

OFFER FORM ACTED *Moldova*

Tender N° (filled in by ACTED): *T/67FJJ/J6G/IIC/10-02-2023*

Order ID (filled in by ACTED): OF/67FJJ/J6G/IIC/CHI/PRO/01012023

Date (filled in by Bidders):

To be Filled by Bidder (COMPULSORY)

Company's Name (as per registration documents)	
Company Authorized Representative's Name (as per registration documents or duly signed Power of Attorney)	
Company Registration Number	
Registration body	
Company's mailing address Shop/Office/Building No Street name City Governorate/province/district Country	
Commercial representative for the bid (if different from authorized representative)	
Phone contact number Landline Mobile No	
Email address	

I undersigned (to be filled in by the Bidder) _____
 agree to provide ACTED, non-profit NGO, with items answering the following specifications, according to the general conditions and responsibilities that I engage myself to follow.



PLEASE FILL IN THE FOLLOWING TABLES, ONE FOR EACH LOT:

- The Bidder may bid for one or all lots. Each lot may be subject to a separate contract and the quantities indicated for the different lots cannot be divided. The Bidder must offer all items & quantities indicated for each lot. Bids for part of a lot only will not be considered.
- If the Bidder is awarded more than one lot, a single contract may be concluded including all lots.

UNIT AND TOTAL PRICES MUST BE INCLUSIVE OF ALL COSTS (MATERIALS, EQUIPMENT, WORKERS, INSURANCES, ETC.).

LOT 1: 2nd phase of works for Comrat community center rehabilitation

TECHNICAL SPECIFICATIONS

PLEASE ATTACH ANY TECHNICAL PROPOSAL, DRAWINGS AND DESIGNS AS PER ATTACHED TERMS OF REFERENCE.

N°	Works Deliverables	Detail the related past performance sample required	Documents required	Unit ¹	Quantity (1)	Unit Price excluding taxes (MDL) (2)	Total Price excluding taxes (MDL) (1) x (2)
1	Installation of a children's play area. Size 10 * 10m. Rubber polymer coating. Wooden structures consisting of 2 slides / Tunnel / Climbing Wall / Rope wall	Past contracts, pictures and certificates of completion	- Technical drawing required - 3D design plan	LS	1		

¹ Please note that ACTED works contracts are based on an obligation of result, and not based on time consumption. Therefore, ACTED will not consider offers based on man-days as a unit. Offers must be submitted all costs and taxes inclusive for each deliverable.



N°	Works Deliverables	Detail the related past performance sample required	Documents required	Unit ¹	Quantity (1)	Unit Price excluding taxes (MDL) (2)	Total Price excluding taxes (MDL) (1) x (2)
2	Work zone - Wooden Bungalow on a metal frame with decorative walls and sun protection pergola. The size of one Bungalow is 5*4m and the height is 3m. Each Bungalow has a table with two benches	Past contracts, pictures and certificates of completion	- Technical drawing required - 3D design plan	LS	3		
3	Podium, dance zone. Size 10*14m. Reinforced concrete bollards + metal structure + hardwood flooring made of glued laminated timber, treated for outdoor use.	Past contracts, pictures and certificates of completion	- Technical drawing required - 3D design plan	LS	1		
4	Stage 10*6m. Reinforced concrete bollards + metal structure + wooden flooring made of hardwood laminated timber treated for outdoor use + rear decorative wall in the shape of a wooden sail	Past contracts, pictures and certificates of completion	- Technical drawing required - 3D design plan	LS	1		



N°	Works Deliverables	Detail the related past performance sample required	Documents required	Unit ¹	Quantity (1)	Unit Price excluding taxes (MDL) (2)	Total Price excluding taxes (MDL) (1) x (2)
5	Irrigation system device : 9 sprinklers / control unit / 3 zones	Past contracts, pictures and certificates of completion	- Technical drawing required - 3D design plan	LS	1		
6	Lawn arrangement including grass seeding	Past contracts, pictures and certificates of completion	- Technical drawing required - 3D design plan	m ²	395		
7	Laying of water pipes	Past contracts, pictures and certificates of completion	- Technical drawing required - 3D design plan	m	80		

WORKPLAN AND OTHER RELEVANT DOCUMENTS REGARDING THE WORKS:

PLEASE ATTACH

- A DETAILED WORKPLAN DEMONSTRATING THE BIDDER'S ABILITY TO FULFILL ACTED'S BELOW EXPECTATIONS.
- LIST AND PICTURES OF ALL RELEVANTS ASSETS YOU OWN AND COULD USE TO DO THE WORKS



- LIST AND PICTURES OF SAFETY EQUIPMENTS YOU INTEND TO WORK WITH

PAYMENT CONDITIONS AND WARRANTIES:

	CONDITIONS REQUESTED BY ACTED	EXECUTION CONDITIONS OFFERED BY BIDDERS (if different)
PAYMENT CALENDAR	<i>ACTED require to make 2 payments, upon contract signature (before the works begin) and upon completion certificate (when the works are finished). The payment amounts will be 50% of total contract value for each payment</i>	Accepted by the Bidder: <input type="checkbox"/> YES <input type="checkbox"/> NO IF NO, CONDITIONS OFFERED BY THE BIDDER
PERFORMANCE SECURITY (please use ACTED template)	<i>ACTED will request before the beginning of the works a bank warranty of 10% of the amount of the contract. This bank warranty will end when completion certificate for corresponding phase of the contract will be signed by both parties.</i>	Accepted by the Bidder: <input type="checkbox"/> YES <input type="checkbox"/> NO IF NO, CONDITIONS OFFERED BY THE BIDDER
RETENTION MONEY SECURITY & LIABILITY PERIOD (please use ACTED template)	<i>After each phase of works, ACTED will hold 5% of the payment for 1 year (365 days). This final amount will be paid 1 year (365 days) after the completion certificate was signed, in case no defect or liability has been discovered and remains unsolved. Liability period: 1 year.</i>	Accepted by the Bidder: <input type="checkbox"/> YES <input type="checkbox"/> NO IF NO, CONDITIONS OFFERED BY THE BIDDER

CAPACITY AND QUALITY OF WORKS:

PLEASE ATTACH:

- AN ATTESTATION OF THIRD PARTY LIABILITY FOR THE WHOLE DURATION OF WORKS AND LIABILITY PERIOD DATING LESS THAN 3 MONTHS
- A COPY OF VALID QUALITY ASSURANCES WITH RELEVANT CERTIFICATES DATING LESS THAN 3 MONTHS

Please fill in the below table for manpower and equipment that will be made available in awarded:



	ACTED requirements	Bidder's Commitments
NUMBER OF ENGINEERS	1	
NUMBER OF MANAGERS	1	
NUMBER OF SUPERVISORS	2-3	
NUMBER OF QUALIFIED WORKERS	Qualification – plumbers: 2 Qualification – electricians: 1	Qualification – plumbers: Qualification – electricians: Qualification – others:
NUMBER OF UNQUALIFIED WORKERS	3	
EQUIPMENT TYPE #1 Description Performances Number on site at a given time Current location Owned/rented/leased Name of the owner and contact details	N/A	<i>Detail here the heavy/specialized equipments you plan to have on site during the works</i>

SOCIAL, HEALTH AND SECURITY ASSURANCES:

PLEASE ATTACH:

- THE PROOF THAT ALL APPLICABLE LABOR TAXES HAVE BEEN PAID OVER THE PAST 2 YEARS
- THE PROOF THAT ALL WORKERS ON WORKSITES ARE LEGALLY EMPLOYED, AND THAT ALL REQUIRED AUTHORIZATIONS AS PER NATIONAL LAWS HAVE BEEN OBTAINED





	ACTED REQUIREMENTS	BIDDER'S COMMITMENTS
CODE OF CONDUCT	ACTED expects from all its suppliers/service providers/contractors to ensure a full adherence to the principles of its Ethical Declaration which the Bidder hereby acknowledges as a duty throughout the execution of works if awarded a portion or the entire scope of works.	I, as the representative of the Bidder, hereby acknowledges that ACTED Ethical Declaration principles are implemented within my company and will be monitored throughout the contract execution if awarded a portion or the entire scope of works. In particular, all staff working on the works sites related to this contract will be trained. I also hereby acknowledge a zero tolerance approach, and my company's and its employees' duty to report to ACTED any abuse: <input type="checkbox"/> YES <input type="checkbox"/> NO

VALIDITY OF THE OFFER:

	GENERAL CONDITIONS RECOMMENDED BY ACTED	GENERAL CONDITIONS OFFERED BY BIDDERS (if different)
VALIDITY OF THE OFFER	<i>6 months</i>	

Name of Bidder's Authorized Representative: _____

Authorized signature and stamp: _____

Date: _____



PLEASE FILL IN THE FOLLOWING TABLES, ONE FOR EACH LOT:

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- If the Bidder is awarded more than one lot, a single contract may be concluded including all lots.

UNIT AND TOTAL PRICES MUST BE INCLUSIVE OF ALL COSTS (MATERIALS, EQUIPMENT, WORKERS, INSURANCES, ETC.).

LOT 2: 2ND PHASE OF WORKS FOR CAUSENI COMMUNITY CENTER REHABILITATION

TECHNICAL SPECIFICATIONS

PLEASE ATTACH ANY TECHNICAL PROPOSAL, DRAWINGS AND DESIGNS AS PER ATTACHED TERMS OF REFERENCE.

N°	Works Deliverables	Detail the related past performance sample required	Documents required	Unit ²	Quantity (1)	Unit Price excluding taxes (MDL) (2)	Total Price excluding taxes (MDL) (1) x (2)
Building outdoor toilet			- Technical drawing required - 3D design plan	N/A			
1	Purchase and installation of a toilet	Past contracts, pictures and certificates of completion		LS	2		
2	Purchase and installation of a toilet for disabled people	Past contracts, pictures and certificates of completion		LS	1		
3	Install decorations on the wall inside the toilet	Past contracts, pictures and certificates of completion		LS	1		
4	Baxi 100L electric boiler purchase and installation	Past contracts, pictures and certificates of completion		Piece	1		
5	Electric convector 1500W	Past contracts, pictures and certificates of completion		Piece	4		

² Please note that ACTED works contracts are based on an obligation of result, and not based on time consumption. Therefore, ACTED will not consider offers based on man-days as a unit. Offers must be submitted all costs and taxes inclusive for each deliverable.



N°	Works Deliverables	Detail the related past performance sample required	Documents required	Unit ²	Quantity (1)	Unit Price excluding taxes (MDL) (2)	Total Price excluding taxes (MDL) (1) x (2)
6	Electric convector installation	Past contracts, pictures and certificates of completion		Installation	4		
7	Installation of stainless steel bars for disabled people	Past contracts, pictures and certificates of completion		piece	1		
Garage repair			- Technical drawing required - 3D design plan				
8	Mounting penoplast gr.5cm	Past contracts, pictures and certificates of completion		m ²	196		
9	Mounting setca	Past contracts, pictures and certificates of completion		m ²	196		
10	Plastering of the beam	Past contracts, pictures and certificates of completion		m ²	196		
11	Tinci application	Past contracts, pictures and certificates of completion		m ²	196		
12	Window assembly	Past contracts, pictures and certificates of completion		Piece	3		
13	Installation of metal garage doors	Past contracts, pictures and certificates of completion		Piece	2		
14	Wall plastering	Past contracts, pictures and certificates of completion		m ²	400		
15	Wall painting	Past contracts, pictures and certificates of completion		m ²	400		
16	Installation of roofing	Past contracts, pictures and certificates of completion		m ²	150		
Volleyball court			- Technical drawing required	N/A			



N°	Works Deliverables	Detail the related past performance sample required	Documents required	Unit ²	Quantity (1)	Unit Price excluding taxes (MDL) (2)	Total Price excluding taxes (MDL) (1) x (2)
			- 3D design plan				
17	Protection net	Past contracts, pictures and certificates of completion		m ²	248		
18	Fixing screw for the protection net	Past contracts, pictures and certificates of completion		pieces	200		
19	Rubber paving	Past contracts, pictures and certificates of completion		m ²	220		
20	Volleyball net, purchase and installation	Past contracts, pictures and certificates of completion		Piece	1		
21	LED outdoor lighting panel purchase and installation	Past contracts, pictures and certificates of completion		Piece	30		
22	Drawing court lines	Past contracts, pictures and certificates of completion		LS	1		
Landscaping			- Technical drawing required - 3D design plan				
23	Land preparation	Past contracts, pictures and certificates of completion		m ²	938		
24	Paving installation	Past contracts, pictures and certificates of completion		m ²	938		
25	Chairs, purchase and installation	Past contracts, pictures and certificates of completion		Pieces	14		
Playground for children			- Technical drawing required - 3D design plan	N/A			



N°	Works Deliverables	Detail the related past performance sample required	Documents required	Unit ²	Quantity (1)	Unit Price excluding taxes (MDL) (2)	Total Price excluding taxes (MDL) (1) x (2)
26	Preparation of the field	Past contracts, pictures and certificates of completion		m ²	152		
27	Concrete pouring	Past contracts, pictures and certificates of completion		m ²	152		
28	Rubber paving	Past contracts, pictures and certificates of completion		m ²	152		
29	Purchase and install EBS Jungle 121 playground complex or equivalent ³	Past contracts, pictures and certificates of completion		Piece	1		
Stage construction			- Technical drawing required - 3D design plan	N/A			
30	Installation of the dividing walls	Past contracts, pictures and certificates of completion		m ²	70		
31	Installation of aluminium composite panels, decor	Past contracts, pictures and certificates of completion		m ²	272		
32	Paving installation	Past contracts, pictures and certificates of completion		m ²	40		
33	Assembly of aluminium profile doors	Past contracts, pictures and certificates of completion		piece	6		
34	Daikin floor assembly	Past contracts, pictures and certificates of completion		m ²	240		

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PLEASE ATTACH

- **A DETAILED WORKPLAN DEMONSTRATING THE BIDDER'S ABILITY TO FULFILL ACTED'S BELOW EXPECTATIONS.**

³ Indicate which playground complex you are planning to install



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NUMBER OF UNQUALIFIED WORKERS	3	
NUMBER OF TRUCKS FOR MATERIALS TRANSPORTATION	1	
EQUIPMENT TYPE #1 Description Performances Number per site at a given time Number for all sites at a given time Current location Owned/rented/leased Name of the owner and contact details	N/A	<i>Detail here the heavy/specialized equipments you plan to have on site during the works</i>

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VALIDITY OF THE OFFER:

	GENERAL CONDITIONS RECOMMENDED BY ACTED	GENERAL CONDITIONS OFFERED BY BIDDERS (if different)
VALIDITY OF THE OFFER	<i>6 months</i>	

Name of Bidder's Authorized Representative: _____

Authorized signature and stamp: _____

Date: _____

