

NOTICE OF PARTICIPATION

regarding the procurement of **services to ensure the functionality of the Regional Centre for Integrated Assistance to Child Victims/Witnesses of Crime, Balti municipality, for the year 2026** through the procurement procedure: **Open tender**

* **The procedure was included in the contracting authority's public procurement plan (Yes/No):**
YES

Link to the public procurement plan published: <https://social.gov.md/informatie-de-interes-public/achizitii/achizitii-publice/>

1. **Name of the contracting authority:** Ministry of Labour and Social Protection
2. **IDNO:** 1021601000115
3. **Address:** MD-2009, Chisinau municipality, 1 Vasile Alecsandri Street
4. **Telephone/fax number:** 022 804 491
5. **Email address and official website of the contracting authority:** www.social.gov.md, achizitii@social.gov.md
6. **The email address or official website from which access to the award documentation can be obtained:** *the award documentation is attached during the procedure in the AIS SRPP*
7. **Type of the contracting authority and the main object of activity (if applicable, mention that the contracting authority is a central purchasing authority or that the procurement involves another form of joint procurement):** central public authority
8. **The purchaser invites interested economic operators who can meet its needs to participate in the procurement procedure for the provision of the following services:**

Nr. d/o	CPV code	Name of services	Unit of measurement	Quantity	Full technical specification required, reference standards	Estimated value (to be indicated for each lot separately)
1	75200000-8	Service to ensure the functionality of the Regional Centre for Integrated Assistance to Child Victims/Witnesses of Crime, Balti municipality, for the year 2026	Service/Months	1/ 12	<p>The service will be provided in accordance with the provisions of Government Decision No. 708 of December 27, 2019, on the approval of the Framework Regulation on the organization and functioning of the Regional Centre for Integrated Assistance to Child Victims/Witnesses of Crime and Minimum Quality Standards.</p> <p>The allocated funds will be used for:</p> <ul style="list-style-type: none"> - Salary expenses; - Editorial and advertising services; - Staff training, specific bonuses; - Administrative and maintenance expenses, for the purchase of goods and consumable materials (electricity, gas, water and sewerage, etc., information services, telecommunications services, transport services, routine repair services, domestic business travel, security services, allowances for temporary incapacity for work, purchase of food products, purchase of medicines and sanitary materials, purchase of materials for educational, scientific, and other purposes, purchase of household materials and office supplies, purchase of other materials (expenses for the hearing software license), including other consumables). 	2,879,250.00

Total estimated value	2,879,250.00
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9. In the case of pre-selection procedures, the minimum number of candidates and, where applicable, the maximum number of candidates shall be indicated: not applicable

10. If the contract is divided into lots, an economic operator may submit a bid (to be selected):

- 1) For a single lot ;
- 2) For several lots ;
- 3) For all lots ;
- 4) Other limitations on the number of lots that can be awarded to the same bidder

11. Admission or prohibition of alternative bids: not allowed

12. The requested terms and conditions of service: for 2026

13. Period of validity of the contract: December 31, 2026.

14. Procurement contract reserved for sheltered workshops or that it can only be performed under sheltered employment programs (as applicable): no

15. The provision of the service is reserved to a particular profession by virtue of laws or administrative acts (as applicable): not applicable

16. Brief description of the criteria for the eligibility of economic operators that may lead to their elimination and the selection criteria; minimum level(s) of the requirements that may be imposed; the information required shall be mentioned (ESPD, documentation):

No d/o	Qualification and selection criteria (Description of the criterion/requirement)	Method of demonstrating the fulfillment of the criterion / requirement:	Minimum level / Mandatory
1	ESPD	The standard European Single Procurement Document form must be completed in accordance with the Order of the Ministry of Finance No. 146 of 24.11.2020, confirmed by applying an electronic signature. If a ESPD form other than the one uploaded by the Contracting Authority is submitted, or if the ESPD is incomplete, the bid will be rejected.	Mandatory
2	Bid guarantee – equal to 0.5% of the bid amount excluding VAT	Bank guarantee in accordance with Annex No. 9 of the Standard Documentation approved by MF Order No. 115 of 15.09.2021 or transfer to the contracting authority's account (with proof of transfer attached)	Mandatory
3	Technical specifications	Technical specifications according to Annex No. 22 of the Standard Documentation, confirmed by applying the electronic signature	Mandatory
4	Price specifications	Price specifications according to Annex No. 23 of the Standard Documentation, confirmed by applying the electronic signature	Mandatory
5	Detailed price specifications of the bid according to types of expenses	Detailed price specifications of the bid according to the types of expenditure, confirmed by applying the electronic signature	Mandatory
6	Staffing table	Staffing table, confirmed by applying the electronic signature	Mandatory

Translation from Romanian into English

7	Application for participation	Application for participation in accordance with Annex No. 7 of the Standard Documentation, confirmed by applying the electronic signature	Mandatory
8	Certificate of registration (registration decision) Registration extract	Copy issued by the Public Services Agency, confirmed by applying the electronic signature	Mandatory
9	Declaration on the validity of the bid	Declaration regarding the validity of the bid in accordance with Annex No. 8 of the Standard Documentation, confirmed by applying the electronic signature	Mandatory
10	Declaration on the list of main services provided in the last 3 years of activity	Declaration regarding the list of main services provided in the last 3 years of activity according to Annex no. 12, confirmed by applying the electronic signature	Mandatory
11	Declaration on the specialized personnel proposed for the implementation of the contract	Declaration regarding the specialized personnel proposed for the implementation of the contract according to Annex No. 14, including CVs for each position and copies of certification documents, confirmed by applying the electronic signature	Mandatory
	Performance guarantee	Upon award of the contract, the economic operator designated as the winner shall submit a performance guarantee in the amount of 0.5% of the total value of the public procurement contract, including VAT.	Mandatory
	DECLARATION regarding the confirmation of the identity of beneficial owners and their absence of any criminal convictions for participation in the activities of a criminal organization or group, for corruption, fraud, and/or money laundering	In accordance with the Order of the Ministry of Finance No. 145 of 24.11.2020, within 5 days of notification of the results, you must complete and sign. One copy shall be submitted to the contracting authority at the email address achizitii@social.gov.md or on signed paper, and one copy shall be submitted to the Public Procurement Agency. (The declaration is attached to the procurement procedure.)	Mandatory
<p><i>The bid and all documents uploaded into AIS SRPP shall be signed electronically. If the electronic signature of a person other than the administrator has been applied to the documents, then the power of attorney or any other document empowering that person to apply the electronic signature shall also be uploaded.</i></p>			

17. The bid guarantee, amounting to 0.5% of the bid amount excluding VAT, shall be submitted in the form of:

- a) Bid guarantee (issued by a commercial bank) in accordance with Annex No. 9 of the Award Documentation;
- b) Bid guarantee by transfer to the contracting authority's account, in accordance with the following bank details:
Beneficiary of payment: Ministry of Labour and Social Protection
Bank name: Ministry of Finance – State Treasury
Tax code: 1021601000115
Bank code: TREZMD2X
IBAN code: MD31TRPCAA518410A01924AA

18. The performance guarantee for the contract, amounting to 0.5% of the total value of the public procurement contract, shall be submitted in the form of:

- a) Performance guarantee (issued by a commercial bank) in accordance with Annex No. 10 of the Award Documentation;
- b) Performance guarantee by transfer to the contracting authority's account, in accordance with the following bank details:
Beneficiary of payment: Ministry of Labour and Social Protection

Translation from Romanian into English

Bank name: Ministry of Finance – State Treasury

Tax code: 1021601000115

Bank code: TREZMD2X

IBAN code: MD62TRPCAA518440A01924AA

- 19. The reason for using the accelerated procedure (in the case of open, restricted, and negotiated procedures), where applicable, does not apply.**
- 20. Specific award techniques and instruments** (if applicable, specify whether the framework agreement, dynamic purchasing system, or electronic tender will be used) — does not apply
- 21. Special conditions on which the performance of the contract depends (please indicate as appropriate):** does not apply
- 22. Bids shall be submitted in the national currency.**
- 23. Evaluation criterion applied for awarding the contract:** the lowest price excluding VAT, meeting the requirements, per lot.
- 24. Factors for evaluating the most economically advantageous bid and their weightings:** does not apply

No. d/o	Name of the evaluation factor	Weighting %
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25. Deadline for submission/opening of bids:

- according to AIS SRPP (www.achizitii.md)
- on: according to AIS SRPP (www.achizitii.md)

26. Address to which bids or applications for participation must be sent:

Bids or applications for participation shall be submitted electronically via AIS SRPP.

27. Validity period for bids: 60 days

28. Place of opening bids: AIS SRPP (www.achizitii.md)

Late bids will be rejected.

29. Persons authorized to be present at the opening of bids:

The bidders or their representatives have the right to participate in the opening of the bids, unless the bids have been submitted via the AIS "SRPP".

30. Language or languages in which bids or applications for participation must be drawn up:

Romanian

31. That contract relates to a project and/or program financed by European Union funds: does not apply

32. Name and address of the body responsible for settling complaints:

National Agency for Complaints Settlement

Address: Chisinau mun., 124, Stefan cel Mare si Sfanta Blvd. (4th floor), MD 2001;

Tel/Fax/e-mail: 022-820 652, 022 820-651, contestatii@ansc.md

33. Date(s) and reference(s) of previous publications in the Official Journal of the European Union concerning the contract(s) to which the notice relates (if applicable): does not apply

34. In the case of periodic procurements, the estimated timetable for publication of future notices: does not apply

35. The date of publication of the Prior Information Notice or, where appropriate, the indication that no such notice has been published:

36. Date of dispatch for publication of the participation notice: according to AIS SRPP (www.achizitii.md)

37. The following will be used/accepted in the public procurement procedure

Name of the electronic tool	It will be used/accepted or not
Electronic submission of bids or applications for participation	it is accepted
Electronic ordering system	it is accepted
Electronic invoicing	it is accepted
Electronic payments	it is accepted

38. The contract is covered by the Government Procurement Agreement of the World Trade Organization (only in the case of notices submitted for publication in the Official Journal of the European Union): No

39. Other relevant information: None

Head of the working group: _____ **Dumitru PISLARU**