



**Minutes of the Pre-Bidding Meeting**  
**for ItB26/03173: Reconstruction of the indoor shooting range facility of**  
**the 'Stefan cel Mare' Academy of the Ministry of Internal Affairs**  
**as of 11 March 2026, 14:00**

Online via Zoom platform

<https://undp.zoom.us/j/81399475866?pwd=8wwuXxjNPWf0QSMsaC9Y65oE2Nb9n1.1>

**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. Veaceslav Bugai, Project Manager, Law Enforcement Projects, United Nations Development Programme (UNDP), who presented the technical scope and requirements of the procurement.

Ms. Natalia Volcovschi, Procurement Associate, presented the general information about the ITB, with particular emphasis on **Section 3: Bid Data Sheet**, **Section 4: Evaluation Criteria**, and **Section 7: Bidding Forms**.

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

- Bidders from all countries are eligible to bid;
- English is the official language of this procurement. Documentation, including supporting documents issued by national authorities, may also be submitted in Romanian;
- Where a bidder lacks the required experience in a specific area, formation of a consortium or subcontracting of a specialized firm is permitted, provided that **the subcontracting limit does not exceed 30% of the total bid price**. UNDP reserves the right to reject a bid if the subcontracting limit is exceeded;
- A bid security in the amount of **USD 15,000** is required. The original bid security (bearing a physical stamp and handwritten signature) must be delivered to the UNDP office. An electronically signed bid security may alternatively be submitted via the QUANTUM platform, in which case physical delivery is not required;
- Bids and priced BoQs must be submitted in **US Dollars (USD)**. In the event if a bidder from the Republic of Moldova is awarded the contract, payments will be converted at the UN operational exchange rate on the date of payment. Bids are exempt from VAT and related taxes;
- All clarification requests must be submitted via the QUANTUM messaging functionality no later than five (5) working days before the submission deadline (16:30, Chisinau time). Responses will

be issued without disclosing the identity of the requesting party and will be distributed to all registered bidders;

- The bid submission deadline is **26 March 2026 at 16:30 Chisinau time**. All bids must be submitted exclusively through the QUANTUM NextGenERP supplier portal (Negotiation ID: **UNDP-MDA-00924**). Bids submitted by email will be disqualified.

Referring to **Section 4: Evaluation Criteria**, the following eligibility and qualification requirements were underlined: (i) a minimum of five (5) years of experience in civil works, applicable to the leading partner in a consortium; (ii) a minimum of three (3) finalized contracts over the last five years in the construction or reconstruction of public or residential buildings, with a cumulative value of at least USD 1,500,000, of which at least one contract must be valued at no less than USD 700,000, applicable to the leading partner in a consortium; (iii) annual turnover of at least USD 1,200,000 averaged over the last three years (2022–2024), with the leading partner required to account for at least 50% of this threshold in the case of a consortium; and (iv) key personnel comprising a Site Supervisor (Diriginte de Santier), a Ventilation Engineer, and an Electrical Engineer, each supported by appropriate professional certification.

Mr. Veaceslav Bugai, Project Manager, Law Enforcement Projects, UNDP, presented **Section 5: Schedule of Requirements**, acknowledging the following key aspects:

- The current ITB covers civil works for the reconstruction of the indoor shooting range (TIR) facility located in the basement of the Stefan cel Mare Academy of the Ministry of Internal Affairs, Chisinau (21, Gheorghe Asachi street). The above-ground floor accommodates a sports hall. The project design was developed by the Arhideea company, which will exercise authorial supervision throughout the construction period;
- This tender covers reconstruction works only and does not include procurement or installation of specialized shooting range equipment. Equipment procurement and installation will be subject to a separate tender to be announced within the same project framework. Technical specifications for specialized equipment have been included in the ITB document for informational purposes and to facilitate coordination between the civil works contractor and the future equipment supplier;
- The winning bidder will be required to cooperate closely with the equipment supplier, particularly during the final stage of reconstruction, to ensure full compatibility between civil works and specialized equipment installation;
- The building will be fully vacated and all activities suspended during the contract period. The building will be completely disconnected from its main electrical supply; a temporary power connection, including to a 380V source, can be arranged through the adjacent building;
- A special ventilation system is required due to the nature of the shooting range, which necessitates effective evacuation of gases produced during firing. The ventilation design incorporates specific filtration requirements and air flow parameters in compliance with applicable local and international standards. Technical supervision will be provided by three

UNDP engineers: a Principal Engineer/Coordinator, a Technical Supervisor, and a Ventilation Engineer;

- All electrical networks within the building will be fully dismantled and replaced. The scope also includes video surveillance systems, fire alarm systems, and related engineering networks;
- Warranty periods are as follows: **24 months** for installed equipment and **60 months** for construction works;
- Insurance requirements include: **110%** of the works insurance and **15%** for the liability insurance;
- Payment will be made on the basis of monthly progress reports reflecting the volume of works completed. Upon satisfactory acceptance by UNDP, payment will be processed accordingly. Upon completion of works, a Certificate of Substantial Completion will be issued, followed by a 12-month Defects Liability Period. A Certificate of Final Completion will be issued following resolution of any identified deficiencies.

## II. Questions and answers

**Question 1: What is the scope of the current ITB? Does it include procurement and installation of specialized shooting range equipment?**

**Answer 1:** The current ITB covers civil works for the reconstruction of the indoor shooting range facility only. Equipment procurement and installation will be subject to a separate tender to be announced within the same project framework. Technical specifications for specialized equipment have been included in the ITB for informational purposes and to facilitate coordination between the civil works contractor and the future equipment supplier.

**Question 2: In a consortium arrangement, does the minimum contract value requirement of USD 700,000 apply to all consortium partners or only to the leading partner? What are the eligibility requirements for a secondary partner covering specialized works such as ventilation and air conditioning?**

**Answer 2:** The requirement for a minimum of three contracts with a cumulative value of at least USD 1,500,000, of which at least one contract must be valued at no less than USD 700,000, applies exclusively to the leading partner of the consortium. The experience of secondary consortium partners is not subject qualification assessment.

**Question 3: What exchange rate will be applied to evaluate contracts denominated in currencies other than USD - the current rate or the rate applicable at the time the contract was signed?**

**Answer 3:** UNDP applies the UN operational exchange rate corresponding to the year in which the contract was signed, using the annual average rate for that year. Historical and current UN exchange rates are published on the UN operational rates of exchange (UNORI) website, a link to which is



included in the ITB document.

**Question 4: What time should participants arrive for the site visit, and will there be a UNDP representative to receive them at the entrance to the Academy?**

**Answer 4:** The site visit was scheduled for 12 March 2026 at 11:00. UNDP representatives were present at the entrance of the Stefan cel Mare Academy to receive all participants. Access to the Academy premises was facilitated upon arrival. Participants who had not yet registered for the site visit were requested to submit their contact details in advance to enable entry clearance at the security checkpoint.

**Question 5: The technical drawings are not accessible through the procurement notices portal. How can they be obtained?**

**Answer 5:** The technical drawings (approximately 420 MB) are available in the QUANTUM system under the relevant tender (Negotiation ID: UNDP-MDA-00924) and on UNDP Moldova local tenders page: <https://sc.undp.md/tnddetails2/3173/>

**Site Visit information**

**12 March 2026**

**Question 1: Will access to the construction site be possible through the reserve entrance, and how will access from the rear of the building be managed?**

**Answer 1:** The representatives of the Stefan cel Mare Academy confirmed that the reserve entrance may be used during the construction period. Further discussions will be held with the adjacent property owner (Apa Canal Chisinau) to identify a solution for temporary access to the rear of the building.

**Question 2: Will the building be fully vacated and free of all activities during the contract period?**

**Answer 2:** The representatives of the Stefan cel Mare Academy confirmed that all activities within the building will be suspended for the entire duration of the construction works.

**Question 3: Is it possible to establish a temporary electrical connection for construction purposes while the main power supply to the building is disconnected?**

**Answer 3:** The representatives of the Stefan cel Mare Academy confirmed that a temporary electrical connection, including access to a 380V power source, can be arranged through the adjacent building.

**Question 4: What are the final design parameters for the ventilation system? Concerns were raised regarding the input and output parameters in the designers' calculations.**

**Answer 4:** The technical solutions for the ventilation system are grounded in applicable local and international regulations. Ventilation parameters, including air exchange rates, vary depending on the type of firearms used at the indoor shooting range, for which multiple design scenarios have been modelled. As the question was raised without specific technical data (e.g., air volume or inlet/outlet pressure in MPa), UNDP recommends that all queries pertaining to ventilation parameters be submitted in writing, with precise technical data, through the official QUANTUM channel. A formal written response will be provided accordingly.