

**Minutes of the Pre-Bidding Meeting
for ItB26/03132**

**Capital repair and modernization of the “Mihai Eminescu” Gymnasium from Cantemir town as
of 2 September 2026, 11:00**

Online via Zoom platform

<https://undp.zoom.us/j/81118013090?pwd=DD3gaDc6FUToLfF2blqWz894wO2WPc.1>

Agenda:

- I. Presentation and description of procedures
- II. Questions and answers

I. Presentation and description of procedures

The Pre-bidding conference was opened by Mr Andrei Vasilachi, Infrastructure Component Manager for Transforming Education in Moldova through Model Schools Programme, who welcomed the participants present at the meeting.

Mr Vasilachi made an overall presentation of the ItB document, tender's conditions and requirements.

The **Section 3: Bid Data Sheet's** conditions were highlighted as follows:

- Bids and priced BoQs must be submitted in Moldovan lei for local bidders and US Dollars for foreign potential bidders. For the comparison of the financial offers, at the evaluation stage, all bids will be transferred to US Dollars based on UN Operational Rate of Exchange on the deadline date of the competition.
- The required Bid Security must amount USD 12,500.00 (twelve thousand five hundred United States Dollars) or equivalent amount in Moldovan Leu based on UN Operational Rate of Exchange on the day of bid's submission. The Bid Security shall be valid up to 30 days after the final date of validity of bids, which is 90 days. The digitally signed Bid Security shall be uploaded digitally. As for the hand signed documents, these should be delivered in a sealed envelope to the following address: #131, 31 August 1989 Street, MD-2012, Chisinau, not later than 10 days after the submission deadline.
- A group site visit will be held on September 9, 2026, at 11:00 AM in Cantemir town, at the Mihai Eminescu Lyceum on 10, Trandafirilor street.
- The Bidders must submit their bid directly in the online system with files in PDF format only with a maximum 60 characters long file name.
- The bids should be exclusive of VAT and other applicable indirect taxes.
- UNDP may increase or decrease the quantities by a maximum of 25%.
- The duration of works will last 12 months, while the contract duration amounts 24 months, of which

the other 12 months are foreseen for the Defects Liability Period.

- A Performance Security shall be provided by the selected bidder within (15) days upon issuance of letter of intent/contract and before issuance of the notice to proceed. The Performance Security requires a 5% of the contract amount.

Referring to **Section 4. Evaluation Criteria**, Mr Andrei Vasilachi underlined that this section reflects the ELIGIBILITY and QUALIFICATION requirements to be met by the bidders highlighting the followings:

- The previous experience number of years (7 years) and the number of completed contracts (3) for the construction or renovation of public buildings with a cumulative value of at least USD 2.5 million. In case of a consortium, at least 2 (two) contracts implemented by the Lead Company.
- Also, Mr Vasilachi mentioned that the Bidders should have annual turnover of minimum: 1.4 million USD for the last 3 fiscal years (2023, 2024, 2025).
- As for the Technical Evaluation Criteria, the bidders shall submit CVs and certificates of the proposed key-personnel (10 specialists in general construction works, water supply and sewage installations and networks, electrical and lightning installations and networks, heating, ventilation and air conditioning installation and networks, and telecommunications and warning installations and networks). For non-key personnel, a list of minimum 10 qualified personnel for finishing works must be submitted: minimum 2 qualified personnel for water and sewerage, 3 electrical, 3 heating and ventilation, 2 telecommunication and warning installations and networks (cumulative minimum 10 workers).

Section 5: Schedule of requirements. A. Scope of Works.

The Company/Consortium shall perform the construction works using the skilled labour, materials, mechanisms, machinery and equipment necessary to carry out the works specified in the Specifications. The Company/Consortium shall comply with labour and site protection measures, carry out the necessary laboratory sampling and testing in compliance with the construction rules and standards, ensure the commissioning of engineering systems.

The construction works under this Invitation to Bid (ITB) refer to the capital renovation of the block A of "Mihai Eminescu" Gymnasium in Cantemir town. The works focus renovating all internal school spaces from block A and access gallery to block C, including science classrooms, library, administrative rooms, medical office, Resource Center for Inclusive Education, recreation halls, corridors, and wash facilities.

The scope of works also includes the rehabilitation of existing engineering systems, such as heating, ventilation, air conditioning (HVAC), water supply and sewerage, electrical systems, low-voltage networks, video surveillance, fire alarm systems, and internet infrastructure throughout all block A and access gallery spaces.

The proposed works aim to improve the 2 levels educational block, workshop block and locker rooms (boiler shop) building and adjacent territory of it, and universal access will be ensured through the installation of access ramps and an elevator.

The total floor area of the renovated spaces of the 3 levels educational block A (without basement level) and access gallery from block A to C is approximately 2 412,72 m². Please note that the scope of works is limited to interior works. Exterior works which belong to block A are the construction of the elevator and thermal 28 insulation, façade finishing works. The thermal insulation will be upgraded at the energy efficiency norms in force.

Bidders are required to include site maintenance costs, winter maintenance costs, insurance policy, etc in their financial offer at other costs line.

The BoQs include two chapters for 2-1-4 (Heating, ventilation, air conditioning Block A PART 1 and PART 2), which in the price schedule of Form H indicates a single line, in which the bidders must indicate the total amount for both parts.

All the clarifications must be submitted not later than 5 days before the tender deadline, via QUANTUM system. In case a bidder's questions are considered relevant for other bidders, the questions, with their respective answers (without disclosing the source of questions) may be published for the use by other bidders. By this the "Fairness, integrity and transparency" procurement principle is respected – all the bidders have access to the same information.

II. Questions and answers

Question 1: What is the minimum number of completed contracts as previous experience amounting cumulatively USD 2,5 million that may be uploaded to Quantum?

Answer 1: Bidders shall provide 3 (three) completed contracts for the construction or renovation of public buildings within the last 7 (seven) years, with a cumulative value of at least USD 2,5 million.

Question 2: What would be the payment procedure? Would it be done monthly?

Answer 2: The payments can be done monthly upon the provision of payment documents that include the signed minutes by all involved parties, invoices and the payment will be processed within 30 days.

Bidders were kindly asked to confirm their participation to the site visit on September 9 via Quantum.

**Site visit Meeting
for ItB26/03132**

**Capital repair and modernization of the “Mihai Eminescu” Gymnasium from Cantemir town
(First phase) as of 9 September 2026, 11:00**

Cantemir town, 10, Trandafirilor street.

The site meeting was attended by the representative of one participating company, Eurogalex Prim SRL. The meeting was also attended by Ms. Eudochia Jalba, Director of the institution.

During the site visit, the potential bidder was provided with a detailed overview of the existing site conditions and the specific constraints that may affect the execution of the Works. Attention was given to the existing site infrastructure, access conditions, and the available facilities for temporary connections to the existing utility networks required for the duration of the construction works.

The bidder was also informed of the available connection points and the relevant conditions and requirements for accessing and utilizing the existing utility networks, including the arrangements necessary for temporary site facilities and construction operations throughout the implementation period.

The bidder was also informed that the project documentation forms an integral part of the procurement process and is available electronically as part of the tender documentation, attached to the procurement notice. The electronic version constitutes the official documentation available to all prospective bidders for the purpose of preparing and submitting their offers.

No additional questions, comments, or requests for clarification were raised by any of the participating companies during the site visit.