

## CALL FOR APPLICATIONS

**on the procurement - Blanks of identity documents of the National Passport System, driving licences and registration certificates, including specialized equipment and program product for their personalization for the period 2022-2025 through the procurement procedure open tender**

1. **Name of the contracting authority:** Public Services Agency (PSA)
2. **IDNO:** 1002600024700
3. **Address:** Chisinau mun, 42, 42, Puskin street,
4. **Telephone / fax number:** tel.: 022 504714; fax: 022 212259
5. **E-mail and internet address of the contracting authority:** [asp@asp.gov.md](mailto:asp@asp.gov.md);  
[www.asp.gov.md](http://www.asp.gov.md)
6. **E-mail or internet address where the access to the procurement documentation can be obtained:** *the procurement documentation is attached to the SIA RSAP procedure*  
[www.asp.gov.md](http://www.asp.gov.md)
7. **Type of contracting authority and the main object of activity (where applicable, the reference that the contracting authority is a central procurement authority or that the procurement involves another form of joint procurement):** *Public institution with financial autonomy.*
8. **The procedure was included in the public procurement plan of the contracting authority (Yes / No):** *Yes*; **Link to the published public procurement plan:**  
<http://www.asp.gov.md/ro/transparenta/achizitii-publice/planul-anual-de-achizitii-publice>
9. **The buyer invites the interested economic operators, that can satisfy its needs, to participate at the procurement procedure for the delivery/supply of the following goods/services:**

No.	CPV code	Name: of goods/ services	Mea su rem ent unit	Quanti ty	The full technical specification required, reference standards	Estimated value in lei without VAT, ( <i>indicated for each batch separately</i> )
1	22400000- 4	<b>Lot no. 1 Blanks of identity documents of the National Passport System, driving licences and registration certificates</b>				<b>MDL 394 905 000,00</b>
		1.1 Passport booklet - <i>Passport of the citizen of the Republic of Moldova (PA)</i>	pcs.	1 500 000	ST MD 35-37603221-217: 2021 <i>Passport of the citizen of the Republic of Moldova with a data page on polycarbonate (PA)</i> <i>Technical specification</i>	

1.2 Card on polycarbonate base support - <i>Identity card of the citizen of the Republic of Moldova (CA)</i>	pcs.	782 000	ST MD 35-37603221-204: 2021 <i>Identity card (CA)</i> <i>ID-1 format on polycarbonate base support</i> <i>Technical specification</i>
1.3 Card on polycarbonate base support – <i>Driving Licence (DL)</i>	pcs.	317 600	ST MD 35-37603221-206: 2021 <i>- Driving licence (DL)</i> <i>ID-1 format on polycarbonate base support</i> <i>Technical specification</i>
1.4 Card on polycarbonate base support – <i>Vehicle Registration Certificate (VP)</i>	pcs.	532 000	ST MD 35-37603221-207: 2021 <i>Vehicle registration certificate (VP)</i> <i>ID-1 format on polycarbonate base support</i> <i>Technical specification</i>
1.5 Card on polycarbonate base support – <i>Permanent Residence Permit (CR)</i>	pcs.	3 160	ST MD 35-37603221-209: 2021 <i>Permanent residence permit (CR)</i> <i>ID-1 format on polycarbonate base support</i> <i>Technical specification</i>
1.6 Card on polycarbonate base support - <i>Identity Card for Stateless Persons (CC)</i>	pcs.	210	ST MD 35-37603221-208: 2021 <i>Identity card for stateless persons (CC)</i> <i>ID-1 format on polycarbonate base support</i> <i>Technical specification</i>
1.7 Card on polycarbonate base support - <i>Identity Card for Beneficiaries of Humanitarian Protection (IH)</i>	pcs.	320	ST MD 35-37603221-210: 2021 <i>Identity card for beneficiaries of humanitarian protection (IH)</i> <i>ID-1 format on polycarbonate base support</i> <i>Technical specification</i>
1.8 Card on polycarbonate base support - <i>Identity Card for Refugees (RI)</i>	pcs.	190	ST MD 35-37603221-211: 2021 <i>Identity card for refugees (RI)</i> <i>ID-1 format on polycarbonate base support</i> <i>Technical specification</i>
1.9 Card on polycarbonate base support - <i>Temporary Residence Permit for aliens (IR)</i>	pcs.	29 500	ST MD 35-37603221-212: 2021 <i>Temporary residence permit for aliens (IR)</i> <i>ID-1 format on polycarbonate base support</i> <i>Technical specification</i>

		1.10 Card on polycarbonate base support - <i>Temporary Residence Permit for Stateless Persons (IC)</i>	pcs.	20	ST MD 35-37603221-213: 2021 <i>Temporary residence permit for stateless persons (IC) ID-1 format on polycarbonate base support Technical specification</i>	
2	22520000-1	<b>Lot no. 2 Specialized equipment and program product for personalization of identity documents of the National Passport System, driving licences and registration certificates</b>	pcs.	6	Equipment for personalization of passports and a specialized program product for personalization of identity documents of the national system of passports, driving licenses and registration certificates, based on documents "Requirements for travel passports blank forms personalization equipment with polycarbonate-type data page" and "Requirements for the personalization information system for Identity Documents of the National Passport System, Driving Licences and Registration Certificates".	<b>MDL 32 600 000,00</b>
<b>Total estimated value</b>						<b>427 505 000,00</b>
<p><i>The technical requirements, technical tasks (of confidential nature) shall be provided upon the request of the economic operator, at the headquarters of the Public Services Agency ( 42, A. Puskin street, Chisinau mun.), based on the application of the person empowered and to provide the identity document and, where appropriate, the extract from the State Register of legal entities for administrator, or the special power of attorney, for the trustee. The application must contain the following information: name of the economic operator, address, contact phone number, statement regarding the powers of the signatory person.</i></p>						

**10. In case of pre-selection procedures, the minimum number of candidates and, where appropriate, their maximum number shall be indicated: *not applicable.***

**11. In case the contract is divided into lots, an economic operator can bid (will be selected): *for several lots.***

**12. Admission or prohibition of alternative offers: *not allowed.***

**13. Terms and conditions of delivery/supply requested: *according to the attached standard documentation.***

**14. Term of validity of the contract: *31.12.2025.***

**15. Procurement contract reserved for protected workshops or it can only be executed in the framework of protected employment programs (where applicable): *not applicable.***

**16. For a particular profession, the service is provided based on documents with legal power or certain administrative documents (where applicable): *not applicable.***

**17. Brief description of criteria regarding eligibility of economic operators that can determine their elimination and of selection/pre-selection criteria; the minimum level (s) of requirements eventually imposed; mention the required information (DUAЕ, documentation) :**

No	Qualification and selection criteria (description of the criterion/requirement)	Way of demonstrating the fulfilment of the criterion/requirement	Minimum level/Obligation
1.	DUAЕ	Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator. <i>(electronic signature recognized on the territory of the Republic of Moldova)</i>	Mandatory
2.	Offer-technical specifications and price <i>(according to Annexes no. 22 and no. 23 to the Standard documentation approved by the Order of the Minister of Finance no. 115 as of 15.09.2021)</i>	Electronic copies of the hand-signed paper documents without the application of the electronic signature <b>or</b> the documents confirmed by electronic signature of the economic operator. <i>(electronic signature recognized on the territory of the Republic of Moldova)</i>	Mandatory
3.	Confirmation of identity of beneficial owners and the failure to qualify them, in case of conviction for participation in the activity of a criminal organisation or group, for corruption, fraud and/or money laundering <i>(the Declaration form will be published on the SIA "RSAP "(MTender))</i>	Self-declaration - <u>within 5 days after the date the results of public procurement procedure are provided</u> , the bidder declared as winner, shall provide this Declaration to the contracting authority and Public Procurement Agency.  Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator <i>(electronic signature recognized on the territory of the Republic of Moldova)</i>	Mandatory
4.	Bid guarantee 1%	a) Bank guarantee for bid issued by a bank, except for jurisdictions that do not implement international transparency standards according to the list approved by the Decision of NBM no. 91 as of 02.05.2013, according to Annex no. 9 to the Standard documentation approved by the Order of the Minister of Finance no. 115 as of 15.09.2021, <i>or</i> b) Transfer to the account of the contracting authority (payment order)  Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator	Mandatory

		<i>(electronic signature recognized on the territory of the Republic of Moldova)</i>	
5.	Intention to participate in the procurement procedure	<p>Application of participation filled up according to Annex no. 7 to the Standard documentation approved by the Order of the Minister of Finance no. 115 as of 15.09.2021.</p> <p>Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator. <i>(electronic signature recognized on the territory of the Republic of Moldova)</i></p>	Mandatory
6.	Maintain the validity of the offer for a duration of <b>180 days</b>	<p>Declaration on the validity of the bid, filled up according to Annex no. 8 to the Standard documentation approved by the Order of the Minister of Finance no. 115 as of 15.09.2021.</p> <p>Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator. <i>(electronic signature recognized on the territory of the Republic of Moldova)</i></p>	Mandatory
7.	Compliance of the management system of secure printing processes according to <b>ISO 14298 for lot no. 1</b>	<p>Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator. <i>(electronic signature recognized on the territory of the Republic of Moldova)</i></p>	Mandatory
8.	Compliance with the information security management system <b>ISO 27001 for lot no. 1</b>	<p>Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator. <i>(electronic signature recognized on the territory of the Republic of Moldova)</i></p>	Mandatory
9.	The economic operator is not in the process of insolvency	<p><b>Self-declaration.</b></p> <p>Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator <i>(electronic signature recognized on the territory of the Republic of Moldova)</i></p>	Mandatory
10.	Ownership of intellectual property rights in all protected objects related to the object of procurement	<p><b>Self-declaration.</b></p> <p>Electronic copy of the hand-signed paper document without the application</p>	Mandatory

		of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator ( <i>electronic signature recognized on the territory of the Republic of Moldova</i> )	
11.	Demonstrate the quality of supply of goods and provision of similar services for the lots to which the economic operator follows to participate	At least one confirmation regarding the quality of delivery of goods and/or provision of similar services (for each lot separately), issued by a Beneficiary.  Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator ( <i>electronic signature recognized on the territory of the Republic of Moldova</i> )	Mandatory
12.	Ensure the delivery of the equipment personalising the passport blank templates, by its manufacturer only	<b>Self-declaration.</b>  Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator ( <i>electronic signature recognized on the territory of the Republic of Moldova</i> )	Mandatory
13.	Compliance of the environment management system according to <b>ISO 14001 for lot no. 1</b>	Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator ( <i>electronic signature recognized on the territory of the Republic of Moldova</i> )	*Mandatory
14.	To have appropriate qualified staff (art. 22 para. (1) (c) Law no. 131/2015 on public procurement) <b>for lot no. 1</b>	Statement on specialised staff proposed for the implementation of the contract, filled in according to Annex no. 14 to the Standard documentation approved by Order of the Minister of Finance no. 115 as of 15.09.2021, on the following:  <b>Project manager</b> - experience of at least 3 years in the field of production and implementation of documents.  <b>Technical expert</b> – experience of at least 3 years in production of identification documents, knowledge in the polygraphic field of secure printing, knowledge of ICAO and ISO/IEC requirements.  Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator	*Mandatory

		<i>(electronic signature recognized on the territory of the Republic of Moldova)</i>	
15.	Economic and financial capacity (art. 21 para. (1) (c) Law no. 131/2015 on public procurement) <b>for lot no. 1</b>	<p>Self-declaration on the minimum turnover of <b>MDL 395 mln. cumulatively</b> or equivalent in foreign currency for the period of the last 3 years in the activity related to the object of procurement.</p> <p>Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator <i>(electronic signature recognized on the territory of the Republic of Moldova)</i></p>	*Mandatory
16.	Economic and financial capacity (art. 21 para. (1) (c) Law no. 131/2015 on public procurement) <b>for lot no. 2</b>	<p>Self-declaration on the minimum turnover of <b>MDL 32.6 mln. cumulatively</b> or the equivalent in foreign currency for the period of the last 3 years in the field of activity related to the object of procurement.</p> <p>Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator. <i>(electronic signature recognized on the territory of the Republic of Moldova)</i></p>	*Mandatory
17.	To have equipment and process of own production of blank templates <b>for lot no. 1</b>	<p>Declaration on the specific endowment, machinery and equipment necessary for the proper implementation 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.</p> <p>Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator <i>(electronic signature recognized on the territory of the Republic of Moldova)</i></p>	*Mandatory
18.	Legal person registered in the country of origin	<p>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.</p> <p>In case the requested documents</p>	*Mandatory

		<p>are not issued in the country of origin or in the country where the bidder is established, 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).</p> <p>Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator. <i>(electronic signature recognized on the territory of the Republic of Moldova)</i></p>	
19.	Data from the Registry of forensic and criminological information	<p>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.</p> <p>In case the requested documents are not issued in the country of origin or in the country where the bidder is established, 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).</p> <p>Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator. <i>(electronic signature recognized on the territory of the Republic of Moldova)</i></p>	*Mandatory
20.	Specific experience in the	Declaration on the list of main	*Mandatory



	<p>delivery of similar goods (art. 22 para. (1) (a) Law 131/2015 on public procurement) for the lots where the economic operator is to participate</p>	<p>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.</p> <p>The delivery of goods is confirmed by presenting certificates / documents (tax invoices) issued or countersigned by the recipients of deliveries.</p> <p>Electronic copies of the hand-signed paper documents without the application of the electronic signature <b>or</b> the documents confirmed by electronic signature of the economic operator (<i>electronic signature recognized on the territory of the Republic of Moldova</i>)</p>	
21.	<p>Proof that the economic operator has fulfilled the obligation of paying taxes, fees and social security contributions in accordance with the legal provisions in force in the country where it is established</p>	<p>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.</p> <p>In case the requested documents are not issued in the country of origin or in the country where the bidder is established, 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).</p> <p>Electronic copy of the hand-signed paper document without the application of the electronic signature <b>or</b> the document confirmed by electronic signature of the economic operator (<i>electronic signature recognized on the territory of the Republic of Moldova</i>)</p>	*Mandatory

**\*In case PSA, under the provisions of art. 20 para. (8) Law no. 131/2015 on public procurement, will require to provide certain supporting documents, the economic operator is obliged to submit them within a term of up to 30 days, according to the provisions DUAE and the normative**

*framework in force. In case of failure to submit the supporting documents within the deadline set, the economic operator will be disqualified.*

*In case of a non-resident economic operator participating at the public procurement procedure, he is obliged to provide the supporting documents recognized on the territory of the Republic of Moldova according to the regulatory framework in force (apostilled, legalized, etc., as the case may be).*

*If the Offer is not signed by the company's administrator indicated in the Extract from the State Register of Legal Entities, a Power of Attorney/ any other authorizing document empowering the person delegated or empowered to sign the Offer should be attached to the Offer.*

*In case of discrepancy between the price for a unit of measurement and the total price (which is obtained by multiplying the price with the total quantity), the price per unit is taken into account and the total price is corrected accordingly. If the bidder does not accept to correct these errors, its bid shall be deemed as inappropriate and, accordingly, rejected by the working group.*

#### **18. Bid guarantee - amount 1%:**

*a) The bid shall be together with a banking guarantee for the offer issued by a bank, except for jurisdictions that do not implement international transparency standards according to the list approved by the Decision of NBM no. 91 as of 02.05.2013, under Annex no. 9 to the Standard documentation approved by the Order of the Minister of Finance no. 115 as of 15.09.2021.*

*or*

*b) bid guarantee by transfer (in MD lei) to the account of the contracting authority, according to the following bank details:*

*Public Services Agency*

*MD-2012, 42, A. Puskin street, Chisinau mun., Republic of Moldova*

*IDNO: 1002600024700*

*Bank: MF-TT Chisinau - State Budget*

*Bank code: TREZMD2X*

*Iban current account: MD15TRPCCC518430G01231AA with the note "For the set of award documents" or " For the bid guarantee at the public auction no. \_\_\_\_ as of \_\_\_\_\_".*

*Bid guarantee (in EURO) by transfer to the account of the contracting authority, according to the following bank details:*

*Public Services Agency*

*MD-2012, 42, A. Puskin street, Chisinau mun., Republic of Moldova*

*IDNO: 1002600024700*

*Bank: BC "Victoriabank" S. A.*

*BIC: VICBMD2X*

*IBAN: MD76VI000000002224912402*

#### **19. Guarantee of good implementation of the contract-amount 10%:**

*a) Guarantee of proper execution issued by a bank, except for jurisdictions that do not implement international transparency standards according to the list approved by the NBM decision no. 91 of as 02.05.2013, under Annex no. 10 to the Standard documentation approved by Order of the Minister of Finance no. 115 as of 15.09.2021.*

*or*

*b) Guarantee of proper execution (in lei MD) by transfer to the account of the contracting authority, according to the following bank details:*

*Public Services Agency*

*MD-2012, 42, A. Puskin street, Chisinau mun., Republic of Moldova*

*IDNO: 1002600024700*

*Bank: MF-TT Chisinau - State Budget*

Bank code: TREZMD2X

IBAN current account: MD15TRPCCC518430G01231AA with the note "Guarantee of proper execution" or "For the guarantee of proper execution at public auction no. \_\_\_\_\_ as of \_\_\_\_\_".

Guarantee of proper execution (**in EURO**) by transfer to the account of the contracting authority, according to the following bank details:

Public Services Agency

MD-2012, 42, A. Puskin street, Chisinau mun., Republic of Moldova

IDNO: 1002600024700

Bank: BC "Victoriabank" S. A.

BIC: VICBMD2X

IBAN: MD76VI000000002224912402

20. Reason for proceeding to the expedited procedure (in the case of open, restricted auction and of negotiated procedure), where appropriate: *not applicable.*
21. Specific awarding techniques and tools (where appropriate specify whether the framework agreement, dynamic procurement system or electronic auction will be used): *not applicable.*
22. Special conditions on which the implementation of the contract depends (indicate as appropriate): *not applicable.*
23. Assessment criterion applied for the award of the contract: *the lowest price.*
24. The offers shall be submitted in foreign currency: *lei MDL or EURO.*
25. Factors for assessing the most economically advantageous offer, as well as their weights: *not applicable.*
26. Deadline for submission/opening of bids:
  - **up to:** *Information can be found in SIA RSAP (MTender)*
  - **at:** *Information can be found in SIA RSAP (MTender)*
27. Address where the bids or requests to participate are to be submitted: *The bids or requests of participation shall be submitted electronically through SIA RSAP (MTender), <https://mtender.gov.md/#/tenders>.*
28. Term of validity of bids: *180 days, which start to run from the time of the deadline for submission of offers.*
29. Place of opening the bids: *SIA RSAP (MTender). Overdue bids will be rejected.*
30. Persons authorised to assist at the opening of bids: *Bidders or their representatives shall be entitled to participate at the opening of bids, except where bids have been submitted through the RSAP SIA.*
31. The language or languages in which the bids or requests of participation are to be drawn up: *Romanian or English.*

*Note: All clarifications to the award documentation shall be submitted in Romanian or English.*
32. That contract shall refer to a project and/or programme financed by European Union funds: *not applicable.*
33. Name and address of the competent agency for the settlement of complaints:

*Official name: National Agency for the Settlement of Complaints*  
*Address: Chisinau Mun., 124, (4th floor) Stefan cel Mare, blvd.*  
*Tel./ Fax / email: 022 820652, 022 820651, [contestatii@ansc.md](mailto:contestatii@ansc.md)*
34. Data and reference (s) of previous publications in the Official Journal of the European Union on the contract (s) that notice refers to (if applicable): *not applicable.*

35. In case of periodic procurement, the estimated schedule for publishing the future announcements: *not applicable*.

36. Date of publication of the notice of intent or, where applicable, indication that no such notice has been published:

Publication date in the Public Procurement Bulletin: 30.11.2021,  
[https://tender.gov.md/ro/system/files/bap/2014/bap\\_nr\\_93\\_0.pdf](https://tender.gov.md/ro/system/files/bap/2014/bap_nr_93_0.pdf)

Date of publication in Romanian in the Official Journal of the European Union: 10.12.2021,  
no. S240 / 2021, <https://ted.europa.eu/udl?uri=TED:NOTICE:634209-2021:TEXT:RO:HTML>.

Date of publication in English in the Official Journal of the European Union: 17.12.2021,  
S245/2021, <https://ted.europa.eu/udl?uri=TED:NOTICE:648679-2021:TEXT:EN:HTML&src=0&tabId=0>.

37. Date of submission of the participation notice for publication: 04.01.2022

38. In the public procurement procedure the following will be used/accepted:

Name of the electronic instrument	Will be used/accepted or not
Electronic submission of bids or requests of participation	<i>accepted</i>
Electronic order system	<i>not accepted</i>
Electronic invoicing	<i>accepted</i>
Electronic payments	<i>not accepted</i>

39. The contract falls within the scope of the Agreement on governmental procurement of the World Trade Organisation (only in the case of notices submitted for publication in the Official Journal of the European Union): *Yes*

40. Other relevant information: *Payment method and terms – according to the attached standard documentation.*

Director of the Public Institution  
"Public Services Agency"

Mircea ESANU

President of the working group  
for public procurement  
of goods, works and services

Sergey BOTNARU