



REQUEST FOR QUOTATION (RFQ)

RFQ Reference: **RfQ-21/02290 – Development of the technical design for one dedicated alternative transport corridor in Chisinau**

Date: 04 June 2021

SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for the provision of goods, works and/or services as detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This request letter

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3 Technical and Financial Offer, by the method and by the date and time indicated in Section 2. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

Thank you and we look forward to receiving your quotations.

Issued by:

Signature: Denis Suschevici

Name: Denis Suschevici

Title: Head of Procurement and Operational Support Unit

Date: 4 June 2021

SECTION 2: RFQ INSTRUCTIONS AND DATA

Introduction	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement</p> <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 RFQ.</p> <p>UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or publication of cancellation notice on UNDP website.</p>
Deadline for the Submission of Quotation	<p>18 June 2021, 16:00</p> <p>If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/.</p> <p>For eTendering submission - as indicated in eTendering system. Note that system time zone is in EST/EDT (New York) time zone.</p>
Method of Submission	<p>Quotations must be submitted as follows:</p> <p><input checked="" type="checkbox"/> E-tendering</p> <ul style="list-style-type: none"> ▪ File Format: JPEG, Pdf, ZIP ▪ 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. ▪ It is recommended that the entire Quotation be consolidated into as few attachments as possible. ▪ The bidder should receive an email acknowledging bidreceipt. <p>For eTendering method, click the link https://etendering.partneragencies.org and insert Event ID information</p> <ul style="list-style-type: none"> • Insert BU Code and Event ID number: 000009430 <p>Detailed instructions on how to submit, modify or cancel a bid in the eTendering system are provided in the eTendering system Bidder User Guide and Instructional videos available on this link: http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notices/resources/</p>
Cost of preparation of quotation	<p>UNDP shall not be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.</p>
Supplier Code of Conduct, Fraud, Corruption,	<p>All prospective suppliers 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, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_an_dinvestigation.html#anti</p>
Gifts and Hospitality	<p>Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (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) Shall declare a vendor ineligible, either</p>

	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.
Conflict of Interest	<p>UNDP requires every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>Bidders must disclose in their Bid their knowledge of the following: 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 RFQ.</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 RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
General Conditions of Contract	<p>Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the General Conditions of Contract</p> <p>Select the applicable GTC:</p> <p><input type="checkbox"/> General Terms and Conditions / Special Conditions for Contract.</p> <p><input checked="" type="checkbox"/> General Terms and Conditions for de minimis contracts (services only, less than \$50,000)</p> <p><input type="checkbox"/> General Terms and Conditions for Works</p> <p>Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy</p>
Special Conditions of Contract	<p><input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 30 days</p> <p><input type="checkbox"/> Others [pls. specify]</p>
Eligibility	<p>A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.</p> <p>It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.</p> <p>Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.</p>
Currency of Quotation	Quotations shall be quoted in USD
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 the Bid, they shall confirm in their Bid that : (i) 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, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.</p> <p>Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>
Only one Bid	The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association.

	<p>Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <p>a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or</p> <p>b) they have the same legal representative for purposes of this RFQ; or</p> <p>c) 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 RFQ process;</p> <p>d) 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</p> <p>e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.</p>
Duties and taxes	<p>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 of the General Assembly of the United Nations, 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 quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below:</p> <p>All prices must:</p> <p><input type="checkbox"/> be inclusive of VAT and other applicable indirect taxes</p> <p><input checked="" type="checkbox"/> be exclusive of VAT and other applicable indirect taxes</p>
Language of quotation	<p>English</p> <p>Including documentation including catalogues, instructions and operating manuals.</p>
Documents to be submitted	<p>Bidders shall include the following documents in their quotation:</p> <p><input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed;</p> <p><input checked="" type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1;</p> <p><input checked="" type="checkbox"/> Company Profile, including a brief description of organization's qualification, capacity and expertise that is relevant to the Terms of Reference;</p> <p><input checked="" type="checkbox"/> Registration certificate;</p> <p><input checked="" type="checkbox"/> Detailed technical description of the offered services;</p> <p><input checked="" type="checkbox"/> List and value of projects performed for the last 5 years plus client's contact details who may be contacted for further information on those contracts;</p> <p>As prove of similar experience must be submitted copies from the contract for services and acts/reports of technical design handled and accepted by the Client/Beneficiary</p> <p><input checked="" type="checkbox"/> Statement of satisfactory Performance (Certificates) from the top 2 clients in terms of Contract value in similar field;</p> <p><input checked="" type="checkbox"/> A brief methodology, approach and implementation plan;</p> <p><input checked="" type="checkbox"/> The list of Key Personnel, including CVs, and accreditation certificates (if the case). Relevant experience shall be duly stated in the attached CVs. Additional supporting documents may be required.</p>
Quotation validity period	<p>Quotations shall remain valid for 90 days from the deadline for the Submission of Quotation.</p>
Price variation	<p>No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.</p>
Partial Quotes	<p><input checked="" type="checkbox"/> Not permitted</p> <p><input type="checkbox"/> Permitted</p>
Alternative Quotes	<p><input checked="" type="checkbox"/> Not permitted</p> <p><input type="checkbox"/> Permitted</p>

Payment Terms	<input type="checkbox"/> 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation. <input checked="" type="checkbox"/> Other 1) 40% of contract cost – after submission and approval by UNDP and Municipality of the draft version of the proposed alternative transport corridor technical documentation. 2) 60 % of contract cost – upon submission and approval by UNDP and Municipality of the final version of alternative transport corridor technical documentation, consulted with key stakeholders and ensuring permits/authorizations.
Conditions for Release of Payment	<input checked="" type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements
Contact Person for correspondence, notifications and clarifications	E-mail address: alexandru.rotaru@undp.org Attention: Quotations shall not be submitted to this address but to the address for quotation submission above. Otherwise, offer shall be disqualified. Any delay in UNDP’s response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.
Clarifications	Requests for clarification from bidders will not be accepted any later than 3 days before the submission deadline. Responses to request for clarification will be communicated via e-mail by 16 June 2021
Evaluation method	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer <input type="checkbox"/> Other Click or tap here to enter text.
Evaluation criteria	<input checked="" type="checkbox"/> A legally registered entity <input checked="" type="checkbox"/> At least 5 years of professional experience in urban architecture and urban planning or another relevant field <input checked="" type="checkbox"/> Minimum 2 previous assignments pertinent to conducting technical designs of the streets and application of the modern standards for street design, including cycling, road and pedestrian zones infrastructure planning <input checked="" type="checkbox"/> Submission of the CVs of the proposed Key Personnel, demonstrating the following minimum requirements: One Project Coordinator <ul style="list-style-type: none"> • University degree in degree in urban architecture and urban planning and/or other related fields • 4 years of professional experience in urban architecture and urban planning and/or other related fields One urban expert <ul style="list-style-type: none"> • University degree in degree in urban architecture and urban planning and/or other related fields • 3 years of professional experience in urban architecture and urban planning and/or other related fields <input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1 <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract <input checked="" type="checkbox"/> Delivery period not exceeding the dates indicated in the Annex 1
Right not to accept any quotation	UNDP is not bound to accept any quotation, nor award a contract or Purchase Order
Right to vary requirement at time of award	At the time of award of Contract or Purchase Order, UNDP Moldova reserves the right to vary (increase or decrease) the quantity of services and/or goods, 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.

Type of Contract to be awarded	<input checked="" type="checkbox"/> Contract Face Sheet (Goods and-or Services)
Expected date for contract award.	25 June 2021
Publication of Contract Award	UNDP will publish the contract awards on the websites of the CO (https://sc.undp.md/tndarchive/).
Policies and procedures	This RFQ is conducted in accordance with UNDP Programme and Operations Policies and Procedures
UNGM registration	Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at www.ungm.org . The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.

ANNEX 1: SCHEDULE OF REQUIREMENTS

Development of the technical design for one dedicated alternative transport corridor in Chisinau

Duty station:Chisinau, Moldova

Contract type:Contract for professional services

I. PROJECT BACKGROUND INFORMATION

The [objective of the project](#) is to catalyse investments in low carbon green urban development based on integrated urban planning approach, by encouraging innovation, participatory planning and partnerships between a variety of public and private sector entities.

The strategy of the project is to create, launch and support a new institutional mechanism called “Green City Lab” (GCL) as a vehicle for encouraging and supporting new innovative measures and approaches in addressing the urban development challenges and barriers. Green City Lab has to become the leading knowledge management and networking platform, clearing house, an facilitator of financing various green urban development projects, and a source of innovations and expertise to catalyse sustainable low carbon green city development in Moldova with a mission to transform Chisinau and other cities/towns in Moldova into modern green and smart European cities with improved quality of life for their citizens, while also demonstrating opportunities for sustainable economic growth.

The proposed activity is directly linked with the UNDP/GEF project “Moldova Sustainable Green Cities” activities in aiming for supporting Municipality in development of the Alternative transport infrastructure strategy leading to improvements in the urban transport network and supporting the Chisinau Municipality Transportation Department and Chisinau Municipality Alternative transport working group in their efforts in alternative mobility development.

The objective of this assignment is to provide support to Chisinau Municipality (in particular Municipality transportation department) in elaboration of technical design of the alternative transport corridor connecting Center and Botanica districts, including bi-directional dedicated bicycle lanes and safety of alternative transport mobility.

The proposed alternative transport corridor will link the whole segment of 31 August 1989 str. (currently under renovation with envisaged dedicated bicycle lanes) with Ciuflea str., continuing on Dacia Blvd. (Viaduct) and until Dacia Blvd./Hristo Botev str. intersection. The corridor will further connect with “Dacia Green Safety Corridor” covering Dacia blvd (segment between Hristo Botev and Traian/Decebal streets).

Schematic map of corridor



This alternative transport corridor was proposed by Chisinau Municipality Alternative Transport Working Group and supported by Municipality of Chisinau based on the following arguments:

- 31 August Street is planned to enter in construction works in 2021 and transformed into “Green Corridor” with dedicated bike lanes. However, once it reached the intersection with Ciuflea Street, it loses its continuity.
- UNDP/GEF project “Moldova Sustainable Green Cities in partnership with Project line Srl and Automobil Club Moldova, under the FastTrackChallenge programme, is implementing “Dacia Green Safety Corridor” project which envisage arranging a bicycle dedicated lane on Dacia blvd (segment between Hristo Botev and Traian/Decebal streets).
- By re-designing the existing intersections (through roundabout or other crossing solutions) will be significantly calmed the traffic and increased the safety. The segment 31 August 1989/Ciuflea – Dacia (Viaduct) - Hristo Botev is a very dangerous and problematic for alternative transport users.
- The proposed corridor will connect several parks from the city (Dendrariu park, Stefan cel Mare public garden, and Valea Trandafirilor park). Also, the corridor will encourage people to commute between Botanica and Centru districts using bicycles.

II. DUTIES AND RESPONSIBILITIES:

The contractor will have the following responsibilities:

1. Receive the design permissive documents (Certificatul de urbanism pentru proiectare) from the Municipality architecture department.
2. Liaise with the Chisinau municipality management (deputy mayor responsible for urban mobility), Municipal transportation department, Traffic police department, Chisinau Municipality Alternative Transport Working Group and other institutions in order to assess currently binding designs, as well as consult the draft designs/visions for str. Ciuflea - str. 31 August 1989, str. Dacia – str. Bucuresti and Dacia blvd/Hristo Botev str., including intersections.
3. Propose infrastructure solutions for the entire alternative transport corridor , paying a special attention to intersections, in order to allow cyclists to safely follow the flow of the corridor route to Valea Trandafirilor Park and Botanica district.
4. Develop drafts of technical documentation and drawings for the proposed alternative transport corridor (as per the scheme above) as follows: general alternative transport corridor plan, detailed plans for intersections and pedestrian crossings, after agreement plan for construction works organization, bill of quantities (deviz de cheltuieli), etc), according to national technical norms and standards. The developed documentation should be provided in electronic form (GIS, CAD) and Paper based. The format of the documents presentation will be additionally discussed with the Municipal transportation department.
5. The developed draft documents should be consulted with Chisinau municipality responsible, including deputy Mayor, Traffic police department, Municipal architecture and urbanism department, Municipal transportation department, other relevant entities and made the required changes.
6. Lead the process of documents and drawings technical coordination and receive official comments/authorizations/permits (in the name of the municipality).
7. Provide support to the municipality and Municipality alternative transport working group in conducting the public consultation process. Take lead in consultation process as well as make all the necessary changes in the technical documentation and drawings.
8. Verify the project (technical documents, drawings, etc) by an authorized person/unit according to the national legislation.
9. Develop the final version of the technical documentation and support the Municipality for its presentation during the Municipal council meeting (if required).

III. EXPECTED DELIVERABLES AND ESTIMATED TIMING

All the deliverables shall be submitted within the timeframe shown in the table below:

	Deliverable(s)	Estimated timing
1.	Draft version of technical documents and drawings for the proposed alternative transport corridor (31 August 1989/Ciuflea – Dacia (Viaduct) - Hristo Botev): general plan, detailed plans for intersections and pedestrian crossings plan for	By July 31, 2021

	construction works organization, bill of quantities, etc), according to national technical norms and standards.	
2	Report on support provided to Municipality during official coordination of technical documents (incl. public consultations and permits and authorisations issuance).	By September 30, 2021
3	Final duly verified version of technical documents and drawings for the proposed alternative transport corridor (31 August 1989/Ciuflea – Dacia (Viaduct) - Hristo Botev) according to national legislation.	By October 30, 2021

V. Institutional arrangements:

The contractor will work under the direct supervision of the Green cities Project Manager, Municipal transportation department director (or other designated person) and UNDP Cluster Lead. The contractor shall take overall responsibility on the quality and timeliness of project implementation process within its competency. The contractor is responsible for the compilation and editing of the draft material, presentation and the final product in Romanian language.

The contractor should calculate the possible costs associated with the current assignment such as transportation, logistics, acquiring various maps, layouts and other relevant documents or information required for successful finalisation of all tasks. UNDP shall not accept any additional expenses which are not included in the financial offer.

All primary data, reports, and other documentation produced during this assignment shall be made available to UNDP in appropriate electronic format (GIS, CAD, PDF, etc.) depending on the nature of its content (in minimum 3 copies). All data acquired, and products developed in the course of the assignment will be in the ownership of UNDP and cannot be used by the contractor without prior written permission from UNDP.

VI. Payment

Payment for services shall be provided in two instalments as follows:

1. 40% of contract cost – after submission and approval by UNDP and Municipality of the draft version of the proposed alternative transport corridor technical documentation.
2. 60 % of contract cost – upon submission and approval by UNDP and Municipality of the final version of alternative transport corridor technical documentation, consulted with key stakeholders and ensuring permits/authorizations.

VII. Methodology

Interested bidders should provide a Financial proposal as per template provided below.

Also, interested bidders should provide information on the name of expert(s) per area of expertise and the total number of working-days for each expert allocated for each area of expertise. The Contractor should ensure that all other necessary staff and additional technical resources required for efficient finalization of the work will be provided (e.g., logistical support for organizing various meetings and conducting field work).

VIII. Qualification requirements:

- At least 5 years of professional experience in urban architecture and urban planning or another relevant field;
- Minimum 2 previous assignments pertinent to conducting technical designs of the streets and application of the modern standards for street design, including cycling, road and pedestrian zones infrastructure planning.
- Submission of the CVs of the proposed Key Personnel, demonstrating the following minimum requirements:

Project Coordinator

- University degree in degree in urban architecture and urban planning and/or other related fields
- 4 years of professional experience in urban architecture and urban planning and/or other related fields

Urban expert

- University degree in degree in urban architecture and urban planning and/or other related fields
- 3 years of professional experience in urban architecture and urban planning and/or other related fields

ANNEX 2: QUOTATION SUBMISSION FORM

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RfQ-21/02290 – Development of the technical design for one dedicated alternative transport corridor in Chisinau	Date: Click or tap to enter a date.

Company Profile

Item Description	Detail
Legal name of bidder or Lead entity for JVs	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.
Legal structure	Choose an item.
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, insert UNGM Vendor Number
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade	<input type="checkbox"/> Yes <input type="checkbox"/> No

institutions promoting such issues (If yes, provide a Copy)				
Is your company a member of the UN Global Compact		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Bank Information		Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.		
Previous relevant experience: 2 contracts				
Name of previous contracts	Client & Reference Contact Details including e-mail	Contract Value	Period of activity	Types of activities undertaken

Bidder's Declaration

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Requirements and Terms and Conditions: I/We have read and fully understand the RFQ, including the RFQ Information and Data, 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 Quote 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 RFQ ;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 Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ 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, 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 or any other international Organization.

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"/>	Offer Validity Period: I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
<input type="checkbox"/>	<input type="checkbox"/>	I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation 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 Organization/s to make this declaration on its/their behalf.

Signature: _____

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

ANNEX 3: TECHNICAL AND FINANCIAL OFFER - SERVICES

Bidders are requested to complete this form, sign it and return it as part of their quotation along with Annex 2 Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RfQ-21/02290 – Development of the technical design for one dedicated alternative transport corridor in Chisinau	Date: Click or tap to enter a date.

Technical Offer

Provide the following:

- a brief description of your qualification, capacity and expertise that is relevant to the Terms of Reference.
- a brief methodology, approach and implementation plan;
- team composition and CVs of key personnel

Financial Offer

Provide a lump sum for the provision of the services stated in the Terms of Reference your technical offer. The lump sum should include all costs of preparing and delivering the Services. All daily rates shall be based on an eight-hour working day.

Currency of Quotation: USD

Ref	Description of Deliverables	Price
1.	Draft version of technical documents and drawings for the proposed alternative transport corridor (31 August 1989/Ciuflea – Dacia (Viaduct) - Hristo Botev): general plan, detailed plans for intersections and pedestrian crossings plan for construction works organization, bill of quantities, etc), according to national technical norms and standards.	
2.	Report on support provided to Municipality during official coordination of technical documents (incl. public consultations and permits and authorisations issuance).	
3.	Final duly verified version of technical documents and drawings for the proposed alternative transport corridor (31 August 1989/Ciuflea – Dacia (Viaduct) - Hristo Botev) according to national legislation.	
Total Price		

Breakdown of Fees

Personnel / other elements	UOM	Qty	Unit Price	Total Price
Personnel				
e.g. Project Manager/Team Leader	day			

Other expenses				
Local Transportation				
Communication				
Other Costs: (please specify)				
Total				

Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Delivery Lead Time	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Other requirements [pls. specify]	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

<p>I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.</p>	
<p><i>Exact name and address of company</i></p> <p>Company Name: Click or tap here to enter text.</p> <p>Address: Click or tap here to enter text.</p> <p>Click or tap here to enter text.</p> <p>Phone No.: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>	<p>Authorized Signature:</p> <p>Date: Click or tap here to enter text.</p> <p>Name: Click or tap here to enter text.</p> <p>Functional Title of Authorised Signatory: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>

Certificate Of Completion

Envelope Id: 85E3649176F843C591FBEC980557A11A	Status: Completed
Subject: Please DocuSign: Green Cities: Request for Quotation RfQ21_02290	
Source Envelope:	
Document Pages: 14	Signatures: 1
Certificate Pages: 2	Initials: 6
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Ala Camerzan
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	One United Nations Plaza
	New York, NY 10017
	ala.camerzan@undp.org
	IP Address: 188.212.24.253

Record Tracking

Status: Original	Holder: Ala Camerzan	Location: DocuSign
6/4/2021 4:57:07 AM	ala.camerzan@undp.org	

Signer Events

Signer Events	Signature	Timestamp
Cristina Gnaciuc cristina.gnaciuc@undp.org United Nations Development Program Security Level: Email, Account Authentication (None)	<i>CG</i> Signature Adoption: Pre-selected Style Using IP Address: 178.168.122.58	Sent: 6/4/2021 5:00:14 AM Viewed: 6/4/2021 5:18:10 AM Signed: 6/4/2021 5:22:02 AM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Denis Suschevici denis.suschevici@undp.org Head of Procurement and Operational Support Unit United Nations Development Program Security Level: Email, Account Authentication (None)	<i>Denis Suschevici</i> Signature Adoption: Pre-selected Style Using IP Address: 77.89.212.77	Sent: 6/4/2021 5:22:03 AM Resent: 6/4/2021 11:07:28 AM Viewed: 6/6/2021 11:22:25 PM Signed: 6/6/2021 11:23:49 PM
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/4/2021 5:00:15 AM
Certified Delivered	Security Checked	6/6/2021 11:22:25 PM
Signing Complete	Security Checked	6/6/2021 11:23:49 PM

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	6/6/2021 11:23:49 PM

Payment Events	Status	Timestamps
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