



Prequalification Request for design and construction of biomass heating systems in Moldova

IPQ11/00390

Informational Meeting record, 18/07/2011, 10:00

Chisinau, UN House Conference room

Participants	
Representatives of 22 companies/organizations attended the meeting	
UNDP Moldova	
1. Nadja Vettters	UNDP Moldova Portfolio Manager
2. Radu Dusciac	UNDP Moldova Procurement Associate
3. Corneliu Martiniuc	UNDP Moldova Procurement Associate
4. Alexandru Ursul	MEBP Project Manager
5. Vsevolod Valcov	MEBP Engineer
6. Mihai Maciuca	MEBP Procurement and Contract Management Officer

Scope of the meeting – to present to interested companies what are the project objectives and clarify some procedure matters pertaining to the submission of Statements of Qualification.

Background:

On April 29, 2011 UNDP Moldova issued a Request for Expression of Interest for design and turnkey supply of municipal biomass heating systems. The scope of the announcement was to inform about the launch of an international competition among interested design-build companies/consortia for the design, construction, installation and commissioning of 130 municipal biomass heating projects in the rural area of Moldova.

On the 4th of July was issued the Prequalification Request (PQR) which is the second step within the three stage process of selection of contractors. At the PQR stage comprehensive tender participation and qualification requirements are established. The applicants will be assessed in a two-stage process for compliance with the requirements set out in the PQR. In 1st stage each Applicant will be assessed on a "Pass/Fail" basis as to whether each criterion is satisfactorily met. An assessment of "Fail" against any criterion shall eliminate the Applicant from further consideration. All Applicants that have been able to meet all the mandatory criteria of selection shall proceed to the next stage of the point score evaluation. Point score evaluation criteria are available in Annex II of the PQR. A minimum of three (3) and a maximum of seven (7) top ranked Applicants shall be selected and invited for the third stage of the competitive selection process – Request for Proposals (RFP) stage.

The RFP will be the last stage of contractors' selection in the result of which the contracts will be awarded. It will include all technical specifications and performance output criteria of each installation for which the contractors will have to submit their technical and financial proposals. RFPs will be issued per batches of projects until the total number of 130 of projects will have been contracted and successfully finalized. RFPs will not be made public and will be shared only with the pre-qualified applicants.

Questions and answers session:

Q – Referring to the text in the PQR “Any foreign company currently not licensed according to Moldovan legislation will be required, if pre-qualified, to obtain all licenses necessary for the provision of anticipated services before the proposal submission deadline of the first Request for Proposal” – what kind of licenses are necessary to be obtained?

A – In accordance with the legislation of the Republic of Moldova, for the provision of design services as well as execution of construction works the companies are required to obtain licenses from the Chamber of licensing of the Republic of Moldova.

Q – Referring to the text in the PQR “All Applicants whose core area of business is such that they can deliver the envisaged works as outlined in this PQR, are eligible to participate” – what kind of works are envisaged?

A – The applicants should have as their main business those activities which are necessary for the turn-key supply of the heating installations as well as their maintenance and servicing (full list is included in section II of the PQR – Scope of Works). In case of consortia – each consortium member may be specialized in only one certain field of activity, but the entire consortium must cover all the envisaged works.

Q – Referring to the list of tentatively proposed straw-fired boilers (Form 10), what kind of information should the applicants provide?

A – In Form 10, the applicants should indicate a tentative list of boilers which they would propose for installation and their key characteristics. Considering that the exact technical specifications of the boilers will be provided at the RFP stage, it may not be an exhaustive list, but it should help the evaluation team to understand whether the applicants have well understood what they are expected to provide.

Q – Referring to the Form 6, Boiler plant construction, reconstruction and installation experience as the main contractor, is it required to list 10 projects in boiler plants construction, reconstruction and installation performed by the consortium leader?

A – The list may not necessarily indicate the consortium leader’s experience, it can be the experience of any consortium member in which the company performed the works as the main contractor, not as a subcontractor. In addition, the list can include the construction, reconstruction and installation of boiler plants with any kind of fuel, not necessarily biomass boiler plants, with the minimum capacity of 50 kW.

Q – Why is it required minimum 50kW capacity?

A – It is envisaged that the capacity of boilers which will be installed within the project will range between 50kW and up to 450kW. As a practice also, boilers with a capacity lower than 50kW are considered domestic type boilers and UNDP is not interested in that kind of experience of the applicants.

Q – What happens in case a company proposes a boiler with a capacity which is higher than requested (80kW for example instead of 50kW)?

A – The evaluation of proposals will be done in accordance with the conditions of the RFP. As a general rule however, the design-build contracts will be awarded to the Applicants whose proposals will be determined to be substantially responsive to the RFP and offer the lowest evaluated price.

Q – Who will have the responsibility to supply the fuel and its storage?

A – There will be a local straw supplier in each location which will have the responsibility to stack in dry conditions the necessary amount of straw for the whole heating season. The beneficiaries will have to insure smaller warehouses located in immediate proximity to the boiler, where a small quantity of straw necessary for heating the object for 1-2 weeks will be stored and constantly replenished. On a case by case basis the applicants may be required to build the warehouses for the beneficiaries in accordance with the RFP conditions.

Q – Are the 130 locations any way related to one another or they are completely independent?

A – The locations are all independent from one another. In the Requests for Proposals projects will be grouped in Lots by their geographical situation. One Lot will contain in average 5 locations, possibly within the same district.

Q – Does the project foresee the renovation of existing heating systems?

A – The boiler plants and all necessary infrastructure until the connection with interior heat distribution network will be completely new. The contractors will have to build the boiler plants, connect them with the interior heat distribution network and test the integral system. Only in some cases, on an individual approach, it may be necessary to renovate the interior heat distribution network. If it will be the case, that will be also mentioned in the RFP.

Q – Who will do the maintenance of the heating installations?

A – There will be a number of boiler operators who will be responsible for reloading the boilers and their daily maintenance. The contractors however will have to provide to the operators all necessary training in boiler operation. The contractors will have to also insure regular servicing and maintenance of the heating systems by qualified specialists, within the warranty period and beyond, in accordance with the contract conditions.

Q – In relation to the warranty conditions, contractors will be liable to UNDP or to the beneficiaries?

A – After the works will be finalized and commissioned to the beneficiaries, the warranty relation will be established between the beneficiaries and the contractors or the boiler manufacturers.

Q – Which standards have to be applied for the execution of works?

A – First of all the contractors will have to meet the requirements established by the Moldovan legislation, and then any other performance requirements as specified in the RFPs.

Q – Currently there are no specific standards for construction of straw-fired boiler plants in the Moldovan legislation. How can the works be executed in this case?

A – Although currently there are no specific standards for this type of constructions, contractors will have to execute the works in accordance with general requirements and standards for heating systems currently applicable in Moldova. Similar installations have been successfully installed in the past within the projects implemented by other donor organizations, hence a practice in this sense already exists.

Q – Please explain the financing system.

A – For each Lot of locations UNDP Moldova will sign contracts with the winning company/consortium where all the payment conditions will be specified. UNDP Moldova will arrange payments directly to the contracted company. At the beginning of each batch of projects the winning company/consortium will receive a maximum of 20% advance payment, further instalments will be paid after the certified delivery of each next milestone as agreed in the contract. Bank guarantee will be required for any advance payments exceeding 50,000.00 USD.

A works acceptance commission will be established within each location. On the completion of each stage of the works, the members of the commissions will meet to evaluate and approve the works. Any payment will be made within maximum 30 days from the date of the receipt and approval of the invoices.

Q – What kind of straw bales will be used as fuel?

A – In the most of the cases will be used small bales of approx. 15 kg.

Q – Is it possible to award more than one Lot to one single applicant?

A – It is possible, but the applicant will have to confirm its capacity to accomplish the works for all the works simultaneously.

Q – Should the company provide additional documents to confirm their capacity to accomplish more than one Lot of locations?

A – Offerors will have to prove their ability and capacity to implement more than one Lot of locations by presenting lists of specialists and different implementation teams deployed for each Lot/location. A work schedule will be agreed for each location upon the commencement of works, and any of works behind the schedule may lead to termination of contract.

Q – Is it possible to subcontract the services of third companies which were not included in the SOQ?

A – It may be possible, but subcontracting of any part of the works to third companies may be done only with prior agreement of UNDP.

Q – Should the financial balance sheets be translated into English?

A – It is not necessary as long as the figures will be reflected in the Form 4 of the PQR. Audit reports however should be translated into English.

Q – Should the licenses, registration certificates or other documents of constitution be translated into English as well?

A – It is not necessary to provide translations into English for registration certificates. The important information included in the licenses should be accompanied by a translation into English.

Q – Who will ensure documentation of the foreign workers who come for the execution of works?

A – Obtaining entry visas, working permits and any other documents for immigrant workers is the sole responsibility of the applicants and shall be done in accordance with the Moldovan legislation.

Q – The services provided by the contractors will be tax exempted?

A – The Project is VAT exempted hence all prices and costs will need to be shown by the applicants with VAT 0%. For the equipment which will be imported for the project, UNDP will provide a letter which will be presented to the customs authority for VAT and import taxes liberation.