

**Moldova Road Sector Program Support Project**  
**International Engineering and Management Consultant**  
**Minutes of Pre-Proposal Conference**

The Pre-Proposal Conference was held on September 14, 2007 at the State Road Administration premises.

**CONFERENCE participants:**

**Gilles Pequeux**, Director of Transport Department, Eastern Europe, French Engineering Society (BCEOM), France.

**Claudia Culcea**, procurement specialist, EGIS, Romania.

**Yaroslav Belfi**, training expert, Access and Implementation of International Agreements and Conventions in Transport Project, implemented by Scott Wilson & KLC, Ukraine.

**Valerian Severin**, authorized representative of Kocks Consult GMBH, Germany.

**1. Which is the correct duration of IEMC assignment?**

- According to the ToR, the duration of Consultant assignment is three year, which shall include 36 man-months for permanent staff (IEMC), and 10 man-months for short-term consultants (totally 46 man-months).

**2. Will the experts be permitted to benefit of the annual leave for this period, and if yes, shall be they be substituted by other experts?**

- Permanent experts will benefit of the leave, up to a maximum of 6 weeks per year (or according to legal requirements in the home country of the Consultant). Such leave will not be paid by the Client. The duration and timing of each individual period of the leave will be agreed with the SRA. The substitution by other experts is not necessary. In its financial proposal Consultant should price the 36 man-months. At negotiation stage the length of the contract might be extended by few months such that the 36 months can be used entirely.

**3. Which are the requirements to the Training Program?**

- According to the ToR for this assignment, the State Road Assignment needs for this Project are: assistance in the field of procurement, financial management, environmental management, contract and general project management, strengthening of SRA capacity to manage such projects.

**4. Which will be the mission of the training expert and how many persons will be involved in the training program?**

- The mission shall be to develop and implement a Training Program for SRA. Financing of the Training Programme is not included in the present contract, and shall be implemented under donor banks or local financing. However, part of the on-the-job training should be provided by Consultant's staff as part of their day to day duties.

- It is prematurely at the moment to forecast the number of persons to be involved in the training process; however it is clear that the specialists of the Economy and Accounting Department as well as from Investment Department will be involved.

**5. Which contracts are already signed under the Project and at which implementation stage they are?**

- At the moment under the execution the contract for *Technical and Economical Feasibility studies, Project Design and Preparation of Bidding Documents*, for which the company Roughton International have been contracted through an International Competitive Bidding.
- *Technical Audits of the Road Sector Program*. Stage: preparation and submission of proposals by the short-listed consultants. Deadline for the submission – October 16, 2007;
- *International Engineering and Management Consultant (IEMC)*. Stage: preparation and submission of proposals by the short-listed consultants. Deadline for the submission – October 2, 2007;
- *Construction Supervision of the civil works to be executed under the Project*. Stage: shortlisting to identify consultants qualified for the assignment;
- *Road Rehabilitation Works*. Stage: preparation of pre-qualification application by applicants. Deadline for the submission: October 16, 2007.

**6. Which guidelines will be applied to the procurement process, the Project being financed by three donating banks?**

- The procurement process will be made according to the World Bank Guidelines, according to the agreement reached by the three banks on this subject.

**7. Will be IEMC tax exempted (or the counter-value will be reimbursed), and in case of local sub-consultant contracting, will the later be tax exempted?**

- Consultant will be exempted from the Value Added Tax, as well as Sub-consultant, according to the Decree on approval of the list of credit and grants provided to the Government of Republic of Moldova or provided under state guarantee, from the proceeds of the loans provided by international financial institutions (including the Governmental contribution), for the implementation of the respective projects, as well as from the grants provided to the institutions financed from the budget, from the proceeds of which will be imported or procured the goods (works, services) exempted from value added tax, customs duty and tax for customs procedures, no.361 dated 27.03.2003.

**8. Which is the share of the consulting services from the total amount of credit?**

- Approx. 90% of the total value of the credit will be used for physical rehabilitation works, and therefore approx. 10% will be used for consulting services, the exact figures to be defined later.

**9. Which language is preferred to be spoken by the experts to be proposed by IEMC: Romanian or Russian?**

- According to the RFP, Section 2 para.5.2 (a) – pointing system, in the evaluation of the key professional staff 10% will be given for experience in region and language. For the evaluation both Romanian and Russian languages will be assumed as local languages.