



SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for the provision of goods, works and/or services as detailed in line items section of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This RFQ document generated by the online system;

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Financial Offer

Annex 4: Technical Responsiveness Table

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted directly in the system responding to the questions and uploading required documents. by the date and time indicated in the online portal. It is your responsibility to ensure that your quotation is submitted before the deadline. Quotations received after the submission deadline outside the online portal, for whatever reason, will not be considered for evaluation.

Quotations must be submitted directly in NextGenERP supplier portal following this link: <http://supplier.nextgenerp.partneragencies.org/> using the profile you may have in the portal.

Follow the instructions in the user guide to search for the tender using **Negotiation ID: UNDP-MD-0004**



In case you have never registered before, follow this link to register a profile:

https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127715297&_adf.ctrl-state=azywmctp_1&afrLoop=6329722925931702&afrWindowMode=0&afrWindowId=null&afrFS=16&afrMT=screen&afrMFW=1042&afrMFH=575&afrMFDW=1280&afrMFDH=720&afrMFC=8&afrMFCI=0&afrMFM=0&afrMFR=144&afrMFG=0&afrMFS=0&afrMFO=0

Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.

Thank you and we look forward to receiving your quotations.



Tender Overview

United Nations Development Programme hereby invites you to submit your quotation for Procurement of Development of Designs and installation of Photovoltaic Panels on public buildings under the Distributed renewable electricity generation demo project, as detailed in this RFQ.

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted directly in the system responding to the questions and uploading required documents by the date and time indicated in the online portal.

Quotations may be submitted on or before 30 September 2021, 16:00 (Moldova local time).

It is your responsibility to ensure that your quotation is submitted before the deadline. Quotations received after the submission deadline outside the online portal, for whatever reason, will not be considered for evaluation.

Quotations must be submitted directly in NextGenERP supplier portal following this link: <http://supplier.nextgenerp.partneragencies.org/> using the profile you may have in the portal.

Follow the instructions in the user guide to search for the tender using

Negotiation ID: UNDP-MD-00004

In case you have never registered before, follow this link to register a profile: https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127715297&_adf.ctrl-state=azywmctp_1&_afrLoop=6329722925931702&_afrWindowMode=0&_afrWindowId=null&_afrFS=16&_afrMT=screen&_afrMFW=1042&_afrMFH=575&_afrMFDW=1280&_afrMFDH=720&_afrMFC=8&_afrMFCI=0&_afrMFM=0&_afrMFR=144&_afrMFG=0&_afrMFS=0&_afrMFO=0

Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.

The interested bidders are invited to get acquainted with the locations of the proposed Objects where Photovoltaic Plants shall be installed:

Object 1: on 20.09.2021, 11:00 (Chisinau time), N.Testimişeanu street 51, Singerei, Moldova.

Object 2: on 21.09.2021, 11:00 (Chisinau time), Alexandru cel Bun street 16, Sculeni village, Ungheni Rayon, Moldova.



Table of Contents

1 Overview.....5

1.1 General Information.....5

1.2 Tender Timeline.....5

1.3 Response Rules.....5

1.4 Terms.....5

2 Requirements.....6

2.1 Section 1. Section 2: RFQ Instructions and Data.....6

2.2 Section 2. Documents to be submitted.....14

2.3 Section 3. Annex 1: Schedule of Requirements.....18

2.4 Section 4. Annex 2: Quotation submission form.....20

2.5 Section 5. Bidder Declaration.....22

2.6 Section 6. Annex 3: Financial offer.....24

3 Lines.....25

3.1 Line Information.....25



1 Overview

1.1 General Information

Title RFQ21/02361 Design and Installation of Photovoltaic Panels on public buildings
Contact Point Alexandru Rotaru
Outcome Purchase Order
E-Mail alexandru.rotaru@undp.org
Reference Number RFQ21/02361
Beneficiary Country Republic of Moldova

1.2 Tender Timeline

Preview Date
Open Date 16-Sep-2021 16.05.17
Close Date 30-Sep-2021 16.00.48
Time Zone Eastern European Time

1.3 Response Rules

This negotiation is governed by all the rules displayed below.

	Rule
<input type="checkbox"/>	Negotiation is restricted to invited suppliers
<input type="checkbox"/>	Suppliers are allowed to view other suppliers' notes and attachments
<input checked="" type="checkbox"/>	Suppliers are allowed to respond to selected lines
<input checked="" type="checkbox"/>	Suppliers are required to respond with full quantity on each line
<input checked="" type="checkbox"/>	Suppliers are allowed to provide multiple responses
<input checked="" type="checkbox"/>	Suppliers are allowed to revise their submitted response

1.4 Terms

Negotiation Currency USD (US Dollar)



2 Requirements

**Response is required*

Dear Supplier,

Please review carefully the requirements below. Some of the requirements are for information purpose only, while some require your response.

2.1 Section 1. Section 2: RFQ Instructions and Data

1.

Introduction

Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the [UNDP Programme and Operations Policies and Procedures \(POPP\) on Contracts and Procurement](#)

Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this RFQ.

UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or cancellation of the tender in the online portal.

2. Deadline for the Submission of Quotation

Deadline is indicated in the online portal.

If any doubt exists as to the time zone in which the quotation should be submitted, refer to <http://www.timeanddate.com/worldclock/>.



3.

Method of Submission

Quotations must be submitted as follows:

NextGenERP supplier portal following this link: <http://supplier.nextgenerp.partneragencies.org/> using the profile you may have in the portal.

Follow the instructions in the user guide to search for the tender using Negotiation ID.

In case you have never registered before, follow this link to register a profile:

https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127715297&_afdf.ctrl-state=azywmctp_1&_afrLoop=6329722925931702&_afrWindowMode=0&_afrWindowId=null&_afrFS=16&_afrMT=screen&_afrMFW=1042&_afrMFH=575&_afrMFDW=1280&_afrMFDH=720&_afrMFC=8&_afrMFCI=0&_afrMFM=0&_afrMFR=144&_afrMFG=0&_afrMFS=0&_afrMFO=0

Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.

- File Format: All attachments must be in PDF format unless otherwise instructed by UNDP.
- File names must be in Latin alphabet/keyboard and clearly indicate the content of the document to facilitated review.
- All files must be free of viruses and not corrupted



4. **Cost of preparation of quotation**

UNDP shall not 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

5.

Supplier Code of Conduct, Fraud, Corruption

All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes **principles on labour, human rights, environment and ethical conduct** may be found at:

<https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct>

Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at

http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_and_investigation.html#anti

6. **Gifts and Hospitality**

Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.

7.

Conflict of Interest

UNDP requires every prospective Supplier 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. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.

Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing



Partner receiving goods and/or services under this RFQ.

The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.

8.

General Conditions of Contract

Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to one of the General Conditions of Contract below as applicable in each case specified in the Requirements section

Applicable GTC:

☐ [General Terms and Conditions / Special Conditions for Contract.](#)

Applicable Terms and Conditions and other provisions are available at [UNDP/How-we-buy](#)

9.

Special Conditions of Contract

☐ Cancellation of PO/Contract if the delivery/completion is delayed by **30 days**

10.

Eligibility

A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.



It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.

Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.

11. Currency of Quotation

Quotations shall be quoted in the currency indicated in the portal.

12.

Joint Venture, Consortium or Association

If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.

Refer to Clauses 19 – 24 under [Solicitation policy](#) for details on the applicable provisions on Joint Ventures, Consortium or Association.

13.

Only one Bid

The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association.

Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:

a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or

b) they have the same legal representative for purposes of this RFQ; or



c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process;

d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or

e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.

14.

Duties and taxes

Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified in the requirements section.

All prices must:

☐ be exclusive of VAT and other applicable indirect taxes

15. Language of quotation

Quotation must be in English and/Russian and/or Romanian

Including documentation including catalogues, instructions and operating manuals.

16. Price variation

Quotations shall remain valid for **90 days** from the deadline for the Submission of Quotation.

17. Alternative Quotes

If alternative quote is permitted, it may be submitted only if a conforming quote to the RFQ requirements is submitted. Where the conditions for its acceptance are met, or justifications are clearly established, UNDP reserves the right to award a contract based on an alternative quote. If multiple/alternative quotes are being submitted, they must be clearly marked as "Main Quote" and "Alternative Quote" directly in the portal and in any supporting document as relevant.



18.

Payment Terms

☐ 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation.

19.

Conditions for Release of Payment

☐ Complete Installation and certification by responsible bodies (ANRE, Premier Energy)

☐ Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements

20. **Clarifications**

Requests for clarification from bidders will not be accepted any later than **4 days** before the submission deadline. Responses to request for clarification will be communicated directly with messages in the portal and on the tender website.

Target: 28-Aug-2021

21.

Evaluation Method

☐ The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer

22.

Evaluation criteria

☒ A legally registered entity



☒ Minimum 3 – years' experience in the electric equipment market, services in electric installations and providing services in this area of interest.

☒ Minimum 2 (two) completed contracts for provision of solar panels installations works performed by the Proposer as main contractor in the past 3 years in the value not less than 25,000 US\$. Contract details must be provided

☒ Average turnover for the past three (3) years shall not be below 50,000 US\$ (in case of consortium applicable for lead company only)

☒ Submission of the CVs of the proposed Key Personnel, demonstrating the following minimum requirements:

Two (2) certified Engineers in electrical networks incl. external electricity networks (**1 engineer assigned per each object**).

- University degree in Electrical Network, Engineering, or another related field;
- At least 5 years of professional experience in Electrical Network, Engineering, or other related field;
- Fluency in Romanian and Russian. Knowledge of English will be an advantage.
- ☒ Availability of statement of origin and certificates of conformity for equipment and panels;
- ☒ Availability of written and signed statement of full warranty for all equipment and panels of at least 12 years except the inverters where a minimum 5-year warranty is applied. The warranty should include a scheduled maintenance, carried out once a year and unscheduled on the need.
- ☒ Availability of written and signed statement of minimum 5 years warranty for works;
- ☒ Availability of an authorized service center in Moldova;
- ☒ Full compliance with all requirements as specified in Annex 1
- ☒ Full acceptance of the General Conditions of Contract
- ☒ Delivery period not exceeding the dates indicated in the Annex 1

23. Right not to accept any quotation



UNDP is not bound to accept any quotation, nor award a contract or Purchase Order

24. Right to vary requirement at time of award

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.

25.

Type of Contract to be awarded

☐ [Contract Face Sheet](#) (Goods and-or Services)

26. Expected date for contract award

Expected date for contract award is estimated to be on 08 October 2021.

Target: 8-Oct-2021

27. Publication of Contract Award

UNDP will publish the contract awards valued at USD 100,000 and more on the websites of the CO and the corporate UNDP Web site.

28. Policies and procedures

This RFQ is conducted in accordance with [UNDP Programme and Operations Policies and Procedures](#)

29.

UNGM registration

Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at www.ungm.org.

The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.

2.2 Section 2. Documents to be submitted

Section Maximum Score: 19

***1. Company Profile**

Please write a a very brief profile of the company highlighting areas of expertise, capacity, and experience. You can upload attachments for more comprehensive description of your company, in addition to the brief profile written directly in the system.

Maximum Score: 1

Response attachments are optional.



***2. Registration Certificate**

Have you provided a copy of your company registration certificates?

Maximum Score: 1

Select one of the following:-

- ☐ a. Yes (*Response attachments are required*)

***3. List of recent projects**

Have you provided a list of recent projects performed in the field of photovoltaic panels design and installation for the last 3 years and their value, indicating client's contact details who may be contracted for further information on those contracts?

As proof of similar experience must be submitted copies from the contract for services and acts/reports of technical design handled and accepted by the Client/Beneficiary.

Maximum Score: 1

Select one of the following:-

- ☐ a. Yes (*Response attachments are optional*)

***4. List of ongoing projects with UNDP and other national/multi-national organizations**

Have you provided a list of ongoing projects, and their values, with UNDP and other national or multi-national organizations, including contact details of clients and current completion ratio of each project?

Maximum Score: 1

Select one of the following:-

- ☐ a. Yes (*Response attachments are required*)
☐ b. No ongoing projects

***5. Offer validity**

Confirm validity of your offer from deadline of RFQ.

Maximum Score: 1

Select all that apply:-

- ☐ a. At least 30 days
☐ b. At least 60 days
☐ c. At least 90 days
☐ d. At least 120 days

***6. Proof of all necessary licenses and authorizations for electric works**

Have you provided copies of all necessary licenses and authorizations for electric works?

Maximum Score: 1

Select one of the following:-

☐ a. Yes(*Response attachments are optional*)

***7. Financial statements and balance sheets for the last 3 years**

Have you provided the Financial statements and balance sheets for the last 3 years?

Maximum Score: 1

Select one of the following:-

☐ a. Yes(*Response attachments are optional*)

***8. ISO certificate, Environment Compliance certificates, if the case**

Have you provided the ISO certificate, Environment Compliance certificates, if the case?

Maximum Score: 1

Select one of the following:-

☐ a. Yes(*Response attachments are optional*)

***9. Export/Import licenses if applicable**

Have you provided Export/Import licenses if applicable?

Maximum Score: 1

Select one of the following:-

☐ a. Yes(*Response attachments are optional*)

***10. CE marking applied and / or ENEC certification for the main equipment (PV panels and invertors)**

Have you provided CE marking applied and / or ENEC certification for the main equipment (PV panels and invertors)?

Maximum Score: 1

Select one of the following:-

☐ a. Yes(*Response attachments are optional*)

***11.**

Written and signed statement of full warranty for all equipment and panels - at least 12 years except the inverter where a minimum 5-year warranty is applied. The warranty should include a scheduled maintenance, carried out once a year and unscheduled on the need.

Have you provided written and signed statement of full warranty for all equipment and panels?

Maximum Score: 1

Select one of the following:-

☐ a. Yes(*Response attachments are optional*)

***12. Written and signed statement of minimum 5 years warranty for works**

Have you provided written and signed statement of minimum 5 years warranty for works?

Maximum Score: 1

Select one of the following:-

☐ a. Yes(*Response attachments are optional*)

***13. Written and signed statement of guaranteed electricity production for the 10th year of PV station commissioning (measured at or after the inverter for standard annual solar radiation of 1459.27 kWh/m2 for Object 1, and 1497.1 kWh/m2 for Object 2), confirmed by PV panels and inverter producer's warranty or other confirmation documents**

Have you provided written and signed statement of guaranteed electricity production for the 10th year of PV station commissioning (measured at or after the inverter for standard annual solar radiation of 1459.27 kWh/m2 for Object 1, and 1497.1 kWh/m2 for Object 2), confirmed by PV panels and inverter producer's warranty or other confirmation documents?

Maximum Score: 1

Select one of the following:-

☐ a. Yes(*Response attachments are optional*)

***14. Written and signed statement of availability of an authorized service in Moldova – for maintenance purposes**

Have you provided written and signed statement of availability of an authorized service in Moldova – for maintenance purpose?

Maximum Score: 1

Select one of the following:-

☐ a. Yes(*Response attachments are optional*)

***15. Statement of satisfactory Performance (Certificates) from the top 2 clients in terms of Contract value in similar field**

Have you provided statement of satisfactory Performance (Certificates) from the top 2 clients in terms of Contract value in similar field?

Maximum Score: 1

Select one of the following:-

☐ a. Yes(*Response attachments are optional*)

***16. Detailed technical description of the proposed equipment and offered services (including details on the installation materials and the proposed smart metering system). The technical description shall be supported by corresponding manufacturer's specifications and catalogues.**



Have you provided Detailed technical description of the proposed equipment and offered services (including details on the installation materials and the proposed smart metering system) supported by corresponding manufacturer' specifications and catalogues?

Maximum Score: 1

Select one of the following:-

☐ a. Yes(*Response attachments are optional*)

***17. A brief methodology, approach and implementation plan**

Have you submitted a brief methodology, approach and implementation plan to the proposed services?

Maximum Score: 1

Select one of the following:-

☐ a. Yes(*Response attachments are optional*)

***18. The list of Key Personnel, including CVs, and accreditation certificates (if the case). Relevant experience shall be duly stated in the attached CVs. Additional supporting documents may be required.**

Have you submitted the list of Key Personnel, including CVs, and accreditation certificates (if the case)?

Maximum Score: 1

Select one of the following:-

☐ a. Yes(*Response attachments are optional*)

***19. Statements of origin and certificates of conformity for equipment and panels**

Have you provided statements of origin and certificates of conformity for equipment and panels?

Maximum Score: 1

Select one of the following:-

☐ a. Yes(*Response attachments are optional*)

2.3 Section 3. Annex 1: Schedule of Requirements

Section Maximum Score: 6

***1. Compliance with technical requirements**

Please confirm whether you comply with technical requirements. Indicate per each line if complying fully and state if any deviations. Upload the full document as per template provided and add additional technical documentation as needed.

Maximum Score: 1

Attachments:

File Name or URL	Type	Description
Annex 4 Technical Responsivene	File	Annex 4 Technical Responsiveness Table
Annex 1 Schedule of	File	Annex 1 Schedule of Requirements



Requiremen		
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Select one of the following:-

- ☐ a. Fully Comply(*Response attachments are required*)
- ☐ b. Comply with minor deviations(*Response attachments are optional*)
- ☐ c. Do not comply with requirements

***2. Delivery time**

Confirm that you meet the required delivery time (specified in Annex 1 - Schedule of Requirements) as indicated below in calendar days from the contract signature. Provide a delivery plan indicating how many days per each of the key milestones.

Maximum Score: 1
Response attachments are optional.

***3. Exact address of delivery location**

Accept to deliver to the address(es) and locations indicated in Annex 1: Schedule of Requirements to the RFQ.

Maximum Score: 1

Select one of the following:-

- ☐ a. Accept delivery to indicated locations
- ☐ b. Cannot deliver to the locations specified

***4. Warranty period**

Confirm acceptance of the warranty period as required in the RFQ. Upload warranty documents if applicable.

Please note that the Bidder shall include information related to warranty as follows:

- ☒ Availability of written and signed statement of full warranty for all equipment and panels of at least 12 years except the inverter where a minimum 5-year warranty is applied. The warranty should include a scheduled maintenance, carried out once a year and unscheduled on the need.
- ☒ Availability of written and signed statement of minimum 5 years warranty for works

Maximum Score: 1

Select one of the following:-

- ☐ a. Confirm compliance with warranty requirements(*Response attachments are optional*)

***5. After-sales services and local service support**

Confirm compliance with after-sales services and local service support requirements as indicated in the RFQ. Upload plan and details as applicable.



Please note that the Bidder shall provide also information on the below requirement:

☒ Availability of an authorized service center in Moldova

Maximum Score: 1

Select one of the following:-

☐ a. Confirm compliance with after-sales requirements (*Response attachments are optional*)

*6. Confidentiality

All data and information received from partners with the purpose of elaboration of design works for Photovoltaic Panels for selected buildings shall not be disclosed to any person other than the Authorized Recipients, even after completion of the contract.

All Confidential Information should be kept secret and not used for any purpose other than for the clauses mentioned in the RfQ document.

Please confirm acceptance of requirement.

Maximum Score: 1

Select one of the following:-

☐ a. Fully Comply (*Response attachments are optional*)

2.4 Section 4. Annex 2: Quotation submission form

Section Maximum Score: 1

*1. Legal name of bidder or Lead entity

Provide the legal name of the bidder, or the Lead Entity in case of JVs

Response attachments are optional.

*2. Legal Address

Provide the legal address of the bidder

Response attachments are optional.

*3. Registration year

Provide the registration year of the company

*4. Legal structure

Choose the applicable legal structure from the options below.

Select one of the following:-

- ☐ a. Limited company
- ☐ b. Non-Governmental organization
- ☐ c. Institution
- ☐ d. Natural person
- ☐ e. Other (specify in comments)

***5. UNGM registration**

Are you a UNGM registered vendor? If yes, provide UNGM number in the comments box

Select one of the following:-

- ☐ a. I am registered with UNGM (*Response attachments are optional*)
- ☐ b. I am not registered with UNGM

***6. ISO 9000 or equivalent**

Do you possess an ISO 9000 certificate or equivalent? If yes, upload a copy.

Select one of the following:-

- ☐ a. ISO 9000 (*Response attachments are optional*)
- ☐ b. Equivalent certificate (*Response attachments are optional*)
- ☐ c. Do not possess any

***7. ISO 14001 or 14064**

Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):

Select all that apply:-

- ☐ a. ISO 14001 (*Response attachments are optional*)
- ☐ b. ISO 14064 (*Response attachments are optional*)
- ☐ c. Equivalent certificate (*Response attachments are optional*)

***8. Company statement on Environmental policy**

Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)

Select one of the following:-

- ☐ a. Yes (*Response attachments are required*)
- ☐ b. No

***9. Commitment to sustainability**

Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues (If yes, provide a Copy)

Select one of the following:-

- ☐ a. Yes (*Response attachments are required*)
- ☐ b. No

***10. Member of UN Global Compact**

Is your company member of UN Global Compact?

Select one of the following:-

- ☐ a. Yes (*Response attachments are optional*)
- ☐ b. No

***11. Bank Information**

Please provide the following bank information and upload a bank document as proof:

Bank Name:



Bank Address:

IBAN:

SWIFT/BIC:

Account Currency:

Account number:

Response attachments are optional.

***12. Previous relevant experience**

Provide information on most recent 3 relevant contracts performed in the field of photovoltaic panels design and installation for the last 3 years, upload table if needed:

Name of previous contracts

Client & Reference

Contact Details including e-mail

Contract Value

Period of activity

Types of activities undertaken

As proof of similar experience must be submitted copies from the contract for services and acts/reports of technical design handled and accepted by the Client/Beneficiary.

Maximum Score: 1

Response attachments are optional.

2.5 Section 5. Bidder Declaration

***1. Requirements and Terms and Conditions**

Requirements and Terms and Conditions: I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them.

Select one of the following:-

☐ a. Yes

☐ b. No

***2. Capacity and capability**

I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.

Select one of the following:-

☐ a. Yes

☐ b. No



- *3. **Ethics:** In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ ;has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer.

Select one of the following:-

- ☐ a. Yes
☐ b. No

*4. **Code of Conduct**

I/We confirm to undertake not to engage in proscribed practices, , or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct :<https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct> and acknowledge that it provides the minimum standards expected of suppliers to the UN.

Select one of the following:-

- ☐ a. Yes
☐ b. No

- *5. **Conflict of interest:** I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation's Point of Contact.

Select one of the following:-

- ☐ a. Yes
☐ b. No

- *6. **Prohibitions and Sanctions:** I/We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.

Select one of the following:-

- ☐ a. Yes
☐ b. No

- *7. **Bankruptcy:** I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.

Select one of the following:-

- ☐ a. Yes
☐ b. No



- *8. **Offer Validity Period:** I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.

Select one of the following:-

- ☐ a. Yes
☐ b. No

- *9. **Acceptance of contract**

I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.

Select one of the following:-

- ☐ a. Yes
☐ b. No

- *10. **Signatory person**

I/We hereby confirm that this offer in the system is submitted by an authorized person from the company and it warrants and agrees that he/she been authorized by the Organization/s to make this declaration on its/their behalf.

Select one of the following:-

- ☐ a. Yes
☐ b. No

2.6 Section 6. Annex 3: Financial offer

1. Financial offer

Please provide detailed pricing directly in the system per each line, unless otherwise instructed by UNDP. By submitting the financial offer in the system, your company confirms acceptance of all the terms indicated in this RFQ document.

Please shall provide a lump sum for the provision of the services/works stated in your technical offer. The lump sum should include all costs of preparing and delivering the services/works All daily rates shall be based on an eight-hour working day. All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket.



3 Lines

3.1 Line Information

Line	Category Name	Item	Target Quantity	Unit Price	Total Price	Additional Attributes
1-Object 1: Rooftop of Singerei Rayonal Hospital building with a proposed photovoltaic installation plant of 30 kW						
1.1-Development of Design project for photovoltaic panels for Object 1	Electrical engineering services					
1.2-Installation works of photovoltaic Plants at Object 1	Electrical engineering services					
1.3-Final reception and on-grid connection of Photovoltaic Plants at Object 1	Electrical engineering services					



Line	Category Name	Item	Target Quantity	Unit Price	Total Price	Additional Attributes
2-Object 2: Building and territory of the Adult and Elderly People Placement Center in village Sculeni, Ungheni rayon with a proposed photovoltaic installation plant of 30 kW						
2.1- Development of Design project for photovoltaic panels for Object 2	Electrical engineering services					
2.2- Installation works of Photovoltaic Plants at Object 2	Electrical engineering services					



Line	Category Name	Item	Target Quantity	Unit Price	Total Price	Additional Attributes
2.3-Final reception and on-grid connection of Photovoltaic Plants at Object 2	Electrical engineering services					

