

## **Requirements for the technical capabilities, production and storage spaces of bidders, participants in the procurement procedure for excise/consumption stamp printing services.**

**Date:** \_\_\_\_\_

| Nr.  | <b>Requirements for the technical capabilities, production and storage spaces of bidders, participants in the procurement procedure for excise/consumption stamp printing services</b>   | <b>The indicators of compliance with the requirements will be recorded as: "1" in case of compliance and "0" in case of non-compliance.</b> | <b>Notes</b> |
|--|--|---|--------------|
| <b>I. Requirements for the facility (building), production and storage spaces of the bidder:</b> |  |   |              |
| 1.   | The process of manufacturing and storing excise/consumption stamps is located in the city of Chişinău.   |   |              |
| 2.   | The technological process of producing and storing excise/consumption stamps (ES/CS) is organized in a closed space with restricted access through a metal door, iron grilles, including on windows, and a high-security lock, an access control system, video surveillance, and with specially regulated rooms inside this closed space within the facility (building). |   |              |
| 3.   | The technological process of producing and storing ES/CS does not and will not pass through common areas of the facility (building), the process being carried out entirely within this closed space.  |   |              |
| 4.   | The facility and specially regulated rooms are equipped with technical means for fire and security signaling, with mandatory handover of rooms to the security agency's dispatch center.   |   |              |
| 5.   | The building is provided with a backup power supply of sufficient capacity to ensure the autonomous operation of security systems in case of disconnection of the main power source (220V).  |   |              |
| 6.   | Electrical distribution and safety panels are installed outside the storage rooms. Switches on the electrical distribution panels must be marked.  |   |              |
| 7.   | The facility and specially regulated rooms are equipped with a video surveillance system both outside and inside the production/storage rooms 24/7, with video recordings stored for at least six (6) months.  |   |              |
| 8.   | Poorly lit areas are provided with sufficient artificial lighting to obtain high-quality images from the video cameras.  |   |              |

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| 9.  | Signs restricting access to unauthorized persons are displayed on the entrance doors of the specially regulated rooms.  |  |  |
| 10. | Evacuation schemes and informational signs describing actions in exceptional situations (fire, earthquake, etc.) are displayed in visible locations.  |  |  |
| 11. | The special regime rooms will be exclusively intended only for the activity of manufacturing and storing excise/consumption stamps. The manufacturing and storage of ES/CS together with another type of production is not allowed (The space is clean, arranged without traces of other types of printing products). |  |  |
| -   | Special regime rooms will be located within a facility (building), identified by:   |  |  |
| 12. | Separate, specially arranged room for offset printing of ES/CS;   |  |  |
| 13. | Separate, specially arranged room for applying numeric barcodes to ES/CS for alcoholic production.  |  |  |
| 14. | Separate, specially arranged room (storage) for storing raw materials, special materials, etc   |  |  |
| 15. | Separate, specially arranged room (storage) for storing semi-finished products and finished products  |  |  |
| 16. | Separate, specially arranged room for storing material media with confidential information and for the work of employees responsible for confidential secretarial tasks   |  |  |
| 17. | Special control room for the semi-finished product cutting process  |  |  |
| 18. | The room for applying numeric barcodes to ES/CS must be separate from the offset printing room.   |  |  |
| 19. | A separate special room for applying the barcode on TA/TC, as well as the computing equipment (computer) to ensure the technological process of applying the barcode, will not have access to the internet.   |  |  |
| -   | In the production and storage rooms for excise/consumption stamps, semi-finished products, and special materials, fire safety is ensured according to national standards and current legislation, namely:   |  |  |
| 20. | the presence of a sufficient number of fire extinguishers in accordance with fire safety norms;   |  |  |
| 21. | the presence of fire detectors  |  |  |
| 22. | prohibition of storing or using flammable substances and fuels, powders, explosives, gas cylinders, goods in celluloid packaging, and other hazardous or flammable materials, etc.  |  |  |

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| 23.   | Special storage rooms are equipped with air conditioning systems that provide 2–3 air exchanges per hour, maintaining optimal temperature and humidity conditions.  |  |  |
| 24.   | Separate special rooms (storage) will be equipped with devices to measure temperature and humidity  |  |  |
| -   | Optimal microclimate parameters in storage rooms should be:   |  |  |
| 25.   | - temperature: 23°C +/- 1°C;  |  |  |
| 26.   | - relative humidity: 50% ± 5%.  |  |  |
| 27.   | Specially regulated rooms are equipped with an automated access management and control system, with access records stored for at least six (6) months.  |  |  |
| 28.   | Doors in specially regulated rooms are equipped with locks and handed over under security at the end of work, outside working hours, and on rest days .   |  |  |
| 29.   | Doors to specially regulated rooms will be equipped with mastic seals that prevent unauthorized opening without leaving traces of seal tampering.   |  |  |
| 30.   | Storage rooms are equipped with fixed metal racks. As auxiliary or special equipment, metal cabinets, safes, cabinet racks, and fixed boxes with metal shelves may be used.   |  |  |
| 31.   | A separate and arranged space (workplace) within the production room is designated for the Beneficiary's representative to monitor the ES/CS production process.  |  |  |
| <b>II. <i>Equipment and machinery requirements:</i></b> |   |  |  |
| 32.   | Possession of high-quality printing technological equipment, using the color offset method, with a minimum of 5 visible and invisible colors (UV or IR luminescent overprinting) of various special and protected design elements (guilloché, rosettes, text and microtext, barcode, etc.).   |  |  |
| 33.   | Possession of digital printing technological equipment.   |  |  |
| 34.   | Owning CTP equipment for making offset plates   |  |  |
| 35.   | Possession of automatic black ink-jet printing technological equipment of serial numbers and one-dimensional barcodes, automatically generated on numbered images on the printing sheets.   |  |  |
| 36.   | Technical documentation of the printing equipment used for the provision of services, which demonstrates the printing capacities, requested by the contracting authority, of a minimum of: 300,000 (three hundred thousand) pcs./day for TA/TC for alcoholic production and 1,000,000 (one million) pcs./day for TA/TC tobacco products and related products. |  |  |
| 37.   | Possession of computing equipment (computer) to ensure the technological process of applying the barcode (excise stamp for alcoholic production).   |  |  |

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| 38.                 | In the computing equipment, the automated numbering and barcoding application will be installed.   |  |  |
| 39.                 | Possession of equipment for precise cutting (electro-hydraulic) of printing sheets, according to the established dimensions.                         |  |  |
| 40.                 | Possession of technological vacuum equipment for packaging the finished product.   |  |  |
| 41.                 | Possession of a separate metal safe (cabinet) with a mastic seal, located in the warehouse for storing semi-finished products and finished products. |  |  |
| <b>Final score:</b> |  |  |  |

**Remarks:** \_\_\_\_\_

*\*\*\*Note - This requirements evaluation sheet establishes the situation at the date of examination and is not the final decision on the procurement results. It will be presented to the Procurement Working Group for the purpose of making a decision on the qualification or rejection of the bidder.*

**Commission Members:**

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(First name, Last name)                      \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(First name, Last name)                      \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(First name, Last name)                      \_\_\_\_\_  
(Signature)

**Bidder's Name:** \_\_\_\_\_

**Bidder's Representative:** \_\_\_\_\_  
(First name, Last name)                      \_\_\_\_\_  
(Signature)