

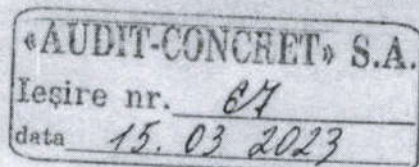


SOCIETATEA PE ACȚIUNI
«AUDIT-CONCRET»



Republica Moldova, mun. Chișinău, MD-2012
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Tel.: (INT +37322) 22-74-20, 22-99-65
Tel./fax: (INT + 37322) 21-22-08, 21-20-90
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c/f 1003600096960
IBAN: MD28AG000000022514020663
OTP-Bank SA, Chișinău



SERVICE TENDER SUBMISSION FORM

Ref: MILL/S/EV/2023

EXPENDITURE VERIFICATION

Please supply one signed tender submission form (including signed statements of exclusivity and availability from all key experts proposed, if applicable, a completed financial identification form and a completed legal entity file (only for the leader) and declarations from the leader and all members (if you are in a consortium), together with three copies. The attachments to this submission form (i.e. declarations, statements, proofs) may be in original or copy. If copies are submitted, the originals must be dispatched to the contracting authority upon request. For economical and ecological reasons, we strongly recommend that you submit your files on paper (no plastic folders or dividers). We also suggest you use double-sided printing as much as possible.

Tenders submitted by consortiums (i.e. either a permanent, legally-established grouping or a grouping constituted informally for a specific tender procedure) must follow the instructions applicable to the consortium leader and its members.

When the European Commission is the contracting authority or is processing your personal data received from you or from the contracting authority (when the European Commission is not the contracting authority), the data protection rules provided for by the Regulation¹ on the protection of individuals with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data applies.

1. SUBMITTED by (i.e. the identity of the tenderer)

Name(s) and address(es) of legal entity or entities submitting this tender	
Leader ²	SA „Audit-Concret”
Member	
Etc.	

2. CONTACT PERSON (for this tender)

Name	Ana Litr
Organisation	SA „Audit-Concret”
Address	Mun. Chişinău; mitropolit G. Bănulescu Bodoni str. 45, office 304
Telephone	022-22-99-65
Fax	022-21-22-08
e-mail	auditconcret@yahoo.com

² Add/delete additional lines for consortium members as appropriate. **Note that subcontractors are not considered to be consortium members.** If this tender is being submitted by an individual legal entity, the name of that legal entity should be entered as ‘leader’ (and all other lines should be deleted). Any change in the identity of the leader and/or any consortium members between the deadline for receipt of tenders set in the instructions to tenderers and the award of the contract is not permitted without the prior approval in writing of the contracting authority.

3 ECONOMIC AND FINANCIAL CAPACITY

Please complete the following table of financial data⁴ based on your annual accounts and your latest projections. If annual accounts are not yet available for the current year or past year, please provide your latest estimates in the columns marked with **. Figures in all columns must be calculated on the same basis to allow a direct, year-on-year comparison to be made (or, if the basis has changed, please provide an explanation of the change as a footnote to the table). When the current ratio is set as selection criterion, for non-for-profit organisations the ratio has to be calculated without taking into account within the current liabilities the pre-financing received from donors for ongoing projects. Any other clarification or explanation which is judged necessary may also be provided. If the tenderer is a public body, please provide equivalent information.

Financial data Data requested in this table must be consistent with the selection criteria set in the contract notice	2 years before last year ⁱ <2020> EUR	Year before last year ^s <2021> EUR	Last year ^s <2022> EUR	Average ⁱⁱ EUR	[Past-year year EUR]**	[Current year EUR]**
Annual turnover ⁱⁱⁱ , excluding this contract	173, 841.00	222,315.00	236,282.00	210,813.00		
Current Assets ^{iv}	35,819.00	43,078.00	57,658.00	45,518.00		
Current Liabilities ^v	59,153.00	44,663.00	55,708.00	53,175.00		
[Current ratio (current assets/current liabilities)]	Not applicable	Not applicable	1.03	Not applicable	Not applicable	Not applicable

4 STAFF

Please provide the following statistics on staff for the current year and the two previous years.^{vi}

Annual Manpower	Year before past year		Past year		Current year		Period average	
	Overall	Relevant fields ¹¹	Overall	Relevant fields ¹¹	Overall	Relevant fields ¹¹	Overall	Relevant fields ¹¹
Permanent staff ¹²	10		10		7		9	
Other staff ¹³	8		6		3		6	
Total	18		16		10		15	
Permanent staff as a proportion of total staff (%)	55.55%	%	62.50%	%	70%	%	60%	%

5 AREAS OF SPECIALISATION

Please fill in the table below to indicate any areas of specialist knowledge related to this contract for each legal entity making this tender. State the type of area of specialisation as the row heading and use the name of the legal entity as the column headings. Indicate the areas of specialist knowledge each legal entity has by placing a tick (✓) in the box corresponding to the specialisation in which it has significant experience. **Maximum 10 specialisations.**

	SA "Audit-Concret"
Financial Audit	✓
Accounting book-keeping	✓
Expenditure verification services of projects	✓
Tax consultancy	✓
Analysis of economic and financial activity	✓
Etc. ^{vii}	

6 EXPERIENCE

Please fill in the table below to summarise the main projects related to this contract carried out over the past 3 years^{viii} by the legal entity or entities making this tender. The number of references to be provided must not exceed 15 for the entire tender.

Ref no (maximum 15)	Project title		Overall contract value (EUR) ^{ix}	Proportion carried out by legal entity (%) ^{ix}	No of staff provided	Name of client	Origin of funding	Dates (start/end) ^x	Name of consortium members, if any
	Country								
SA "Audit-Concret"	Moldova		193,370.40	100	2	IP Institutul de Zoologie	Joint Operational Programme – Black Sea Basin 2014-2020	20.09.2018-19.09.2021 (100%)	
SA "Audit-Concret"	Moldova		310,445.00	100	2	IP Institutul de Zoologie	Joint Operational Programme – Black Sea Basin 2014-2020	21.09.2018-20.09.2021 (100%)	
SA "Audit-Concret"	Moldova		93,732.00	100	2	Institutul de Geologie si Seismologie	Joint Operational Programme – Black Sea Basin 2014-2020	20.09.2018-19.09.2021 (100%)	
SA "Audit-Concret"	Moldova		113,250.00	100	2	Automobil Club din Moldova	Danube Transnational Programme	01.06.2018-31.05.2021 (100%)	
SA "Audit-Concret"	Moldova		83,675.00	100	2	Automobil Club din Moldova	Danube Transnational Programme	01.07.2020-31.12.2022 (100%)	
SA "Audit-Concret"	Moldova		418,586.00	100	2	The Moldovan Investment	Joint Operational	05.04.2019-04.11.2021 (100%)	

									Programme – Black Sea Basin 2014-2020			
SA "Audit-Concret"	Moldova	92,803.00	100	1					Public Medical Sanitary Institution the Ungheni Region Hospital	Joint Operational Programme Romania - Republic of Moldova 2014-2020	19.02.2020-20.05.2021 (100%)	
SA "Audit-Concret"	Moldova	139,890.00	50	1					AO Eco-Tiras	Joint Operational Programme – Black Sea Basin 2014-2020	20.07.2020-19.07.2022 (50%)	
SA "Audit-Concret"	Moldova	100,556.00	100	1					AO ECOTOX	Joint Operational Programme – Black Sea Basin 2014-2020	01.07.2020-31.12.2022 (100%)	
SA "Audit-Concret"	Moldova	83,091.24	100	2					Primaria mun. Chisinau	Danube Transnational Programme	01.07.2020-31.12.2022 (100%)	
SA "Audit-Concret"	Moldova	90,446.66	100	2					Universitatea Tehnica a Moldovei	Danube Transnational Programme	01.01.2021-31.12.2022 (100%)	
SA "Audit-Concret"	Moldova	44,209.00	100	1					Universitatea Agrară din Moldova	Joint Operational Programme Romania - Republic of	01.10.2020-30.09.2022 (100%)	

									Agency, Sida through Helvetas		
SA "Audit-Concret"	Moldova	10,153.00	100					AO „Institutul pentru Inițiative Rurale”	Granturile SEE și Norvegiene 2014 – 2021 – Active Citizens Fund România	01.04.2021-30.11.2022 (100%)	
SA "Audit-Concret"	Moldova	139,346.00	80					Institutul de Energetica	Joint Operational Programme Romania - Republic of Moldova 2014-2020	11.12.2020-31.12.2022 (80%)	
SA "Audit-Concret"	Moldova	118,074.50	100					IP Institutul de Zoologie	Joint Operational Programme Romania - Republic of Moldova 2014-2020	20.11.2020-19.08.2022 (100%)	
Detailed description of project										Type and scope of services providedst	
MONITOX BSB27 HydroEcoNex BSB165 RADAR DTP276 BSB963 WINET BSB638 CARDISCOPE - 2SOFT/4.1/80 CRoCus BSB784 AGORA DTP353 DANOVA DTP 543										Expenditure verification services of projects of the following programmes: Joint Operational Programme Romania - Republic of Moldova 2014-2020, Joint Operational Programme – Black Sea Basin 2014-2020, Danube Transnational Programme	

CROSSCOMP 2SOFT/1.1/11
BCS RO-MD 2SOFT/1.2/44
HAZARM 2SOFT/4.2/77
CEE 2SOFT/1.1/1
SABRINA DTP711
RECONOMY Programme
„Empowerment, Zuralipe, Abilitare”
2SOFT/1.2.66
2SOFT/1.2/47

7 DECLARATIONS

As part of their tender, each legal entity identified under point 1 of this tender, including every consortium member, must submit a signed declaration using the attached format. The declaration may be in original or in copy. If copies are submitted, the originals must be sent to the Contracting Authority upon request.

Moreover, each legal entity identified under point 1 of this application, including every consortium member, and each capacity-providing entity (if any) must submit a signed declaration of honour on exclusion and selection criteria (form A14 available at the following link: <http://ec.europa.eu/europeaid/prag/annexes.do?chapterTitleCode=A>).

8 STATEMENT

I, the undersigned, being the authorised signatory of the above tenderer (for consortiums, this must include all consortium members), hereby declare that we have examined and accept without reserve or restriction the entire contents of the tender dossier for the tender procedure referred to above. We offer to provide the services requested in the tender dossier on the basis of the following documents, which comprise our technical offer, and our financial offer, which is submitted in a separate, sealed envelope:

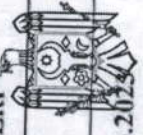
- ☐ Organisation & methodology
- ☐ Key experts (comprising a list of the key experts and their CVs), if required
- ☐ Tenderer's declaration (for a consortium, this must include one from every consortium member)

- ☐ Statements of exclusivity and availability signed by each of the key experts, if required
- ☐ Completed financial identification form (see Annex VI to the draft contract) providing details of the bank account into which payments under the proposed contract should be made in the event that we are awarded the contract (or the financial identification number or a copy of the financial identification form provided to the contracting authority on an earlier occasion, unless it has changed in the meantime)
- ☐ Completed legal entity file (or the legal entity number allocated. Alternatively a copy of the legal entity file provided to the contracting authority on an earlier occasion, unless the legal status has changed in the meantime)
- ☐ Duly authorised signature: an official document (statutes, power of attorney, notary statement, etc.) proving that the person who signs on behalf of the company/joint venture/consortium is duly authorised to do so.
- ☐ Documentary proof or statements required under the law of the country where we are effectively established (or each of the companies in case of a consortium), to show that we do not fall into any of the exclusion situations listed in Section 2.6.10.1.1 of the practical guide. This evidence or these documents or statements must carry a date, which is not more than one year before the date of submission of the tender. In addition, a statement is furnished stating that the situations described in these documents have not changed since then.
- ☐ Documentary evidence of the financial and economic capacity as well as the technical and professional capacity according to the selection criteria specified in the contract notice.

We understand that our tender may be rejected if we propose key experts who have been involved in preparing this project or hire such staff as advisers in the preparation of our tender and that we may also be subject to exclusion from other tender procedures and contracts funded by the EU/EDF.

We are fully aware that, for a consortium, the composition of the consortium cannot be changed in the course of the tender procedure, unless the contracting authority gives its prior approval in writing. We are also aware that the consortium members would have joint and several liability towards the contracting authority concerning participation in both the above tender procedure and any contract awarded to us as a result of it.

This tender is subject to acceptance within the validity period stipulated in clause 6 of the instructions to tenderers. Signed on behalf of the tenderer:

Name	Ana Litr
Digital Signature	
Date	2023.03.15 08:35:04 EET
Reason	MoldSign Signature
Location	Idrova
Date	14.03.2024



SOCIETATEA PE ACȚIUNI

«AUDIT-CONCRET»



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c/f 1003600096960
IBAN: MD28AG000000022514020663
OTP-Bank SA, Chișinău

14 March 2023

City Hall of Chisinau Municipality, Republic of Moldova

Your ref: MILL/S/EV/2023

Dear Sir/Madam

TENDERER'S DECLARATION

In response to your letter of invitation to tender for the above contract, we SA „Audit-Concret” hereby declare that we:

- are submitting this tender on an individual basis for this contract. We confirm that we are not participating in any other tender for the same contract in any form (as a member, leader, in a consortium or as an individual candidate);
- agree to abide by the ethics clauses in Section 13 of the Instructions to Tenderers, have not been involved in the preparation of the project which is the subject of this tender procedure unless it is proved that the involvement in previous stages of the project does not constitute unfair competition, and have no professional conflicting interests and/or any relation with other tenderers or other parties in the tender procedure or behaviour which may distort competition at the time of submission of this tender according to Section 2.3.6. of the Practical Guide;
- are not part of a group or network and have only included data in the tender form concerning the resources and experience of our legal entity;
- will inform the Contracting Authority immediately if there is any change in the above circumstances at any stage during the implementation of the tasks;
- fully recognise and accept that if the above-mentioned persons participate in spite of being in any of the situations listed in Section 2.6.10.1.1. of the Practical Guide or if the declarations or information provided prove to be false they may be subject to rejection from this procedure and to administrative sanctions in the form of exclusion and financial penalties up to 10% of the total estimated value of the contract being awarded and that this information may be published on the Commission website in accordance with the Financial Regulation in force;
- are aware that, for the purposes of safeguarding the EU's financial interests, our personal data may be transferred to internal audit services, to the European Court of Auditors, to the Financial Irregularities Panel or to the European Anti-Fraud Office.

We understand that our tender and the expert may be excluded if we propose the same key expert as another tenderer or if we propose a key expert who is engaged in an EU/EDF financed project if the input from his/her position in that contract could be required on the same dates as his/her work under this contract.

We understand that if we fail to respond within the delay after receiving the notification of award, or if the information provided proves to be false, the award may be considered null and void.

Yours faithfully,

Digitally signed by Litr Ana
Date: 2023.03.15 08:31:44 EET
Reason: MoldSign Signature
Location: Moldova



Ana Litr

Director

July 2019

STATEMENT OF EXCLUSIVITY AND AVAILABILITY³

PUBLICATION REF: MILL/S/EV/2023

I, the undersigned, hereby declare that I agree to participate exclusively with the tenderer „Audit-Concret” SA in the above-mentioned service tender procedure. This includes that I will not be proposed as a replacement expert in this tender procedure. I declare that I am able and willing to work for the period(s) set for the position for which my CV has been included if this tender is successful, namely:

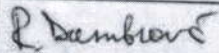
The verification of expenditures will be made at the request of the Contracting authority, after submitting the financial report, during 30 days.

I confirm that I do not have a confirmed engagement¹⁷ as key expert in another EU/EDF-funded project, or any other professional activity, incompatible in terms of capacity and timing with the above engagements.

By making this declaration, I understand that I am not allowed to offer my services as an expert to any other tenderer participating in this tender procedure. I am fully aware that if I do so, I will be excluded from this tender procedure, the tenders will be rejected, and I may also be subject to exclusion from other tender procedures and contracts funded by the EU/EDF.

I also declare that I am not in a situation of conflict of interest or unavailability and commit to inform the tenderer(s) of any change in my situation.

I acknowledge that I have no contractual relations with the contracting authority and in case of dispute concerning my contract with the contractor I shall address myself to the latter and/or to the competent jurisdictions.

Name	Dumbrava Ruslan
Signature	
Date	14.03.2023

³ To be completed by all key experts.

STATEMENT OF EXCLUSIVITY AND AVAILABILITY⁴

PUBLICATION REF: MILL/S/EV/2023

I, the undersigned, hereby declare that I agree to participate exclusively with the tenderer „Audit-Concret” SA in the above-mentioned service tender procedure. This includes that I will not be proposed as a replacement expert in this tender procedure. I declare that I am able and willing to work for the period(s) set for the position for which my CV has been included if this tender is successful, namely:

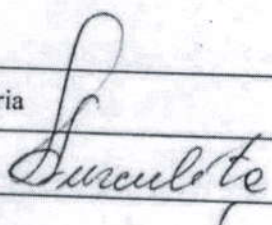
The verification of expenditures will be made at the request of the Contracting authority, after submitting the financial report, during 30 days.

I confirm that I do not have a confirmed engagement¹⁷ as key expert in another EU/EDF-funded project, or any other professional activity, incompatible in terms of capacity and timing with the above engagements.

By making this declaration, I understand that I am not allowed to offer my services as an expert to any other tenderer participating in this tender procedure. I am fully aware that if I do so, I will be excluded from this tender procedure, the tenders will be rejected, and I may also be subject to exclusion from other tender procedures and contracts funded by the EU/EDF.

I also declare that I am not in a situation of conflict of interest or unavailability and commit to inform the tenderer(s) of any change in my situation.

I acknowledge that I have no contractual relations with the contracting authority and in case of dispute concerning my contract with the contractor I shall address myself to the latter and/or to the competent jurisdictions.

Name	Furculița Victoria
Signature	
Date	14.03.2023

⁴ To be completed by all key experts.

STATEMENT OF EXCLUSIVITY AND AVAILABILITY⁵

PUBLICATION REF: MILL/S/EV/2023

I, the undersigned, hereby declare that I agree to participate exclusively with the tenderer „Audit-Concret” SA in the above-mentioned service tender procedure. This includes that I will not be proposed as a replacement expert in this tender procedure. I declare that I am able and willing to work for the period(s) set for the position for which my CV has been included if this tender is successful, namely:

The verification of expenditures will be made at the request of the Contracting authority, after submitting the financial report, during 30 days.

I confirm that I do not have a confirmed engagement¹⁷ as key expert in another EU/EDF-funded project, or any other professional activity, incompatible in terms of capacity and timing with the above engagements.

By making this declaration, I understand that I am not allowed to offer my services as an expert to any other tenderer participating in this tender procedure. I am fully aware that if I do so, I will be excluded from this tender procedure, the tenders will be rejected, and I may also be subject to exclusion from other tender procedures and contracts funded by the EU/EDF.

I also declare that I am not in a situation of conflict of interest or unavailability and commit to inform the tenderer(s) of any change in my situation.

I acknowledge that I have no contractual relations with the contracting authority and in case of dispute concerning my contract with the contractor I shall address myself to the latter and/or to the competent jurisdictions.

Name	Litr Ana
Signature	
Date	14.03.2023

Digitally signed by Litr Ana
Date: 2023.03.15 08:35:47 EET
Reason: MoldSign Signature
Location: Moldova



⁵ To be completed by all key experts.

-
- i Last year = last accounting year for which the entity's accounts have been closed.
 - ii Amounts entered in the 'Average' column must be the mathematical average of the amounts entered in the three preceding columns of the same row.
 - iii The gross inflow of economic benefits (cash, receivables, other assets) generated from the ordinary operating activities of the enterprise (such as sales of goods, sales of services, interest, royalties, and dividends) during the year.
 - iv A balance sheet account that represents the value of all assets that are reasonably expected to be converted into cash within one year in the normal course of business. Current assets include cash, accounts receivable, inventory, marketable securities, prepaid expenses and other liquid assets that can be readily converted to cash.
 - v A company's debts or obligations that are due within one year. Current liabilities appear on the company's balance sheet and include short term debt, accounts payable, accrued liabilities and other debts.
 - vi If this application is submitted by a consortium, the data in the table above must be the sum of the data in the corresponding tables in the declarations provided by the consortium members — see point 7 of this application form.
 - vii Add / delete additional lines and/or rows as appropriate. If this application is submitted by an individual legal entity, the name of the legal entity should be entered as 'Leader' (and all other columns should be deleted).
 - viii For framework contracts, only specific contracts corresponding to assignments implemented under such framework contracts shall be considered.
 - ix The effect of inflation will not be taken into account.
 - x If the reference contract is only partially completed, please quote the percentage and value which has been completed.
 - xi When supporting documents are to be issued by contracting authorities after the date of publication of PRAG 2014, please also indicate the function of key experts provided, whether belonging or not to permanent staff, and the number of months each of them worked on the project.