
**REPUBLIC OF MOLDOVA
ROAD SECTOR PROGRAM**

STATE ROAD ADMINISTRATION

**CLARIFICATION TO CONSULTANTS’
QUESTIONS ON REQUESTS FOR PROPOSALS
(CS/QCBS/01-02/2014)**

Construction Supervision of the Civil Works

ON R14 BALTI-SARATENI ROAD

Issued on 30 October 2014

1. Question

During these works contracts for the signature and authorization of acts under the Moldova Construction Law:

- a. Are engineers registered with the appropriate licenses under the Construction Law in Romania recognized to carry out these functions in Moldova?
- b. Would appropriately qualified international engineers be given temporary registration and licensed to sign as required by the Construction Law on these two contracts?

Answer 1

The qualified construction works superintendents, which are to be included in the supervision team, are listed under Technical Support Staff as:

- 2 No. Road Inspectors, and
- 1 No. Bridge Inspector.

Only Road and Bridge Inspectors accredited in Moldova as “Responsabil Tehnic” are recognised to carry out these duties in Moldova.

We are not aware of provisions for temporary registration of foreign inspectors.

2. Question

What is the acceptable amount of the Employer's Liability Insurance in Moldova?

Answer 2

Each consultant is advised to check the requirement of Moldovan Law with respect to insurance or other measures to protect their employees.

It is understood that the following main laws refer:

- Law 756/1999 on insurance for work accidents and occupational diseases;
- Law 156/1998 on state social insurance pensions; and,
- Law 186/2008 on occupational safety and health.

3. Question

There is to be a nominated Designer's Representative:

- a. What is the pay rate in the Contact to be allowed for the Expert for this post?
- b. How will the time of this official Expert be recorded and approved so that it may be included in the Engineer's monthly certificate when necessary?

Answer 3

The following text has been deleted from the Terms of Reference

“The Designer’s Representatives shall be required to attend the Site as required by the legislation in force, and a total of 10 man-months shall be included in the Proposal for estimating purposes.”

and replaced by:

“The Designer’s Representatives shall be required to attend the Site as required by the legislation in force, and a total of 20 man-months (comprising 10 man-months for Designer’s Representative for Lot 1 and 10 man-months for Designer’s Representative for Lot 2) shall be included in the Proposal for estimating purposes.”

and the following text has been added to the Terms of Reference:

“The remuneration rate for the Services of the Designer’s Representative is 2,000 (two thousands) Euro. This rate shall be included without modification in the Financial Proposal Form FIN – 3. The use of the Designer’s Representative’s Remuneration is subject to General Conditions of Contract and the Client’s prior approval.”

In addition, in Form FIN-3 Breakdown of Remuneration the following additional items are added:

No.	Position (as in TECH-6)	Person-month Remuneration Rate	Time Input in Person/Month (from TECH-6)
N - 8	Designer’s Representative (Lot 1)	Euro 2000	10
N - 9	Designer’s Representative (Lot 2)	Euro 2000	10

4. Question

What is the Management Information System operated by the State Roads Administration that is used to control the project documentation? Or are there any specific preferences over the operating systems that could be used by the Engineer for this Project?

Answer 4

The SRA is currently coordinating with recently appointed supervisors on the development of a formal PMIS to manage, among the others, the following principle data:

- contract documents, correspondence and construction drawings;
- approval of contractor's drawings;
- contractual issues;
- progress monitoring, physical and financial;
- quality control;
- minutes of meetings;
- contractor's claims, change orders and certifications procedures;
- audits;
- design manuals, codes, standards, etc.;
- legal issues; and
- as-built data and documents.

The PMIS will be required to be compatible with standard office, database, project management and CAD software and Window operating system.

5. Question

These Services commence with an initial construction document review and the requirement for a 'scope of construction work verification' by the Engineer that will also involve the Employer. The temporary accommodation on site will not be available for the Engineer until 21 days after the notice to commence.

Will the Employer be making an office or a desk available in their offices for the Consultant's reviewing staff in Chisinau, prior to the Engineer mobilizing the full supervision team on site? This will enable the review to be discussed interactively with the Client.

Answer 5

The Works Contractors are responsible for providing temporary office space for the Engineer's staff from the commencement of the supervision services contract.

6. Question

Access to land and approval of works. There are temporary traffic diversions required and possibly some additional land that will be affected by the widening or embankment stabilization works. Has access to any additional land been arranged so it will all be available to the Contractor at the start of work?

Answer 6

The SRA have made all necessary arrangements to ensure the Contractor's right of access to, and possession of, all parts of the Site.

7. Question

Where existing utilities have been identified:

- a. Has the utility operator agreed the diversion or protection requirements?
- b. Have the utility costs been given as either firm or provisional sums that the Contractor will have to pay for this work?

Answer 7

No diversions of existing utilities have been identified on either Lot 1 or Lot 2:

8. Question

The Consultant is entitled to import and export equipment (cars, computers etc.) for the project free of tax and duty. The Ministry will assist with this. Will the Consultant be required to provide the customs with financial guarantees (Bond) over the re-export or will the Ministry provide an exemption certificate for such guarantee payments or bank guarantees?

Answer 8

Yes, the Consultant will be required to provide the Customs with financial guarantees. The Ministry will not provide exemption for Bank guarantees.

9. Question

Referring to 'Instruction to Consultants', Clause 16 and the Forms Fin 3 and Fin 4:

- For Fin 3 may we assume that rates are given for each and every expert depending on where it is proposed they will be working in man-months? This rate will fully inclusive of all fees and all daily living and transport costs. For internationally sourced staff there may be two rates, a home office rate and a field rate when on site.

Answer 9

The rates entered in FIN-3 for each expert should be fully inclusive of all fees and local living and transport costs.

However supervision staff will be paid only for work in the field. There is no provision for home office work.

10. Question

Referring to 'Instruction to Consultants', Clause 16 and the Forms Fin 3 and Fin 4:

- For Fin 4, item 1 may we summarize the cost of international transport for experts coming from each applicable country outside Moldova? How will these expenses be paid? Will they be paid 'at cost' against the travel invoice and documentation or at the rates in Fin 4?

Answer 10

Payment will be made at cost against receipts and evidence of travel, but may not exceed the rates entered in FIN-4

11. Question

Referring to 'Instruction to Consultants', Clause 16 and the Forms Fin 3 and Fin 4:

- For Fin 4, Item 2 is it correct to assuming this only covers computers, printers, survey equipment and other office based equipment and the servicing and supplies for these items? Would we be correct entering our assessment these costs on Fin 4 as a lump sum but paid in monthly installments during the duration of the services? For the payment of either the lump sum or the monthly sum would any other documentation be required to confirm the expense other than the activities of some or all of the Key Experts on the project?

Answer 11

Fin 4, Item 2 covers office-equipment such as computers, printers, scanners, photocopier etc. The Consultant is not required to provide survey equipment as it will be provided by the Contractor.

Payment for the purchase and maintenance of office-equipment will be paid at cost against receipts and proof of purchase and delivery of the equipment, up to the ceiling amount entered in FIN-4

12. Question

Referring to Chapter 4.1 Engineer's Staffing, point (a) Team Leader / Project Manager (page 59) "d) Experience in the region and Language: Broad international experience is required and experience in NIS countries (Newly Independent States) and Romania will be considered an asset."

- a) the meaning of "broad international experience" and in which way is going to be measured/evaluated/scored;
- b) if "international experience" refers to experience outside the expert's home country or can be also understood as experience in the expert's home country (any country including NIS and Romania) working in internationally funded projects;
- c) in which way the proposed expert will be scored (if he will be scored) in the case in which he does not fulfill the criteria mentioned at point 1.2.

Answer 12

Broad international experience refers to experience gained on similar assignments outside the expert's home country.

If the expert's home country is one of the NIS countries or Romania then of course experience in NIS countries and Romania includes experience on similar assignments in the expert's home country.

These criteria are among others set out in the Terms of Reference and will be scored, similarly to the other criteria, on the basis of "excellent", "good", "satisfactory" or "unsatisfactory".

In the event that the proposed expert does not fulfill the minimum requirements, for a particular criteria, then he/she will be scored as "unsatisfactory" for that criteria.

13. Question

Referring to Chapter 4.1 Engineer's Staffing, point (b) Deputy Team Leader / Resident Engineer (page 60) "(d) Experience in the region and language: Broad International experience is required and experience in NIS countries and Romania will be considered an asset."

- the meaning of "broad international experience" and in which way is going to be measured/evaluated/scored;
- if "international experience" refers to experience outside the expert's home country or can be also understood as experience in the expert's home country (any country including NIS and Romania) working in internationally funded projects;
- In which way the proposed expert will be scored (if he will be scored) in the case in which he does not fulfill the criteria mentioned at point 2.2.

Answer 13

Please refer to Answer 12 above.

14. Question

Referring to Chapter 4.1 Engineer's Staffing, point (c) Material Engineers (page 61) "d) Experience in Region and Language: Broad international experience including NIS countries or/and Romania is required."

- a) the meaning of "broad international experience" and in which way is going to be measured/evaluated/scored;
- b) if "international experience" refers to experience outside the expert's home country or can be also understood as experience in the expert's home country (any country including NIS and Romania) working in internationally funded projects;
- c) in which way the proposed expert will be scored (if he will be scored) in the case in which he does not fulfill the criteria mentioned at point 3.2.

Answer 14

Please refer to Answer 12 above.

15. Question

Referring to Chapter 4.1 Engineer's Staffing, point (e) Bridge Engineer (page 63) "d) Experience in Region and Language: International experience including NIS countries or/and Romania is required."

- a) if "international experience" refers to experience outside the expert's home country or can be also understood as experience in the expert's home country (any country including NIS and Romania) working in internationally funded projects;
- b) in which way the proposed expert will be scored (if he will be scored) in the case in which he does not fulfill the criteria mentioned at point 4.1.

Answer 15

Please refer to Answer 12 above.

16. Question

Referring to the **Bid Data Sheet 16.3, 25.2 and the SCC 43.1 and 43.2**. The statements related to tax exemptions made in these clauses are in contradiction to each other. We therefore kindly request clarification on the **local taxes** which has to be paid by the consultant under this project for international companies and experts as well as for national companies (possible sub-consultants) and experts.

Answer 16

The Sub-clause reference 16.3 in the Data Sheet has been corrected to 16.2 in Addendum No. 1.

We confirm that as stated in the Special Conditions of Contract, 43.1 and 43.3, the Consultants, Sub-consultants and Personnel (other than nationals or permanent residents of Moldova) are except from, or the Client shall pay, or shall reimburse the Consultants, Sub-consultants and Personnel for any taxes, duties, fees, levies etc.

17. Question

Please clarify if it would be possible to establish one common rate for the Designer's Representative input (10 MM, Universcons) for all bidders in order to avoid unfair discrepancies in the offered rate for which the Consultant has no other opportunity. Or exclude this amount for the evaluation of the financial proposals.

Answer 17

Please refer to Answer 3 above.