



Pre-bidding Conference Minutes
ITB "Reconstruction of Street Lighting Systems in Climautii de Jos village, Soldanesti district and Ustia village, Dubasari district"

ITB13/00702

21 August 2013, 11:00
Le Roi Conference Room

Introduction:

The Pre-bidding conference was opened by Mr. Corneliu Martiniuc, Procurement Associate from the UNDP Procurement Unit, who presented the team and welcomed the participants. The meeting was attended by 11 companies that expressed the interest to participate at the Pre-bidding.

The meeting continued with clarifications of instructions and references of the ITB, presented by the UNDP Procurement Unit. Mr. Corneliu Martiniuc focused on the main aspects of the Invitation to Bid, submission requirements and methods, rules and regulations to be applied in the process of evaluation.

Also, Mr. Martiniuc underlined the documents required in Section 1: Letter of Invitation and the main aspects of Section 2: Instruction to Bidders to take in consideration while filling in the application forms and compiling the documents for applying to the tender. Further to this, was mentioned that UNDP's preference to make no advanced payment(s) on contracts, but in the event that the Bidder requires an advanced payment upon contract signature, and if such request is duly accepted by UNDP, and the said advanced payment exceeds 20% of the total Contract price, or exceed the amount of USD 30,000, UNDP shall require the Bidder to submit a Bank Guarantee in the same amount as the advanced payment (Section 10).

The Bid Opening will take place on 06 September 2013, 12:00 (Moldova local time) at UN House Conference Room, 131, 31 August 1989 Street, MD-2012 Chisinau, Moldova. UNDP will open the Bids in the presence of an ad-hoc committee formed by UNDP of at least two (2) members. At the opening procedure can participate all Bidders.

An important point to note was the Warranty period for parts and services provided (according to the Bid Evaluation Criteria) which has to be of minimum 3 (three) years.

As well, was drawn the attention to contact persons for each social infrastructural project, listed in Section 3: Terms of Reference (TOR) from the Invitation to Bid.

Questions and Answers:

1. Should the Bid Security include VAT?

Response: The Bid Security should be of 2% of the offered bid price without VAT. All prices/rates quoted must be exclusive of all taxes, since the United Nations, including its subsidiary organs, is exempt from taxes.

2. In what language should be presented the Bid Security?

Response: It is preferable to stick to the provided template in English, presented in Section 8: Form for Bid Security. In other case, it should be used the translation in Russian or Romanian version of the above mentioned template.

3. Is the 0,15 percentage for Liquidated Damages counted from the contract price?

Response: The Contractor shall pay to the Employer 0.15% of contract price per day of delay as liquidated damages, for the delay between the time prescribed in the Contract or the extended time for completion, as the case may be, and the date of substantial completion of the Works as stated in the Certificate of Substantial Completion, subject to the applicable limit stated in the Contract.

4. Should the Performance Security form be completed at the time of submitting the proposal?

Response: The Performance Security is a condition for the Contract to be effective. It is not necessary to complete the form when submitting the proposal.

5. Why is it requested to submit a financial turnover not lower than 8,000,000.00 lei?

Response: It is necessary for the winning companies to have sufficient potential to execute the works. The financial turnover represents one of the indicators as assurance for UNDP that all works will be successfully executed.

Note: In case of certain technical irregularities identified in the Technical Design, please notify Vitalie Craciun, Project Officer at: vitalie.craciun@undp.org, in order to make necessary changes in the Technical Design.