



ANNEX 1: SCHEDULE OF REQUIREMENTS – Amended as of 12/03/2026

PROJECT NAME: Enabling an Inclusive Green Transition in the Republic of Moldova

A. Background

On 23rd of June 2022, the European Council granted the Republic of Moldova the status of EU candidate country which is a substantial achievement, but which comes with great responsibilities and obligations. One of such obligation is the “Green Agenda and Sustainable Connectivity” which includes Chapters of the environment and climate change acquis. In this sense, meaningful reform is expected in view of European Green Deal targets.

The Green Transition Project takes due account of this endeavor. Hence, it will put in place the enabling conditions for a green transformation in Moldova through a combination of cross-sectorial decision-making in joint stakeholder platforms, capacity building measures, general education and awareness raising, dissemination of best policy practices, information sharing and networking, as well as pilot-testing green-transition related solutions and other activities, to ensure that the green transition concept is well understood and implemented.

The established enabling conditions and the investments into green-transition solutions will respond to the key development challenges that the country is currently dealing with such as the climate change, environmental pollution, and the energy crisis.

It is well acknowledged that Moldova is highly vulnerable to climate change, given the limited resources and institutional capacities to address the climate change impacts. It is also due to the heavy reliance on the agricultural sector, water scarcity and other geographical factors. Currently the country is advancing with the national adaptation planning, including in the agricultural sector, aimed at putting in place proper institutional, technical, and budgeting capacities in the context of climate change, however significant gaps remain in embarking of the sectors into achievement of the long-term adaptation targets.

Environmental degradation is also posing a major threat to Moldova’s development agenda as its economy relies greatly on natural resources which leads to their overexploitation and pollution. Inadequate waste management practices and outdated practices and technologies in the key sectors of the economy also contribute to the environmental degradation and pollution. Mainstreaming of the green agenda into the country’s economic activities is taking place slowly.

Moldova is in line with the global trend of continuously growing urbanization, with the proportion of the population living in urban areas expected to rise from 47% in 2010 to 60% in 2030 (UN Habitat). Cities are increasingly and significantly contributing to the main drivers of global environmental degradation. The municipalities have the greatest impact on air quality and are responsible for more than 50% of total air pollution in Moldova.

From energy security perspective – Moldova is highly dependent on imported energy sources and rely mostly on the use of fossil fuels. In addition, inefficient energy supply and consumption across all sectors exacerbates the situation. Until recently being 100% dependent on Russian gas import, the country is actively seeking diversification of energy supplies after the war of aggression in Ukraine. Improvements both in energy efficiency and in the development of domestic resources – including renewable energy resources – for strengthened sustainability, competitiveness, and energy security rank high on the political agenda. Energy sector and also the main source of GHG emissions in the country.

Against this background, the Green Transition Project aims to support the Government of Moldova to engage sustainably in a transformative green agenda by enhancing awareness, building capacities, and encouraging investments into low-emission and resource efficient economy.

The target areas of the project are resource efficiency, green and circular economy, cleaner and sustainable energy, and mobility.

The Project is be implemented under the following three specific components:

1. Socio-economic framework for a gender-responsive and inclusive green transition enabled.
2. Capacity and awareness on the inclusive green transition increased among key stakeholders.
3. Additional funding attracted by promoting and piloting investments in green and innovative technologies, while evidence-based decision-making for green transition is improved by deploying a reliable air quality monitoring system.

The implementation period of the project is 48 months, and the total budget is 10 mln EUR.

Waste management remains a significant environmental challenge in the Republic of Moldova. According to the National Bureau of Statistics, approximately 3 million cubic meters of waste are generated annually from household and commercial activities. However, selective waste collection is only partially implemented, mainly in Chişinău and a limited number of district centers. Data from the Environmental Protection Inspectorate indicates that less than 10 percent of generated waste is currently sorted and recycled, while the remainder is disposed of in approximately 1,100 landfills nationwide, many of which operate without prior sorting or treatment. As a result, recyclable and biodegradable waste streams are commonly landfilled,

creating long-term environmental and public health risks.

In response, the Republic of Moldova has committed to strengthening waste management systems in line with national reforms and the EU environmental acquis, with a particular focus on increasing recovery and recycling rates for waste streams subject to Extended Producer Responsibility (EPR) schemes, targeting recycling rates of up to 60 percent in the medium term.

The project “**Enabling an Inclusive Green Transition in the Republic of Moldova**” supports the Ministry of Environment in accelerating the modernization of waste management infrastructure. A core intervention under the project is the development of infrastructure for separate waste collection, reuse, and recovery through the construction of up to three Voluntary Waste Collection Centres (VWCCs). These facilities are intended to serve as key nodes in an integrated municipal waste management system and to improve the collection of bulky waste, construction and demolition waste, end-of-life products, and biodegradable waste streams.

The establishment of VWCCs is mandated by Law No. 209 on Waste, which requires local public authorities to ensure the development and operation of at least one waste collection center per 50,000 inhabitants as part of an integrated waste management system. In this context, a Call for Project Proposals was launched between 20 November and 26 December 2025 to support first-level local public authorities in developing modern infrastructure for separate waste collection. Following a competitive evaluation process conducted in accordance with the Applicant’s Guide, three local public authorities were selected to receive support for the construction of Voluntary Waste Collection Centres.

B. Objective of the assignment

The main objective of the assignment is developing, obtaining legal permits, and approving the execution detailed technical design and costs estimation for the construction of the platform for recyclables including all infrastructure (Voluntary Waste Collection Centres), with a focus on developing comprehensive design documentation (documentation in phases: Preliminary Design (Schita de proiect), Detailed Technical Design (Proiect de execuție) together with Bill of Quantities (BoQ), cost estimates and all necessary verifications, endorsements and approvals by appropriate authorities. The assignment also includes author supervision during construction works at the selected platform.

The detailed design documentation shall fully address all construction requirements, processes and implementation steps, including a clear description and justification of proposed methodology.

Considering the nature and purpose of the Voluntary Waste Collection Centres (VWCCs), the Contractor / designer shall be responsible for selecting and proposing the technical solutions necessary for the implementation of each facility, in accordance with its intended function, operating conditions, applicable construction requirements, and the specific characteristics of each selected location. These details shall be further refined and formally confirmed in the design theme / design brief (Sarcina de proiectare) for each individual location, following approval of the Preliminary Design and in coordination with UNDP and the

Beneficiary.

To achieve the objective, the appointed company shall be responsible for preparing and/or the acquisition of all required technical design documentation and approvals, including but not limited to the following:

- Technical drawings and documentation required for obtaining the City Planning Certificate (design permit);
- Preparation of the Preliminary Design (Schița de Proiect) including technical reports and drawing, in compliance with the legislation of Republic of Moldova;
- Preparation of the Execution project (Proiect de execuție), including relevant technical reports and drawings, in compliance with national legislation and conditions imposed by relevant authorities;
- Development of Bills of Quantities (BoQ) and detailed cost estimates based on approved technical drawings;
- Verification, coordination, endorsement, and approval of the design documentation and cost estimates by attested verifiers and relevant public authorities;
- Provision of author supervision throughout the of the construction phase;
- Participation in the commissioning process upon completion of works in accordance with national legislation, including CUC No. 434 of 28 December 2023.

The contractor shall also support to the local authorities in obtaining all required permissive documentation including:

- City planning certificate (design permission);
- Environmental agreement;
- Authorization for connecting to the technical and utility networks, based on required technical documentation.

Currently, land / geometric plans are available for the selected sites. During the design stage, the Contractor, together with the Beneficiaries, shall support the process of obtaining the required technical connection approvals and technical conditions (Avize de racordare / Prescripții tehnice), based on the calculated demand for electricity capacity, water supply, sewerage flow, and any other relevant utility needs.

Indicative platform dimensions:

1. **CAV Călărași** – in accordance with the geometric plan, with recommended dimensions of **50 m × 70 m** (Annex No. 1).

2. **CAV Ungheni** – in accordance with the geometric plan, with recommended dimensions of **50 m × 70 m** (Annex No. 2).
3. **CAV Leova** – in accordance with the geometric plan, with recommended dimensions of **50 m × 70 m** (Annex No. 3).

For the avoidance of doubt, the Contractor shall take into account that the site layout, functional zoning, equipment selection, and engineering solutions shall be adapted to the service area, estimated recyclable waste quantities, technological flow, and actual site conditions for each location.

Key Tasks and Expected Outputs:

Throughout the developing of the detailed design documentation, the appointed company shall ensure:

- Selection of methods, techniques, materials and products compliant with ISO standards;
- Continuous coordination with UNDP Team, beneficiaries, and all relevant stakeholders to ensure technical coherence, integration of all design components, and alignment of proposed solutions.

Minimum Required Design Documentation and Studies

At a minimum, the Contractor shall provide the following execution drawings, studies, and documentation for the concrete platform, associated equipment, and the roofed metal building (CAV):

- Topographical (Topo-geodetic) survey;
- Technical geological survey;
- General plan (PG);
- Stormwater drainage network (RD);
- Architectural and construction solutions (SAC);
- Interior design (IN), (where required);
- Reinforced concrete structures(CBA) (for relevant components);
- Heating, ventilation and air conditioning systems (IVC);
- Internal water supply and sewerage networks (RAC);
- External water supply and sewerage networks (REAC);
- External electrical lighting (IEE);
- Internal electrical lighting (IEI) (where applicable);
- Electricity supply systems (AEE);
- Lightning protection systems (PT);
- Fire alarm and security systems (SIP);
- External electricity supply networks (REAE);
- Construction site organization plan (OLC);
- Landscape design;
- Preliminary cost estimates ;
- Detailed cost estimates and technical specifications for construction works and equipment;
- Technical passports (technical files) for all included equipment;
- Specifications for construction works and procurements (in accordance with the UNDP model)

Additional documentation shall be prepared as required by applicable national construction norms (NCM), city planning (CP), and ISO standards.

As part of the design development, the Contractor shall ensure that the proposed solutions cover, as applicable, the functional zoning of the facility, including areas for waste reception, temporary storage, container placement, equipment operation, operator activities, internal circulation, and safe access for service vehicles and users.

Implementation stages:

Stage 1: Site Surveys and Permissive Documentation

At the beginning of this stage, the appointed company shall obtain all required technical conditions and approvals, including:

- a) Connection conditions for utility networks (electricity, water supply, sewerage);
- b) Environmental agreement;
- c) City Planning Certificate (design permit);
- d) Any other site-specific permits required under applicable construction norms.

The Beneficiary shall provide support during the permitting process, as required.

At this stage, the Contractor shall also assess the availability and approximate routing of utility connection points for electricity, water supply, and sewerage. For indicative planning purposes, such connection points are understood to be located at an approximate distance of 100 to 250 metres from the proposed sites; however, the exact technical parameters, capacities, and connection conditions shall be determined during the design stage based on the calculated needs of each location and the technical conditions issued by the competent utility providers.

Site investigation activities shall include:

- Topographical, geotechnical and engineering) surveys;
- Verification of land ownership/legal status and compliance with on construction regulations; Soil investigations, including surface and subsurface exploration, sampling, and laboratory testing.
- **Stage 2: Preliminary Design (Schița de Proiect)**

The preliminary design of the concrete platform, including the equipment and the roofed metal building (CAV), shall, at a minimum, include the following:

- a. General explanatory note with justification of proposed technical solutions;
- b. Situation plan;
- c. General layout with positioning of structures;

- d. Architectural solutions, including roofed area and site integration;
- e. Utility networks and technical/technological solutions (as applicable);
- e. (1) Preliminary equipment concept and indicative technical solutions for the VWCC, including the proposed type and arrangement of recyclable waste containers, equipment shelter solutions, weighing / access control solutions, operator area, and other operational components required for the safe and efficient functioning of the facility;
- e. (2) Preliminary justification of the selected equipment and technological flow, based on the estimated service area, anticipated recyclable waste streams, expected traffic loads, and relevant operational practices for similar facilities;
- f. Construction organization concept;
- g. Preliminary cost estimates based on general indices;
- h. Environmental protection measures;
- i. Fire safety and prevention measures.

The documentation shall be reviewed, discussed and endorsed by the Beneficiary and UNDP.

The contractor shall revise and finalize the documentation in line with comments received.

At the Preliminary Design stage, the Contractor shall propose the minimum equipment solutions to be integrated into each VWCC. As a minimum, the design shall consider the following equipment / components: recyclable waste containers, with the number and capacity to be determined by the designer based on calculations of the service area for each location (Călărași, Ungheni, Leova); shredder equipment (EC 860 or equivalent); press container with pressing force of approximately 300–340 kN and volume of 20 m³; platform-type access / weighing unit with digital data transmission unit (60/80 t); and fully equipped operator container, 20 feet, ISO certified, or equivalent technically compliant solution. The proposed technical solutions shall be subject to review and approval by UNDP and the Beneficiary. The zoning of the facility shall be developed by the designer based on the estimated quantities of recyclable waste generated within the service area and the technological flow defined by the technological engineer. This shall include, as applicable, areas for waste reception, temporary storage, and container placement. As a reference example, bidders may consult the following project: Dumbrăvița – primul CAV (Centrul de colectare deșuri cu aport voluntar) funcțional din țară. This reference is provided for general orientation only. (<https://primaria-dumbravita.ro/dumbravita-primul-cav-centrul-de-colectare-deseuri-cu-aport-voluntar-functional-din-tara/>)

Stage 3. Detailed Technical Design (Proiect de execuție)

Following approval of the Preliminary Design and issuance of the City Planning Certificate, the Contractor shall, within maximum three (3) weeks, prepare the design theme (methodology, materials, equipment and implementation stages) and coordinate it with the UNDP and the Beneficiary.

The Detailed Technical Design of the concrete platform, including the equipment and the roofed metal building (CAV) shall be developed in compliance with NCM A.07.02-2012/A2017 (procedure for development, endorsement, approval, and framework-content of design documentation for constructions and its amendments in forces) and all applicable national regulations, building norms, and international standards.

The designs shall ensure:

1. Reliable and safe operation of all systems and equipment;
2. Cost efficiency in construction, operation, and maintenance;
3. Compliance with occupational health and safety requirements;
4. Compliance with fire prevention requirements;
5. Compliance with environmental protection requirements.

The Detailed Technical Design shall include all calculations, drawings, specifications, and integration details necessary for the selected equipment, operator facilities, utility connections, access arrangements, and traffic circulation. The Contractor shall calculate the expected loads from equipment and vehicles operating on the platform, including the number and type of vehicles and the anticipated volume of recyclable materials, in accordance with the applicable regulations in force and relevant operational practice for similar facilities.

The Detailed Design documentation shall include the following chapters:

- I. Architectural and civil engineering solutions;
- II. Electrical and lighting systems (internal and external), as agreed with UNDP and the Beneficiary;
- III. Water supply, fire protection, and sanitation systems.
- IV. Rainwater collection and filtration systems;
- V. Video security system;
- VI. Construction site organization (OLC);
- VII. Environment protection measures;
- VIII. Detailed BoQ in accordance with national building norms.

The detailed design shall further ensure that:

- the working / operational platform is designed as a reinforced concrete platform, in accordance with the intended use of the facility and the loads imposed by the proposed equipment and vehicles, including trucks;
- traffic loads generated by waste collection vehicles, service equipment, and other operational machinery are determined through normative calculations for each location;
- all proposed solutions for the equipment platform, operator area, access routes, and service operations are technically coordinated and reflected in the BoQ and cost estimates.

For the roofed metal building / canopy, the Contractor shall provide a technically justified solution intended primarily for equipment shelter. The minimum required roofed area is estimated at approximately 120–130 m², with a minimum height of 4.0–4.2 m, sufficient for the accommodation and parking of service equipment. The structure is envisaged as an open steel canopy, not a closed building, unless an alternative solution is duly justified by the designer and approved by UNDP and the Beneficiary as better suited to the operational requirements of the facility.

The Contractor shall be responsible for verification, coordination, and endorsement of the documentation by attested verifiers and relevant authorities.

All associated costs, fees and charges shall be borne by the Contractor and included in the financial offer.

Stage 4. Author Supervision During Construction

During construction, the Contractor shall provide author supervision in accordance with applicable regulations.

This includes:

- Addressing discrepancies between design documentation and site conditions;
- Proposing and documenting necessary technical adjustments, subject to prior approval by UNDP and the Beneficiary;
- Ensuring that any material substitutions meet or exceed the originally specified technical characteristics.

All revised documentation shall be re-verified and re-endorsed in compliance with legislation, at the Contractor's expense.

The Contractor shall participate in the preliminary commissioning and handover of works and issue the Author's Compliance Certificate (Avizul proiectantului). **Please note that according to the UN Construction Policy the final commissioning of the works will take place after 12 months of the Defect Liability Period which will start after commissioning at the end of the work.**

C. General Regulatory Framework

For the purposes of contract implementation, the selected Contractor shall comply with all applicable legislation and normative acts in force in Republic of Moldova. In particular, the Contractor shall be guided by, but not limited to, the following regulatory documents:

- 1) Urban and Construction Code (CUC) No.434 of 28 December 2023;
- 2) NCM A.07.02-2012/A2017- Procedure for development, endorsement, approval and framework-content of design documentation for constructions, including all subsequent its amendments;
- 3) NCM E.03.02-2014- Fire protection for buildings and installations;
- 4) NCM E.04.04-2016- Protection against environmental actions, Design of anticorrosive protection of constructions;
- 5) SNiP 2.04.02-84 - Water supply. External networks and facilities;
- 6) NCM B.01.03-2005 - General plans of industrial enterprises;
- 7) NCM C.04.03-2015- Design rules for coverings;
- 8) NCM G.03.03-2015- Internal water supply and sewerage installations;
- 9) NCM G.03.02-2015-External water supply and sewerage installations;
- 10) NCM E.03.03:2018- Fire safety: Fire detection, signaling and warning systems;
- 11) NCM E.01.02:2019-Fire safety: Regulation on the establishment of construction importance categories;
- 12) CPL 01.01-2012- Instructions for preparing cost estimates for construction and installation works based on the resource-based method;
- 13) NCM A 07.03-2002- Regulation on author's supervision during construction works;
- 14) Any other applicable normative acts, standards, and regulations in force on the territory of the Republic of Moldova.

Implementation timeframe

The maximum duration for the provision of design services shall not exceed 150 calendar days (applicable to all Voluntary Waste Collection Centers (VWCCs)).

The anticipated commencement date of the contract is March 2026.

UNDP shall require up to fourteen (14) calendar days, depending on the stage of implementation, to review submitted deliverables, provide feedback and comments, and issue approval of formal acceptance of the deliverables, in accordance with UNDP quality assurance and contractual procedures.

D. Deliverables

The Contractor shall provide the required design and related services in accordance with the following deliverables and timelines outlined below:

Item No.	Description/Specification of provided services	Delivery Date
1.	<p>Deliverable 1: Preliminary Site Investigations and Surveys</p> <ul style="list-style-type: none"> -Topographic survey of the site; -Geotechnical investigations, including soil sampling and laboratory testing of retrieved samples; -Obtaining all required permits, approvals, and permissive documentation necessary for design development. 	Up to 40 calendar days from the date of contract signing
2.	<p>Deliverable 2: Development of the Preliminary Design of the concrete platform, including the equipment and the roofed metal building (CAV) (Schița de Proiect)*</p> <ul style="list-style-type: none"> -Preparation of design sketches in compliance with site conditions, applicable standards, performance requirements, greening principles and accessibility requirements; -Formulation, assessment and comparison of design options; -Development of a conceptual design for the selected “passed-screening” option; <p style="color: red;">- Proposal of the minimum equipment concept and preliminary technical solutions for each VWCC, including indicative equipment specifications, layout, and operational integration.</p>	Up to 55 calendar days from the date of contract signing
3.	<p>Deliverable 3: Development of Detailed Project Documentation of the concrete platform, including the equipment and the roofed metal building (CAV) (Proiect de execuție)**</p> <p>The detailed design package shall include, but not be limited to:</p> <ul style="list-style-type: none"> -Architectural and structural/construction solutions (SAC); -External electrical lighting networks (REE/REI to be confirmed during the Design Theme development stage); -Water supply and sanitation systems; -Rainwater collection, drainage, and treatment, -Video security system; -Environmental protection chapter; -Construction site organization plan (OLC); -Bills of Quantities (BoQ) and cost estimates in accordance with applicable national norms and standards. <p style="color: red;">-Detailed technical integration of the selected equipment and operator facilities;</p> <p style="color: red;">-Technical specifications and technical passports / data sheets for all included equipment;</p> <p style="color: red;">-Platform load calculations and traffic load justification for operational vehicles and equipment;</p> <p style="color: red;">-Detailed design of the roofed metal building / canopy for equipment shelter;</p> <p style="color: red;">-Utility connection solutions, based on the technical conditions issued by relevant service providers.</p>	Up to 90 calendar days from the date of contract signing

4.	<p>Deliverable 4: Design Author’s Supervision during the construction works</p> <p>Provision of design author’s supervision services throughout the construction phase to ensure compliance with the approved design documentation.</p>	<p>During the construction period, tentatively until 28 May 2027 (with possible extension)</p>
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Notes and Submission Requirements:

- Deliverables shall be assessed and accepted separately for each location (Călărași, Ungheni, and Leova).
- All deliverables shall be prepared and submitted in Romanian or English language;
- All design documentation and technical specifications shall be submitted in:
 - Hard copy: Four (4) printed copies, duly signed and endorsed; and
 - Electronic format: Scanned versions of the signed hard copies, provided on a flash-drive;
- In addition, the design documentation shall be provided in the following editable formats:
 - Drawings: DWG format;
 - Explanatory notes: Microsoft Word format;
 - Cost estimates : .kos format.
- Drawings must be submitted in:
 - Each drawing shall be saved as separate PDF/JPG format;
 - PDF/JPG files shall be generated directly from AutoCAD using the "Print to PDF/JPG" function;
 - Scanned copies of printed drawings shall not be accepted as scaled PDF/JPG files.
- * Coordination and endorsement of the Preliminary Design with the Beneficiary, UNDP and relevant authorities.
- ** Coordination and endorsement of the detailed design documentation with the UNDP and the Beneficiary. Independent verification of the detailed design by authorized/ licensed experts. Endorsement and approval of detailed project documentation by the relevant competent authorities.

E. Institutional Arrangements

The Contractor shall coordinate all activities under this Contract with the Green Transition Project Institutional Development and Capacity Building Manager, under the overall supervision of the Green Transition Project Manager, UNDP Moldova. UNDP Moldova, through the Green Transition Project, shall provide all available and relevant background documentation, facilitate initial contacts, support communication with relevant stakeholders, and ensure access to project sites, as required. The Contractor shall be fully responsible for arranging all necessary transportation and logistical arrangements, obtaining all required permits and authorizations in accordance with national legislation of the Republic of Moldova, and establishing and maintaining effective working relationships with all involved parties. All costs related to written and oral translation and interpretation services shall be borne by the Contractor.

The assignment will be implemented partially on a home- or office-based basis and will include field missions within the Republic of Moldova. All travel and subsistence costs related to the assignment, including

transportation to and from the assignment locations, shall be the responsibility of the Contractor and must be included in the financial offer.

The Bidder shall ensure the availability of adequate human resources, technical capacity, equipment, and working materials necessary for the timely and high-quality delivery of services at all stages of the assignment, including the design and implementation phases.

Prior to the commencement of the assignment, the Contractor shall participate in a kick-off meeting with representatives of UNDP Moldova to agree on the implementation approach, work plan, reporting arrangements, and coordination mechanisms.

Confidentiality

Materials provided to the Contractor and all proceedings within the consultancy contract shall be regarded as confidential, both during and after the consultancy, and are only to be used in connection with the execution of these

Terms of Reference. Violation of confidentiality requirements may result in immediate termination of contract. All intellectual property rights arising from the execution of these Terms of Reference are assigned to UNDP Moldova. The contents of written materials obtained and used in this assignment may not be disclosed to any third parties without the expressed advance written authorization of the UNDP Moldova.

Financial Arrangements

Payments are based upon output, i.e. upon delivery of the services specified in the TOR and submission of deliverables, as to be agreed at contract signature stage. All envisaged costs must be included in the Annex 3. TECHNICAL AND FINANCIAL OFFER. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of costs (including the unit process, daily fee, taxes, number of anticipated working days, etc.).

The financial proposal shall take into account the specific characteristics of the objective, the service and collection areas, the estimated recyclable waste volumes, the technical solutions proposed by the Bidder, and the requirements outlined in these Schedule of Requirements, including any clarifications and amendments issued during the solicitation process. Recommendations from designers aimed at improving the technical solutions are welcomed and will be duly considered, provided they remain compliant with the minimum functional and regulatory requirements.

The payment for services will be made in tranches upon submission of deliverables stated in point F. Deliverables and timeframe, and certification by the Project Manager that the services were satisfactorily performed. All the deliverables envisaged in the Contract shall be coordinated and agreed upon with companies and further endorsed by the Project Manager within 14 calendar days since the moment they are submitted.

In accordance with UNDP Financial Rules and Regulations, advance payments are not permitted. Payments shall be made only upon completion of contractual obligations and certification of satisfactory performance.

F. Qualifications of the Successful Service Provider at Various Levels

Bidders should describe, in detail (Company Profile), their previous corporate experience in similar related to the project's assignment.

Bids will be evaluated based on compliance with the minimum eligibility and qualification requirements outlined below: -The Bidder shall be a legally registered design institution/company or a consortium of such entities, in accordance with applicable legislation;

-A minimum of ten (10) years of proven experience in the field of design development and cost estimation, including at least three (3) contracts completed within the last five (5) years (in a cumulative value of 105,000 US\$) for the development of design documentation and cost estimates for similar projects related to the construction of industrial facilities (for construction of buildings, including engineering systems: heating, ventilation, air-conditioning, electricity, low voltage, video security, anti-fire warning, internet, water/sewerage). *Please provide copies of contracts and/or reports of technical designs and estimates handled and accepted by the Client/Beneficiary.*

The proposal shall include the following minimum key-personnel aimed at implementing said contract, with valid technical certificates issued by the national regulation authority in construction of Republic of Moldova:

One (1) Task Manager / Architect, duly certified, with a minimum of ten (10) years of relevant professional experience in the field.

- One (1) Certified Structural/Civil Engineer (part-time), with a minimum of ten (10) years of relevant professional experience.
- One (1) Certified Electromechanical Engineer (part-time), with a minimum of five (5) years of relevant professional experience.
- One (1) Certified Water Supply and Sanitary Engineer (part-time), with a minimum of five (5) years of relevant professional experience.
- One (1) Certified Heating, Ventilation and Air Conditioning (HVAC) Engineer (part-time), with a minimum of five (5) years of relevant professional experience.
- One (1) Certified Fire Protection / Protection Installations Engineer (part-time), with a minimum of five (5) years of relevant professional experience.
- One (1) Certified Topographer (part-time), with a minimum of five (5) years of relevant professional experience.
- One (1) Certified Engineering Geologist (part-time), with a minimum of five (5) years of relevant professional experience.
- One (1) Certified Landscape Designer (part-time), with a minimum of five (5) years of relevant professional experience.
- One (1) Attested Cost Estimator / Bill of Quantities (BoQ) Specialist, with a minimum of five (5) years of relevant professional experience.

Minimum Qualifications and Experience of Proposed Key Personnel

- The proposed key personnel shall have demonstrated experience in the provision of design development services. Submitted CVs shall clearly indicate relevant and consistent professional experience corresponding to the proposed position and responsibilities.

All activities under this assignment shall be implemented in a gender-sensitive manner and in line with green principles and a human rights-based approach.

The Contractor shall take all reasonable measures to ensure that all personnel engaged under this assignment respect local customs and adhere to the highest standards of moral and ethical conduct, in full alignment with UNDP values, including respect for human rights, gender equality, and diversity. This includes respect for differences in culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, sexual orientation, or any other status. UNDP Moldova reserves the right to request, at any time, the withdrawal or replacement of any key personnel who fail to comply with these standards. Any such replacement shall be carried out at the Contractor's own expense.

Each Bidder shall submit a Technical Offer containing all information requested in Annex 3 – Technical and Financial Offer. The Technical Offer shall include a detailed proposed work plan with indicative timelines for all deliverables outlined in the Terms of Reference, as well as a clear approach for meeting all agreed and additional deadlines, if any.

Bidders shall demonstrate a proven commitment to the core values of the United Nations, in particular respect for diversity and inclusion across culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, sexual orientation, or any other status.

UNDP Moldova is committed to workforce diversity. Women, persons with disabilities, Roma and other ethnic or religious minorities, persons living with HIV, as well as refugees and other non-citizens legally entitled to work in the Republic of Moldova, are strongly encouraged to apply