

Minutes of the Pre-Bidding Meeting for ItB26/03226

“Capital repair and modernization of the “Emil Nicula” Theoretical Lyceum from Mereni Village, Anenii Noi district (first phase) as of 4 April 2026, 11:00

Online via Zoom platform

<https://undp.zoom.us/j/85176055034?pwd=66PdclJmwpbxrsf1vbqWqUV9b2q1Al.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 offer, at the stage of evaluation, all bids will be transferred to US Dollars based on UN Operational Rate of Exchange on the day of deadline of the competition.
- The required Bid Security must amount USD 13,000.00 (Thirteen thousand United States Dollars) or equivalent amount in Moldavian Leu based on UN Operational Rate of Exchange on the day of submission of the bid. 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 inspection will be held on April 9, 2026, at 11:00 AM in Mereni village, Anenii Noi district, at the Emil Nicula Lyceum on 104, Ștefan cel Mare 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.
- At the contract award, UNDP may increase or decrease the quantities by a maximum 25%.
- 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 is

required in the amount of 5% of the contract amount.

- Also, UNDP foresees Liquidated Damages in case the works are not completed until the contract end date. A 2.5% of the total contract amount will be deducted out of the final invoice for each week of delay with a maximum of 4 weeks of delay. Once the total amount of liquidated damages is equal to 10% of the total contract amount, UNDP may terminate the contract.
- Due to large technical drawings, not all of them are available on UNDP's corporate platforms (Procurement notices and UNGM), however those can be found and downloaded from Quantum.
- Referring to the online submission via QUANTUM platform, please, pay attention to PDF guides in EN and RO, and the video guides, that are available below the announcement.

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 amended number of completed contracts (3) for the construction or renovation of public buildings with a cumulative value of at least USD 2.4 million. In case of a consortium, at least 2 (two) contracts to be 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 (2022, 2023, 2024).
- 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 main educational building within the “Emil Necula” Lyceum in Mereni. The works focus on replacing the existing slate roofing with stamped tile-type sheet metal, partially consolidating the wooden roof structure, and renovating all internal school spaces, including science classrooms, libraries, recreation halls, corridors, and wash facilities.

The proposed works aim to improve the school’s infrastructure and the teaching-learning environment by creating modern learning spaces within the “Emil Necula” Lyceum. The 3 levels block will be upgraded to comply with current sanitary and hygiene standards, and universal access will be ensured through the installation of access ramps and an elevator.

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 school spaces. The total floor area of the renovated spaces of the 3 levels educational block (block D) and access gallery from block D to C is approximately 1 999,30 m². Additionally, the building will be thermally insulated in accordance with energy efficiency standards for public buildings.

Potential bidders should note that the block D will be vacated during the execution of works, however another 3 blocks will be used during the works. The Contractor shall ensure complete physical separation between construction zones and operational school areas using solid partition barriers minimum 2.0m height. The Contractor shall prepare a detailed Phasing and Protection Plan within 14 calendar days of Contract signature.

Bidders are required to include site maintenance costs in their financial offer (at other costs line). For this purpose, they may either present the respective costs as a separate line in Form H, using Line 20 “Other Costs,” which is specifically intended for such expenditures, or they may incorporate these costs directly into the local cost estimates per each object.

II. Questions and answers

Question 1: Should the financial standing of 1.4 million USD be met cumulatively as a Consortium or only by the Lead Company?

Answer 1: The Financial standing of 1.4 million USD should be met cumulatively by all parties of the Consortium.

Question 2: Should the proposed personnel be employed by the Lead Company?

Answer 2: The key and non-key personnel may be employed by one of the parties of the Consortium.

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.

Site Visit information

9 April 2026

Question 1: The project documentation provides for the replacement of the roof covering of Block D; however, this scope of work is not explicitly listed in the Bills of Quantities. Please clarify whether the replacement of the roof covering for Block D is included in the scope of works or has been excluded.

Answer 1: The replacement of the roof covering for Block D is included in the scope of works. It is covered under Item # 161 of the Bills of Quantities, titled "Architectural Solutions". This item provides for the installation of 953.4 square meters of standing seam metal roofing as the roof covering for Block D.

Question 2: If certain quantities or types of works are omitted from the Bills of Quantities, will such additional works be accepted and paid under the contract?

Answer 2: The full set of design and cost estimate documentation has been thoroughly reviewed and verified. The documentation confirms that all required quantities and types of works have been correctly identified, measured, and evaluated by the designer and the designer's cost estimator. This verification process significantly reduces the risk of errors, omissions, or miscalculations in the Bills of Quantities.

However, if any additional or omitted works are identified during project implementation, UNDP Moldova, together with the appointed working group, will review such cases. Upon confirmation of their technical necessity and validity, UNDP Moldova may consider initiating a contract amendment. This may include the exclusion of unnecessary works and

the inclusion or adjustment of works whose quantities were incorrectly estimated or omitted, in accordance with applicable contractual procedures.