

**Minutes of the Pre-Bidding Meeting
for ItB26/03115: Supply of Specialized Shooting Range Equipment
for Police Academy in Moldova
as of 27 July 2026, 14:00**

Online via Zoom platform

<https://undp.zoom.us/j/82713871062?pwd=WBn7TOXkZNnWfKINtpbSvAYZBWAWEv.1>

Participants:

1. Yang Wooseok, POSCO International Corporation (South Korea)
2. Victor Stroe, POSCO International – Bucharest Branch (Romania)
3. Roy Song, POSCO International – Bucharest Branch (Romania)
4. Dan Dinu, POSCO International
5. Heechul, POSCO International (South Korea)
6. GFT, GF Technology (South Korea) – partner of POSCO International
7. Łukasz Bartkowiak, TEBBEX (Poland)
8. Matthew Stokes, InVeris Training Solutions (USA)
9. Nick Patrick, InVeris Training Solutions (USA)
10. Al. Lenox, —

Agenda:

- I. Presentation and description of procedures
- II. Questions and answers (during the meeting)
- III. Questions and answers (from Quantum portal)

I. Presentation and description of procedures

The Pre-bidding conference was opened by Mr. Veaceslav Bugai, Project Manager, United Nations Development Programme (UNDP), who presented the objective of the project “Reinforcing Skills-Based Training of Law Enforcement Professionals in Moldova” and the technical scope of the procurement. Participants were informed that the meeting was being recorded in order to produce accurate minutes, which would be shared with all participants together with the amendment of the tendering documentation.

The representatives of the participating companies introduced themselves: Mr. Yang Wooseok and Mr. Heechul (POSCO International Corporation, South Korea); Mr. Victor Stroe and Mr. Roy Song (POSCO International – Bucharest Branch, Romania); Mr. Dan Dinu (POSCO International); Mr. Łukasz Bartkowiak (TEBBEX, Poland); and Mr. Nick Patrick and Mr. Matthew Stokes (InVeris Training Solutions, USA).

The UNDP team was introduced as follows: Mr. Sergiu Goreacioc, Procurement Unit, UNDP Moldova; Mr. Marek Woszczatyński, International Consultant on shooting range equipment; Ms. Liliana Eni, Project Associate; Mr. Vladimir Paraschiv, Procurement Associate and Mr. Alexandru Cocîrță, Programme Analyst.

Mr. Sergiu Goreacioc, Procurement Unit, UNDP Moldova, 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 2: Instructions to Bidders is a standard section applicable to all UNDP procurement processes. It sets out the general rules of participation, and applicants are advised to review it carefully.

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

- The procedure applied is an Invitation to Bid (ITB), which is the standard UNDP procedure used for the procurement of goods and related installation services;
- Bids may be submitted in English or Romanian. Supporting documents issued in the bidder's country of origin may be submitted in their original language, accompanied by an informal translation allowing UNDP to understand their content;
- Partial bids are not allowed. Bidders shall bid for the entire tender, and partially awarded contracts are not permitted;
- Bids of companies registered in the Republic of Moldova shall be submitted in Moldovan Lei (MDL), and bids of international companies in US Dollars (USD). For evaluation purposes, UNDP applies the UN operational rates of exchange, which are publicly available;
- Bidders from the Republic of Moldova shall not include VAT in their proposals, as the projects implemented by UNDP are exempt from VAT;
- A bid security in the amount of USD 5,000, or its equivalent in MDL, is mandatory. The bid security template is attached to the tendering documentation;
- All clarification requests shall be submitted through the QUANTUM messaging functionality no later than five (5) working days before the deadline for submission. Responses will be issued through QUANTUM and distributed to all bidders;
- Bidders are strongly encouraged not to wait until the last day to submit their bids, as technical issues may arise which cannot be resolved in the remaining time. UNDP staff, including procurement and project personnel, have no access to the bids before the deadline;
- The QUANTUM system displays New York time. Bidders shall pay particular attention to the deadline and the applicable time zone;
- There will be no public bid opening. Bidders will receive a notification with the opened bids and their values;
- The evaluation method is the lowest priced bid among the technically responsive and eligible bidders;
- UNDP reserves the right to increase or decrease the final quantities by up to 25%. Only one contract will be awarded under this tender;
- The contract form and the General Terms and Conditions are available with the tendering documentation and may already be shared with the bidder's legal department at this stage;
- A performance security of 10% of the contract amount is required, valid until thirty (30) days after the handover, meaning commissioning and the final acceptance protocol;
- No advance payment will be made. Progress payments may be negotiated with the awarded company where required;
- Liquidated damages apply up to 10% of the contract value, after which UNDP reserves the right to terminate the contract;

- All requested documents are mandatory and form part of the preliminary examination. Where a document is missing, UNDP will normally request clarification; however, failure to submit the financial proposal is a ground for disqualification;
- The expected contract date indicated in the tendering documentation is erroneous and will be corrected by amendment.

Referring to Section 4: Evaluation Criteria, the following aspects were underlined:

- The eligibility criteria are evaluated on a pass/fail basis. Non-compliance with any of these criteria leads to disqualification at that stage;
- The qualification criteria relate to the organisation, its general experience and its specific experience with similar contracts, supported by the templates attached to the tendering documentation;
- The technical evaluation is based on Form G: Technical Bid and on Annex 1: Technical Compliance Table. It was noted that Annex 1 does not list all items, but only those considered the most important, for which bidders are expected to be very specific; for the remaining items, the information provided in the datasheets will be used for technical evaluation;
- The financial evaluation covers the overall cost of ownership, including installation, commissioning and training. Any expenditure not foreseen in the tendering documentation may be added as a separate budget line, with an indication of its purpose;
- The Manufacturer's Authorisation Form (MAF) is a particularly important document. Bidders encountering difficulties in obtaining it were invited to inform UNDP, which may consider a degree of flexibility, applied equally to all bidders.

Mr. Veaceslav Bugai presented Section 5: Schedule of Requirements, acknowledging the following key aspects:

- The overall objective of the project is a reconstructed shooting range equipped with modern equipment. The reconstruction works are the subject of a separate contract; the present tender covers the supply, delivery, installation, calibration, commissioning, operator and maintenance training, and handover of the specialized equipment;
- The contract is a turnkey obligation. Offers limited to the supply of equipment, with installation to be carried out by another party, will not be accepted;
- The equipment offered shall meet the required technical specifications or exceed them. Equipment with lower specifications will not be accepted;
- The awarded company shall coordinate closely with the construction company. Communication will be channelled through the UNDP engineers involved in the project;
- Installation will be coordinated with the completion of the construction works, and a certain overlap between the two contracts is anticipated;
- UNDP will amend the tendering documentation to include the design drawings, so that bidders have a clear understanding of the facility and of the installation requirements. The drawings are currently available as scanned PDF files; UNDP will endeavour to provide them in CAD format as well;
- The electricity supply in the Republic of Moldova is 220 V.

Mr. Marek Woszczyński, International Consultant on shooting range equipment, presented the technical concept of the future facility:

- The objective is to transform the existing shooting range into one of the most modern facilities in this part of Europe;
- The range is designed to allow shooting at an angle of 180 degrees, comprising one main bullet trap and two side bullet traps, located on the left and on the right side of the range;
- A system of movable walls is foreseen, allowing the range to be arranged as a so-called "shooting house" and to perform shooting at up to 300 degrees;
- The range will be equipped with appearing, rotating and falling targets, covering the spectrum of modern shooting training;
- The acoustic protection of the ceiling is not included in this tender; it forms part of another contract and will be executed together with the ventilation works;
- Detailed drawings will be provided to bidders, indicating the exact dimensions and heights of the wall linings (for example walls S2 and S3), together with a detailed description of how the main bullet trap is to be constructed, operated, inspected and checked;
- Certain installations will be prepared in advance under the construction contract, including the electrical supply for the transverse target retrieval system and the emergency lighting. Part of the lighting system will require coordination with the equipment supplier, as some lines will be installed at the lower and rear part of the overhead baffles, which fall within the scope of this tender;
- The shooting range is located in the basement of the building and access is somewhat challenging. The equipment is heavy – the bulletproof window alone weighs at least 900 kg – and all items must be transported underground.

Mr. Vladimir Paraschiv drew the attention of the bidders to the following requirements concerning the technical offer:

- Bidders shall propose a specific brand and model of equipment. If, at the clarification stage, a bidder proposes a different brand or model – even one of a higher standard – this will be treated as an alternative proposal, which is not accepted;
- Annex 1: Technical Compliance Table shall be completed for every requirement listed. Bidders shall indicate the actual parameters of the equipment offered, such as dimensions, classes and standards (for example the BR class of the bulletproof window or the sound insulation expressed in dB). General statements such as "fully compliant" are not sufficient;
- The technical compliance column shall contain the technical specification of the equipment offered, and not a copy of the required specification;
- All declared parameters shall be supported by evidence. The datasheets and brochures submitted shall show the declared values. Where a parameter cannot be identified in the supporting documents, UNDP will be obliged to request clarification, which delays the evaluation process.

It was also emphasised that bidders should participate in all post-submission clarification rounds, including where their bid does not appear to be the lowest priced, since bids may subsequently be found non-compliant and contracts have previously been awarded to bidders that were not the lowest priced at the opening stage.

II. Questions and answers (during the meeting)

Question 1: Will UNDP provide the design drawings, and can they be shared in CAD format?

Answer 1: *Yes. UNDP will add the design drawings to the tendering documentation by amendment. The drawings are currently available as scanned PDF files, as the design was prepared internally. UNDP will endeavour to obtain and share the drawings in CAD format as well, together with Amendment No. 1 of the ITB.*

Question 2: What is the expected month for the award of the contract?

Answer 2: *The evaluation will start immediately after the deadline for submission of bids. As each case is treated separately, the evaluation may last up to two months. The award of the contract is estimated for the beginning of October 2026. This information is an estimation only.*

Question 3: If the bid is submitted in US Dollars, will the payment also be made in US Dollars?

Answer 3: *For international bidders, yes. Payments will be made in the currency specified in the contract. Therefore, if the contract is awarded in USD, payment will be made in USD, in accordance with UNDP policies.*

The local bidders may be awarded contracts in either MDL or USD. For local bidders awarded a contract in USD, payments will be made in MDL and converted using the applicable United Nations Operational Rate of Exchange (UNORE) valid on the date the payment is made. For contracts in MDL, payments will be made in MDL.

Question 4: With reference to the training for maintenance, does this mean that the police personnel are to be trained, or that another company should be trained?

Answer 4: *The requirement refers to the operating training of the designated personnel of the Police Academy, for example the shooting range officers who will be responsible for the facility. They shall be trained on how to operate the supplied equipment, including the maintenance intervals and the safe use of specific items, such as the specialized vacuum cleaner. The requirement does not cover the maintenance of IT, video surveillance or ventilation systems, nor repair and upgrade services, which would be the subject of a separate arrangement between the end user and the supplier. A post-warranty service or spare parts arrangement with the awarded company may be considered separately.*

The meeting was closed by Mr. Veaceslav Bugai, who thanked the participants for their interest in the tender and reiterated that any further questions may be submitted through the QUANTUM platform, and that the minutes of this meeting will be shared with all participants.

III. Questions and answers (from Quantum portal)

Question 5: There are omissions from the price quote document on the technical compliance table (i.e. adjustable shooting tables, shooting stalls etc). Which document should I reference?

Answer 5: *Please kindly note that Annex 1: Technical Compliance Table does not include all items contained in FORM H: Price Schedule and therefore should not be used as the sole reference for determining the scope of supply. The Compliance Table was prepared as a streamlined document to facilitate bidders' confirmation of compliance with the principal technical requirements and therefore does not reproduce every item listed in the Price Schedule.*

The requirements for items that are not included in Annex 1 are provided under Section 5: Schedule of Requirements, F. Technical Specifications for Goods. For example, items such as Adjustable Shooting

Tables and Net Shooting Stalls, while included in FORM H: Price Schedule, are not reflected in Annex 1: Technical Compliance Table. You should therefore refer to the corresponding technical specifications contained in Section 5: Schedule of Requirements and submit pricing in accordance with FORM H: Price Schedule. In the event of any discrepancy, Section 5: Schedule of Requirements shall prevail for defining the required scope of supply. Together with Amendment No. 1, UNDP will revise the numbering in Annex 1: Technical Compliance Table to align it with FORM H: Price Schedule, thereby facilitating cross-referencing between the two documents.

Question 6: Could the Bidder, after submission of the bid, propose a different authorized or qualified service provider than the one originally submitted, subject to the Purchaser's approval? This would be on the condition that the proposed replacement is equally or more qualified and that there is no change to the bid price or other commercial conditions.

Answer 6: Bids will be evaluated based on the after-sales service and warranty arrangements proposed in the bid as submitted before the submission deadline. Therefore, bidders should nominate an authorized service provider that will be available to deliver the required services throughout contract. Any proposed change after bid submission will not be considered during the evaluation process. Accepting could undermine the principles of fairness and equal treatment of bidders because technical evaluation must be based on the info presented in the bid as submitted before the deadline.

Question 7: Once we submitted our quotation based on the "F. Technical Specifications for Goods". If design errors or design changes not attributable to the Supplier are identified during the post-award site survey, will the Supplier be allowed to submit a revised quotation or request a contract variation for the additional work?

Answer7: Bids must be prepared based on the ITB requirements as issued and may not be revised after the submission deadline. Following contract award, if the site survey identifies design errors, omissions, or changes that are not attributable to the Supplier, the findings shall be submitted to UNDP for review. Any required changes to the scope of work must be technically assessed and approved by the responsible engineer and, where justified, formalized through a written contract amendment.

Question 8: Once we have prepared our quotation based on the required two (2) training sessions. If, due to on-site circumstances and upon mutual agreement between UNDP and the Supplier, additional training sessions and/or an extended trainer stay become necessary, will UNDP be able to reimburse the additional costs through a contract variation or amendment?

Answer 8: Please prepare your bid based on the two (2) training sessions specified in Section 5. If, during contract implementation, additional training requirements are identified and agreed by UNDP, any resulting changes will be subject to availability of funds and a contract amendment. Costs incurred without an approved contract amendment will not be reimbursed.

Question 9: Please clarify whether bidders may offer technically equivalent or superior products, or whether the exact specified products must be supplied.

Answer 9: Equivalent or superior products may be offered. The technical specifications define the minimum requirements to be met. The reference to a brand, model, or stock number should be understood as "or equivalent". Bidders must provide sufficient technical documentation, such as datasheets, certificates, declarations of conformity, or test reports, demonstrating compliance with the specified requirements (Section 5: Schedule of Requirements, F. Technical Specifications for Goods). Also, the Annex 1: Technical Compliance Table must be completed for all items offered.