



## REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF FIRM:	DATE: <b>23 June 2017</b>
	REFERENCE: <b>RfQ17/01547</b>

Dear Sir / Madam:

We kindly request you to submit your quotation for the **Provision of Detailed Technical Design and preliminary costs estimation for installation of Local Area Networks of General Police Inspectorate subdivisions**, as detailed in Annex 1 of this RFQ. When preparing your quotation, please be guided by the form attached hereto as Annex 2.

Quotations may be submitted on or before **10 July 2017, 16:00 (Moldova local time)** and via e-mail or courier mail to the address below:

**United Nations Development Programme in Moldova**  
**131, 31 August 1989 Street, MD-2012 Chisinau, Republic of Moldova**  
**Attention: Registry Office/Procurement**  
[tenders-Moldova@undp.org](mailto:tenders-Moldova@undp.org)

Quotations shall be submitted in English or Romanian duly signed and stamped and shall be marked with the note **"RfQ17/01547 – Provision of Design services and preliminary costs estimation for installation of LAN/ITS-MIA Project"**.

Quotations submitted by email must be limited to a maximum of 5MB, virus-free and no more than 5 email transmissions. They must be free from any form of virus or corrupted contents, or the quotations shall be rejected.

It shall remain your responsibility to ensure that your quotation will reach the address above on or before the deadline. Quotations that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your quotation by email, kindly ensure that they are signed and in the .pdf format, and free from any virus or corrupted files.

Please take note of the following requirements and conditions pertaining to the supply of the abovementioned good/s:

Exact Address of Delivery Location (identify all, if multiple)	United Nations Development Programme in Moldova 131, 31 August 1989 Street, MD-2012 Chisinau, Republic of Moldova
Latest Expected Delivery Date and Time (if delivery time exceeds	<input checked="" type="checkbox"/> As per Delivery Schedule described in the Annex 1

<i>this, quote may be rejected by UNDP)</i>	
Delivery Schedule	<input checked="" type="checkbox"/> Required
Preferred Currency of Quotation <sup>1</sup>	<input checked="" type="checkbox"/> United States Dollars  Reference date for determining UN Operational Exchange Rate: <b>10 July, 2017</b>  <i>For reference please access</i> <a href="http://treasury.un.org/operationalrates/OperationalRates.aspx#R">http://treasury.un.org/operationalrates/OperationalRates.aspx#R</a>
Value Added Tax on Price Quotation	<input checked="" type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes
A pre-bidding conference will be organized on:	Time: 11:00 (Moldova local time) <b>Date: 30 June 2017</b> Venue: <b>"Le Roi" Business Centre, 29, Sfatul Tarii Street, 3<sup>rd</sup> floor, room 305, Chisinau, Moldova, MD-2012</b>  To <b>confirm participation</b> , please, send an e-mail message to <b>by 29 June 2017, 15:00</b> .  The UNDP focal point for the arrangement is: Liuba Livadari, Project Associate, MIA Project, UNDP Moldova; e-mail: <a href="mailto:liuba.livadari@undp.org">liuba.livadari@undp.org</a>
Deadline for the Submission of Quotation	<b>10 July 2017, 16:00 (Moldova local time)</b>
All documentations, including catalogs, instructions and operating manuals, shall be in this language	<input checked="" type="checkbox"/> English <input checked="" type="checkbox"/> Others: Romanian/Russian
Documents to be submitted	<input checked="" type="checkbox"/> Duly Accomplished Form as provided in Annex 2, and in accordance with the list of requirements in Annex 1; <input checked="" type="checkbox"/> Company profile (short info up to 3 pages); <input checked="" type="checkbox"/> Copy of Company's Registration Certificate together with the Annex; <input checked="" type="checkbox"/> Copy of license attesting the right to develop design for all categories of works specified in the ToR; <input checked="" type="checkbox"/> Official Letter of Appointment as local representative, if Bidder is submitting a Bid in behalf of an entity located outside the country; <input checked="" type="checkbox"/> Technical description of the offered services; <input checked="" type="checkbox"/> List of qualified key personnel, together with CVs and professional certificates/Licenses for Architect, Civil Engineer, Low Voltage Systems Engineers, Automation Systems engineers, Electrical engineers, Cost engineers/estimators (BoQ developer); <input checked="" type="checkbox"/> Work time schedule (including time allocation for key staff) <input checked="" type="checkbox"/> Statement of Satisfactory Performance from the Top 2 Clients in terms of Contract Value during the past 3 years; <input checked="" type="checkbox"/> All information regarding any past and current litigation during the last five (5) years, in which the bidder is involved, indicating the parties concerned, the subject of the litigation, the amounts involved, and the final resolution if already concluded;

<sup>1</sup> Local vendors must comply with any applicable laws regarding doing business in other currencies. Conversion of currency into the UNDP preferred currency, if the offer is quoted differently from what is required, shall be based only on UN Operational Exchange Rate prevailing at the time of UNDP's issuance of Purchase Order.

	<input checked="" type="checkbox"/> Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List.
Period of Validity of Quotes starting the Submission Deadline Date	<input checked="" type="checkbox"/> 90 days In exceptional circumstances, UNDP may request the Vendor to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Quotation.
Partial Quotes	<input checked="" type="checkbox"/> Not allowed
Payment Terms	<input checked="" type="checkbox"/> 100% upon complete delivery of services, according to the delivery timeframe
Liquidated Damages	0.5% of contract for every day of delay, up to a maximum duration of 20 days. Thereafter, the contract may be terminated.
Evaluation Criteria	<p><b><u>Minimum qualification criteria</u></b> (failure to comply with these requirements will constitute a reason for disqualification)</p> <p><input checked="" type="checkbox"/> Technical responsiveness/Full compliance to requirements and lowest price<sup>2</sup>;</p> <p><input checked="" type="checkbox"/> Minimum 3-year experience and expertise in carrying out detailed design services;</p> <p><input checked="" type="checkbox"/> 5 (five) completed /or on going contracts for provision of Design services and preliminary costs estimation for LAN Networks of similar technical complexity and budget amount (according to the Technical Specifications and Requirements) performed by the Proposer as main contractor in the past 3 years;</p> <p><input checked="" type="checkbox"/> Availability of registration documentation and License for design services;</p> <p><input checked="" type="checkbox"/> Sufficient human resources capability to qualitatively and timely execute the works – minimum key-personnel with at least 5 (five) years experience:</p> <ul style="list-style-type: none"> <li>(1) One (1) Architect</li> <li>(2) Two (2) certified Civil Works Engineers</li> <li>(3) Two (2) certified Low Voltage Systems Engineers;</li> <li>(4) Two (2) certified Automation Systems Engineers;</li> <li>(5) One (1) certified Electrical Engineer;</li> <li>(6) One (1) certified Cost engineers/estimators (BoQ developer</li> </ul> <p><input checked="" type="checkbox"/> Full acceptance of the PO/Contract General Terms and Conditions</p> <p><input checked="" type="checkbox"/> Delivery period not to exceed the dates indicated in the Annex 1;</p>
UNDP will award to:	<input checked="" type="checkbox"/> One and only one supplier
Type of Contract to be Signed	<input checked="" type="checkbox"/> Professional Services Contract

<sup>2</sup> UNDP reserves the right not to award the contract to the lowest priced offer, if the second lowest price among the responsive offer is found to be significantly more superior, and the price is higher than the lowest priced compliant offer by not more than 10%, and the budget can sufficiently cover the price difference. The term “more superior” as used in this provision shall refer to offers that have exceeded the pre-determined requirements established in the specifications.

Special conditions of Contract	<input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 20 calendar days
Conditions for Release of Payment	<input checked="" type="checkbox"/> Provision of services <input checked="" type="checkbox"/> Written Acceptance of Services based on full compliance with RFQ requirements
Annexes to this RFQ <sup>3</sup>	<input checked="" type="checkbox"/> Technical Specifications and Requirements (Annex 1) <input checked="" type="checkbox"/> Form for Submission of Quotation (Annex 2) <input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions (Annex 3); <input checked="" type="checkbox"/> List of GPI subdivisions (Annex 4).
Contact Person for Inquiries (Written inquiries only) <sup>4</sup>	Liuba Livadari, Project Associate, MIA Project, UNDP Moldova; e-mail: <a href="mailto:liuba.livadari@undp.org">liuba.livadari@undp.org</a> Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.

Services provided shall be reviewed based on completeness and compliance of the quotation with the minimum specifications described above and any other annexes providing details of UNDP requirements.

The quotation that complies with all the specifications, requirements and offers the lowest price, as well as all other evaluation criteria indicated, shall be selected. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price (obtained by multiplying the unit price and quantity) shall be re-computed by UNDP. The unit price shall prevail and the total price shall be corrected. If the supplier does not accept the final price based on UNDP's re-computation and correction of errors, its quotation will be rejected.

After UNDP has identified the lowest price offer, UNDP reserves the right to award the contract based only on the prices of the services in the event that the transportation cost (freight and insurance) is found to be higher than UNDP's own estimated cost if sourced from its own freight forwarder and insurance provider.

At any time during the validity of the quotation, no price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the quotation. At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Purchase Order that will be issued as a result of this RFQ shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a quotation implies that the vendor accepts without question the General Terms and Conditions of UNDP herein attached as Annex 3.

<sup>3</sup> Where the information is available in the web, a URL for the information may simply be provided.

<sup>4</sup> This contact person and address is officially designated by UNDP. If inquiries are sent to other person/s or address/es, even if they are UNDP staff, UNDP shall have no obligation to respond nor can UNDP confirm that the query was received.

UNDP is not bound to accept any quotation, nor award a contract/Purchase Order, nor be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.

Please be advised that UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a purchase order or contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link: <http://www.undp.org/procurement/protest.shtml>.

UNDP encourages every prospective Vendor to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its suppliers to adhere to the UN Supplier Code of Conduct found in this link: [http://www.un.org/depts/ptd/pdf/conduct\\_english.pdf](http://www.un.org/depts/ptd/pdf/conduct_english.pdf).

Thank you and we look forward to receiving your quotation.

Sincerely yours,

  
Ira Cebotari,  
Head of Operations

## Technical Specifications and Requirements

### Provision of professional Detailed Technical Design and preliminary costs estimation for installation of Local Area Networks of General Police Inspectorate subdivisions

#### A. Project Description

##### General Background

The **Objective** of the UNDP/MIA Project is to contribute to the enhancement of the operational and functional framework of MIA for the efficient, transparent and inclusive implementation of the sector reform agenda in the areas of public order, civil protection, border security, migration and asylum in compliance with the national priorities and international commitments improving the effectiveness in designing and implementation of sectoral policies and services addressing the needs of men and women in Moldova. The actions of the project will facilitate the creation of the viable gender sensitive nationwide mechanism ensuring an appropriate preparedness of state authorities to respond to events that pose a direct threat to public order and national security through a coordinated interaction.

The expected **outcome** of the Project is to enhance the MIA and its sub-divisions capacities, equip them with instruments and tools to implement the sector reform agenda in line with the national priorities and international commitments improving the effectiveness in designing and implementation of policies addressing the needs of men and women in the Republic of Moldova.

##### Specific Background

The importance of computer networks security has increased along with the progress of electronic data processing and data transmission through networks. In case of confidential information, it is crucial that network sharing and communication benefits be supported by security facilities.

Currently, the Ministry of Internal Affairs is developing a wide area network (WAN) that provides the interconnection of all its territorial subdivisions, in order to insure a high level of information security.

However, the necessary level of information security can only be achieved in case of creation of an unique informational environment. Therefore, it is necessary to create local networks in every subdivision of MIA.

The actual status of local networks in MIA subdivisions is deplorable: there is no clear topology, connections are made through inaccessible places or outside the building without appropriate cables, there are permanent unexplained network blockages and a lot of physical drawbacks. All these network faults can be removed only by temporary replacement of network equipment or through new connections.

In order to solve these network issues and interconnect the networks of MIA subdivisions throughout the country into a single network, it is required that subdivisions' local networks be reorganized and modernized and their topology (classical star) be adapted to international standards (ISO 11801, EN 50173 and ANSI / TIA / EIA-568) so that high level of information security be ensured.

#### B. Objective of the assignment:

The **overall objective** of the assignment is to provide professional engineering/design work with emphasis on the development of complete technical design documentation and estimation of costs, required for reconstruction of Local Area Network (LAN) within 44 subdivisions of the General Police Inspectorate (GPI) and their connection to existing MIA WAN network.

The contractor will develop the design documentation applying the most efficient technical solutions for proposed rehabilitation of public infrastructures and social facilities, but individually to each of the 44 GPI sites (one building or a group of buildings, as described in **Annex 4**), based on the type, technical characteristics and specifications of each infrastructure and required scope of rehabilitation works.

The current initiative should establish the basis for the modernization of MIA's transport of data networks as a support for the automation of working processes.

The design services will also identify and provide the best opportunities/options for sustainable use, operation and functioning of the rehabilitated infrastructure, proposing modern environmentally friendly and sustainable materials, equipment, technologies, according to the international standards in the fields.

### C. Design requirements:

The content of design documentation shall be set up in accordance with national building codes: NCM A.07.02-2012. The selected contractors will render their services for development of clear and complete designs including, but not limited to, the following:

**1. Statement of Works (SOW)** with narrative description of designed technological solutions, units of the main equipment and materials, technical systems/utilities, specification on how the *Local Area Networks* were estimated.

The selected Technical Design company will be responsible for development of actual general plan of the building (including the electronic format), with the possibility of using the plans for other repairs or development of engineering systems. Also, developing the current topology and adjusting the infrastructure for current and future service. Further the Technical Design Company will elaborate the detailed technical documentation for Local Area Network.

**2. Requirements regarding the LAN components:** All network components are to be designed in accordance with international and domestic quality standards, considering the recommendations and requirements for the internal IT infrastructure of the beneficiary Public Administration. The document can be downloaded from the following address: <http://www.mtic.gov.md/ro/transparency/infrastructura-informatiionala-interna-autoritatilor-administratiei-publice>

Each technical project will mandatorily include the following paragraphs:

- Design of the Technical room (a place for central switching and interconnection equipment with the MIA WAN network) - including the location of 19 "storages for equipment, cable channels, guaranteed power supply systems and air conditioning systems. Additionally, a place for the automatic fire extinguishing systems must be ensured.
- Design of Server storage room: the design must include temperature and humidity detection systems, with the possibility to inform the administrator about the status via SMS / e-mail, as well as the air conditioning system;
- Design of distribution buses through buildings / buildings, with intermediate concentration points (where appropriate);
- Design of workplaces with a focus on the following aspects: the direction of daylight or artificial lighting, the number of electrical outlets, computer networking and IP telephony. Additionally, the design must include network connection ports for printers, video surveillance cameras and physical access control systems. The location of each equipment, the route of cables and the way of their installation must be carefully planned.
- Design of Workplace ports and the corresponding ports on the distribution boards which must be marked identically. The marking must contain information about the port type, level of the building, the group and number of the room;
- Design of Wi-Fi access points and corresponding connections (according to the data provided by the ITS) able to ensure qualitative signal coverage. The Wi-Fi system will be designed taking into consideration the real needs, based on the estimated number of potential users, number of required networks (PRIVATE / PUBLIC), distance, external aspect etc.

To achieve a high level of quality but also a high degree of compatibility with the active components, all LAN segments should be designed in accordance with the following international standards:

- ISO 11801. Information technology – Generic cabling for customer premises;
- TIA / EIA-586A / 586B. Commercial Building Telecommunications Cabling Standard;
- TIA / EIA-569. Commercial Building Standard for Telecommunications Pathways and Spaces;
- TIA / EIA-606. The Administration Standard for the Telecommunications Infrastructure of Commercial Building.

**3. Requirements regarding physical security systems:** All cable buses must to be designed based on the condition of impossible access to unauthorized persons. In places where the cables will be clearly visible, there must be provided plastic cable ducts or metal cable trays certified by the Civil Protection and Emergency Situations Service with reference to fire prevention. The entire LAN network must be designed in such way allowing easy future development and installation of additional networks like: video surveillance system, fire detection alarm, physical access control system etc.

**4. Drawings:** Complete detailed construction drawings of all works in sufficient detail for tendering, contractual and construction purposes. All drawings shall be presented in electronic format DWG format and on appropriate paper support. All drawings should be clear, sharp, and accurate. Symbols and abbreviations should be defined in a legend.

**5. Bill of quantities (BOQ):** Complete for all items of work with adequate description for each item. The quantities for all work items should be based on actual take-off calculation and not based on estimates. All BOQs shall be presented in a spreadsheet format, preferably MS Excel;

***Important:** The BoQs should be entirely presented (either in Romanian or in Russian), in the following formats: Form 7, Form 5, and Form 3 (according to "WinSmeta"). Please note that, Form 7 should be submitted in Excel.*

**4. Specifications:** Comprehensive and up to date, in accordance with current best practices, general and particular Technical Specifications for all works and equipment based on internationally accepted standards and sufficient for procurement, installation and construction works;

**5. Documentation** of all design literature and design calculations for all civil, planning, connections to utilities, structural, electrical, automation and mechanical works. All set of Design documentation shall be elaborated in conformity with National Legal Requirements in the field civil works. All technical documentation, including technical drawings will be elaborated in in 4 copies, including 3 copies on paper and one electronic version, applying the designer stamp.

***Important:** The project documentation, for each individual building, will be endorsed by the responsible persons within the Information Technologies Service of the Ministry of Interior.*

*Documentation with detailed recommendations and measures for protection of environment will be also part of the design assignment.*

**6. Cost estimations:** comprehensive estimation of involved costs taking into account all necessary labour and materials based on current prices available on the local market and manpower remuneration, which shall not be below the minimum required by the National Legislation.

***Important:** The documents, the Drawings and Specifications, shall be of sufficient detail to enable construction works to proceed without need for on-site instructions and selection of materials, construction assembly, layout or location of any element or feature.*

The designs should comply with the local legislation State building norms and regulations, standards and specifications, local building regulations and shall also ensure:

1. Reliable and safe operation of recommended equipment, materials, and engineering systems;
2. Optimal energy efficiency measures of rehabilitated facilities and systems;
3. Cost efficiency in terms on construction, operation and maintenance;
4. Compliance with health and safety requirements;
5. Compliance with environmental protection requirements.

#### **D. Key tasks and expected outputs:**

In accomplishing the assignment, the contractor commonly shall be responsible for undertaking all the necessary activities for turning out complete technical designs and tender documents for rehabilitation and putting into operation the aforementioned Sites with internal power systems, including, but not limited to, the following tasks:

1. Inspection of premises in order to determine the volume of works and proper location of existing electrical, ventilation heating and telecommunication systems (by case);



2. Project sites' general plans, incl. (by case) electrical design for all electrical equipment including low voltage system design, earth/ground connection system and lightning protection;
3. Detailed technical design of Local Area Networks including their connection to existing power network and WAN;
4. Development of bill of quantities and cost estimates for designed networks;
5. Provision of author supervision;
6. Participate in the preliminary and final commissioning committee.

UNDP/MIA Project and MIA/ITS Engineers will assist the Contractors in arranging and coordinating site visits to GPI subdivisions.

Contractors shall properly coordinate the design and engineering process with the local planning authorities, IGP relevant representatives and UNDP/MIA Project. Contractor should obtain expertise clearance for design from all relevant authorities, when necessary.

Contractors should assist public facilities' owners in requesting and obtaining from the local authorities planning permits, if not obtained. Contractors should assist public facilities' owners to prepare all necessary supporting documentations to obtain construction permit from local planning authorities (if the case).

All the detailed design documentation shall be subject to mandatory control by the State Verification Department or Independent Authorized Verifiers. Design documentation shall undergo an examination (by experts), when needed.

The design companies assume the responsibility to make the necessary technical adjustments (appeared in the process of construction) to the project documentation. These adjustments will be made within three working days upon the official request from the Project's Engineer.

Upon termination of Construction Works, the Contractors will participate in the works hand-over activities and will endorse an author confirmation, certifying the compliance of Works to the design.

#### E. Implementation timeframe

The Contractors are expected to complete all investigations and present full design documentation, including complete drawings, BOQs authorized by verifiers, tender launching documentation, etc. **in two stages:**

**1<sup>st</sup> Stage:** for the first 10 sites (DP mun. Chisinau, IP Ciocana, IP Centru, IP Buiucani, IP Botanica, IP Râșcani, IP Balti, IP Cahul, IP Comrat, IP Criuleni) **in maximum 60 calendar days** from the day of contract signing;

**2<sup>nd</sup> Stage:** for remaining 34 sites **in maximum 160 calendar days** from the day of contract signing.

#### F. Deliverables

Contractors are required to deliver the expected design services by sites, in accordance with the following deliverable items and established schedules:

Item No.	Description/Specification of Services and deliverables	Delivery Date
1.	Detailed technical design documentation of the Local Area Networks developed, Bill of quantities and cost estimates developed, Verification of the designs and Bill of Quantities by Authorized/Licensed Experts carried out for the first 10 GPI subdivisions (DP mun. Chisinau, IP Ciocana, IP Centru, IP Buiucani, IP Botanica, IP Râșcani, IP Balti, IP Cahul, IP Comrat, IP Criuleni).	60 calendar days from the date of contract signing
2.	Detailed technical design documentation of the Local Area Networks developed, Bill of quantities and cost estimates developed, Verification of the designs and Bill of Quantities by Authorized/Licensed Experts carried out for the remaining 34 GPI subdivisions.	160 calendar days from the date of contract signing

3.	Detailed Design Author's Supervision during the construction period	N/A
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**Particular requirements for the deliverable items:**

The item 1 and 2 will commonly include: narrative memo with particular requirements, technical specifications and standards, Local Area Network's plan and profile, including their interconnection to MIA WAN; technical specifications and quantities of proposed materials and structures (materials should be of modern, sustainable and environmentally clean standards);

Author's Supervision during the construction period will, also, include contractor's participation at preliminary and final commissioning of completed works procedures

**G. General organizational information/requirements**

*First drafts, schemes and proposed architectural and technical solutions*, elaborated by the designers, shall be coordinated jointly with MIA/ITC designated working group and UNDP/MIA project engineers.

Technical Conditions for connection of newly designed networks (by case) to existing power supply nets, shall be obtained from respective institutions by the contractors, jointly with premises owners and at the contractors' initiative. Verification of the designs and Bill of Quantities by Authorized/Licensed Experts must be incised only after the prior coordination and approval of the documents by MIA/ITC and UNDP/MIA project engineers.

*Buildings:*

The following special regional climate conditions and technical characteristics, shall be taken into account while designing project buildings and constructions:

Climate zone - III B;

Snow loading - 500 Pa/m<sup>2</sup>;

Wind loading - 350 Pa/m<sup>2</sup>;

Seismicity level - 7 grades;

Average outside temperature - 17°C;

Heating season duration - 166 days;

Average outside temperature during winter season - +0,6°C;

Earth structure data – in accordance with geological surveys (by case);

## FORM FOR SUBMITTING SUPPLIER'S QUOTATION<sup>5</sup>

*(This Form must be submitted only using the Supplier's Official Letterhead/Stationery<sup>6</sup>)*

We, the undersigned, hereby accept in full the UNDP General Terms and Conditions, and hereby offer to supply the items listed below in conformity with the specification and requirements of UNDP as per RFQ Reference No. **RfQ17/01547 – Provision of Design services and preliminary costs estimation for installation of LAN/ITS - MIA Project.**

**TABLE 1: Offer to Supply Services Compliant with Technical Specifications and Requirements**

Item No.	Description/Specification of Services	Quantity	Latest Delivery Date	Unit Price (USD), VAT exclusive	Total Price (USD), VAT exclusive
<b>1.</b>	<b>1<sup>st</sup> Stage:</b> Detailed technical design documentation of the Local Area Networks developed, Bill of quantities and cost estimates developed, Verification of the designs and Bill of Quantities by Authorized/Licensed Experts carried out for the first 10 GPI subdivisions. Detailed Author's Supervision for the first 10 GPI subdivisions				
	1. DP mun. Chisinau	1			
	2. IP Ciocana	1			
	3. IP Centru	1			
	4. IP Buiucani	1			
	5. IP Botanica	1			
	6. IP Râșcani	1			
	7. IP Balti	1			
	8. IP Cahul	1			
	9. IP Comrat	1			
	10. IP Criuleni	1			
	<b>SUBTOTAL Stage 1</b>				
<b>2.</b>	<b>2<sup>nd</sup> Stage:</b> Detailed technical design documentation of the Local Area Networks developed, Bill of quantities and cost estimates developed, Verification of the designs and Bill of Quantities by Authorized/Licensed Experts carried out for the remaining 34 GPI subdivisions. Detailed Author's Supervision for the remaining 34 GPI subdivisions				
	11. DP UTA Gagauz-Yeri	1			
	12. IP Ceadâr-Lunga	1			
	13. IP Vulcănești	1			
	14. IP Anenii-Noi	1			
	15. IP Basarabasca	1			
	16. IP Bender	1			
	17. IP Briceni	1			
	18. IP Cantemir	1			
	19. IP Călărași	1			
	20. IP Căușeni	1			
	21. IP Cimișlia	1			
	22. IP Dondușeni	1			

<sup>5</sup> This serves as a guide to the Supplier in preparing the quotation and price schedule.

<sup>6</sup> Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

	23. IP Drochia	1			
	24. IP Dubăsari	1			
	25. IP Edineț	1			
	26. IP Hâncești	1			
	27. IP Fălești	1			
	28. IP Florești	1			
	29. IP Glodeni	1			
	30. IP Ialoveni	1			
	31. IP Leova	1			
	32. IP Nisporeni	1			
	33. IP Ocnița	1			
	34. IP Orhei	1			
	35. IP Rezina	1			
	36. IP Rîșcani	1			
	37. IP Sîngerei	1			
	38. IP Soroca	1			
	39. IP Strășeni	1			
	40. IP Șoldănești	1			
	41. IP Ștefan-Vodă	1			
	42. IP Taraclia	1			
	43. IP Telenești	1			
	44. IP Ungheni	1			
	<b>SUBTOTAL Stage 2</b>				
	<b>TOTAL</b>				
	Add: Other Charges (pls. specify)				
	<b>Total Final and All-Inclusive Price Quotation</b>				

**TABLE 2: Offer to Comply with Other Conditions and Related Requirements**

Other Information pertaining to our Quotation are as follows:	Your Responses		
	<i>Yes, we will comply</i>	<i>No, we cannot comply</i>	<i>If you cannot comply, pls. indicate counter proposal</i>
Delivery Lead Time			
Validity of Quotation			
All Provisions of the UNDP General Terms and Conditions			

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the RFQ.

*[Name and Signature of the Supplier's Authorized Person]*  
*[Designation]*  
*[Date]*



## UNDP GENERAL CONDITIONS OF CONTRACT FOR SERVICES

### 1.0 LEGAL STATUS:

The Contractor shall be considered as having the legal status of an independent contractor vis-à-vis the United Nations Development Programme (UNDP). The Contractor's personnel and sub-contractors shall not be considered in any respect as being the employees or agents of UNDP or the United Nations.

### 2.0 SOURCE OF INSTRUCTIONS:

The Contractor shall neither seek nor accept instructions from any authority external to UNDP in connection with the performance of its services under this Contract. The Contractor shall refrain from any action that may adversely affect UNDP or the United Nations and shall fulfill its commitments with the fullest regard to the interests of UNDP.

### 3.0 CONTRACTOR'S RESPONSIBILITY FOR EMPLOYEES:

The Contractor shall be responsible for the professional and technical competence of its employees and will select, for work under this Contract, reliable individuals who will perform effectively in the implementation of this Contract, respect the local customs, and conform to a high standard of moral and ethical conduct.

### 4.0 ASSIGNMENT:

The Contractor shall not assign, transfer, pledge or make other disposition of this Contract or any part thereof, or any of the Contractor's rights, claims or obligations under this Contract except with the prior written consent of UNDP.

### 5.0 SUB-CONTRACTING:

In the event the Contractor requires the services of sub-contractors, the Contractor shall obtain the prior written approval and clearance of UNDP for all sub-contractors. The approval of UNDP of a sub-contractor shall not relieve the Contractor of any of its obligations under this Contract. The terms of any sub-contract shall be subject to and conform to the provisions of this Contract.

### 6.0 OFFICIALS NOT TO BENEFIT:

The Contractor warrants that no official of UNDP or the United Nations has received or will be offered by the Contractor any direct or indirect benefit arising from this Contract or the award thereof. The Contractor agrees that breach of this provision is a breach of an essential term of this Contract.

### 7.0 INDEMNIFICATION:

The Contractor shall indemnify, hold and save harmless, and defend, at its own expense, UNDP, its officials, agents, servants and employees from and against all suits, claims, demands, and liability of any nature or kind, including their costs and expenses, arising out of acts or omissions of the Contractor, or the Contractor's employees, officers, agents or sub-contractors, in the performance of this Contract. This provision shall extend, inter alia, to claims and liability in the nature of workmen's compensation, products liability and liability arising out of the use of patented inventions or devices, copyrighted material or other intellectual property by the Contractor, its employees, officers, agents, servants or sub-contractors. The obligations under this Article do not lapse upon termination of this Contract.

### 8.0 INSURANCE AND LIABILITIES TO THIRD PARTIES:

**8.1** The Contractor shall provide and thereafter maintain insurance against all risks in respect of its property and any equipment used for the execution of this Contract.

**8.2** The Contractor shall provide and thereafter maintain all appropriate workmen's compensation insurance, or the equivalent, with respect to its employees to cover claims for personal injury or death in connection with this Contract.

**8.3** The Contractor shall also provide and thereafter maintain liability insurance in an adequate amount to cover third party claims for death or bodily injury, or loss of or damage to property, arising from or in connection with the provision of services under this Contract or the operation of any vehicles, boats, airplanes or other equipment owned or leased by the Contractor or its agents, servants, employees or sub-contractors performing work or services in connection with this Contract.

**8.4** Except for the workmen's compensation insurance, the insurance policies under this Article shall:

**8.4.1** Name UNDP as additional insured;

**8.4.2** Include a waiver of subrogation of the Contractor's rights to the insurance carrier against the UNDP;

**8.4.3** Provide that the UNDP shall receive thirty (30) days written notice from the insurers prior to any cancellation or change of coverage.

**8.5** The Contractor shall, upon request, provide the UNDP with satisfactory evidence of the insurance required under this Article.

**9.0 ENCUMBRANCES/LIENS:**

The Contractor shall not cause or permit any lien, attachment or other encumbrance by any person to be placed on file or to remain on file in any public office or on file with the UNDP against any monies due or to become due for any work done or materials furnished under this Contract, or by reason of any other claim or demand against the Contractor.

**10.0 TITLE TO EQUIPMENT:** Title to any equipment and supplies that may be furnished by UNDP shall rest with UNDP and any such equipment shall be returned to UNDP at the conclusion of this Contract or when no longer needed by the Contractor. Such equipment, when returned to UNDP, shall be in the same condition as when delivered to the Contractor, subject to normal wear and tear. The Contractor shall be liable to compensate UNDP for equipment determined to be damaged or degraded beyond normal wear and tear.

**11.0 COPYRIGHT, PATENTS AND OTHER PROPRIETARY RIGHTS:**

**11.1** Except as is otherwise expressly provided in writing in the Contract, the UNDP shall be entitled to all intellectual property and other proprietary rights including, but not limited to, patents, copyrights, and trademarks, with regard to products, processes, inventions, ideas, know-how, or documents and other materials which the Contractor has developed for the UNDP under the Contract and which bear a direct relation to or are produced or prepared or collected in consequence of, or during the course of, the performance of the Contract, and the Contractor acknowledges and agrees that such products, documents and other materials constitute works made for hire for the UNDP.

**11.2** To the extent that any such intellectual property or other proprietary rights consist of any intellectual property or other proprietary rights of the Contractor: (i) that pre-existed the performance by the Contractor of its obligations under the Contract, or (ii) that the Contractor may develop or acquire, or may have developed or acquired, independently of the performance of its obligations under the Contract, the UNDP does not and shall not claim any ownership interest thereto, and the Contractor grants to the UNDP a perpetual license to use such intellectual property or other proprietary right solely for the purposes of and in accordance with the requirements of the Contract.

**11.3** At the request of the UNDP; the Contractor shall take all necessary steps, execute all necessary documents and generally assist in securing such proprietary rights and transferring or licensing them to the UNDP in compliance with the requirements of the applicable law and of the Contract.

**11.4** Subject to the foregoing provisions, all maps, drawings, photographs, mosaics, plans, reports, estimates, recommendations, documents, and all other data compiled by or received by the Contractor under the Contract shall be the property of the UNDP, shall be made available for use or inspection by the UNDP at reasonable times and in reasonable places, shall be treated as confidential, and shall be delivered only to UNDP authorized officials on completion of work under the Contract.

**12.0 USE OF NAME, EMBLEM OR OFFICIAL SEAL OF UNDP OR THE UNITED NATIONS:**

The Contractor shall not advertise or otherwise make public the fact that it is a Contractor with UNDP, nor shall the Contractor, in any manner whatsoever use the name, emblem or official seal of UNDP or THE United Nations, or any abbreviation of the name of UNDP or United Nations in connection with its business or otherwise.

**13.0 CONFIDENTIAL NATURE OF DOCUMENTS AND INFORMATION:**

Information and data that is considered proprietary by either Party and that is delivered or disclosed by one Party ("Discloser") to the other Party ("Recipient") during the course of performance of the Contract, and that is designated as confidential ("Information"), shall be held in confidence by that Party and shall be handled as follows:

**13.1** The recipient ("Recipient") of such information shall:

**13.1.1** use the same care and discretion to avoid disclosure, publication or dissemination of the Discloser's Information as it uses with its own similar information that it does not wish to disclose, publish or disseminate; and,

**13.1.2** use the Discloser's Information solely for the purpose for which it was disclosed.

**13.2** Provided that the Recipient has a written agreement with the following persons or entities requiring them to treat the Information confidential in accordance with the Contract and this Article 13, the Recipient may disclose Information to:

**13.2.1** any other party with the Discloser's prior written consent; and,

**13.2.2** the Recipient's employees, officials, representatives and agents who have a need to know such Information for purposes of performing obligations under the Contract, and employees officials, representatives and agents of any legal entity that it controls, controls it, or with which it is under common control, who have a need to know such Information for purposes of performing obligations under the Contract, provided that, for these purposes a controlled legal entity means:

**13.2.2.1** a corporate entity in which the Party owns or otherwise controls, whether directly or indirectly, over fifty percent (50%) of voting shares thereof; or,

**13.2.2.2** any entity over which the Party exercises effective managerial control; or,

**13.2.2.3** for the UNDP, an affiliated Fund such as UNCDF, UNIFEM and UNV.

**13.3** The Contractor may disclose Information to the extent required by law, provided that, subject to and without any waiver of the privileges and immunities of the United Nations, the Contractor will give the UNDP sufficient prior notice of a request for the disclosure of Information in order to allow the UNDP to have a reasonable opportunity to take protective measures or such other action as may be appropriate before any such disclosure is made.

**13.4** The UNDP may disclose Information to the extent as required pursuant to the Charter of the UN, resolutions or regulations of the General Assembly, or rules promulgated by the Secretary-General.

**13.5** The Recipient shall not be precluded from disclosing Information that is obtained by the Recipient from a third party without restriction, is disclosed by the Discloser to a third party without any obligation of confidentiality, is previously known by the Recipient, or at any time is developed by the Recipient completely independently of any disclosures hereunder.

**13.6** These obligations and restrictions of confidentiality shall be effective during the term of the Contract, including any extension thereof, and, unless otherwise provided in the Contract, shall remain effective following any termination of the Contract.

#### **14.0 FORCE MAJEURE; OTHER CHANGES IN CONDITIONS**

**14.1** In the event of and as soon as possible after the occurrence of any cause constituting force majeure, the Contractor shall give notice and full particulars in writing to the UNDP, of such occurrence or change if the Contractor is thereby rendered unable, wholly or in part, to perform its obligations and meet its responsibilities under this Contract. The Contractor shall also notify the UNDP of any other changes in conditions or the occurrence of any event that interferes or threatens to interfere with its performance of this Contract. On receipt of the notice required under this Article, the UNDP shall take such action as, in its sole discretion; it considers to be appropriate or necessary in the circumstances, including the granting to the Contractor of a reasonable extension of time in which to perform its obligations under this Contract.

**14.2** If the Contractor is rendered permanently unable, wholly, or in part, by reason of force majeure to perform its obligations and meet its responsibilities under this Contract, the UNDP shall have the right to suspend or terminate this Contract on the same terms and conditions as are provided for in Article 15, "Termination", except that the period of notice shall be seven (7) days instead of thirty (30) days.

**14.3** Force majeure as used in this Article means acts of God, war (whether declared or not), invasion, revolution, insurrection, or other acts of a similar nature or force.

**14.4** The Contractor acknowledges and agrees that, with respect to any obligations under the Contract that the Contractor must perform in or for any areas in which the UNDP is engaged in, preparing to engage in, or disengaging from any peacekeeping, humanitarian or similar operations, any delays or failure to perform such obligations arising from or relating to harsh conditions within such areas or to any incidents of civil unrest occurring in such areas shall not, in and of itself, constitute force majeure under the Contract..

#### **15.0 TERMINATION**

**15.1** Either party may terminate this Contract for cause, in whole or in part, upon thirty (30) days notice, in writing, to the other party. The initiation of arbitral proceedings in accordance with Article 16.2 ("Arbitration"), below, shall not be deemed a termination of this Contract.

**15.2** UNDP reserves the right to terminate without cause this Contract at any time upon 15 days prior written notice to the Contractor, in which case UNDP shall reimburse the Contractor for all reasonable costs incurred by the Contractor prior to receipt of the notice of termination.

**15.3** In the event of any termination by UNDP under this Article, no payment shall be due from UNDP to the Contractor except for work and services satisfactorily performed in conformity with the express terms of this Contract.

**15.4** Should the Contractor be adjudged bankrupt, or be liquidated or become insolvent, or should the Contractor make an assignment for the benefit of its creditors, or should a Receiver be appointed on account of the insolvency of the Contractor, the UNDP may, without prejudice to any other right or remedy it may have under the terms of these conditions, terminate this Contract forthwith. The Contractor shall immediately inform the UNDP of the occurrence of any of the above events.

#### **16.0 SETTLEMENT OF DISPUTES**

**16.1 Amicable Settlement:** The Parties shall use their best efforts to settle amicably any dispute, controversy or claim arising out of this Contract or the breach, termination or invalidity thereof. Where the parties wish to seek such an amicable settlement through conciliation, the conciliation shall take place in accordance with the UNCITRAL Conciliation Rules then obtaining, or according to such other procedure as may be agreed between the parties.

**16.2 Arbitration:** Any dispute, controversy, or claim between the Parties arising out of the Contract or the breach, termination, or invalidity thereof, unless settled amicably under Article 16.1, above, within sixty (60) days after receipt by one Party of the other Party's written request for such amicable settlement, shall be referred by either Party to arbitration in accordance with the UNCITRAL Arbitration Rules then obtaining. The decisions of the arbitral tribunal



shall be based on general principles of international commercial law. For all evidentiary questions, the arbitral tribunal shall be guided by the Supplementary Rules Governing the Presentation and Reception of Evidence in International Commercial Arbitration of the International Bar Association, 28 May 1983 edition. The arbitral tribunal shall be empowered to order the return or destruction of goods or any property, whether tangible or intangible, or of any confidential information provided under the Contract, order the termination of the Contract, or order that any other protective measures be taken with respect to the goods, services or any other property, whether tangible or intangible, or of any confidential information provided under the Contract, as appropriate, all in accordance with the authority of the arbitral tribunal pursuant to Article 26 ("Interim Measures of Protection") and Article 32 ("Form and Effect of the Award") of the UNCITRAL Arbitration Rules. The arbitral tribunal shall have no authority to award punitive damages. In addition, unless otherwise expressly provided in the Contract, the arbitral tribunal shall have no authority to award interest in excess of the London Inter-Bank Offered Rate ("LIBOR") then prevailing, and any such interest shall be simple interest only. The Parties shall be bound by any arbitration award rendered as a result of such arbitration as the final adjudication of any such dispute, controversy, or claim.

#### **17.0 PRIVILEGES AND IMMUNITIES:**

Nothing in or relating to this Contract shall be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations, including its subsidiary organs.

#### **18.0 TAX EXEMPTION**

**18.1** Section 7 of the Convention on the Privileges and Immunities of the United Nations provides, inter-alia that the United Nations, including its subsidiary organs, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs duties and charges of a similar nature in respect of articles imported or exported for its official use. In the event any governmental authority refuses to recognize the United Nations exemption from such taxes, duties or charges, the Contractor shall immediately consult with the UNDP to determine a mutually acceptable procedure.

**18.2** Accordingly, the Contractor authorizes UNDP to deduct from the Contractor's invoice any amount representing such taxes, duties or charges, unless the Contractor has consulted with the UNDP before the payment thereof and the UNDP has, in each instance, specifically authorized the Contractor to pay such taxes, duties or charges under protest. In that event, the Contractor shall provide the UNDP with written evidence that payment of such taxes, duties or charges has been made and appropriately authorized.

#### **19.0 CHILD LABOUR**

**19.1** The Contractor represents and warrants that neither it, nor any of its suppliers is engaged in any practice inconsistent with the rights set forth in the Convention on the Rights of the Child, including Article 32 thereof, which, inter alia, requires that a child shall be protected from performing any work that is likely to be hazardous or to interfere with the child's education, or to be harmful to the child's health or physical mental, spiritual, moral or social development.

**19.2** Any breach of this representation and warranty shall entitle UNDP to terminate this Contract immediately upon notice to the Contractor, at no cost to UNDP.

#### **20.0 MINES:**

**20.1** The Contractor represents and warrants that neither it nor any of its suppliers is actively and directly engaged in patent activities, development, assembly, production, trade or manufacture of mines or in such activities in respect of components primarily utilized in the manufacture of Mines. The term "Mines" means those devices defined in Article 2, Paragraphs 1, 4 and 5 of Protocol II annexed to the Convention on Prohibitions and Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects of 1980.

**20.2** Any breach of this representation and warranty shall entitle UNDP to terminate this Contract immediately upon notice to the Contractor, without any liability for termination charges or any other liability of any kind of UNDP.

#### **21.0 OBSERVANCE OF THE LAW:**

The Contractor shall comply with all laws, ordinances, rules, and regulations bearing upon the performance of its obligations under the terms of this Contract.

**22.0 SEXUAL EXPLOITATION:**

**22.1** The Contractor shall take all appropriate measures to prevent sexual exploitation or abuse of anyone by it or by any of its employees or any other persons who may be engaged by the Contractor to perform any services under the Contract. For these purposes, sexual activity with any person less than eighteen years of age, regardless of any laws relating to consent, shall constitute the sexual exploitation and abuse of such person. In addition, the Contractor shall refrain from, and shall take all appropriate measures to prohibit its employees or other persons engaged by it from, exchanging any money, goods, services, offers of employment or other things of value, for sexual favors or activities, or from engaging in any sexual activities that are exploitive or degrading to any person. The Contractor acknowledges and agrees that the provisions hereof constitute an essential term of the Contract and that any breach of this representation and warranty shall entitle UNDP to terminate the Contract immediately upon notice to the Contractor, without any liability for termination charges or any other liability of any kind.

**22.2** The UNDP shall not apply the foregoing standard relating to age in any case in which the Contractor's personnel or any other person who may be engaged by the Contractor to perform any services under the Contract is married to the person less than the age of eighteen years with whom sexual activity has occurred and in which such marriage is recognized as valid under the laws of the country of citizenship of such Contractor's personnel or such other person who may be engaged by the Contractor to perform any services under the Contract.

**23.0 AUTHORITY TO MODIFY:**

Pursuant to the Financial Regulations and Rules of UNDP, only the UNDP Authorized Official possesses the authority to agree on behalf of UNDP to any modification of or change in this Agreement, to a waiver of any of its provisions or to any additional contractual relationship of any kind with the Contractor. Accordingly, no modification or change in this Contract shall be valid and enforceable against UNDP unless provided by an amendment to this Agreement signed by the Contractor and jointly by the UNDP Authorized Official.

## List of GPI subdivisions subject of detailed technical design of LAN Networks

N. d/o	Denumire	Adresă	Clădiri	Nivele	Locuri de munca	Etape de implementare
1	DP Chişinău	str. Tighina nr.6, mun. Chişinău str. Aleia garii 38, mun. Chişinău str. Gherghe Tudor 8, mun. Chişinău	2 2 1	2/4 1/1 2	270	<b>Etapa I:</b> 60 zile calendarisite din ziua semnării contractului
2	IP Botanica	str. Cuza Vodă 9/3, mun. Chişinău	1	2	175	
3	IP Buiucani	str. Calea Ieşilor 12, mun. Chişinău	1	2	199	
4	IP Centru	str. Bulgară 40, mun. Chişinău	1	5	150	
5	IP Ciocana	str. Voluntarilor 3/1, mun. Chişinău	1	4	160	
6	IP Râşcani	str. Miron Costin 5/1, mun. Chişinău	1	5	140	
7	IP Bălţi	str. Ştefan cel Mare 50, mun. Bălţi	2	2	68	
8	IP Cahul	str. 31 august 1985 10, or. Cahul	1	4	104	
9	IP Comrat	str. Treţiacov 20, mun. Comrat	2	3	107	
10	IP Criuleni	str. 31 August 1989 72, or. Criuleni	2	2/2	77	
11	DP UTA Gagauz-Yeri	or. Comrat, str. Comsomoliscia, nr.22	1	3	66	<b>Etapa II:</b> 160 zile calendaristice din ziua semnării contractului
12	IP Ceadâr-Lunga	str. Lomonosov 7, or. Ceadâr-Lunga	1	3	89	
13	IP Vulcăneşti	str. Lenin 100, or. Vulcăneşti	1	5	59	
14	IP Anenii-Noi	str. Chişinăului 7 A, or. Anenii Noi	1	4	69	
15	IP Basarabeasca	str. Şcolii 38, or. Basarabeasca	1	2	60	
16	IP Bender	str. Dzerjinski 46, or. Bender, blocul principal str. Academic Fiodorov, or. Bender str. Cantemir 1, s. Varniţa	2 1 1	2 1 2	195	
17	IP Briceni	str. Independenţei 46, or. Briceni	1	4	90	
18	IP Cantemir	str. Testimieanu 3, or. Cantemir	1	4	55	
19	IP Călăraşi	str. Alexandru cel Bun 149, or. Călăraşi str. Alexandru cel Bun, 151, or. Călăraşi	4	2/1/1/1	73	

		str. Alexandru cel Bun, 186, or. Călărași str.Pantelemon Halipa 32, or. Călărași				
20	IP Căușeni	str. M. Stanciu, or. Căușeni	2	2	65	
21	IP Cimișlia	str. bd. M.Viteazu, 42, or. Cimișlia	1	2	59	
22	IP Dondușeni	str. Independenței 43, or. Dondușeni	1	3	53	
23	IP Drochia	str. 31 August 1989 7, or. Drochia	3	3/3/1	67	
24	IP Dubăsari	s. Ustea, str. Ștefan cel Mare, raionul Dubăsari	2	1	100	
25	IP Edineț	str. Ștefan Vodă 5, or. Edineț	1	3	100	
26	IP Hîncești	str. Mihai Moraru 93, or. Hîncești	1	3	179	
27	IP Fălești	str. Mihai Eminescu 18, or. Fălești	1	2	50	
28	IP Florești	str. Mihai Eminescu 68, or. Florești	2	2	64	
29	IP Glodeni	str. Tricolorului 6, or. Glodeni	1	4	65	
30	IP Ialoveni	str. Grigore Vieru 24, or. Ialoveni	1	3	106	
31	IP Leova	str. Unirii 28, or. Leova	1	3	98	
32	IP Nisporeni	str. Ioan Vodă 3, or. Nisporeni	1	2	95	
33	IP Ocnîța	str. Burebista 49 or. Ocnîța	2	3	66	
34	IP Orhei	str. Vasile Mahu 144, or. Orhei	1	3	91	
35	IP Rezina	str. Voluntarilor 1, or. Rezina	1	2	65	
36	IP Rîșcani	str. Independenței 36 or. Rîșcani	2	3/2	61	
37	IP Sîngerei	str. Independenței 100, or. Sîngerei	1	3	73	
38	IP Soroca	str. Ion Creangă 18, or. Soroca	1	4	65	
39	IP Strășeni	Str. Ștefan cel mare 181, or. Strășeni <sup>7</sup>	1	2	139	
40	IP Șoldănești	str. Victoriei 32, or. Șoldănești	1	2	53	
41	IP Ștefan-Vodă	str. 31 august 6/1 or. Ștefan Vodă	1	2	55	
42	IP Taraclia	str. 1 mai 69, or. Taraclia	1	2	60	
43	IP Telenești	str. Dacia 5, or. Telenești	1	2	115	
44	IP Ungheni	str. Națională 20, or. Ungheni	2	4/2	60	

<sup>7</sup> Suplimentar mai exista un sediu în administrarea și evidență dublă a IP Strășeni și Ministerul Apărării, cu adresa str.Ștefan cel Mare 185, cu 2 nivele, fiind în utilizare doar nivelul I

