

Minutes of the Pre-Bidding Meeting for ItB26/03231

Capital repair and modernization of the “Mihai Eminescu” Gymnasium from Telenesti town (phase 2) as of 22 April 2026, 11:00

Online via Zoom platform

<https://undp.zoom.us/j/89885518229?pwd=DIoRAxYzuNX6C7utbbBjRC7kR3gAoM.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 14,000.00 (fourteen 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 29, 2026, at 11:00 AM in Telenesti town, at the Mihai Eminescu Gymnasium on 8, Codrilor 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 as number of years (7 years) and the number of completed contracts (3) for the construction or renovation of public buildings with a cumulative value of at least USD 2.4 million. In case of a consortium, at least 2 (two) contracts with a cumulative value of at least USD 1.4 million 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 secondary educational building, workshops, locker rooms situated in building of boiler shop and landscaping works (renovation of the existed sport facilities, new access road and fens) of “Mihai Eminescu” from Telenesti town.

The scope of works also includes the rehabilitation of existing engineering systems for all three buildings, 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 landscaping works, includes renovation of soccer field, renovation of the multifunctional field (Basketball and volleyball), building of the one new mini-football field with fence, etc.

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

The total floor area of all three renovated spaces is approximately 1 054,28 m² (816.20m² secondary educational building, 188.78m² workshops, 49.3m² locker rooms situated in building of boiler shop). Additionally, all three building will be thermally insulated in accordance with energy efficiency standards for public buildings. The landscaping works of the adjacent territory will be made on surface of 2.74ha.

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: Would the tender’s end date be automatically extended if an insufficient number of offers would be submitted into QUANTUM?

Answer 1: The tender’s end date is extended manually. In case of an insufficient number of bids submitted, the end date is extended manually. However, we strongly recommend you to not wait until the last day to submit your bid to avoid any technical issues that may arise and might prevent you from completing the submission process. If you face any type of challenges or technical issues and you understand that the bid will not be placed in due

time, bidders can notify via QUANTUM and ask for a short extension term to ensure the bid is placed. No extensions can be made after the deadline has passed.

Question 2: Why are there 27 annexes of BoQs in Romanian language and 31 annexes of BoQs in English?

Answer 2: It seems that four annexes have been overlooked and will be uploaded to QUANTUM together with the minutes of the current pre-bidding meeting via Amendment no. 1.

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.