



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

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

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**Pre-bidding meeting information:**

**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=8wwuXxjNPWf0QSMsaC9Y65oE2Nb9n1.1>

**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

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 details of their representatives who will attend. Notification should be sent through the Quantum using the messaging feature. Only in case of facing difficulties to register in the system and sending messages, bidder can send a notification to: [sc.md@undp.org](mailto:sc.md@undp.org).

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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](mailto: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](mailto: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](mailto: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



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## 1 Overview

### 1.1 General Information

<b>Title</b>	ITB26/03173: Reconstruction of the indoor shooting range facility
<b>E-Mail</b>	sc.md@undp.org
<b>Reference Number</b>	PRC0164877/ItB26/03173
<b>Beneficiary Country</b>	MDA

#### Introduction

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

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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](mailto: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](mailto: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](mailto: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.

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submitted directly through the System.  
Thank you and we look forward to receiving your bid.

UNDP Moldova

## 1.2 Tender Timeline

**Open Date** 26/02/26 16:15 PM  
**Close Date** 26/03/26 14:30 PM  
**Time Zone** Coordinated Universal Time

## 1.3 Terms

**Negotiation Currency** USD (US Dollar)

## 1.4 Attachments

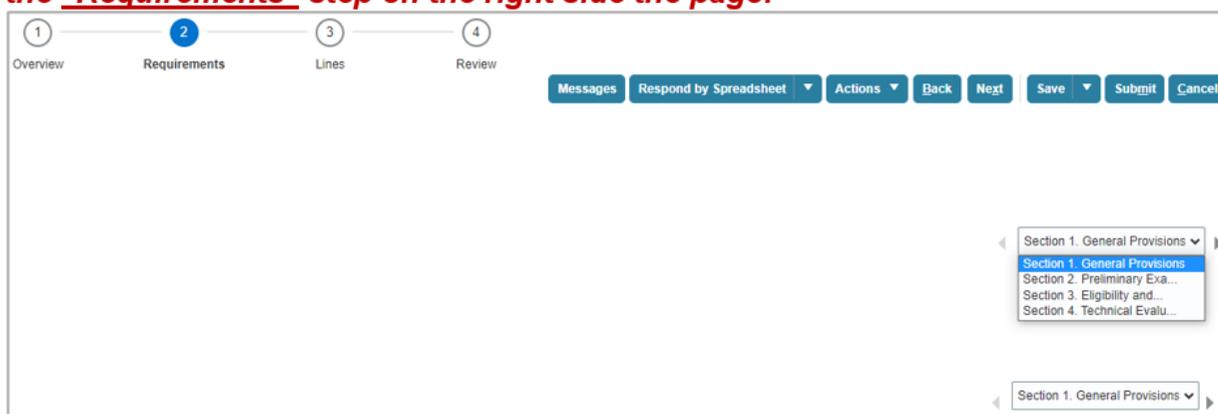
File Name or URL	Type	Description
Bidding Forms	File	
Invitation to Bid	File	
Annex 4 Technical specifications	File	
Guides for Suppliers	File	
Annex 2 BOQs ROM	File	
Annex 1 BOQs ENG	File	
UNDP General Terms and Conditions for civil works	File	
Annex 3 Technical drawings	File	

Note: The attachments above are part of general attachments to this Tender. There may be more attachments uploaded with requirement or price schedule. All attachments can be accessed from the portal directly

## 2 PART: TENDER REQUIREMENT AND EVALUATION CRITERIA

*\*Response is required*

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



### 2.1 Section 1. General Provisions

#### 1. General Instructions to Bidders

This solicitation process is governed by the General Instructions to Suppliers attached herewith and Bid Data Sheet and other information listed herewith. By submitting a bid response to this tender supplier confirms to have read, understood, and accepted such provisions.

#### 2. Bid Data Sheet

Bid Data sheet contains information and instructions specific to this Tender. By submitting a bid you confirm to have read, understood, and accepted the provisions herewith attached.

### 2.2 Section 2. Evaluation Criteria - Preliminary Examination

#### \*1. General Conditions of Contract

Do you accept the General Conditions of Contract (GTCs) as specified herewith.

#### \*2. Proposal Validity

Do you accept that your bid is valid as required in General Instructions and Bid Data Sheet?

#### \*3. Bidding Forms

Please provide the duly filled-in and signed Bidding Forms, as per the below:



- 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, along with the Bills of Quantities:

- 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

**\*4. Form I: Bid Security**

Please submit the a copy of Bid Security (as per Form I).

**\*5. Company profile**

Please provide a Company Profile, which should not exceed ten (10) pages, including printed brochures and product catalogues relevant to the works/services being procured.

**\*6. Annex 4: Technical Specifications**

Please provide the duly filled in and signed Annex 4: Technical Specifications for Equipment/Goods

**\*7. Legal documents**

Please provide legal documents including:

- Certificate of Incorporation/ Business Registration
- Certified details of the ownership of the Bidder company (including each member of a JV consortium), providing the percentage ownership, share or stockholding of each party with an interest exceeding 5% of the company ownership (or Annex 1 to Business Registration Certificate – for local companies)
- Certified Letter of Appointment and power of attorney authorizing the representative of the Bidder to sign bids committing the Bidder and his joint venture partners (if any) to engagement for the Contract
- Official Letter of Appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country

**\*8. Tax Registration/Payment Certificate**

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

**\*9.**

**Evidence of the capacities, capabilities and reputation**

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



**\*10. Financial Statement**

Please provide the Audited Financial Statement (Income Statement and Balance Sheet) including: Auditor's Reports (for international companies) or registered Financial Report at the Statistical Bureau (for local companies) for the past 3 (three) years for the Bidder (2022-2024)

**\*11. Details of Previous Relevant Experience**

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

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

**\*12. Proof of successful completion of works**

Please provide the 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)

**\*13. Statement of Satisfactory Performance**

Please provide at least 3 Clients' statements confirming satisfactory performance by the Bidder, each JV partner/Subcontractor (if the case), on the two contracts of highest value carried out, during the past 5 years, by each intended participant

**\*14. Work time schedule, work manpower schedule and project cash flow**

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

**\*15. Contract with accredited laboratory in the field of constructions**

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

**\*16. List of qualified key personnel, together with CVs and professional certificates**

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

**\*17. List of non-key personnel**

Please provide the list of non-key personnel with names and specializations

**\*18. List of specialized mechanisms, machinery and equipment**

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

**\*19. Certificates of quality and origin**

Please provide the Certificates of quality and origin for the offered goods, materials and accessories (where applicable), if any

**\*20. Warranty statement for goods and works**

Please provide the Warranty statement for goods and works according to article 11, Section 5: Schedule of Requirements

**\*21. Evidence of the Bidder's Environmental and Social Management capability**

Please provide evidence of the Bidder's Environmental and Social Management capability by submitting a



plan which will ensure that all identified negative biological, physical and/or socio-economic impacts are minimized, mitigated or reversed.

**\*22. Quality Certificates (e.g., ISO, etc.)**

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

**\*23. Environmental Compliance Certificates, Accreditations, Markings/Labels, and other evidences of the Bidder's practices**

Please provide Environmental Compliance Certificates, Accreditations, Markings/Labels, and other evidences of the Bidder's practices which contributes to the ecological sustainability and reduction of adverse environmental impact (e.g., use of non-toxic substances, recycled raw materials, energy-efficient equipment, reduced carbon emission, etc.), either in its business practices or in the goods it manufactures.

**2.3 Section 3. Evaluation Criteria - Minimum eligibility**

**\*1. Eligibility 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
Bidder belongs to a diverse supplier group including micro, small or medium sized enterprise, women or youth owned business or other.	Form D: Bidder Information
Vendor is not suspended, nor otherwise identified as ineligible by any UN Organization, the World Bank Group or any other International Organisation in accordance with Section 2 Article 4.	Form C: Bid Submission
No conflicts of interest in accordance with Section 2 Article 4.	Form C: Bid Submission
The bidder has not declared bankruptcy, in not involved in bankruptcy or receivership proceedings,	Form C: Bid Submission



and there is no judgment or pending legal action against the vendor that could impair its operations in the foreseeable future	
Certificates and Licences:  Official appointment as local representative, if bidder is submitting a bid on behalf of an entity located outside the country.	Form D: Bidder Information

**2.4 Section 4. Evaluation Criteria - Qualifications**

\*1.

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
Litigation History: No consistent history of court/arbitral award decisions against the bidder for the last 3 years.	Form F: Eligibility and Qualification
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
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.	Form F: Eligibility and Qualification



<p><i>(For JV/Consortium/Association, Lead Company should meet requirement).</i></p>	
<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</p>
<p>Bidder must demonstrate the current soundness of its financial standing and indicate its prospective long-term profitability.</p> <p>UNDP will check the financial accounts to compute the current ratio (CR).</p> <p>If CR is less than 1: UNDP shall verify financial capacity of the bidder and has the authority to seek references from concerned parties &amp; 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.</p> <p>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</p>	<p>Copy of audited financial statements for the last three years. Form F: Eligibility and Qualification</p>



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

**2.5 Section 5. Technical Evaluation Criteria**

\*1.

**Technical Evaluation Criteria**

Criteria	Documents to establish compliance
<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>The submission of the following documents according to resource methodology is mandatory (WinSmeta, WinDoc, etc):</p> <ul style="list-style-type: none"> <li>• Respective Bills of Quantities;</li> <li>• Duly filled-in Unit Price Catalogue*;</li> </ul>	<p>Form G: Technical Bid</p>



<ul style="list-style-type: none"> <li>• Duly filled-in Resource Schedule*.</li> </ul> <p>*The catalogues will be generated by the software WinSmeta or similar.</p> <p>Information on Key personal (CVs) is an important part of the technical evaluation process, including certifications, and specific experience related to the project.</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><b>Key-personnel:</b></p> <p>The following key personnel is mandatory:</p>	<p>Form G: Technical Bid</p>



<p>· <b>one (1) certified site foreman (attestation issued before January 2025) or certified technical supervisor (attestation after January 2025)</b> in the field of constructions, according to Moldovan building norm, according to the following classification:</p> <p>· <b>one (1) certified HVAC engineer/specialist</b></p> <p>· <b>one (1) certified electric engineer/specialist</b></p> <p><b>Non-key personnel:</b></p> <p>· Team of qualified personnel for structural works.</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.</p> <p>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</p>

*Response attachments are optional.*

**2.6 Section I-1.**



### 3 PART: Schedule of Requirement and Price Schedule

Instructions

*Please indicate the total offer amount in the line below. In addition, kindly complete this online form by uploading the duly filled, signed, and stamped Form H: Price Schedule.*

**All prices must be quoted in United States Dollars (USD) and exclude VAT.**

#### 3.1 Line Information

Line Description	Category	Item	UOM	Requested Quantity	Unit Price	Total Price	Additional Attributes
1- Reconstruction of the indoor shooting range facility of the 'Stefan cel Mare' Academy of the Ministry of Internal Affairs	Specialized public building construction services						

\*For Additional Attributes of lines, please review the negotiation lines from supplier portal.