

APPROVED

by the Order of the Minister of Finance no. 72
as of 30.06.2020

(Amended by the Order of the Minister of
Finance no. 146 as of 24.11.2020)

**STANDARD FORM
FOR THE EUROPEAN SINGLE PROCUREMENT DOCUMENT**

1. The European Single Procurement Document (hereinafter ESPD) is a declaration on own responsibility, by which an economic operator confirms the fulfillment of the qualification and selection criteria required within public procurement procedures in the Republic of Moldova.
2. The form shall be filled in, electronically signed and sent to the contracting authority upon submission of the tender offer.
3. An ESPD submitted by the economic operator within a previous public procurement procedure may be reused, provided that the information contained in the form is correct and valid at the time of submission.
4. The tenderer who provides false information in the ESPD or the supporting documents submitted do not reflect/ confirm the information indicated in the submitted document shall be excluded from the public procurement procedure and/ or may be liable according to the provisions of the law.
5. The ESPD-form consists of 7 chapters, namely:
 - 1) Chapter I. Information concerning the public procurement procedure and the contracting authority/ entity;
 - 2) Chapter II. Information concerning the economic operator;
 - 3) Chapter III. Exclusion grounds;
 - 4) Chapter IV. Qualification and selection criteria for economic operators;
 - 5) Chapter V. General indications for the selection criteria of economic operators;
 - 6) Chapter VI. Pre-selection of candidates for the procedure for awarding the public procurement contract;
 - 7) Chapter VII. Final statements.
6. Presentation of the ESPD form upon submission of the tender offer that does not comply with the requirements set out in the Standard documentation shall lead to the rejection of the tender offer.

Chapter I. Information concerning the public procurement procedure and the contracting authority/ entity

This Section shall be filled in only by the contracting authority/ entity.

| Position code | Content of the requirement | Answer |
|---|--|---|
| 1 | 2 | 3 |
| A. Information concerning the publication | | |
| 1A.1 | Number of the Procurement Notice/ Invitation published in the Public Procurement Bulletin, and, where applicable, the number of Notice published in the Official Journal of the European Union | For more information, please access SIA RSAP (MTender) |
| B. Name of the contracting authority/ entity | | |
| 1B.1 | Name of the contracting authority/ entity | Public Institution "Public Services Agency" |

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| 1B.2 | Unique identification number (IDNO) of the contracting authority/ entity | 1002600024700 |
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Chapter II. Information concerning the economic operator

This Section shall be filled in only by economic operators.

| Position code | Content of the requirements | Answer |
|--|--|--|
| 1 | 2 | 3 |
| A. Information concerning the economic operator | | |
| 2A.1 | Name of the economic operator | UTAL sp. z o.o. |
| 2A.2 | Country | Poland |
| 2A.3 | Postal code | 62-006 |
| 2A.4 | City/ locality | Gruszczyń |
| 2A.5 | Legal address | Gruszczyń, Katarzynska 9, 62-006 Kobylnica, Poland |
| 2A.6 | Web page | www.atal.pl |
| 2A.7 | Contact person or persons | Ella Lwowska - Saif |
| 2A.7.1 | Phone no. | +48 61 818 75 82 |
| 2A.7.2 | E-mail address | ella.saif@atal.pl |
| 2A.8 | Unique identification number (IDNO/IDNP) | PL7820020695 |
| 2A.9 | VAT code number | VAT no PL7820020695 |
| 2A.10 | Organizational and legal form of entrepreneurial activity | Limited Liability Company |
| 2A.11 | Information on the names of the shareholders/ associates/ beneficial owner | |
| 2A.11.1 | Names of the shareholders/ associates | Jacek Wojciechowski 45 shares; Erich Utsch AG 44 shares; Jacek Bielecki 11 shares. |
| 2A.11.2 | Name of the beneficial owner <i>[beneficial owner is a natural person who holds or controls (as a last resort) a natural or legal person or a beneficiary of an investment society or an administrator of the investment society, or a person in whose name an activity or transactions are carried out and/ or holding, directly or indirectly, the ownership or control of at least 25% of the shares or voting rights of the legal person or of the assets under fiduciary administration]</i> | Jacek Wojciechowski – 45 % of shares |
| 2A.11.3 | Citizenship of the beneficial owner (permanent political and legal connection of the natural person defined according to the position 2A.11.2) | Jacek Wojciechowski – polish citizenship |
| 2A.12 | The economic operator is: <ul style="list-style-type: none"> • a small-size enterprise • a medium-size enterprise • and others | large enterprise |
| 2A.13 | In case the procurement is reserved: is the economic operator a sheltered workshop or a social enterprise, | Yes x No |

| | | |
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| | or will he/ she ensure the execution of the Contract in the context of sheltered employment programs? | |
| 2A.13.1 | <i>If so, what is the appropriate percentage of disabled or disadvantaged workers?</i> | Not applicable |
| 2A.13.2 | <i>Please specify, which category of disabled or disadvantaged workers the employees in question belong to?</i> | Not applicable |
| 2A.14 | Does the economic operator participate within the public procurement procedure together with other economic operators? | Yes x No |
| 2A.14.1 | <i>If the answer is "Yes", please specify the role of the economic operator within the group (leader, responsible for performing specific tasks, etc.).</i> | Not applicable |
| 2A.14.2 | <i>Please name the economic operators participating in the respective public procurement procedure.</i> | Not applicable |
| 2A.14.3 | <i>Please specify the name of the participating group.</i> | Not applicable |
| <p><i>Note. If you answered "Yes" to the question from the Section 2A.14, please make sure that the economic operators in question submit a separate ESPD form. (In case of association, the tenderer shall fill in the Annex no. 11 to the Standard documentation approved by Order of the Minister of Finance no. 115 as of 15.09.2021, and submit the electronic copy of the hand-signed paper document without the application of the electronic signature or the document confirmed by electronic signature of the economic operator. (electronic signature recognized on the territory of the Republic of Moldova)</i></p> | | |
| B. Information concerning the representatives of the economic operator | | |
| Indicate the name of person (persons) empowered to represent the economic operator for the purposes of this public procurement procedure. | | |
| 2B.1 | Name and surname | Ella Lwowska - Saif |
| 2B.2 | Position/ acting as ... | Team Leader/Project Manager |
| 2B.3 | Country | Poland |
| 2B.4 | Phone no. | +48 660 752 779 |
| 2B.5 | E-mail address | ella.saif@utal.pl |
| C. Information concerning the use of capacity of other entities | | |
| 2C.1 | Does the economic operator use the capabilities of other entities in order to meet the selection criteria set out in Chapter IV, as well as (if applicable) the criteria and rules set out in Chapter V below? | Yes x No |
| <p><i>Note. If you answered "Yes" to the question from the Section C.1, please submit a separate ESPD form containing the information required in Sections A and B of that Chapter and Chapter III for each of the entities concerned, correspondingly filled in and signed by the entities concerned. We draw attention to the fact that technicians or technical bodies involved shall also be included, whether or not they are part of the economic operator's enterprise, in particular those responsible for quality control and, in case of public procurement contracts of works, technicians or technical bodies that can be used by the economic operator for carrying out works. To the extent relevant to the specific capacity (capacities) used by the economic operator, please include the information set out in Chapters IV and V for each of the entities concerned.</i></p> | | |
| D. Information concerning the subcontractors whose capacity the economic operator relies on | | |
| 2D.1 | Does the economic operator intend to subcontract any part of the contract with other economic operators? | Yes x No |
| 2D.1.1 | <i>If the answer is "Yes", please enumerate the proposed subcontractors.</i> | Not applicable |

Chapter III. Grounds for exclusion from the public procurement procedure

This Section shall be filled in only by economic operators.

| Position code | Content of the requirements | Answer |
|--|---|-------------|
| A. Grounds relating to convictions by final judgment of Court | | |
| 1 | 2 | 3 |
| 3A.1 | Participation in criminal organization. Has the economic operator him-/ herself or any person who is a member of his/ her management or supervisory body or who has power of representation, decision or control within it, been the subject of conviction by final judgment for participation in a criminal organization, by conviction pronounced no more than five years ago or in which the period of exclusion directly provided for continues to be applied? | Yes x No |
| 3A.2 | Corruption. Has the economic operator him-/ herself or any person who is a member of his/ her management or supervisory body or who has power of representation, decision or control within it been the subject of conviction by final judgment for corruption, by conviction pronounced no more than five years ago or in which the period of exclusion directly provided for continues to be applied? | Yes x No |
| 3A.3 | Fraud. Has the economic operator him-/ herself or any person who is a member of his/ her management or supervisory body or who has power of representation, decision or control within it been the subject of conviction by final judgment for fraud, by conviction pronounced no more than five years ago or in which the period of exclusion directly provided for continues to be applied? | Yes x No |
| 3A.4 | Terrorism crimes and terrorist-related offences. Has the economic operator him-/ herself or any person who is a member of his/ her management or supervisory body or who has power of representation, decision or control within it been the subject of conviction by final judgment for terrorism crimes and terrorist-related offences, by conviction pronounced no more than five years ago or in which the period of exclusion directly provided for continues to be applied? | Yes x No |
| 3A.5 | Money laundering or terrorist financing. Has the economic operator him-/ herself or any person who is a member of his/ her management or supervisory body or who has power of representation, decision or control within it been the subject of conviction by final judgment for money laundering or terrorist financing crimes, by conviction pronounced no more than five years ago or in which the period of exclusion directly provided for continues to be applied? | Yes x No |
| 3A.6 | Child labor and other forms of human trafficking. Has the economic operator him-/ herself or any person who is a member of his/ her management or supervisory body or who has power of representation, decision or control within it been the subject of conviction by final judgment for child labor and other forms of human trafficking, by conviction | Yes x No |

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| | pronounced no more than five years ago or in which the period of exclusion directly provided for continues to be applied? | |
| 3A.7 | If the answer to at least one of questions from the Sections 3A.1-3A.6 is "Yes", can you provide evidence that the measures taken are sufficient to demonstrate the reliability, despite the existence of exclusion grounds? | Yes <input type="checkbox"/> No |
| 3A.7.1 | <i>If the answer is "Yes", please describe these measures.</i> | <i>Not applicable</i> |
| B. Reasons for payment of taxes and/ or social security contributions | | |
| | Payment of taxes | |
| 3B.1 | Has the economic operator fulfilled his/ her obligations regarding the payment of taxes, duties and social contributions in accordance with the legal provisions in force in the Republic of Moldova or the country where his/ her registered place of residence is located? | x Yes <input type="checkbox"/> No |
| 3B.1.1 | <i>If the answer is "No", how has the obligation to pay taxes, duties and social security contributions been established?</i> | <i>Not applicable</i> |
| 3B.1.2 | <i>If the breach of obligations relating to the payment of taxes, duties and social security contributions has been established by a court or administrative decision, is this decision final?</i> | Yes <input type="checkbox"/> No |
| 3B.1.3 | <i>If the breach of obligations relating to the payment of taxes, duties and social security contributions has been established by a court or administrative decision, please specify the date and number of the decision.</i> | <i>Not applicable</i> |
| 3B.2 | Does the economic operator benefit, according to the law, from the installment of the obligations of taxes, fees, social security contributions or other facilities payment, including late fees (penalties) and/ or fines? Note: <i>Shall be filled in only if the answer is "No" to the question from Section 3B.1.</i> | Yes <input type="checkbox"/> No |
| 3B.2.1 | <i>If the answer is "Yes", is the economic operator able to provide the document concerning the installment of the obligations of taxes, fees, social security contributions or other facilities payment?</i> | Yes <input type="checkbox"/> No |
| 3B.3 | Is the economic operator able to provide a certificate concerning payment of taxes or to provide information on the fulfillment of tax obligations? | x Yes <input type="checkbox"/> No |
| 3B.4 | Is the information on the absence/ existence of arrears to the national public budget available free of charge to the authorities, by accessing a national database? If so, please specify the information that would allow the verification. | Internet address: <i>Not applicable</i> |
| | | Issuing authority/ body: <i>Not applicable</i> |
| | | Exact documentation reference: <i>Not applicable</i> |
| | | |
| C. Inclusion of economic operators in the prohibition list | | |

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| 3C.1 | Is the economic operator included in the prohibition list of economic operators? | Yes <input checked="" type="checkbox"/> No |
| 3C.1.1 | <i>If the answer to at least one of questions from the Sections 3A.1-3A.6 is "Yes", can you provide evidence that the measures taken are sufficient to demonstrate the reliability, despite the existence of exclusion grounds?</i> | Yes <input type="checkbox"/> No |
| 3C.1.2 | <i>If the answer is "Yes", please describe these measures.</i> | Not applicable |
| D. Grounds related to insolvency, conflicts of interest or professional misconduct | | |
| | Applicable obligations in the field of environment, labor and social security | |
| 3D.1 | Has the economic operator breached his/ her obligations in the field of environment in the last 3 years? | Yes <input checked="" type="checkbox"/> No |
| 3D.1.1 | <i>If the answer to at least one of questions from the Section 3D.1 is "Yes", can you provide evidence that the measures taken are sufficient to demonstrate the reliability, despite the existence of exclusion grounds?</i> | Yes <input type="checkbox"/> No |
| 3D.1.2 | <i>If the answer is "Yes", please describe these measures.</i> | Not applicable |
| 3D.2 | Has the economic operator breached his/ her obligations in the social field in the last 3 years? | Yes <input checked="" type="checkbox"/> No |
| 3D.2.1 | <i>If the answer to at least one of questions from the Section 3D.2 is "Yes", can you provide evidence that the measures taken are sufficient to demonstrate the reliability, despite the existence of exclusion grounds?</i> | Yes <input type="checkbox"/> No |
| 3D.2.2 | <i>If the answer is "Yes", please describe these measures.</i> | Not applicable |
| 3D.3 | Has the economic operator breached his/ her obligations in the labor field in the last 3 years? | Yes <input checked="" type="checkbox"/> No |
| 3D.3.1 | <i>If the answer to at least one of questions from the Section 3D.3 is "Yes", can you provide evidence that the measures taken are sufficient to demonstrate the reliability, despite the existence of exclusion grounds?</i> | Yes <input type="checkbox"/> No |
| 3D.3.2 | <i>If the answer is "Yes", please describe these measures.</i> | Not applicable |
| | Insolvency | |
| 3D.4 | Is the economic operator in the process of insolvency or liquidation of entrepreneurial activity as a result of the Court decision? | Yes <input checked="" type="checkbox"/> No |
| 3D.4.1 | <i>If the answer to at least one of questions from the Section 3D.4 is "Yes", can you provide evidence that the measures taken are sufficient to demonstrate the reliability, despite the existence of exclusion grounds?</i> | Yes <input type="checkbox"/> No |
| 3D.4.2 | <i>If the answer is "Yes", please describe these measures.</i> | Not applicable |
| | Assets managed by the liquidator | |
| 3D.5 | Are the assets of the economic operator managed by a liquidator or the Court? | Yes <input checked="" type="checkbox"/> No |
| 3D.5.1 | <i>If the answer to at least one of questions from the Section 3D.5 is "Yes", can you provide evidence that the measures taken are sufficient to demonstrate the reliability, despite the existence of exclusion grounds?</i> | Yes <input type="checkbox"/> No |
| 3D.5.2 | <i>If the answer is "Yes", please describe these measures.</i> | Not applicable |
| | Economic activities are suspended | |
| 3D.6 | Are the economic activities of the economic operator suspended? | Yes <input checked="" type="checkbox"/> No |
| 3D.6.1 | <i>If the answer to at least one of questions from the Section 3D.6 is "Yes", can you provide evidence that the measures</i> | Yes <input type="checkbox"/> No |

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| | <i>taken are sufficient to demonstrate the reliability, despite the existence of exclusion grounds?</i> | |
| 3D.6.2 | <i>If the answer is "Yes", please describe these measures.</i> | Not applicable |
| | Agreements with other economic operators aimed at the distortion of competition | |
| 3D.7 | Has the economic operator, in the last 3 years, concluded agreements with other economic operators that intend to distort the competition, fact ascertained by the decision of the competent body in this respect? | Yes <input checked="" type="checkbox"/> No |
| 3D.7.1 | <i>If the answer to at least one of questions from the Section 3D.7 is "Yes", can you provide evidence that the measures taken are sufficient to demonstrate the reliability, despite the existence of exclusion grounds?</i> | Yes <input type="checkbox"/> No |
| 3D.7.2 | <i>If the answer is "Yes", please describe these measures.</i> | Not applicable |
| | Conflict of interests | |
| 3D.8 | Is the economic operator in a situation of conflict of interest that cannot be remedied? | Yes <input checked="" type="checkbox"/> No |
| 3D.8.1 | <i>If the answer to at least one of questions from the Section 3D.8 is "Yes", can you provide evidence that the measures taken are sufficient to demonstrate the reliability, despite the existence of exclusion grounds?</i> | Yes <input type="checkbox"/> No |
| 3D.8.2 | <i>If the answer is "Yes", please describe these measures.</i> | Not applicable |
| | Professional ethics | |
| 3D.9 | In the last 3 years, has the economic operator been convicted, by a final court judgement, for an act that violated professional ethics or for committing a professional error? | Yes <input checked="" type="checkbox"/> No |
| 3D.9.1 | <i>If the answer to at least one of questions from the Section 3D.9 is "Yes", can you provide evidence that the measures taken are sufficient to demonstrate the reliability, despite the existence of exclusion grounds?</i> | Yes <input type="checkbox"/> No |
| 3D.9.2 | <i>If the answer is "Yes", please describe these measures.</i> | Not applicable |
| | Integrity | |
| 3D.10 | In the last 3 years, has the economic operator been guilty of a professional misconduct, which calls into question his integrity? | Yes <input checked="" type="checkbox"/> No |
| 3D.10.1 | <i>If the answer to at least one of questions from the Section 3D.10 is "Yes", can you provide evidence that the measures taken are sufficient to demonstrate the reliability, despite the existence of exclusion grounds?</i> | Yes <input type="checkbox"/> No |
| 3D.10.2 | <i>If the answer is "Yes", please describe these measures.</i> | Not applicable |

Chapter IV. Qualification and selection criteria for economic operators

The Section shall be filled in by the contracting authority/ entity (column no. 2) and the economic operators (column no. 3).

| Position code | Content of the requirements | Answer |
|--|--|---|
| 1 | 2 | 3 |
| A. Capacity to exercise professional activity | | |
| 4A.1 | Is the economic operator able to provide any document (documents) proving his/ her registration? Legal entity registered in the country of origin. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

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| | <p><i>Copy of the confirmatory document issued by the competent body, any document considered edifying, in the country of origin or the country the bidder is established in, or other equivalent documents issued by the competent authorities of that country.</i></p> <p><i>In case the requested documents are not issued in the country of origin or in the country where the bidder is based in, the contracting authority shall accept a self-declaration or, if there are no legal provisions in that country related to the self-declaration, an authentic declaration made before a notary, an administrative or judicial authority or a professional association with competences in this respect (p. 27 of the Standard documentation for public procurement of goods and services approved by the Order of the Ministry of Finance no. 115 as of 15.09.2021).</i></p> <p><i>Electronic copy of the hand-signed paper document without the application of the electronic signature or the document confirmed by electronic signature of the economic operator. (electronic signature recognized on the territory of the Republic of Moldova).</i></p> | |
| 4A.1.1 | <p><i>If the answer is "Yes", please indicate the acts of registration of the entrepreneurial activity and the type (types) of activity determined by the legislation, related to the object of the Contract award procedure, based on which the company has the right to execute the future public procurement Contract.</i></p> | <p><i>Register of business in the National Court Register, NCR no: 0000110005. According to Part 3, Section 1 of the Excerpt from National Court Register the Principal business activities related to the object of the Contract award procedure is: "25,99,Z - Manufacture of other fabricated metal products n.e.c.", "46,90,Z - Non-specialised</i></p> |

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| | | wholesale trade” |
| 4A.1.2 | Are the acts concerning the entrepreneurial activity registration available free of charge to authorities from the national database? If so, please specify the information that would allow the verification. | Internet address: https://ekrs.ms.gov.pl/ Issuing authority or body: Ministry of justice Exact documentation reference: NCR no of a Entrepreneur (KRS no): 0000110005 |
| 4A.2 | Was the Certificate concerning the entrepreneurial activity issued and/ or an equivalent authorization related to the object of the Contract award procedure, within a national system? <i>Not required</i> | Yes <input type="checkbox"/> No |
| 4A.2.1 | If the answer is “Yes”, is the economic operator able to provide the document (documents) proving certification and/ or authorization of his/ her activity? | Yes <input type="checkbox"/> No |
| 4A.2.3 | Are certification or authorization documents available free of charge to authorities from a national database? If so, please specify the information that would allow the verification. | Internet address: text Issuing authority or body: text Exact documentation reference: text |
| 4A.3 | Do the types of activity and/ or certification, and/ or authorization of the entrepreneurial activity cover the selection criteria imposed by the contracting authority/ entity in the Notice/ Invitation for participation? <i>Not required</i> | Yes <input type="checkbox"/> No |
| B. Economic and financial capacity | | |
| | Bank statements | |
| 4B.1 | Is the economic operator able to provide bank statements or, where appropriate, evidence of occupational risk insurance in accordance with the Standard documentation requirements? <i>Not required</i> | Yes <input type="checkbox"/> No |
| 4B.1.1 | Is the information referred to in Section 4B.1 available free of charge to the authorities from a national database? If so, | Internet address: text |

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| | <i>please specify the information that would allow the verification.</i> | Issuing authority or body: text |
| | | Exact documentation reference: text |
| | Annual turnover (sales volume) | |
| 4B.2 | <p>The economic operator shall be able to demonstrate the annual turnover, as follows:</p> <p>Value _____ Period _____</p> <p><i>Note. The value and period shall be filled in by the contracting authority</i></p> <p>Not required</p> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 4B.2.1 | <i>Please, specify the turnover according to the data in the financial report.</i> | 149 675 535,99 EUR |
| | | 2022-2024 |
| | Average annual turnover | |
| 4B.3 | <p>The economic operator shall be able to demonstrate an average annual turnover, as follows:</p> <p>Value _____ Period _____</p> <p>Not required</p> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 4B.3.1 | <i>Specify the turnover according to the data in the financial report.</i> | Value [number] Year text Value [number] Year text Value [number] Year text Total average value [number] |
| | Financial report | |
| 4B.4 | <p>Is the economic operator able to provide the registered financial report, extracted from the financial report?</p> <p>Not required</p> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 4B.5 | Is the information concerning economic and financial situation available free of charge to authorities from a national database? If so, please specify the information that would allow the verification. | Internet address: text Issuing authority or body: text Exact documentation reference: text |
| C. Technical and/ or professional capacity | | |

| | | |
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| 4C.1 | <p>The economic operator shall be able to provide the documents requested by the contracting authority/ entity in the Procurement notice, which demonstrate his/ her technical and/ or professional capacity for the future contract execution.</p> <p><i>Not required</i></p> | <p>Yes <input type="checkbox"/> No</p> |
| 4C.1.1 | <p><i>Is the information concerning technical and/ or professional capacity available free of charge to authorities from a national database? If so, please specify the information that would allow the verification.</i></p> | <p>Internet address: text </p> <p>Issuing authority or body: text </p> <p>Exact documentation reference: text </p> |
| | Technical installations and quality assurance measures | |
| 4C.2 | <p>Is the economic operator able to provide details concerning technicians or technical bodies specified in the Procurement notice/ Standard documentation that may be requested by the contracting authority/ entity, in particular those responsible for quality control regarding this public procurement exercise?</p> <p><i>Not required</i></p> | <p>Yes <input type="checkbox"/> No</p> |
| 4C.3 | <p>Is the economic operator able to provide information on the management and traceability systems used in the supply chain?</p> <p><i>Not required</i></p> | <p>Yes <input type="checkbox"/> No</p> |
| 4C.3.1 | <p><i>Is the information available free of charge to the authorities from a national database? If so, please specify the information that would allow the verification.</i></p> | <p>Internet address: text </p> <p>Issuing authority or body: text </p> <p>Exact documentation reference: text </p> |
| | Machinery, installations and technical equipment | |
| 4C.4 | <p>Does the economic operator have the necessary machinery and equipment for the proper fulfillment of the Public procurement contract?</p> <p><i>Ownership of equipment and own production process of two-row specialized equipment for applying thermal transfer foil to registration plates</i></p> | <p>x Yes <input type="checkbox"/> No</p> |
| 4C.5 | <p>Is the economic operator able to provide information concerning the specific machinery and equipment necessary for this Contract execution, in accordance with the requirements set out in the Procurement notice and the Standard documentation?</p> | <p>x Yes <input type="checkbox"/> No</p> |

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|--------------------|--|--|-------------|--------------------|-------------|--------------------|-------------|--------------------|
| | <p><i>Statement concerning the specific endowment, machinery and equipment necessary for the proper fulfillment of the contract, filled out in accordance with Annex no. 13 to the Standard documentation approved by the Order of the Minister of Finance no. 115 as of 15.09.2021.</i></p> <p><i>Electronic copy of the hand-signed paper document without the application of the electronic signature or the document confirmed by electronic signature of the economic operator (electronic signature recognized on the territory of the Republic of Moldova)</i></p> | | | | | | | |
| | Professional training and qualification of personnel | | | | | | | |
| 4C.6 | <p>Does the economic operator have qualified personnel within the company according to the requirements set out in the Procurement notice or in the Standard documentation?</p> <p><i>Appropriate qualified personnel (art. 22 para. (1) (c) Law no. 131/2015 on public procurement)</i></p> | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | | | | | |
| 4C.7 | <p>Is the economic operator able to provide information concerning the specialized personnel proposed for the Contract execution, in accordance with the requirements set out in the Procurement notice and the Standard documentation?</p> <p><i>Statement concerning the specialised personnel proposed for the implementation of the contract, filled in according to Annex no. 14 to the Standard documentation approved by the Order of the Minister of Finance no. 115 as of 15.09.2021</i></p> <p><i>Electronic copy of the hand-signed paper document without the application of the electronic signature or the document confirmed by electronic signature of the economic operator (electronic signature recognized on the territory of the Republic of Moldova)</i></p> | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | | | | | |
| 4C.8 | <p>Indicate the average annual number of employees in the last three years.</p> <p><i>Not required</i></p> | <table border="1"> <tr><td>Year text </td></tr> <tr><td>Employees [number]</td></tr> <tr><td>Year text </td></tr> <tr><td>Employees [number]</td></tr> <tr><td>Year text </td></tr> <tr><td>Employees [number]</td></tr> </table> | Year text | Employees [number] | Year text | Employees [number] | Year text | Employees [number] |
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| Employees [number] | | | | | | | | |
| Year text | | | | | | | | |
| Employees [number] | | | | | | | | |
| Year text | | | | | | | | |
| Employees [number] | | | | | | | | |
| | Number of management staff members | | | | | | | |
| 4C.9 | <p>Please specify the number of management staff members of the economic operator during the last three years.</p> <p><i>Not required</i></p> | <table border="1"> <tr><td>Year text </td></tr> <tr><td>Persons [number]</td></tr> <tr><td>Year text </td></tr> <tr><td>Persons [number]</td></tr> <tr><td>Year text </td></tr> <tr><td>Persons [number]</td></tr> </table> | Year text | Persons [number] | Year text | Persons [number] | Year text | Persons [number] |
| Year text | | | | | | | | |
| Persons [number] | | | | | | | | |
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| Persons [number] | | | | | | | | |
| Year text | | | | | | | | |
| Persons [number] | | | | | | | | |

| | | |
|---------|--|---|
| | Samples, descriptions, photographs | |
| 4C.10 | <p>Is the economic operator able to provide samples, descriptions and/ or photographs of the products/ services to be delivered/ provided in accordance with the requirements set out in the Standard documentation?</p> <p><i>Technical passport of the equipment (Technical passport / Technical datasheet) – electronic copy of the hand-signed paper document without the application of the electronic signature or the document confirmed by the electronic signature of the economic operator. (electronic signature recognized on the territory of the Republic of Moldova)</i></p> | x Yes <input type="checkbox"/> No |
| | For public procurement contracts of works | |
| 4C.11 | Did the economic operator carry out works specific or similar to the object of the procurement indicated in the Procurement notice and the Standard documentation during the reference period? | Yes <input type="checkbox"/> No |
| 4C.11.1 | <i>If the answer is “Yes”, please enumerate them specifying the description of deliveries, their value, start date, date of the reception report at the moment of the works’ completion, beneficiary and other relevant information.</i> | Not applicable |
| | For public procurement contracts of goods | |
| 4C.12 | <p>Did the economic operator carry out deliveries specific to the object of the procurement indicated in the Procurement notice and the Standard documentation during the reference period?</p> <p><i>Specific experience in the delivery of similar goods (art. 22 para. (1) (a) Law 131/2015 on public procurement)</i></p> | x Yes <input type="checkbox"/> No |
| 4C.12.1 | <p><i>If the answer is “Yes”, please enumerate them specifying the description of deliveries, their value, execution period, start date, beneficiary and other relevant information.</i></p> <p><i>Statement concerning the list of main deliveries / supplies made in the last 3 years of activity, completed according to Annex no. 12 to the Standard documentation approved by the Order of the Minister of Finance no. 115 as of 15.09.2021.</i></p> <p><i>The delivery of goods is confirmed by certificates / documents issued or countersigned by the recipients/beneficiaries of goods/deliveries.</i></p> <p><i>Electronic copies of the hand-signed paper documents without the application of the electronic signature or the documents confirmed by electronic signature of the economic operator (electronic signature recognized on the territory of the Republic of Moldova)</i></p> | <p><i>Please find the information in the attached: Declaration on the list of main deliveries / supplies made in the last 3 years of activity, completed according to Annex no. 12 to the Standard documentation approved by the Order of the Minister of Finance no. 115 as of 15.09.2021.</i></p> |
| | For public service contracts | |

| | | |
|--|--|--|
| 4C.13 | <p>Did the economic operator provide services similar to the object of the procurement indicated in the Procurement notice and the Standard documentation during the reference period?</p> <p><i>Not required</i></p> | <p>Yes <input type="checkbox"/> No</p> |
| 4C.13.1 | <p><i>If the answer is "Yes", please enumerate them specifying the description of services, their value, execution period, start date, beneficiary and other relevant information.</i></p> | <p><i>Not applicable</i></p> |
| 4C.14 | <p>If the answer to one of the questions from Sections 4C.11-4C.13 is "Yes", can you provide evidence of the completion of works, delivery of goods or provision of similar services as required by the Standard documentation?</p> | <p>x Yes <input type="checkbox"/> No</p> |
| D. Quality assurance standards | | |
| 4D.1 | <p>Is the economic operator able to provide certificates issued by independent bodies certifying that the economic operator complies with quality assurance standards in accordance with the requirements set out in the Procurement notice and the Standard documentation?</p> <p>ISO 9001 - Quality Management System certification</p> <p><i>Electronic copy of the hand-signed paper document without the application of the electronic signature or the document confirmed by electronic signature of the economic operator. (electronic signature recognized on the territory of the Republic of Moldova)</i></p> | <p>x Yes <input type="checkbox"/> No</p> |
| 4D.2 | <p>Is information on quality assurance standards available to authorities free of charge from a national database? If so, please specify the information that would allow the verification.</p> <p><i>Not required</i></p> | <p>Internet address: <i>Not applicable</i></p> <p>Issuing authority or body: <i>Not applicable</i></p> <p>Exact documentation reference: <i>Not applicable</i></p> |
| E. Environmental protection standards | | |
| 4E.1 | <p>Is the economic operator able to provide certificates issued by independent bodies certifying that the economic operator complies with environmental protection standards in accordance with the requirements set out in the Procurement notice and the Standard documentation?</p> <p><i>Not required</i></p> | <p>Yes <input type="checkbox"/> No</p> |
| 4E.2 | <p>Is information on environmental standards available free of charge to authorities from a national database? If so, please specify the information that would allow the verification.</p> <p><i>Not required</i></p> | <p>Internet address: text </p> <p>Issuing authority or body: text </p> <p>Exact documentation reference: text </p> |

| F. Allowing controls | | |
|-----------------------------|--|---------------------------------|
| 4F.1 | Does the economic operator allow the contracting authority or contracting entity to carry out verifications regarding the economic and financial, production or technical capacities regarding the execution of the future public procurement contract? <i>Not required</i> | Yes <input type="checkbox"/> No |

Chapter V. General guidelines for qualification and selection criteria

The Section shall be filled in by the contracting authority/ entity (column no. 2) and the economic operators (column no. 3).

| Position code | Content of the requirements | Answer |
|--|---|---|
| 1 | 2 | 3 |
| A. Fulfillment of all required selection criteria | | |
| 5A.1 | Is the economic operator able to submit to the Automated Information System “State Register of Public Procurement” or by electronic means, or if necessary, on paper to the contracting authority: forms, certificates, notices and other documents indicated by the contracting authority/ contracting entity in the Procurement notice and Standard documentation? Deadline 7 calendar days from the date of request. <i>Note. The number of days shall be indicated by the contracting authority taking into account the quantity and character of the documents requested.</i> | x Yes <input type="checkbox"/> No |
| 5A.2 | Is the information enabling the contracting authority/ contracting entity to obtain the documents indicated in the Procurement notice and the Standard documentation available free of charge and directly by accessing a national database in any State? If so, please specify the information that would allow the verification. | Internet address: text Issuing authority or body: text Exact documentation reference: text |

Chapter VI. Pre-selection of candidates for the procedure for awarding the public procurement contract

This section is requested by the contracting authority only in context of public procurement procedures: restricted tendering procedure, negotiation, competitive dialogue and innovation partnership.

| Position code | Content of the requirements | Answer |
|--|---|-----------------------------------|
| 1 | 2 | 3 |
| A. Fulfillment of all required selection criteria | | |
| 6A.1 | The economic operator/ candidate shall meet the selection criteria set out by the contracting authority in the Procurement notice and the Standard documentation. | x Yes <input type="checkbox"/> No |
| 6A.2 | The economic operator/ candidate has and is able to submit to the Automated Information System “State Register of Public | x Yes <input type="checkbox"/> No |

| | | |
|--|---|--|
| | Procurement” or by electronic means, or if necessary, on paper to the contracting authority certified (or in any other form) supporting documents, as is required in the Procurement notice and the Standard documentation. | |
|--|---|--|

Chapter VII. Final statements

The economic operator declares that the information presented in Chapters II-V (as the case may be II- VI) is accurate and correct, being fully aware of the severe consequences of false declarations. The economic operator shall formally declare that he/ she may provide, at the request of the contracting authority/ contracting entity without delay, the requested certificates and supporting documents, unless the contracting authority/ contracting entity has the possibility to obtain the supporting documents directly by accessing a relevant database, which is available free of charge, provided that the economic operator has provided the necessary information (internet address, issuing authority or body, exact reference of the documentation) to enable the contracting authority or contracting entity to carry out the aforementioned and the access to such information shall be granted if necessary.

The economic operator shall formally declare that he/ she agrees that the **Public Institution “Public Service Agency”** as described in Chapter I, Section A, obtains access to the supporting documents regarding the information he/ she has provided in this ESPD for the purpose of the procurement procedure: **Request for Price Quotations - Two-row specialized equipment for applying thermal transfer foil to registration plates.**

(Shall be filled in and signed by the economic operator)

Name: Ella Lwowska - Saif

Position: Team Leader

Date: 21.07.2025

Address: Utal Sp. z o.o., Katarzynska 9, Gruszczyn, 62-006 Kobylnica, Poland

Signature

E.

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