



**Minutes of the Pre-proposal Conference for ITB15/01154:
SCBM/ Repair works of 3 social infrastructure projects located on both Bank of
Nistru River – 2 LOTs**

10 November 2015, 15:00

UN House, Conference room

Agenda:

- I. Presentation and description of procedures
- II. Questions and answers

I. Presentation and description of procedures

The Pre-proposal conference was opened by Viorel ALBU, Manager of Social and Infrastructure Development Project, SCBM Programme, who welcomed the participants and made a short presentation of the scope of the project.

Further, Liliana Caterov, Procurement & Contracts Associate, SCBM Programme, went through the submission and procedures requirements as indicated in the ItB document, pointing out that the first LOT refers to 1 site - Varnita, right bank of the Nistru river, but the 2nd LOT refers to 2 sites – Dubasari & Rascov, Transnistrian region.

She also pointed out some of the important aspects like expectations, the selection criteria, rules and regulations to be applied in the process of evaluation. Liliana drew special attention to the fact that proposals shall be submitted in time, to the special address or e-mail set in Data Sheet of the ItB document, shall include all the documents required to establish eligibility of a company and shall meet all the requirements indicated in ItB document.

II. Questions and Answers

Question 1: Do the evaluation criteria differ from one LOT to another?

Answer: Yes. As the value of each LOT is different, the evaluation criteria are also slightly different. For instance, the required turnover for LOT 1 represents \$ 225,000, while the turnover for LOT 2 is twice bigger and equals to \$ 450,000. Also, the bank guarantee is required only for LOT 2 and constitutes \$ 6000.

Question 2: In case of consortium, which company should submit the bank guarantee?

Answer: The bank guarantee should be submitted by the lead company.

Question 3: In case when we need more space for descriptions, which do not fit the template presented by you, how should we act?

Answer: There are word documents on our website (on the page where the ITB announcement was placed) which allow you to enlarge the spaces in order to fit your needs. You are not allowed to delete items which are parts of the template.

Also it was drawn special attention on the fact that it is not permitted to change the structure of the Form 1.

Question 4: What if the specialists of the offeror does not have respective qualification certifications on the left side of Nistru (Transnistrian Region)?

Answer: If the specialists of the offeror do not have respective certifications on the left side of Nistru, then besides the list of the specialists and their CVs, the offeror should submit copies of diplomas and workbooks in order to have a clear understanding of the specialists' experience.

Question 5: What is the price schedule?

Answer: The full value of the sites should be indicated in USD. Debriefing of the price schedule: you should indicate the cost of direct expenses per chapters separately, and limited costs (for all the chapters) separately, which in sum gives the final amount for the mentioned project site.

Question 6: Can we calculate the estimate in MDL?

Answer: The offeror has 2 options:

- 1- Indicate USD as calculating currency in WinSmeta and make all calculations in USD.
- 2- Make calculations in MDL, and use the UN official exchange rate to convert the amount into USD. For instance, UN official exchange rate for November 2015 is 1 USD = 20.105 MDL.

It is to mention that the agreement with the winner will be signed using USD currency. All the installments will be paid in MDL at the UN official exchange rate announced on the day of payment.