codec and compression format (H.265 / H.264);
- bandwidth (minimum 320 Mbps).

The recorder shall allow data storage as per Beneficiary requirements: at least 30 days of footage retention in a readable format, with a specified frame rate (to be agreed with the Beneficiary prior to system configuration).

The Project provides for a recorder with capacity for two hard drives up to 20 TB each. The recorder shall be installed in telecommunications cabinet DT.1 in the RSO room.

Access control system

The access control system shall consist of a controller connected to a single door, with two card readers.

As a locking mechanism, an electromagnetic lock with integrated contact for solenoid status shall be used. For emergencies, the shooting hall shall include an emergency release button that sends a signal to unlock the door.

In accordance with institutional regulations, visual indicators informing visitors and staff about start and end of shooting sessions shall be installed. These indicators shall be connected to the access control system and correlated with lock status.

In case of fire, the system shall receive a signal from the fire-detection system and unlock the door automatically.

Cables and cable routing

Cables shall meet at least the following standards:

- Low Smoke (IEC 61034);
- Zero Halogen (IEC 60754-1);
- Flame Retardant (IEC 60332-3);
- Non-corrosive (IEC 60754-2).

In accordance with ГОСТ 31565-2012, used cable shall bear the marking –нг(A)-HF with fire resistance rating of at least 30 minutes.

All data and voice communication cables shall be UTP Cat. 5e. A structured cabling strategy shall be applied, using one connector per cable as required. Cable selection shall be made in the patch panel/distribution cabinet. All cables shall be marked; at the Beneficiary's request, marking may use QR codes.

Cable routes shall be laid radially from active to peripheral equipment and may be installed:

- in PE corrugated conduit under plaster;

- in PE cable trunking under open ceiling;
- in PE cable trunking under suspended ceiling;
- in metal covered tray under ceiling and along walls;
- in metal covered tray on walls and on the building façade.

Marking of distribution cabinets, cables, SCS panels and port groups shall comply with TIA-606-B "Administration Standard for Telecommunications Infrastructure."

Power supply for electrical and communication equipment

Power supply of electrical equipment shall be designed according to the first reliability category. To ensure functionality during main power failures, UPS shall be provided, ensuring continuous operation of the entire system at maximum parameters for at least 5 minutes in emergency mode at 80% battery capacity.

Equipment must maintain functional characteristics under input voltage variations between 0.9 and 1.1 times nominal voltage. All proposed equipment must include protection against voltage fluctuations and overloads.

The telecommunications cabinet shall be powered from a 19" UPS. The access control system controller shall be powered from batteries installed in the SCA panel.

Earthing of equipment

To ensure human safety, all electrical equipment equipped with grounding terminals shall be earthed in compliance with ПУЭ, Chapter 7.1. Grounding installation shall be executed in accordance with manufacturer's technical documentation. Grounding device resistance must not exceed 4 Ohms.

No disconnection devices are permitted in grounding circuits and protective neutral conductors.

Telecommunication networks shall use only copper conductors. Cable systems with conductors made from other metals (even copper-coated) shall not be permitted.

Occupational safety and work safety (for TS systems)

The system may be serviced only by personnel who have undergone safety instruction. Completion of instruction shall be recorded in a dedicated register.

Installation and repair works shall be carried out only when power supply is disconnected.

7.9 Organization and Documentation of Construction Works

Site preparation

Any preparation works for the construction site shall commence only after obtaining the Building Permit and formal handover of the construction site to the Contractor.

Construction works shall be carried out in accordance with the "Organization of Construction Works" (OLC) section of the Execution Project and the provisions of:

- NCM A.08.02:2014 "Occupational Safety and Health in Construction";
- NRS 35-03-96-2008 "Industrial safety requirements for construction, installation, commissioning, use, repair and technical inspection of cranes".

During inspections, acceptance of construction works and associated installations, applicable norms shall be observed to ensure application of the quality management system in construction and in all related normative acts.

Attention: All executed works shall be recorded daily in the Technical Log Book of the Project (CTC).

Works that become hidden (covered or inaccessible after subsequent works) shall be accepted/inspected on the basis of inspection protocols (minutes) in accordance with CP A.08.01-96. These inspection protocols shall form an integral part of the CTC.

The CTC serves to document the progress of construction Works and provides the possibility to monitor and know the quality of Works, main characteristics and parameters of the object, as well as their evolution after commissioning and during operation, including all modifications made over time.

The CTC shall include all technical documentation relating to the realization of the construction – from design stage to commissioning of the object and engineering systems – and shall further reflect subsequent operation, including any modifications made during exploitation.

7.10 Occupational Safety and Work Protection during Construction Works

During the fabrication and installation of construction materials, all requirements of NCM A.08.02:2014 “Occupational Safety and Health in Construction” shall be observed, as well as the following provisions:

- Workers performing installation must be informed in advance about the sequence and method of works.
- Installation shall be carried out under the supervision of engineering staff or designated persons responsible for the Works.
- Lifting of construction materials with crane lifting devices shall be carried out only using specially fabricated lifting lugs or universal load-handling slings.
- During crane transportation of materials to the installation site, installers shall remain within designated safety areas (as per approved workplace organization scheme).
- In the vicinity of the work area, safety signage panels shall be displayed, informing workers about order of works and potential hazards.
- Installers must be instructed in safety procedures, must have the right to work at heights, and must be equipped with protective helmets and safety belts, which shall be secured to load-bearing structural elements.
- Access by unauthorized persons to areas where installation works are underway shall be prohibited.
- The correctness of each installation operation shall be verified immediately after completion.
- Work platforms and work floors shall be kept orderly throughout execution; areas must be regularly cleaned of debris and construction waste.
- No more than two workers may stand simultaneously on protective cable trays; tools and other objects shall be moved using ropes or special carriers.
- It is prohibited to perform work on temporary scaffolding such as crates, barrels, etc., or directly on structural resistance elements without proper scaffolding, regardless of the type or category of the work.

In addition to compliance with NCM A.08.02:2014 “Occupational Safety and Health in Construction” and the requirements listed under Clause 7.9, the Contractor shall:

- Prior to commencement of Works, the Contractor shall submit for approval a detailed Site-Specific Health, Safety and Environmental (HSE) Plan, including risk assessment, emergency response procedures, waste management measures, dust/noise mitigation, and fire prevention measures. No works shall commence prior to approval.
- A qualified Site Safety Officer shall be present full-time during execution of the Works.
- Given that the Academy building will remain partially operational, the Contractor shall ensure strict physical segregation of work areas, controlled access, dust containment, and noise control to prevent disruption and risk to Academy personnel.
- Hot works (welding, cutting, etc.) shall require prior written authorization and fire-watch measures.
- All accidents, injuries, environmental incidents, or near misses shall be reported in writing to UNDP within 24 hours.

8. Marking of Equipment

All equipment installed under this Contract must bear the manufacturer’s original nameplates, indicating at least the year of manufacture, main technical parameters and equipment type/ID. All cables must be marked at the beginning and end of each network segment in line with the Execution Project and applicable standards. Textual markings and labels required for operation and maintenance of the systems shall be in Romanian.

9. Acceptance upon Completion of Works

Upon completion of construction works, installation and successful testing of the equipment, delivery of personnel training and submission of execution documentation, the reconstruction object will be subject to formal commissioning (handover) procedures in accordance with Moldovan legislation, UNDP procedures and the Contract conditions.

All costs related to testing, trial operation, commissioning, preparation of as-built documentation and training of the Beneficiary’s operating staff shall be borne by the Contractor and shall be deemed to be included in the Contract Price.

10. Financial Arrangements

Payments will be made on the basis of the unit prices provided in the Contractor’s Financial Proposal, multiplied by the quantities of works actually executed and accepted by UNDP and the Beneficiary, as confirmed in interim and final payment certificates.

The Contract will be signed in United States Dollars (USD). For Bidders registered in the Republic of Moldova, payments will be made in MDL, based on the UN operational exchange rate on the date of payment. Bidders shall consider potential currency fluctuations when preparing their Financial Proposals, as such fluctuations shall not constitute grounds for adjustment of unit rates or the total Contract Price.

11. Warranty Period

The warranty period for the installation as a whole (works and equipment) shall commence on the date of signing the Work Completion Certificate. The minimum warranty periods are as follows:

- 24 (twenty-four) months for equipment and machinery;
- 60 (sixty) months for construction works and materials, including:
 - 12 months of Defect Liability Period – covered by Performance Security;

- 48 months of Warranty Period – covered by the national legislation (Urbanism and Construction Code, COD Nr. 434/2023).

If manufacturers' warranties for specific equipment exceed the periods indicated above, the longer manufacturer's warranty shall apply for that equipment. During the warranty period, the Contractor shall remediate at its own expense any defects due to faulty materials, workmanship or non-compliance with the Execution Project and restore affected elements to the required technical parameters within the timeframes agreed with the Beneficiary and UNDP.

The Contractor shall eliminate any infrastructure damages subject of quality warranty in a maximum 10 days from the moment of written notification.

12. Note for Bidders

International companies participating in this procurement process must fully comply with the requirements of the Moldovan construction legislation, including the availability of certified personnel in accordance with Moldovan norms and requirements, and possession of all permits required for execution of the Works in the Republic of Moldova (either directly or through duly established joint ventures/consortia/subcontracting arrangements, as allowed by the solicitation documents).

This Schedule of Requirements / Terms of Reference shall be read together with Execution Project No. 12/25-J, the Urban Planning Certificate and related technical expertise reports, as well as with the UNDP General Conditions of Contract for Works and all other sections of the solicitation documents.

13. Other Related Requirements

Further to the Schedule of Requirements/Scope of Works above, bidders are requested to take note of the following additional requirements, conditions, and related services pertaining to the fulfilment of the requirements:

Installation Requirements	All the construction works must be carried out in accordance with national/local standards regarding civil works
Insurance of Works	Before commencing the execution of the Works, but without limiting his obligations and responsibility, the Contractor shall insure the Works for all risks stipulated by <i>Clause 21 of UNDP General Conditions of Contract for Civil Works</i> in amount of 110% of the total estimated price of the Contract.
Liability Insurance	Before commencing the execution of the Works, but without limiting his obligations and responsibility, the Contractor shall provide a Liability Insurance in accordance with <i>Clause 23 of UNDP General Conditions of Contract for Civil Works</i> for a minimum amount of 15% of the total estimated price of the Contract.
Pricing	The contract is based on unit price, and the final price of the Contract will be determined based on actual quantities of work and materials utilized in the complete and satisfactory performance of the Works as certified by the Engineer and the unit prices contained in the Contractor's financial proposal. Such unit prices are fixed and are not subject to any variation whatsoever.

	<p>Bidders shall quote reasonable bid prices with an acceptable margin of deviation in comparison to the local market prices at the time of bids preparation. In case of unbalanced pricing (i.e., despite an acceptable total evaluated price, the price of one of more BOQ line items is significantly over- or underpriced), UNDP reserves the right to reject the unbalanced bid if it determines that the lack of balance does pose an unacceptable risk to UNDP).</p>
<p>Payment Terms</p>	<p><input checked="" type="checkbox"/> The Contractor(s) shall submit monthly invoices (reflecting the monthly work performed and materials utilized every month as accepted by UNDP through the “Monthly Progress Reports”) and a final invoice within 30 days from the issuance of the Certificate of Substantial Completion by the Project’s Civil Works Engineer. UNDP shall pay the invoices after receipt of the certificate of payment issued by the Civil Works Engineer, approving the amount contained in the invoice. The Engineer may make corrections to that amount, in which case UNDP may effect payment for the corrected amount. The Engineer may also withhold invoices if the work is not performed at any time in accordance with the terms of the Contract or if the necessary insurance policies or performance security are not valid and/or in order. The Engineer shall process the invoices submitted by the Contractor(s) within 15 days of their receipt. Invoices will be paid within thirty (30) days of the date of their receipt and acceptance by UNDP.</p> <p>So as to ensure the liquidated damages retention (in case applied) (as per point 9 of Section 3: Bid Data Sheet), the last invoice shall not be less than 10% of the total contract amount.</p>
<p>Final Completion of works and validity of Performance Security</p>	<p>UNDP will issue a certificate of final completion of works upon expiration of the Defect Liability Period of 12 months.</p> <p>Performance Security shall be valid until a date - 30 days from the date UNDP issues a certificate of final completion. It will be returned to the contractor within 30 days of final completion of the contract.</p>
<p>All documentation, including catalogues, instructions, and operating manuals, shall be in these languages</p>	<p>English, Romanian or Russian</p>

SECTION 6: CONDITIONS OF CONTRACT AND CONTRACT FORMS

6.1 General Conditions of Contract

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

The conditions are available at:

<http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html>

6.2 Special Conditions of Contract

Not applicable

6.3 Contract Form

In the event of an award, the following sample Contract will be used:

Contract for Civil Works

The conditions are available at:

<http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html>

6.4 Performance Security

**Performance Security must be issued using the official letterhead of the Issuing Bank.
Except for indicated fields, no changes may be made on this template.**

Beneficiary: Insert contact information for procuring organisation as provided in Section 3: Data Sheet.

ITB Reference: **ITB26/03173: Reconstruction of the indoor shooting range facility of the ‘Stefan cel Mare’ Academy of the Ministry of Internal Affairs**

PERFORMANCE SECURITY No.: Click or tap here to enter text.

Dear Sirs,

WHEREAS, the United Nations Development Programme (the “Beneficiary”) and [**Name of Contractor**] (the “Contractor”) have entered into Contract No. [**contract number**] for [**insert description of contract**], which entered into force on [**date**] (the “Contract”);

WHEREAS, the Contract requires that the Contractor furnishes a bank guarantee for a sum specified in the Contract as security for the Contractor’s satisfactory compliance with its obligations under the Contract;

WHEREAS, we [**Name of the Bank**] (the “Guarantor”), have agreed to give the Contractor such Guarantee;

NOW THEREFORE, we, the Guarantor, hereby undertake to pay to the Beneficiary, upon the Beneficiary’s first written demand and without cavil or arguments any sum or sums not exceeding in the aggregate [**currency**][**amount in words and figures**] or such lesser sum of money as the Beneficiary may by such written demand require to be paid, accompanied by the Beneficiary’s written statement that the Contractor is in breach of its obligations under the Contract, without the need to specify, prove or show grounds or reasons for such demand. Such statement shall be conclusive evidence of the Beneficiary’s entitlement to payment in the amount demanded, up to the amount of this Guarantee.

The maximum guaranteed amount under this Guarantee is [**currency**] [**amount in words and figures**].

We, the Guarantor, further agree that no change or addition to or other modification of the terms of the Contract or of the works, goods and services acquired thereunder, which may be made between the Beneficiary and the Contractor, shall in any way release us, the Guarantor, from any liability under this Guarantee, and we hereby waive the notice of any such change, addition or modification.

This Guarantee shall be valid until thirty (30) days after the date of issuance by the Beneficiary of a certificate of satisfactory performance and full completion by the Contractor of its obligations under the Contract.

Subject to the paragraph below, this Guarantee is governed by the Uniform Rules for Demand Guarantees, ICC Publication No. 758. The supporting statement under Article 15(a) thereof is excluded.

Nothing herein or related hereto shall be deemed a waiver express or implied of the privileges and immunities of the United Nations, including its subsidiary organs nor shall it be interpreted or applied in a manner inconsistent with such privileges and immunities.

SIGNATURE AND SEAL OF THE GUARANTOR BANK

Date:
Name of Bank:
Address:

SECTION 7: BIDDING FORMS

Form A: Bid Confirmation

Form B: Checklist

Form C: Bid Submission

Form D: Bidder Information

Form E: Joint Venture / Consortium / Association Information

Form F: Eligibility and Qualification

Form G: Technical Bid

Form H: Price Schedule

Form I: Bid Security *[scanned copy included in online submission and original submitted not later than 10 (ten) days after the submission deadline at the address indicated in Section 3 above]*

FORM A: BID CONFIRMATION

Please acknowledge receipt of this ITB by completing this form and returning it by email to the address, and by the date specified, in the Letter of Invitation.

To: Insert name of contact person Email: Insert contact person’s email - do not enter secure bid email address

From: Insert name of bidder

Subject ITB reference **ITB26/03173: Reconstruction of the indoor shooting range facility of the ‘Stefan cel Mare’ Academy of the Ministry of Internal Affairs**

Check the appropriate box	Description
<input type="checkbox"/>	YES , we intend to submit a bid.
<input type="checkbox"/>	NO . We are unable to submit a competitive offer for the requested goods/works/services at the moment

If you selected NO above, please state the reason(s) below:

Check applicable	Description
<input type="checkbox"/>	The requested goods/services are not within our range of supply
<input type="checkbox"/>	We are unable to submit a competitive offer for the requested products at the moment
<input type="checkbox"/>	The requested products are not available at the moment
<input type="checkbox"/>	We cannot meet the requested specifications
<input type="checkbox"/>	We cannot offer the requested type of packing
<input type="checkbox"/>	We can only offer FCA prices
<input type="checkbox"/>	The information provided for bidding purposes is insufficient
<input type="checkbox"/>	Your ITB is too complicated
<input type="checkbox"/>	Insufficient time is allowed to prepare a bid
<input type="checkbox"/>	We cannot meet the delivery requirements
<input type="checkbox"/>	We cannot adhere to your terms and conditions e.g. payment terms, request for performance security, etc.. Please provide details below.
<input type="checkbox"/>	Sustainability criteria/requirements are too stringent (if applicable)
<input type="checkbox"/>	We do not export
<input type="checkbox"/>	We do not sell to the UN
<input type="checkbox"/>	Your volume is too small and does not meet our order quantity
<input type="checkbox"/>	Our production capacity is currently full
<input type="checkbox"/>	We are closed during the holiday season
<input type="checkbox"/>	We had to give priority to other clients’ requests
<input type="checkbox"/>	We do not sell directly but through distributors
<input type="checkbox"/>	We have no after-sales service available
<input type="checkbox"/>	The person handling the bids is away from the office
<input type="checkbox"/>	Other (please provide reasons below):
Further information: Click or tap here to enter text.	
<input type="checkbox"/>	We would like to receive future ITBs for this type of goods
<input type="checkbox"/>	We don’t want to receive ITBs for this type of goods

Questions to the bidder concerning the reasons for NO BID should be addressed to [Click or tap here to enter text.](#) phone [Click or tap here to enter number.](#), email [Click or tap here to enter text.](#)

FORM B: CHECKLIST

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

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

Technical bid:

Have you duly completed all the returnable bidding forms?	
▪ Form C: Bid Submission	<input type="checkbox"/>
▪ Form D: Bidder Information	<input type="checkbox"/>
▪ Form E: Joint Venture/Consortium/Association Information	<input type="checkbox"/>
▪ Form F: Eligibility and Qualification	<input type="checkbox"/>
▪ Form G: Technical Bid/Bill of Quantities	<input type="checkbox"/>
▪ Form I: Bid Security <i>[scanned copy included in online submission and original submitted not later than 10 (ten) days after the submission deadline at the address indicated in Section 3 above]</i>	
Have you provided the required documents to establish compliance with the evaluation criteria in Section 4?	<input type="checkbox"/>
Have you provided the required documents in support of Form D: Bidder Information?	<input type="checkbox"/>

Price Schedule:

▪ Form H: Price Schedule	<input type="checkbox"/>
--------------------------	--------------------------

FORM C: BID SUBMISSION

Name of bidder:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
ITB reference:	ITB26/03173: Reconstruction of the indoor shooting range facility of the ‘Stefan cel Mare’ Academy of the Ministry of Internal Affairs		

We, the undersigned, offer to supply the goods and related services required for **ITB26/03173: Reconstruction of the indoor shooting range facility of the ‘Stefan cel Mare’ Academy of the Ministry of Internal Affairs** in accordance with your **Invitation to Bid No. 26/03173**. We hereby submit our bid, which includes this Technical Bid and Price Schedule.

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

The discounts offered and the methodology of their application are:

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

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

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Requirements and Terms and Conditions: I/We have read and fully understand the ITB, including the ITB Information and Data Sheet, Schedule of Requirements, the General Conditions of Contract and any Special Conditions of Contract. I/we confirm that the bidder agrees to be bound by them.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm that the bidder has the necessary capacity, capability and necessary licenses to fully meet or exceed the requirements and will be available to deliver throughout the relevant contract period.
<input type="checkbox"/>	<input type="checkbox"/>	Ethics: In submitting this bid I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any competitor; has not directly or indirectly approached any representative of the buyer (other than the point of contact) to lobby or solicit information in relation to the ITB; has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the buyer.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm to undertake not to engage in proscribed practices, or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct : https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN.
<input type="checkbox"/>	<input type="checkbox"/>	Conflict of interest: I/We warrant that the bidder has no actual, potential or perceived conflict of Interest in submitting this bid, or entering into a contract to deliver the requirements. Where a conflict of interest arises during the ITB process the bidder will report it immediately to the Procuring Organisation’s Point of Contact.
<input type="checkbox"/>	<input type="checkbox"/>	Prohibitions, Sanctions: I/We hereby declare that our firm, ultimate beneficial owners, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group.
<input type="checkbox"/>	<input type="checkbox"/>	I/We do not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with our firm in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15);

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Bankruptcy: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.
<input type="checkbox"/>	<input type="checkbox"/>	Bid Validity Period: I/We confirm that this bid, including the price, remains open for acceptance for the bid validity period.
<input type="checkbox"/>	<input type="checkbox"/>	I/We understand and recognize that you are not bound to accept any bid you receive and we certify that the goods offered in our bid are new and unused.
<input type="checkbox"/>	<input type="checkbox"/>	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organisation/s to make this declaration on its/their behalf.

Name: _____

Title: _____

Date: _____

Signature: _____

[Stamp with official stamp of the bidder]

FORM D: BIDDER INFORMATION

ITB Reference	ITB26/03173: Reconstruction of the indoor shooting range facility of the 'Stefan cel Mare' Academy of the Ministry of Internal Affairs
Legal name of bidder	Click or tap here to enter text.
Legal Address, City, Country	Click or tap here to enter text.
Website	Click or tap here to enter text.
Year of registration	Click or tap here to enter text.
Bidder's Authorized Representative information	Name and Title: Click or tap here to enter text. Telephone numbers: Click or tap here to enter text. Email: Click or tap here to enter text.
Legal structure	Choose an item.
Organisational type	Choose an item.
Current Licenses, if any, and permits (with dates, numbers and expiration dates)	Click or tap here to enter text.
No. of full-time employees	Click or tap here to enter number.
No. of staff involved in similar supply contracts	Click or tap here to enter number.
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, insert UNGM Vendor Number
Years of supplying to UN organisations	Click or tap here to enter text.
Are you a UNDP vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, insert Vendor Number
Countries of operation	Click or tap here to enter text.
Subsidiaries in the region (please indicate names of subsidiaries and addresses, if relevant to the bid)	Click or tap here to enter text.
Commercial Representatives in the country: Name/Address/Phone (for international companies only)	Click or tap here to enter text.
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	Click or tap here to enter text.
Presence and characteristics of in-house quality control laboratory (if relevant to bid)	Click or tap here to enter text.

<p>Does your Company have a corporate environmental policy or environmental management system such as ISO 14001 or ISO 14064 or equivalent?</p>	<p>Tick all that apply and provide supporting documentation.</p> <p><input type="checkbox"/> Corporate Environmental Policy</p> <p><input type="checkbox"/> ISO 14001</p> <p><input type="checkbox"/> ISO 14064</p> <p><input type="checkbox"/> Other, specify Click or tap here to enter text.</p>
<p>Does your organization demonstrate significant commitment to sustainability, including the following aspects that have been identified in the UN Sustainable Procurement Framework?</p> <ul style="list-style-type: none"> • Environmental: prevention of pollution, sustainable resources; climate change and mitigation and the protection of the environment, biodiversity. • Social: human rights and labour issues, gender equality, sustainable consumption, and social health and wellbeing. • Economic: whole life cycle costing, local communities and small or medium enterprises, and supply chain sustainability. 	<p>Attach a formal statement that outlines your organisation's commitment to sustainability, where possible providing evidence of tangible results that demonstrate progress such as:</p> <p>Tick all that are attached:</p> <p><input type="checkbox"/> Formal statement</p> <p><input type="checkbox"/> Sustainability report</p> <p><input type="checkbox"/> UN Global Compact Communication on Progress</p> <p><input type="checkbox"/> Other, specify Click or tap here to enter text.</p>
<p>Does your company belong to a diverse supplier group including micro, small or medium sized enterprise, women or youth owned business or other?</p> <p><i>(If yes, please provide details and documentation)</i></p>	<p>Click or tap here to enter text.</p>
<p>Is your company a member of the UN Global Compact</p>	<p>Choose an item.</p> <p>If yes, please provide a link to your Global Compact profile:</p> <p>Click or tap here to enter text.</p>
<p>Bank Information</p>	<p>Bank Name: Click or tap here to enter text.</p> <p>Bank Address: Click or tap here to enter text.</p> <p>IBAN: Click or tap here to enter text.</p> <p>SWIFT/BIC: Click or tap here to enter text.</p> <p>Account Currency: Click or tap here to enter text.</p> <p>Bank Account Number: Click or tap here to enter text.</p>
<p>Contact person that Click or tap here to enter text. may contact for requests for clarifications during bid evaluation</p>	<p>Name and Title: Click or tap here to enter text.</p> <p>Telephone numbers: Click or tap here to enter text.</p> <p>Email: Click or tap here to enter text.</p>

FORM E: JOINT VENTURE/CONSORTIUM/ASSOCIATION INFORMATION

Name of bidder:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
ITB reference:	ITB26/03173: Reconstruction of the indoor shooting range facility of the ‘Stefan cel Mare’ Academy of the Ministry of Internal Affairs		

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

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

<p>Name of leading partner</p> <p>(with authority to bind the JV, Consortium, Association during the ITB process and, in the event a Contract is awarded, during contract execution)</p>	<p>Click or tap here to enter text.</p>
---	---

We have attached a copy of the below referenced document signed by every partner, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture:

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

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

Name of partner:

Name of partner:

Signature: _____

Signature: _____

Date: _____

Date: _____

Name of partner:

Name of partner:

Signature: _____

Signature: _____

Date: _____

Date: _____

FORM F: ELIGIBILITY AND QUALIFICATION FORM

Name of bidder:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
ITB reference:	ITB26/03173: Reconstruction of the indoor shooting range facility of the ‘Stefan cel Mare’ Academy of the Ministry of Internal Affairs		

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

History of Non- Performing Contracts

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

Litigation History (including pending litigation)

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

Previous Relevant Experience

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

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

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

--	--	--	--	--

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

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

Financial Standing

Annual Turnover for the last 3 years	2024	Currency	Amount
	2023	Currency	Amount
	2022	Currency	Amount
Latest Credit Rating (if any), indicate the source and date.			

Financial information (state currency)	Historic information for the last 3 years		
	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)
	<i>Information from Balance Sheet</i>		
Total Assets (TA)			
Total Liabilities (TL)			
Current Assets (CA)			
Current Liabilities (CL)			
	<i>Information from Income Statement</i>		
Total / Gross Revenue (TR)			
Profits Before Taxes (PBT)			
Net Profit			
Current Ratio (current assets/current liabilities)			

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

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

FORM G: TECHNICAL BID

Name of bidder:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
ITB reference:	ITB26/03173: Reconstruction of the indoor shooting range facility of the ‘Stefan cel Mare’ Academy of the Ministry of Internal Affairs		

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

SECTION 1: Bidder’s qualification, capacity and expertise

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

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

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

- 2.1 A detailed description of how the Bidder will deliver the required works, keeping in mind the appropriateness to local conditions and project environment. Details how the different service elements shall be organized, controlled and delivered.
[Please provide the required information]
- 2.2 Explain whether any work would be subcontracted, to whom, how much percentage of the requirements, the rationale for such, and the roles of the proposed sub-contractors and how everyone will function as a team.
[Please provide the required information]

Please note that subcontracting must not exceed 30% of the contract value.

In case of subcontracting, please, ensure that Subcontractors are legally registered entities with successful experience in the execution of at least 3 (three) contracts with the specified type of works/services implemented within the last 5 (five) years.

In case of subcontracting, provide the following information:

Subcontractors’ name	List type of works that will be subcontracted	Percentage of total Contract Value

- Attached are the Certificates of Incorporation/ Business Registration, including Annex 1 for Subcontractors
- Attached are the Company Profiles including past experience in delivering works for which they are subcontracted

2.3 The bid shall also include details of the Bidder’s internal technical and quality assurance review mechanisms.
[Please provide the required information]

2.4 Implementation plan including a Gantt Chart or Project Schedule indicating the detailed sequence of activities that will be undertaken and their corresponding timing.
[Please provide the required information]

2.5 Demonstrate how you plan to integrate sustainability measures in the execution of the contract.
[Please provide the required information]

2.6 The bid shall also include details of the Bidder’s proposed technical specifications for goods/ equipment.
[Please provide details in the attached Annex 4: Technical specifications for equipment/ goods]

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the ItB.

Name of Bidder: _____
 Authorized signature: _____
 Name of authorized signatory: _____
 Functional Title: _____

SECTION 3: Management Structure and Key Personnel

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

Format for CV of Proposed Key Personnel

Name of Personnel	[Insert]
Position for this assignment	[Insert]
Nationality	[Insert]
Language proficiency	[Insert]
Education/ Qualifications	<i>[Summarize college/university and other specialized education of personnel member, giving names of schools, dates attended, and degrees/qualifications obtained.]</i>

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

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

Signature of Personnel

Date (Day/Month/Year)

FORM H: PRICE SCHEDULE

Name of bidder:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
ITB reference:	ITB26/03173: Reconstruction of the indoor shooting range facility of the ‘Stefan cel Mare’ Academy of the Ministry of Internal Affairs		

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

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

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

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

<http://lex.justice.md/index.php?action=view&view=doc&lang=1&id=347161>
<http://lex.justice.md/md/295702/>

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

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

Please, **ensure that the human power remuneration is not less than medium required by the National Legislation in force (according to Ordinance no. 124 of 16.08.2024 (or any other document replacing the Ordinance), with the reference to the Approval of the Amendment CP L.01.02:2012/A2:2022 „Construction economics. Instructions for determining the estimate of expenses for construction salaries".)**

Currency of the Bid: US Dollars

Price Schedule

Item #	Description	Total Price, USD VAT=0
1	Reconstruction of the indoor shooting range facility of the ‘Stefan cel Mare’ Academy of the Ministry of Internal Affairs	
2	Other cost (cost of insurances, Insurance of works, Liability insurance)	
3	Other cost if applicable (site maintenance in autumn and wintertime, work in parallel with building in service etc.)	
TOTAL and All-inclusive PRICE (VAT 0%)		

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

Name : _____

Title : _____

Date : _____

Signature : _____

FORM I: BID SECURITY

**Bid Security must be issued using the official letterhead of the Issuing Bank.
Except for indicated fields, no changes may be made on this template.**

Beneficiary: Insert contact information for procuring organisation as provided in Section 3: Data Sheet.

ITB Reference: **ITB26/03173: Reconstruction of the indoor shooting range facility of the 'Stefan cel Mare' Academy of the Ministry of Internal Affairs**

WHEREAS Click or tap here to enter text. (hereinafter called "the bidder") has submitted a bid to Click or tap here to enter text. dated Click or tap to enter a date. to execute goods and/or services Click or tap here to enter text. (hereinafter called "the bid"):

AND WHEREAS it has been stipulated by you that the bidder shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security if the bidder:

- a) Fails to sign the Contract after Click or tap here to enter text. has awarded it;
- b) Withdraws its bid after the date of the opening of the bids;
- c) Fails to comply with Click or tap here to enter text.'s variation of requirement, as per ITB instructions; or
- d) Fails to furnish Performance Security, insurances, or other documents that Click or tap here to enter text. may require as a condition to rendering the contract effective.

AND WHEREAS we have agreed to give the bidder such Bank Guarantee:

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the bidder, up to a total of [amount of guarantee] [in words and numbers], such sum being payable in the types and proportions of currencies in which the bid price is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of [amount of guarantee as aforesaid] without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

This guarantee shall be valid up to 30 days after the final date of validity of bids.

SIGNATURE AND SEAL OF THE GUARANTOR BANK

Signature: _____

Name: _____

Title: _____

Date: _____

Name of Bank _____

Address _____

[Stamp with official stamp of the Bank]