



This project is funded by
the European Union



Support to Agriculture and Rural Development
in Gagauzia and Taraclia



Empowered lives.
Resilient nations.

Minutes of the Pre-Bidding Conference for ItB16/01372

Construction works for 5 social infrastructure projects - 3 LOTs SARD

28 OCTOBER 2016, 10:00 Le Roi Business Center, 3rd floor

(29, Sfatul Tarii Str., Chisinau)

Agenda:

I. Presentation and description of procedures

II. Questions and answers

I. Presentation and description of procedures

The Pre-bidding conference was opened by *Tatiana Panfil, Procurement Associate, UNDP Moldova* who welcomed the participants, introduced the members of UNDP team present at the meeting and presented the scope of the project, emphasizing its main objectives, and went through the requirements as indicated in the ItB document. She also pointed out some of the important aspects like tender requirements, the selection criteria, rules and regulations to be applied in the process of evaluation.

Mr. Leonid Mazilu drew attention of the companies that they can apply for any combination of the LOTs of the subject tender. There is no restriction for the number of lots the company can bid. The companies intended to bid for more than one lot should demonstrate their capacities as described in the ITB Data Sheet evaluation criteria – Evaluation per LOTs. It was also mentioned that it is an open competition and any company or consortium of companies can participate if it fits the requirements listed in the ITB.

In the latter stage of the conference, Mr. *Alexandru Ursul, Project Officer/SCBM Programme*, mentioned that companies can inquire questions from UNDP related to the current tender until 4th of November 2016. Also, Mr. Ursul stated that special attention should be drawn on having all the necessary documentation if any metrological instruments or equipment will be used. Last but not least, Mr. Ursul pointed that it is very important for all the workers to have necessary medical and social insurance when working on a construction site and that this fact will be closely monitored by UNDP.

Later, Mr. Mazilu Leonid stated that no correction in the bill of quantities shall be made during preparation of the bids. The Bidder will be disqualified in any event of:

- Changes in the volume of works required;
- Changes in norms of materials;
- Changes in coefficient for norms;
- Proposing the manpower remuneration below the minimum required by the National Legislation.

II. Questions and Answers

Question 1: Will an advance payment be made?

Answer: Upon signature of the contract and upon submission and approval of the detailed Programme of Work, a payment of a maximum 20% of the contract¹ will be transferred to the Contractor's account.

Question 2: Will the technical design be provided?

Answer: The nature of the Works to be executed on all 5 sites does not require technical designs. The contractor will be entitled to present to the Engineer just the shop drawings if the case be.

Question 3: During construction works unplanned expenses or additional works may arise. What is UNDP's position towards these possible situations?

Answer: In case such situations occur, the Contractor should first of all inform UNDP in written form about this fact. A working group will be created with a view to analyze each detail related to the unplanned additional works on a case by case scenario, and a final decision will be taken based on the results of the analysis. No changes in the quantities stipulated in the bill of quantities shall be accepted without prior approval of the UNDP. The Employer is encouraged to make prognosis on the works and materials, which are expected to be exceeding the contract quantities in advance, in order to have enough time for the approval of amendments to the contract.