

APPROVED
by Order of the Minister of Finance
No. 72 dated June 11, 2020

STANDARD FORM OF THE EUROPEAN SINGLE PROCUREMENT DOCUMENT (ESPD)

1. The European Single Procurement Document (hereinafter referred to as ESPD) is a self-declaration through which the economic operator confirms the fulfillment of the qualification and selection criteria required within public procurement procedures in the Republic of Moldova.
2. The form must be completed, electronically signed, and submitted to the contracting authority at the time the tender is submitted.
3. An ESPD submitted by the economic operator in 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. A tenderer who provides false information in the ESPD or whose supporting documents do not confirm the information stated in the submitted document shall be excluded from the public procurement procedure and/or may be held liable in accordance with the law.
5. The ESPD form consists of 7 chapters, as follows:
 - 1) Chapter I. Information regarding the public procurement procedure and the contracting authority/entity;
 - 2) Chapter II. Information regarding the economic operator;
 - 3) Chapter III. Grounds for exclusion from the public procurement procedure;
 - 4) Chapter IV. Qualification and selection criteria for economic operators;
 - 5) Chapter V. General instructions for the selection criteria of economic operators;
 - 6) Chapter VI. Pre-selection of candidates for the public procurement contract award procedure;
 - 7) Chapter VII. Final declarations.
6. Submitting the ESPD form in a way that does not comply with the requirements set out in the Tender Documentation shall result in the rejection of the offer.

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

This section is to be completed only by the contracting authority/entity.

Position Code	Requirement Content	Response
1	2	3
A. Publication Information		
1A.1	Number of the notice/invitation published in the Public Procurement Bulletin, and where applicable, the number of the notice published in the Official Journal of the European Union	According to the "RSAP" Information System (MTender)
B. Identity of the contracting authority/entity		
1B.1	Name of the contracting authority/entity	I.P. Investment Agency
1B.2	Unique identification number (IDNO) of the contracting authority/entity	1006601001078

Chapter II. Information regarding the economic operator

This section is to be completed only by economic operators.

Position Code	Requirement Content	Response
1	2	3
A. Information on the economic operator		
2A.1	Name of the economic operator	"Qubo Communications" SRL

2A.2	Country	Moldova
2A.3	Postal Code	2071
2A.4	City/Locality	Chisinau
2A.5	Legal Address	Str. Alba Iulia 184, of. 157
2A.6	Website	www.qubo.md
2A.7	Contact person(s)	Dina Ivanov
2A.7.1	Phone	069108181
2A.7.2	Email address	hello@qubo.md
2A.8	Unique Identification Number (IDNO/IDNP)	1017600019630
2A.9	VAT Code Number	0508093
2A.10	Legal form of business activity	SRL
2A.11	Information regarding shareholders/partners/ultimate beneficial owner	
2A.11.1	Name of shareholders/partners	Dina Ivanov Ludmila Gurău Mariana Gălescu Irina Caliman
2A.11.2	Name of the ultimate beneficial owner <i>Note: An ultimate beneficial owner is a natural person who ultimately owns or controls a legal person or arrangement, or on whose behalf a transaction or activity is conducted; or who directly or indirectly holds at least 25% of shares or voting rights or owns assets held in trust.</i>	Dina Ivanov Ludmila Gurău Mariana Gălescu Irina Caliman
2A.11.3	Citizenship of the beneficial owner (permanent legal-political connection of the natural person as defined in position 2A.11.2)	MOLDOVA
2A.12	The economic operator is: • small enterprise • medium enterprise • other	Medium enterprise
2A.13	In case of a reserved procurement: is the economic operator a sheltered workshop or a social enterprise, or will the contract be executed within the context of supported employment programs?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2A.13.1	If yes, indicate the corresponding percentage of workers with disabilities or disadvantaged backgrounds	0%
2A.13.2	Specify the category(ies) of disadvantaged or disabled workers involved	-
2A.14	Is the economic operator participating in the procurement procedure together with other economic operators?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2A.14.1	If yes, specify the role of the economic operator in the group (leader, responsible for specific tasks, etc.)	-
2A.14.2	Name the economic operators participating in the procurement procedure	-
2A.14.3	Indicate the name of the participating group	-
Note: If you answered Yes to question 2A.14, ensure that the mentioned economic operators submit a separate ESPD form.		

B. Information regarding the representatives of the economic operator		
2B.1	Full name(s) of the authorized representative(s)	No representatives
2B.2	Position/acting as	
2B.3	Country	
2B.4	Phone number	
2B.5	Email address	
C. Information regarding the use of third-party capacity		
2C.1	Does the economic operator rely on the capacities of other entities to meet the selection criteria outlined in Chapter IV and, where applicable, the criteria and rules in Chapter V?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>Note: If Yes, a separate ESPD form must be provided containing the requested information in Sections A and B of the relevant chapter and Chapter III for each entity involved, duly completed and signed by them. This includes technicians or technical bodies responsible for quality control, whether or not part of the operator's enterprise, and, for works contracts, those involved in the execution. The information in Chapters IV and V relevant to the specific capacities relied upon must also be included.</p>		
D. Information regarding subcontractors whose capacities the economic operator relies on		
2D.1	Does the economic operator intend to subcontract any part of the contract to other economic operators?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2D.1.1	If yes, list the proposed subcontractors	-

Chapter III. Grounds for Exclusion from the Public Procurement Procedure

This section shall be completed by economic operators.

Position Code	Requirement Content	Response
A. Grounds related to convictions by a final court judgment		
1	2	3
3A.1	<p>Participation in a criminal organization. Has the economic operator itself, or any person who is a member of its administrative, management, or supervisory body, or who has the power of representation, decision, or control within it, been the subject of a conviction by a final judgment for participation in a criminal organization, issued no more than five years ago or where a period of exclusion directly provided for in the conviction is still applicable?</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3A.2	<p>Corruption. Has the economic operator or any person in a position of governance, representation, decision-making, or control been convicted by a final judgment for corruption within the last five years, or where an exclusion period is still applicable?</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3A.3	<p>Fraud. Has the economic operator or such a person been convicted by final judgment for fraud within the last five years, or where an exclusion period is still applicable?</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

3A.4	Terrorist offences or offences linked to terrorist activities. Has the economic operator or relevant person been convicted by final judgment for terrorist offences or related activities within the last five years, or with an active exclusion period?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3A.5	Money laundering or terrorist financing. Has the economic operator or associated individual been convicted for money laundering or terrorist financing under the above conditions?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3A.6	Exploitation of child labour or other forms of human trafficking. Has the economic operator or associated individual been convicted by a final judgment for child labour exploitation or human trafficking within the last five years, or while an exclusion period is in effect?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3A.7	If the answer is Yes to any of the questions 3A.1 to 3A.6, can you provide evidence showing that the measures taken are sufficient to demonstrate reliability despite the existence of a ground for exclusion?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3A.7.1	If Yes, please describe these measures.	-
B. Grounds relating to the payment of taxes or social security contributions		
Position Code	Requirement Content	Response
1	2	3
3B.1	Has the economic operator fulfilled its obligations relating to the payment of taxes, duties, and social security contributions in accordance with the legal provisions in force in the Republic of Moldova or in the country in which it is established?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3B.1.1	If No, in what way was the obligation relating to the payment of taxes, duties, and social security contributions established?	-
3B.1.2	If the breach regarding tax or social security obligations was established by a court or administrative decision, is that decision final?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Chapter IV. Qualification and Selection Criteria for Economic Operators

This section is completed by the contracting authority/entity (column 2) and the economic operators (column 3).

Position Code	Requirement Content	Response
A. Professional capacity to perform economic activity		
1	2	3
4A.1	Is the economic operator able to provide documents proving its registration? <i>Yes, Certificate of registration and extract from the State Register of legal entities</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

	<i>issued by the competent authority of the country of residence of the tenderer – (according to participation notice, pt. 16, subpt. 3). The extract must be issued within the last 12 months.</i>	
4A.1.1	If Yes, indicate the registration documents and types of activity as per legislation, relevant to the object of the procurement procedure that entitles the company to execute the future public procurement contract.	Extract from the register
4A.1.2	Are these documents available free of charge to authorities in a national database? If so, specify the details.	Internet address: [text] Issuing authority or body: ASP Exact document reference: Extract from the register
4A.2	Is the economic activity certified and/or authorized under a national system?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4A.2.1	If Yes, can the economic operator provide documents demonstrating such certification or authorization?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4A.2.3	Are these certificates/authorizations available free of charge in a national database? If so, specify the details.	Internet address: [text] Issuing authority or body: ASP Exact document reference: Extract from the register
4A.3	Do the types of activity and/or certifications/authorizations cover the selection criteria required by the contracting authority/entity in the participation notice/invitation?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
B. Economic and financial capacity		
4B.1	Can the economic operator provide bank statements or, where applicable, proof of professional risk insurance as per the tender requirements?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4B.1.1	Is this information available free of charge in a national database? If so, specify the details.	Internet address: [text] Issuing authority or body: [text] Exact document reference: [text]
4B.2	Can the operator demonstrate annual turnover as follows? <u>Amount 845553 LEI Period 2024</u>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4B.2.1	Specify the annual turnover as per financial report.	Amount: 8,8 mln lei Year: 2022-2024
4B.3	Can the operator demonstrate an average annual turnover as follows? <u>Amount 8,8 mln lei Period 2022-2024</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No
4B.3.1	Specify the annual turnover for the last three years:	Year: 2024 Value: 8,4 mln lei Year: 2023 Value: 9,77 mln lei Year: 2022 Value: 8,26 mln lei Total average value: 8,8 mln lei
4B.4	Can the economic operator provide the registered financial report or extracts?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

	Yes, for the last financial year – 2024, confirmed as submitted to the National Bureau of Statistics.	
4B.5	Is this financial/economic information available free of charge in a national database?	Not available
C. Technical and/or professional capacity		
4C.1	<p>Can the operator provide documents demonstrating technical/professional capacity as required in the participation notice?</p> <p>Yes, statement listing the main 5 services performed in the last 2 years, according to Annex No. 12 of the Standard Documentation, approved by Order of the Minister of Finance No. 115 of 15.09.2021, (according to the Participation Announcement, point 16, subpoint 5)</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4C.1.1	Is this information available in a public national database?	Not available. Will be attached to the file.
4C.2	Can the operator provide details on technicians or technical bodies responsible for quality control?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4C.3	Can the operator provide information on management/tracking systems in the supply chain?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4C.3.1	If yes, specify verification details:	Internet address: <input type="text"/> Issuing authority or body: <input type="text"/> Exact document reference: <input type="text"/>
4C.4	Does the operator have the necessary equipment and machinery?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4C.5	Can the operator provide detailed information on the required equipment and facilities?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4C.6	Does the operator employ qualified staff per tender conditions?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4C.7	Can the operator provide details of the proposed specialist staff for the contract?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4C.8	Indicate average annual staff numbers over the last 3 years.	Year: 2025 Staff: 10 Year: 2024 Staff: 9 Year: 2023 Staff: 9
4C.9	Indicate number of management staff in the last 3 years.	Year: 2025 People: 4 Year: 2024 People: 4 Year: 2023 People: 4
4C.10	Can the operator provide samples, descriptions, and/or photos of goods/services?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4C.11	Has the operator performed similar works in the reference period?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4C.11.1	If Yes, specify works: description, value, start/end date, client.	<input type="text"/>

4C.12	Has the operator delivered similar goods in the reference period?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4C.12.1	If Yes, specify goods: description, value, delivery/start date, client.	text
4C.13	Has the operator provided similar services in the reference period?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4C.13.1	If Yes, specify services: description, value, duration, start date, client	<p><i>PR and Communication Services for Promoting National Grapevine and Wine Day</i> <i>100,000</i> <i>Period: August - October 2024</i></p> <p><i>Servicii de promovare a Programului 373</i> <i>462 000,00</i> <i>Perioada: august –decembrie 2023</i></p>
4C.14	If Yes to any of 4C.11 – 4C.13, can the operator provide proof of completion/delivery/performance?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
D. Quality assurance standards		
4D.1	Can the operator provide certificates from independent bodies confirming compliance with quality assurance standards?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4D.2	Is this information available free of charge in a national database?	<p>Internet address: text </p> <p>Issuing authority or body: text </p> <p>Exact document reference: text </p>
E. Environmental protection standards		
4E.1	Can the operator provide certificates from independent bodies confirming compliance with environmental standards?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4E.2	Is this information available free of charge in a national database?	<p>Internet address: text </p> <p>Issuing authority or body: text </p> <p>Exact document reference: text </p>
F. Permission for verification		
4F.1	Does the operator allow the contracting authority/entity to carry out checks regarding the economic, financial, production, or technical capacity for executing the public contract?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Chapter V. General Indications Regarding the Qualification and Selection Criteria

This section is to be completed by the contracting authority/entity (column 2) and the economic operators (column 3).

Position Code	Requirement Content	Response
1	2	3
5A.1	Is the economic operator able to provide, through the Automated Information System "State Register of Public Procurement" or	

	<p>by electronic means, or if necessary, in hard copy to the contracting authority, the forms, certificates, opinions, and other documents indicated by the contracting authority/entity in the contract notice and the procurement documentation?</p> <p>Deadline: 3 days from request.</p> <p><i>Note: The number of days is indicated by the contracting authority based on the amount and nature of the requested documents.</i></p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5A.2	<p>Are the documents indicated in the contract notice and procurement documentation available free of charge and directly accessible via a national database in any state? If yes, specify the information that would allow verification.</p>	<p>Internet address: [text]</p> <p>Issuing authority or body:[text]</p> <p>Exact reference of the documentation:[text]</p>

Chapter VI. Pre-selection of Candidates for the Public Procurement Contract Award Procedure

This section is requested by the contracting authority only in the following procurement procedures: restricted tender, negotiation, competitive dialogue, and innovation partnership.

Position Code	Requirement Content	Response
1	2	3
6A.1	<p>The economic operator/candidate meets the selection criteria established by the contracting authority in the contract notice and procurement documentation.</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6A.2	<p>The economic operator/candidate possesses and is able to provide, through the Automated Information System "State Register of Public Procurement" or by electronic means, or if necessary, in hard copy to the contracting authority, certificates or other forms of supporting documents as required in the contract notice and procurement documentation.</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Chapter VII. Final Declarations

The economic operator declares that the information provided in Chapters II – V (or II–VI as applicable) is accurate and correctly provided, fully aware of the consequences of serious misrepresentation.

The economic operator officially declares that, upon request of the contracting authority/entity, it can promptly provide the requested certificates and supporting documents, unless the contracting authority/entity is able to obtain the respective supporting documents directly by accessing a relevant database that is freely available, provided that the economic operator has supplied the necessary information (internet address, issuing authority or body, exact reference of the documentation) enabling the contracting authority/entity to do so and has consented to access to the mentioned information if required.

The economic operator hereby formally declares its consent for the I.P. Investment Agency, as outlined in Chapter I, Section A, to access the supporting documents related to the information provided in this ESPD, for the purpose of conducting the low-value procurement procedure ***Study services for the development of the real estate market (Estate Moldova)***.

(To be completed and signed by the economic operator)

Name: DINA IVANOV
Position: Director
Date: 22/10/2025
Address: 14, Primăverii St.
Signature: