



## Pre-bidding Conference Minutes

### ITB for the supply of mobile fluoroscopic C-Arm system (re-tendered) ITB11/00496

9 February 2012, 12:00  
UN House Conference Room

#### **Participants:**

1. Radu Dusciac, UNDP Procurement Associate
2. Alexandru Spinu, UNDP Technical Consultant
3. Jana Midoni, PPP Project Associate
4. Representatives of 3 local companies

#### **Summary of discussions:**

##### ***Introduction and description of re-tendered ITB process***

Representative of UNDP Procurement Unit presented the goal of the pre-bidding conference and the justification for re-launching the competition, which was necessary due to the need to modify technical specifications and bring them in line with the needs of the beneficiary institution/end user.

The main information in the Invitation to Bid and its related annexes was shortly presented, emphasizing the most important parts to which attention should be paid, including instructions to bidders which specify how bids should be prepared and submitted, technical specifications and schedule of requirements, template letters which are available on the web site in word format and can be used by applicants to submit the offer. Requirements to how the financial offer should be prepared and presented were also mentioned, emphasizing that the price offer should include 3 options: price of the equipment including 1, 2, and 3 years of warranty. The price of post-warranty services should be also provided with the bid documents, which will serve as general information and will not be taken into consideration for the evaluation of bids.

It was also noted that Companies which submitted a bid for ITB11/00456 competition may choose to confirm the validity of their offer by submitting a confirmation in this sense.

**Questions** (addressed by the representatives of the companies) **and answers** (offered by UNDP technical consultant and UNDP Procurement Unit representative)

#### **Q: Is 3D reconstruction capacity necessary?**

**A:** Yes, this is an important parameter included in technical specifications of the equipment.

#### **Q: Is the authorization from the Producer necessary?**

**A:** If the applicant is a local company, then an authorization from the producer is necessary to confirm the authorization to participate in respective competition, capacity of local company to deliver and install the equipment, and provide warranty and maintenance services.

**Q: Technical specifications include the requirements only for the size of monitor. Will you consider other monitor parameters like color, resolution, etc. when evaluating the offers?**

**A:** Only the size of the monitor will be taken into consideration for evaluation, as requested in the technical specifications. Other parameters have not been requested and thus, will not influence the evaluation process. The monitors proposed should ensure the functionality of the equipment according to its purpose.

**Q: How will you take the decision on the company to contract in case there are 2 identical prices offered?**

**A:** If there will be such a case, a higher UNDP body will be consulted.

**Q: If the system does not have a cassette holder as requested in technical specifications (digital system in place), will the offer be disqualified?**

**A:** You should provide a justification that the system provided includes more advanced technology, as digital system, and the offer will not be disqualified.

**Q: Do you have any requirements regarding the level of radiation or device to measure the radiation of the working system?**

**A:** No, we do not have requirements for this parameter.

Additional questions addresses through e-mail:

**Q: Is it necessary to have a representing company in the Republic of Moldova in order to be eligible to bid?**

**A:** It is necessary for the bidder to prove the expertise and capacity to deliver, install and maintain the equipment as requested in the bidding requirements.

**Q: Is the CE mark mandatory for delivery of equipment to the Republic of Moldova?**

**A:** Yes, the CE mark is mandatory. According to the legislation of the Republic of Moldova, the delivery of such types of equipment should be in line with the EU Directive, according to which the CE mark is required.

**Q: Is it necessary to re-submit the proposal in case we wish to modify the financial offer and keep the technical offer as was previously submitted?**

**A:** Yes, if you choose to modify at least one parameter in the bid submitted for ITB11/00456, the whole documentation, including the modified part, should be re-submitted.

Additional questions can be addressed by e-mail until **16 February 2012 (COB)**, i.e. not later than 1 week before the submission deadline. The answers will be published on the UNDP Moldova website within 2 working days from the date the questions are received.