



INVITATION TO BID (ITB)

ItB25/03115: Supply of Specialized Shooting Range Equipment for Police Academy in Moldova

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 **Supply of Specialized Shooting Range Equipment for Police Academy in Moldova** 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: Technical compliance table

Pre-bid meeting shall be conducted as below:

Date: 27 July 2026

Time and time zone: 02:00 PM (GMT+3, Moldova Local Time)

Venue: Zoom Meeting

Meeting URL: <https://undp.zoom.us/j/82713871062?pwd=WBn7TOXkZNnWfKINtpbSvAYZBWAWEv.1>

Meeting ID: 827 1387 1062

Passcode: 447021



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-00989** and subscribe to the tender in order to get notifications in case of amendments of the tender document and requirements.

In case you have never registered before, follow this link to register a profile: <https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127714247>

Please note that the access link to the Supplier registered profile is sent from Oracle within up to 3 days. In case you have not received the access link after 3 days since registration, you should address for support to UNDP at the email address: sc.md@undp.org. In case you encounter errors with registration (e.g. system states Supplier already is registered), you should address for support to UNDP at the email address: sc.md@undp.org.

Computer firewall could block oracle or undp.org extension and Suppliers might not receive the Oracle notifications. Please turn down any firewalls on your computers to ensure receipt of email notification.

Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.

Should you require further clarifications on the application through the Quantum online portal, kindly contact the Procurement Unit at sc.md@undp.org. Please pay attention that the bid shall be submitted online through the Quantum system and any bid sent to the above email shall be disqualified.

Should you require further clarifications on the 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

Title	ItB26/03115: Supply of Specialized Shooting Range Equipment for Police Academy
Contact Point	Procurement Unit
Outcome	Purchase Order
E-Mail	sc.md@undp.org
Reference Number	ItB26/03115
Beneficiary Country	MDA
Introduction	

INVITATION TO BID (ITB)

ItB25/03115: Supply of Specialized Shooting Range Equipment for Police Academy in Moldova

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Thank you and we look forward to receiving your bid.

UNDP Moldova

1.2 Tender Timeline

Preview Date	
Open Date	16/07/2026 11.40
Close Date	12/08/2026 16.30
Time Zone	Turkey Time



1.3 Response Rules

This negotiation is governed by all the rules displayed below.

	Rule
☒	Suppliers are required to respond with full quantity on each line
☒	Suppliers are allowed to revise their submitted response

1.4 Terms

Negotiation Currency USD (US Dollar)

Eligible Response Currencies

Check the one currency in which you will enter your response.

	Response Currency	Description	Price Precision
☐	USD	US Dollar	2
☐	MDL	Moldovan Leu	2

1.5 Attachments

File Name or URL	Type	Description
Invitation to Bid	File	
Bidding Forms	File	
Annex 1_Technical Compliance Table	File	
Guides for Suppliers	File	



2 Requirements

**Response is required*

Please review carefully 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:

The navigation bar shows four steps: 1 Overview, 2 Requirements (active), 3 Lines, and 4 Review. Below the steps are buttons: Messages, Respond by Spreadsheet (dropdown), Actions (dropdown), Back, Next, Save (dropdown), Submit, and Cancel.

The dropdown menu for 'Respond by Spreadsheet' shows the following options:

- Section 1. General Provisions
- Section 1. General Provisions
- Section 2. Preliminary Exa...
- Section 3. Eligibility and...
- Section 4. Technical Evalu...

The dropdown menu for 'Save' shows the following option:

- Section 1. General Provisions

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?

Select one of the following:-



☐ a. Confirm acceptance of GTCs(*Response attachments are optional*)

***2. Proposal Validity**

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

Select one of the following:-

☐ a. Confirm Bid Validity as required(*Response attachments are optional*)

3. Form A: Bid Confirmation

Please acknowledge interest to participate in this Tender by creating a draft bid response in the system. This will allow you to receive notifications from the system in case of amendments.

If you do not submit a bid, UNDP would appreciate your feedback on the reasons. You can provide your feedback by completing the form A herewith attached and sending it via email to contact details specified for this tender in Bid Data Sheet.

4. Form B: Checklist

Please complete the returnable bidding forms in accordance with instructions and attach them as part of your bid response in the system. No alteration to the format of the forms shall be permitted and no substitution shall be accepted.

***5. Form C: Bid Submission**

Have you attached Bid Submission form as per template provided and duly signed by a legal representative of your company?

Select one of the following:-

☐ a. Bid Submission form provided(*Response attachments are required*)

***6. Form D: Bidder Information**

Have you attached form D with information on the bidder using template herewith attached?

Select one of the following:-

☐ a. Bidder Information provided(*Response attachments are required*)

***7. Form E: Joint Venture/Consortium/Association Information**

Have you provided information on Joint Venture/Consortium/Association Information using the template and instructions attached?

Choose the applicable answer from options below.

Additionally, please attach evidence of the capacities, capabilities and reputation of the JV partners/Subcontractors that should meet respective requirements listed in Section 4 of the ITB.

Select one of the following:-

☐ a. Not applicable

☐ b. Joint Venture(*Response attachments are optional*)

☐ c. Consortium(*Response attachments are optional*)

☐ d. Association(*Response attachments are optional*)



***8. Form F: Eligibility and Qualifications Form**

Have you provided the information required to establish eligibility and qualifications as per form F herewith attached?

Attach also supporting documentation as applicable.

Select one of the following:-

☐ a. Information provided(*Response attachments are required*)

***9. Form G: Technical Bid**

Please provide your Technical Bid (Form G).

For Items 16-22 and 31-39, the Bidder shall confirm in Form G availability of post-warranty technical support and original/equivalent spare parts for ≥ 3 years.

Select one of the following:-

☐ a. Technical Bid provided(*Response attachments are required*)

***10. Form H: Price Schedule**

Have you provided Price Schedule as instructed?

Prices must be submitted directly in the system line items section, and detailed tables attached when requested.

Please make sure that the figures are consistent.

Select one of the following:-

☐ a. Price Schedule Provided(*Response attachments are required*)

***11. Form I: Bid Security**

Have you provided the Bid Security as per Form I as instructed?

The Bid Security shall follow the Bid security form template (bank guarantee) set out in Section 7: Bidding Forms.

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.**

Select one of the following:-

☐ a. Bid Security provided(*Response attachments are required*)

***12. Annex 1: Technical Compliance Table**

Please provide the filled in Annex 1: Technical Compliance Table.

Select one of the following:-

☐ a. Annex 1: Technical Compliance Table provided(*Response attachments are required*)

***13. Company profile**

Please provide a Company Profile, which should not exceed fifteen (15) pages, including list of relevant



institutions the Company has been cooperating with and printed brochures and product catalogues, relevant to the goods provided. that must be presented together with the application package

Select one of the following:-

- ☐ a. Company profile provided(*Response attachments are required*)

***14. 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

Select one of the following:-

- ☐ a. Legal documents provided(*Response attachments are required*)

***15. Financial Statements**

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 (2023-2025).

Select one of the following:-

- ☐ a. Financial Statements provided(*Response attachments are required*)

***16. Details of Previous Relevant Experience / Copies of Contracts**

Please provide the details of previous experience and copies of three (3) signed contracts to prove that the Bidder meets the similar experience requirement (stated under Section 4: Evaluation Criteria)

Select one of the following:-

- ☐ a. Details of Previous Relevant Experience and Copies of Contracts provided(*Response attachments are required*)

***17. Statement on the availability of an authorized service centre**

Please provide the Statement on the availability of an authorized service centre in the Republic of Moldova. If unavailable, an authorized centre in a neighboring country/EU is acceptable. The Statement shall confirm that warranty repairs, transport (pickup/return), customs and insurance are at Supplier's cost

Select one of the following:-

- ☐ a. Statement on the availability of an authorized service centre provided(*Response attachments are required*)

***18. Quality Certificates**

Please provide the Certificates, test reports, declarations of conformity, technical datasheets or equivalent



evidence proving compliance with the technical specifications and applicable standards/classes, if any

Select one of the following:-

- ☐ a. Quality Certificates provided(*Response attachments are required*)

***19. Warranty Statement**

Please provide a Warranty statement regarding the goods - the Bidder shall submit the manufacturer's standard warranty period specified in Section 5.

Select one of the following:-

- ☐ a. Statement provided(*Response attachments are required*)

***20. Authorization documentation**

Please provide the Evidence of capacity to supply and service the goods offered, such as distribution agreement, supply agreement, service agreement, official supplier confirmation, or equivalent evidence:

- (a) Main equipment (Items 1-4, 12-22): Bidder must submit Manufacturer's Authorization Form (MAF) or, alternatively, distributor / service agreement, or equivalent evidence.
- (b) Other items (PPE, accessories, consumables. Items 5-11, 23-46): standard catalogue / datasheet sufficient; no MAF required.

Select one of the following:-

- ☐ a. Authorization documentation provided(*Response attachments are required*)

***21. Statement of availability of authorised local representative/dealer**

Please provide a Statement of availability of authorised local representative/dealer to handle warranty/hardware repair issues ensuring the comprehensiveness after-sales services; details such as name and address of the local representative/dealer shall be listed.

Select one of the following:-

- ☐ a. Statement of availability of local representative/dealer provided(*Response attachments are required*)

***22. Delivery schedule**

Please provide the Delivery schedule (Delivery Date/Calendar days from the signature of the contract), including delivery time, installation, training and commissioning of equipment, including the time for authorizations and export licenses

Select one of the following:-

- ☐ a. Delivery schedule provided(*Response attachments are required*)

***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.

Select one of the following:-

- ☐ a. Environmental Compliance Certificates provided(*Response attachments are optional*)



☐ b. Not applicable

***24. Export Licenses**
Please provide Export Licenses, strategic-goods authorizations, dual-use clearances, end-user certificates, or equivalent official confirmations (if applicable).

Select one of the following:-

- ☐ a. Export Licenses provided(*Response attachments are optional*)
☐ b. Not applicable

2.3 Section 3. Evaluation Criteria - Minimum eligibility

1.
Evaluation Criteria - Minimum Eligibility
Minimum Eligibility will be evaluated on a Pass/Fail basis.
If the Bid is submitted as a Joint Venture/Consortium/Association, each member should meet minimum criteria, unless otherwise specified in the criterion.

Minimum Eligibility Criteria are presented below:

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 Organization 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, 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
• If the bidder acts as an agent or on behalf of the Manufacturer, evidence of authority to act shall be provided for the equipment Items 1-4 and 12-22. • Official appointment as local representative, if the Bidder is submitting a bid on behalf of an entity located outside the country. • Patent Registration Certificates if any of technologies submitted in the bid are patented by the Bidder. • Export/Import Licenses, if applicable.	Form D: Bidder Information Copies of certificates and licenses

2.4 Section 4. Evaluation Criteria - Qualifications

1.

Evaluation Criteria - Qualification

Qualification will be evaluated on a Pass/Fail basis.

If the Bid is submitted as a Joint Venture/Consortium/Association, each member should meet minimum criteria, unless otherwise specified in the criterion.

Qualification Criteria are presented below:

Qualification Criteria:	Documentstoestablishcompliance
History of non-performing contracts : Non-performance of a contract did not occur as a result of contractor default within the last three (3) years.	FormF:Eligibilityand Qualification
Litigation History: No consistent history of court/arbitral award decisions against the bidder for the last three (3) years.	FormF:Eligibilityand Qualification

Previous Experience:	
Minimum five (5) years of relevant experience in provision and supply of shooting range equipment/systems relevant to the requirements. <i>(For JV/Consortium/Association, the Lead Company should meet requirement).</i>	Form F: Eligibility and Qualification
Minimum three (3) contracts for provision and supply of shooting range equipment/systems, with cumulative value of at least USD 1,000,000, including at least one contract valued at minimum USD 500,000. <i>(For JV/Consortium/Association, the Lead Company should meet requirement).</i>	Form F: Eligibility and Qualification
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's 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, its 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 cumulatively</i>	Copy of audited financial statements for the last three (3) years. Form F: Eligibility and Qualification



should meet requirement).	
Turnover: Bidders should have an average turnover for the last three (3) years of minimum 1,000,000 USD.	Copy of audited financial statements for the last three (3) years.
<i>For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i>	Form F: Eligibility and Qualification

[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 Employer's 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
Technical Specifications of the goods 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.	Form G, filled Annex 1, Brochures/datasheets, certificates/test reports/declarations proving compliance with required technical standards/classes
The bid is substantially compliant with the minimum Delivery Requirements included in Section 5: Schedule of Requirements and does not contain any material deviation(s).	Form G: Technical Bid Delivery schedule, including production time and delivery time or similar execution plan
The bid is substantially compliant with Warranty Requirements included in Section 5: Schedule of Requirements and does not contain any material deviation(s).	Form G: Technical Bid <i>The Bidder shall submit the manufacturer's standard warranty period specified in Section 5.</i>



	Detailed description of warranty conditions.
The bid is substantially compliant with Local Service, Technical Support and After-Sales Requirements included in Section 5: Schedule of Requirements and does not contain any material deviation(s).	FormG:TechnicalBid Name, address and contacts of an authorized service centre in the Republic of Moldova; if unavailable, an authorized centre in a neighboring country/EU is acceptable. The Statement shall confirmation that warranty repairs, transport (pickup/return), customs and insurance are at Supplier's cost.

Response attachments are optional.



3 Lines

Instructions *Please fill in the Lines below. Additionally, please supplement this online form with the duly filled in, signed and stamped Form H (Price Schedule).*

Bid currency:

- MDL or USD for local bidders (Republic of Moldova), and*
- USD (US Dollars) for international bidders*

Prices shall be exclusive of VAT.

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.

3.1 Line Information

Line	Category Name	Item	UOM	Target Quantity	Unit Price	Total Price	Additional Attributes
1-Supply of Specialized Shooting Range Equipment for Police Academy in Moldova	Security or access control systems		Lump Sum	1			

