Request for Proposals – (Selection Based on Consultant Qualification)

For Selecting a Firm for Consulting Services

Date *June 30, 2010*

To

International Road Assessment Programme

7 Queens Gardens, Aberdeen, AB15 4YD

1. The State Road Administration (hereinafter referred to as the "Client") invites you to submit proposals to provide the following consulting services: **Assessment of the Safety of Moldova's Road Infrastructure.** More details of the services are provided in the attached Terms of Reference.

2. Please submit your technical and financial proposals in accordance with the attached forms. Your proposals will be subject to negotiation between your authorized representative and the Client and may result in a contract. A draft contract is also attached.

4. You technical and financial proposals shall be submitted at following address, not later than **July 05, 2010**.

5. Please inform us in writing by fax at the number (+373 22) 741219, or at the e-mail usatii@asd.md upon receipt:

(a) that you received the Letter of Invitation; and
(b) whether you will submit a proposal alone or in association.

Sincerely yours,

Vitalie Panurco
Chief-manager of the State Road Administration

ANNEX A

TERMS OF REFERENCE

MOLDOVA ROAD SECTOR PROGRAM SUPPORT PROJECT

CONSULTING SERVICES
THE ASSESSMENT OF THE SAFETY OF MOLDOVA'S ROAD INFRASTRUCTURE

1. Objectives

A. To undertake safety rating and assessment of the road network in Moldova where deaths are concentrated.

B. To make recommendations on high return investments in safety engineering in order to assist setting policies and priorities with development institutions.

C. To assist the Road Safety Council with information for the development of a multi-sectoral Road Safety Action Plan.

2. Background

The Government of Moldova is committed to building a modern road infrastructure, taking into account internationally recognized standards and criteria on Road Safety.

The roads of the Republic of Moldova are perceived among the worst in the group of countries in transition, and the worst in Europe. According to the Global Competitiveness Index Moldova is ranked 133 out of 134 countries in terms of roads quality. Over 90% of road network of the Republic of Moldova require immediate rehabilitation. Poor quality of roads leads to transportation costs which are 30% higher than in peer countries and direct losses to local business.

The Government is well aware that, in addition to the he unacceptable social cost to the nation, it is estimated that Moldova loses over 2% of our gross domestic product in road crashes. The Government is determined to undertake all the necessary measures and actions to ensure road safety standards and decrease the number of traffic-related deaths and injuries. Annually, about 500 persons are killed and more than 2000 are severely injured as a consequence of road accidents.

The Government of Moldova has established the National Council on Road Safety. In early 2010, the Government has intensified its communication and cooperation with civil society and the external development partners to ensure the synergetic effect of its actions and resources in addressing the poor road safety problem in the country. The Government is a signatory to the resolution passed by the UN General Assembly on 2nd March 2010 initiating a *Decade of Action on Road Safety* and wishes to advance its actions to address the serious road safety problems in Moldova.

The International Financial Institutions issued a joint statement on a new approach to managing road safety at the UN Inter-Ministerial Meeting held in Moscow on 2nd November. This approach identified the need to improve safety performance measures and particular the requirement to work to develop the Safety Rating of roads.

The Government of Moldova, working closely with civil society and development institutions, wishes to undertake an inspection, safety rating and assessment of that part of the road network in Moldova where traffic deaths are concentrated. It wishes this work to be undertaken in the context of seeing road, vehicle and road user behaviour as a system requiring coordinated actions by the stakeholders represented on the Road Safety Council. It therefore wishes the work on road safety assessment to contribute to the definition of a Road Safety Action Plan for Moldova as recommended by the WHO report on road traffic injury prevention. It also wants to provide information and initiate parallel initiatives on road user education, traffic law, policing and capacity building in the field of road safety generally.

3. Road Assessment Programmes and Safety Rating

Safety rating in Road Assessment Programmes (RAP) takes two main forms**:**

- **Risk mapping.** The rate of death and serious injury on road sections is mapped to standard colour coded protocols which are statistically defined to allow the tracking of improvement in performance, or otherwise, over time.
- **Star Rating.** The physical attributes of a road and its environment (e.g. land use; pedestrian activity) are coded, usually following an inspection, to define a star rating. Star ratings are defined separately for pedestrian, cyclist, vehicle occupant and motorcycle safety.

Undertaking risk mapping and star rating after the passage of time enables Performance Tracking so that the effectiveness of investment and other policies can be measured spatially.

The effectiveness of alternative investment strategies in raising safety rating and reducing deaths and serious injuries can also be examined and evaluated.

The way the Road Safety Ratings are used varies between countries, programmes and projects. In Europe, examples of use are:

- The EC is supporting safety rating of national performance across Europe
- The UK will track local authority regional road performance with Risk Mapping on 50,000km
- The Dutch Minister of Transport has announced a target of minimum 3-star rating for the national network

- A $50m targeted investment programme in safety engineering has been identified in Serbia
- Slovenia has found through its Road Safety Assessments that, whilst new investment in motorways has been very successful in raising safety levels, performance outside the motorway network is poor. Inspection and safety rating are now being incorporated in operational safety plans.

4. Method of Working

The Government of Moldova wishes to appoint an organization to carry out the road safety rating and assessment of the main road network and help service the requirements of stakeholders.

The stakeholders are:

- national members of the Road Safety Council which includes government Departments, agencies, Police and automobile clubs and;
- international institutions including development banks, EU, and charities including the FIA Foundation and Eastern Alliance for Safe and Sustainable Transport;
- Professionals working on road projects in Moldova;
- The general public through the media and directly (eg online; leaflets etc).

The organization, in close consultation with the Government and stakeholders shall:

- Carry out the Road Safety Assessment and Rating (which may be through inspections carried out by subcontractors with the appropriate skills) following the iRAP methodology;
- involve stakeholders and take suitable opportunities to build capacity;
- make progress reports to the Road Safety Council as appropriate ;
- support media events to raise awareness of the road assessment work underway as a contribution to raising awareness of the need for action on road trauma reductions;
- assist the Government and development institutions to coordinate activities, create synergies and avoid duplication of costs;
- enable supply to government departments and development institutions with information relevant to their programmes and projects;
- Support media and other communications activity;
- foster partnership working.

5. Timetable

The inspections will start in July 2010 and a draft interim report is to be submitted in October 2010.

6. Deliverables

The organization should deliver the following Tasks and outputs:

Task 1. Road safety inspection (according to iRAP methodology) of approximately 3,000 kms of Moldova's road network where deaths are likely to be concentrated, and submission of a report thereon. The Inspection Requirements are set out in Appendix 1 to these Terms of Reference.

Task 2 includes the following:

- Risk and crash cost mapping based on reported deaths and serious injuries, subject to the quality and availability of data (and any surveys that may cost efficiently be undertaken to augment available data sources)
- Star Rating of the inspected road network
- A survey of driven speeds on Moldovan roads
- Recommendations for high return investments and activities
- Recommendations for investment in targeted road safe road engineering schemes

Task 3.

- Providing content and support for at least two national media events and support for regional/local awareness raising during road inspections.

7. Selection Procedure

A consultant will be selected in accordance with the procedures set out in the World Bank's Guidelines: Selection and Employment of Consultants by World Bank Borrowers, May 2004 (revised October 1, 2006). It is expected that the selection of the consultant will be based on the CQS (Selection based on Consultants' Qualification).

In accordance with the requirements of the Guidelines the Borrower shall establish a short list, and select the firm with the most appropriate qualifications and references. The selected firm shall be asked to submit a combined technical-financial proposal and then be invited to negotiate the contract, subject to acceptability of the proposal. The proposal's acceptability will be determined on the following basis:

A. Acceptability of the Technical Proposal will be determined by the technical points assigned to the Consultant's proposal in the result of the technical evaluation. The following criteria and maximum points will be used for the evaluation of the technical proposals:

Criteria	Points
i. Specific experience of the Consultants relevant to the assignment	20
ii. Adequacy of the proposed methodology and work plan in responding to the Terms of Reference	40
iii. Organization and staffing	40
TOTAL	*100*

The proposal obtained more than 80 points will be considered technically acceptable.

B. The Financial Proposal should not exceed the amount of US$ 199.000. Financial Proposals exceeding the stated amount will be considered non-acceptable.

Only the proposals which are technically and financially acceptable will be declared fully acceptable and the Consultant will be invited to negotiate the contract.

8. **Submission Requirements**

The consultant shall provide the following details as part of their submission:

A. Form TECH 1[1]: Technical Proposal Submission Form
B. Form TECH 2: Consultant's Organization and Experience
C. Form TECH 3: Description of Approach, Methodology and Work Plan for Performing the Assignment
D. Form TECH 4: Team Composition and Task Assignments
E. Form TECH 5: Curriculum Vitae (CV) for Proposed Professional Staff
F. Form TECH 6: Staffing Schedule
G. Form TECH 7: Work Schedule
H. Form FIN 1: Financial Proposal Submission Form
I. Form FIN 2: Breakdown of Remuneration (Lump-Sum)
J. From FIN 3: Breakdown of Reimbursable Expenses (Lump-Sum)

8. Payments

[1] Sample forms TECH 1 to 7 and FIN 1 to 4 are provided in the Annexes C and D.

The services to be provided by the organization will be remunerated through a lump-sum amount of US$ 199.000. This amount is to be paid as follows:

- Initial payment of US$ 40.000 to be paid after submission of the Inception Report
- 2nd payment of US$ 100.000 after completion of Task 1 (the road safety inspections and submission of a report on the results of the inspection)
- 3rd payment of US$ 40.000 after completion of Task 2 and the reporting thereon
- Final payment of US$ 19.000 after completion of Task 3 and submission of the Project Completion Report.

APPENDIX 1

to the Terms of Reference for the Consulting Services

ASSESSMENT OF THE SAFETY OF MOLDOVA'S ROAD INFRASTRUCTURE

iRAP Inspection Requirements

Introduction

This document sets out the specifications for inspections to be undertaken during the Programme. The consultant will need to integrate closely with the other project partners who are dependent on the deliverables under this contract. The key deliverables are:

- participation in stakeholder briefings and launch activities in Moldova
- geo-referenced digital image data calibrated for width measurement for the entire road length
- provision of digital image viewing and analysis software and training that can provide for the visual rating and measurement of some 30 road attributes
- provision of a minimum of 20 licenses for stakeholder organizations in Moldova

Scope of Services

The consultant is required to undertake an inspection of the roads identified in Section 3, in accordance with specifications identified in Section 4.

Road Network

The sections of the road network in Moldova to be inspected will be defined following consultation with stakeholders. The network will be a network on which deaths are likely to be concentrated. This network is likely to include much or the entire national road network and a selection of more busily trafficked local roads. Single carriageway roads with one lane in each direction shall be inspected in one direction only. Single carriageway roads which are the subject of immediate plans for upgrading or refurbishment should be inspected in both directions. All divided carriageway roads, and single carriageway roads with two lanes or more in each direction should be surveyed in both directions. The network length to be inspected will be approximately 3,000kms.

iRAP Inspection

The iRAP inspection shall be carried out in accordance with the following details.

Inspection Vehicle Specifications

- The vehicle must be in a safe, well-maintained condition. Vehicle safety details should be highlighted in the consultant's health and safety plan (e.g. seat-belts for all passengers, air-bags and safe mounting of equipment).
- The vehicle must meet all license and registration requirements (e.g. width, height, signage) for Moldova.
- The vehicle must be clean and presentable (suitable for media, steering group and promotional activities).
- logos from project stakeholders and sponsors may be required and the consultant shall arrange for such logos to be placed on the vehicle for the duration of the inspection.
- The inspection vehicle must have sufficient space for the inspection crew plus two additional stakeholder personnel and their luggage who will participate in parts of the inspection. These additional personnel will assist in local awareness-raising among project stakeholders throughout the project.

Inspection System Specifications

The requirements for the image and geometry data collection is detailed below:

- The inspection must collect digital images (video or other equivalent photographic images) with a minimum resolution of 1280 x 960 pixels while the vehicle is operating at normal highway speeds.
- The digital images must be collected with a minimum 150 degree (desirably 180 degree) field of view (centered on the travel lane) at a maximum of 20 meter intervals. This may be accomplished with either a single camera or with multiple cameras with overlapping fields of view.
- The system used for the inspection must have compatible software for rating from the digital images at 100 meter intervals (see Section 4.4) and the ability to view the images at 20 meter intervals.
- Geo-referencing data must be provided for each digital image, including distance along road (from established start point), unique image number, latitude or longitude, date and time. Longitude and latitude data must be recorded with an accuracy of better than +/-10 meters for at least 90% of digital images and must not 'drop-out' for any more than 500 meters at a time. The consultant will be responsible for correcting data and any drop outs as required to provide geo-referencing data for 100% of the network and images.
- All images shall be calibrated for the width measurement of attributes during the rating phase (note the rating will be completed under a separate agreement). Calibrations should be undertaken with the vehicle fully loaded and check

calibrations should be completed throughout the inspection to ensure accuracy of calibration (see Section 4.4).

- All geo-referenced digital images shall be provided to the client in a suitable electronic format and structured and named in a format to be agreed with the client.
- Provision of digital images from a rear-facing camera at the same locations (at 100 meter intervals) as the images from the forward-facing camera(s).

The following inspection system capabilities are desirable but not mandatory:

- Capability to provide automated measurements of radius of curvature for horizontal curves and percent grade for vertical grades.

Inspection Team Specifications

- The inspection team will be required to undertake the inspection to a high standard of quality and undertake demonstration activities throughout the project.
- The consultant shall provide a professional driver or suitably trained person to operate the vehicle.
- The consultant shall provide details of the experience of the equipment operator(s) in completing similar inspections.
- The inspection team shall include a person designated to represent the project and present basic level information at stakeholder briefings throughout the inspection.
- Inspection personnel shall be suitably attired to participate in stakeholder briefings and media demonstrations as required.
- Inspection team members shall be responsible for and act in accordance with the consultant's health and safety plan and ensure all safety and security issues are adequately addressed.
- Up to two stakeholder personnel may participate in the inspection at any time. This may include a local navigator from the local road agency to ensure all road referencing details align to authority practices. One other stakeholder may participate in the inspection from a training and awareness perspective. The relevant authority will meet all costs associated with these people travelling with the inspection team.

Inspection Software Specifications

The inspection system (as per Section 4.2) must have compatible software that can be used by independent teams in an office environment to conduct ratings of roadway and roadside features. The inspection/rating software must meet the following specifications:

- The rating software must be capable of simultaneously displaying to the rater a digital image for a particular location and a rating form into which the rater can enter observations and/or measurements from the digital image. Both the digital image

and the rating form must be displayed in a size large enough for effective use by a rater; this may require display across two computer monitor screens to obtain displays of suitable size, clarity and resolution.

- Where multiple cameras are used to obtain the 150- to 180-degree field of view specified in Section 4.2, it must be possible to align the separate digital images on the display screen to obtain a continuous view of the roadway and roadside at the location of interest.
- The rating form must be capable of including the RPS attributes listed in Appendix 2: *iRAP Data Requirements,* including entry of either numeric or alphanumeric data or drop-down menus, as appropriate.
- The rating software must be capable of storing rating data for a particular digital image and automatically advancing to the next 100 metre digital image in a convenient fashion, preferably with a single mouse click.
- The rating software must be capable of automatically incorporating the geo-referencing data associated with each digital image (see Appendix 2: *iRAP Data Requirements*) into the stored rating data, without the need for the rater to rekey the geo-referencing data.
- The rating form must be capable of retaining the values entered in selected rating fields from one 100 meter data set to the next, so that raters only need to modify those rating fields that have changed.
- The software should include an on-screen tool to accurately measure the width of roadway and roadside features, based on field calibration as specified in the previous section.
- The rating software must be capable of converting the stored rating data to a '.csv' format including both the rated RPS attributes and the geo-referencing data.
- The rating software must be compatible with Microsoft Windows XP.
- The raters (or the rating supervisor) should be able to modify or update the rating form, as appropriate, to change individual fields.
- The software shall enable users to easily access a particular location along the road length at any time. This will be a key part of the subsequent phases of the project planning and design.
- 3 temporary licenses shall be submitted with the tender submission and a minimum of 20 permanent licensed copies of software shall be provided as part of the project.

The following rating software capabilities are desirable, but not mandatory:

- The software should include an on-screen tool to accurately measure the height and other dimensions of roadway and roadside features, based on field calibration as specified in the previous section.
- The rating software may be compatible with Microsoft Vista and/or Microsoft Windows 7, in addition to Microsoft Windows XP.

Inspection Process Specifications

- A written project health and safety plan shall be provided. The consultant shall be responsible for the safe completion of the inspection activity and ensuring operation hours, vehicle safety, operator training, vehicle signage, escorts, security and all other required operational activities are conducted in a safe manner.
- iRAP or EuroRAP representatives will undertake the final accreditation of the equipment and confirmation of suitability for an iRAP inspection if the consultant is not previously accredited. The assessment is expected to run over two days and will include the review of the data collected and confirm calibration of images and use of the rating software.
- The forward space within the images shall be kept clear of vehicles as much as possible to ensure the required attributes can be viewed and assessed. This may require an escort in each country, or for congested urban areas.
- The exact start and end points for road sections shall be determined by the consultant in conjunction with iRAP or EuroRAP. Inspections shall record data for a minimum of 500 meters before the start point and 500 meters after the end point.
- The consultant shall provide details on how key issues that may impact image quality, GPS location and other attributes will be managed. This may relate to but is not limited to sun glare, shade/sun rapid change, rain, tunnels, built-up areas.
- All divided carriageways road lengths shall be separately inspected regardless of length. The definition of divided carriageway roads is all road sections where the median type is classified as code 1-7, 12 as provided in Appendix A: *iRAP Data Requirements*. Any four or more lane undivided road sections should also be inspected in both directions
- The road sections should be collected in accordance with advice from the relevant road authority or other relevant adviser.
- Incidental costs (such as customs duties, fuel, insurance, and vehicle operating costs, accommodation, inspection staff per diem allowances and permits) shall be covered by the consultant.
- The Consultant shall provide all collected data and a progress report on the inspection process and outcomes at the completion of inspections This data shall be couriered to the client for immediate review.

- 20 copies of the full inspection data set shall be provided to the client at the completion of the inspection. The consultant shall retain a copy of all data with appropriate back-up in place for a period of 7 years.
- **The Inspection Consultant will be required to give training to personnel from Moldova in the use of the rating software**

Quality Assurance

Final acceptance of the results and completion of the contract will be subject to the full coverage of the required network and subsequent quality review by iRAP or EuroRAP to ensure that data is suitable for rating as detailed in Appendix 2: *iRAP Data Requirements.*

APPENDIX 2

to the Terms of Reference for the Consulting Services

ASSESSMENT OF THE SAFETY OF MOLDOVA'S ROAD INFRASTRUCTURE

iRAP Data Requirements

Important Note: The data requirements below are provided here for information only. The inspection must demonstrate the ability to accurately rate or record the attributes marked in bold below and code the data.

Col	Item	Cat ID	Category
1	2	3	4
A	**Road Name**		
B	**Section**		
C	**Carriageway**	**1**	Carriageway A of a divided carriageway road
		2	Carriageway B of a divided carriageway road
		3	Undivided road / single carriageway road
D	**Distance**		
E	**Length**		
F	**Latitude**		
G	**Longitude**		
H	**Landmark**		
I	Traffic Flow		
J	**Motorcycle Percent**	**1**	Not recorded
		2	0%
		3	1% - 5%
		4	6% - 10%
		5	11% - 20%
		6	21% - 40%

1	2	3	4
		7	41% - 60%
		8	61% - 80%
		9	81% - 99%
		10	100%
K	**Bicycle Flow**	**1**	Not recorded / None
		2	Low
		3	Medium
		4	High
L	**Pedestrian Flow - Crossing Road**	**1**	Not recorded / None
		2	Low
		3	Medium
		4	High
M	**Pedestrian Flow - Along Road**	**1**	Not recorded / None
		2	Low
		3	Medium
		4	High
N	**Area Type**	**1**	Rural
		2	Semi-urban
		3	Urban
O	**Number of lanes for use by through traffic**	**1**	One
		2	Two
		3	Three
		4	Four or more
P	**One way / two way flow**	**1**	One way traffic
		2	Two way traffic
Q	**Speed**	**1**	<= 40km/h
		2	50km/h

1	2	3	4
		3	60km/h
		4	70km/h
		5	80km/h
		6	90km/h
		7	100km/h
		8	110km/h
		9	120km/h
R	**Lane width for lanes serving through traffic**	**1**	Wide
		2	Medium
		3	Narrow
S	**Paved Shoulder width**	**1**	Paved >= 2.4m
		2	Paved 1< Width < 2.4m
		3	Paved 0< Width<=1m
		4	None
T	**Unpaved Shoulder width**	**1**	Unpaved >= 2.4m
		2	Unpaved 1< Width < 2.4m
		3	Unpaved 0< Width<=1m
		4	None
U	**Shoulder Rumble Strips**	**1**	No
		2	Yes
V	**Curvature**	**1**	Straight or gently curving
		2	Moderate curvature
		3	Sharp curve
		4	Very sharp
W	**Quality of curve**	**1**	Adequate
		2	Poor
X	Overtaking demand	**1**	None

1	2	3	4
		2	Low
		3	Medium
		4	High
Y	**Delineation**	**1**	Adequate
		2	Poor
Z	**Vertical Alignment Variation**	**1**	Flat
		2	Undulating / Rolling
		3	Significant crests and dips
AA	**Road Condition**	**1**	Good
		2	Medium
		3	Poor
AB	**Sidewalk Provision - left**	**1**	Physical barrier
		2	Non-physical separation >3m
		3	Non-physical separation > 1m ≤ 3m
		4	Adjacent to traffic
		5	None
		6	NOT RECORDED
AC	**Sidewalk Provision - right**	**1**	Physical barrier
		2	Non-physical separation >3m
		3	Non-physical separation > 1m ≤ 3m
		4	Adjacent to traffic
		5	None
		6	NOT RECORDED
AD	**Land use - left**	**1**	Undeveloped areas
		2	Development other than residential or commercial
		3	Residential
		4	Commercial

1	2	3	4
		5	Not Recorded
AE	**Land use - right**	**1**	Undeveloped areas
		2	Development other than residential or commercial
		3	Residential
		4	Commercial
		5	Not Recorded
AF	**Side friction**	**1**	Low
		2	Medium
		3	High
AG	**Pedestrian crossing facilities**	**1**	Grade separated facility
		2	Signalized with refuge
		3	Signalized without refuge
		4	Unsignalized marked crossing with refuge
		5	Unsignalized marked crossing without a refuge
		6	Refuge only
		7	No facility
AH	**Pedestrian Crossing - Quality**	**1**	Adequate
		2	Poor
		3	Not Applicable
AI	**Facilities for bicycles**	**1**	Segregated Bicycle Path with barrier
		2	Segregated Bicycle Path
		3	Dedicated Bicycle Lane on roadway
		4	None
AJ	**Roadside Severity - Segregated Bicycle Path**	**1**	Safety barrier
		2	Cut
		3	Deep drainage ditches

1	2	3	4
		4	Steep fill embankment slopes
		5	Distance to object 0-5 m
		6	Distance to object 5-10 m
		7	Distance to object >10m
		8	Motorcyclist friendly barrier
		9	Not recorded
		10	Cliff
AK	**Facilities for motorized two wheelers**	**1**	Segregated one-way motorcycle path WITH barrier
		2	Segregated one-way motorcycle path WITHOUT barrier
		3	Segregated two-way motorcycle path WITH barrier
		4	Segregated two-way motorcycle path WITHOUT barrier
		5	Dedicated Motorcycle Lane on roadway
		6	None
AL	**Roadside Severity - Segregated Motorcycle Path**	**1**	Safety barrier
		2	Cut
		3	Deep drainage ditches
		4	Steep fill embankment slopes
		5	Distance to object 0-5 m
		6	Distance to object 5-10 m
		7	Distance to object >10m
		8	Motorcyclist friendly barrier
		9	Not recorded
		10	Cliff
AM	**Speed - Segregated Motorcycle Path**	**1**	<= 40km/h

1	2	3	4
		2	50km/h
		3	60km/h
		4	70km/h
		5	80km/h
		6	90km/h
		7	100km/h
		8	110km/h
		9	120km/h
AN	**Median Type - Segregated Motorcycle Path**	**1**	High quality barrier
		~~**2**~~	~~Poor quality barrier~~
		3	Physical median width >20m
		4	Physical median width 10-20m
		5	Physical median width 5-10m
		6	Physical median width 1-5m
		7	Physical median width up to 1m
		8	Continuous central turning lane
		9	Rumble strip
		10	Central hatching
		11	Centre line only
		12	Motorcyclist friendly barrier
		13	Not Applicable (e.g. one way road)
AO	**Minor Access Point Density**	**1**	Low Density
		2	High Density
		3	Not Applicable (rural area)
AP	**Roadside Severity - left hand side**	**1**	Safety barrier
		2	Cut
		3	Deep drainage ditches

1	2	3	4
		4	Steep fill embankment slopes
		5	Distance to object 0-5 m
		6	Distance to object 5-10 m
		7	Distance to object >10m
		8	Motorcyclist friendly barrier
		9	Not recorded (urban low speed area)
		10	Cliff
AQ	**Roadside Severity - right hand side**	**1**	Safety barrier
		2	Cut
		3	Deep drainage ditches
		4	Steep fill embankment slopes
		5	Distance to object 0-5 m
		6	Distance to object 5-10 m
		7	Distance to object >10m
		8	Motorcyclist friendly barrier
		9	Not recorded (urban low speed area)
		10	Cliff
AR	**Major Intersection type**	**1**	Merge Lane
		2	Roundabout
		3	3-leg (Unsignalized) right turn lane
		4	3-leg (Unsignalized) no right turn lane
		5	3-leg (signalized) right turn lane
		6	3-leg (signalized) no right turn lane
		7	4-leg (Unsignalized) right turn lane
		8	4-leg (Unsignalized) no right turn lane
		9	4-leg (signalized) right turn lane
		10	4-leg (signalized) no right turn lane

1	2	3	4
		11	Minor Junctions
		12	none
		13	Railway Crossing - Passive (signs only)
		14	Railway Crossing - Active (flashing lights / boom gates)
		15	Median Crossing Point - Poor condition
		16	Median Crossing Point - Good condition
AS	**Intersection quality**	**1**	good
		2	poor
		3	not applicable
AT	**Intersecting Road Volume**	**1**	High >= 10,000
		2	Medium >= 1,000 to < 10,000
		3	Low < 1,000
		4	Not recorded / unknown
AU	**Median Type**	**1**	High quality barrier
		~~**2**~~	~~Poor quality barrier~~
		3	Physical median width >20m
		4	Physical median width 10-20m
		5	Physical median width 5-10m
		6	Physical median width 1-5m
		7	Physical median width up to 1m
		8	Continuous central turning lane
		9	Rumble strip
		10	Central hatching
		11	Centre line only
		12	Motorcyclist friendly barrier
		13	Not Applicable (e.g. one way road)
AV	**Major Upgrade Cost Impact**	**1**	Low

1	2	3	4
		2	Medium
		3	High
AW	**Comments**		
AX	**Roadworks**	**1**	No road works
		2	Road works in progress

ANNEX B

REPORTING REQUIREMENTS

The following are reporting requirements:

- Inception Report showing Consultant's refine staff mobilization schedule, time reporting systems, establish the communication procedures with the Client etc - within 2 week following the commencement of services;
- The road safety inspections report (see Task 1);
- Task 2 completion report;
- A project completion report to be submitted at the end services.

The Consultants shall provide the Client with 6 copies of the above mentioned reports and documents both in English and Romanian.

ANNEX C

TECHNICAL PROPOSAL - STANDARD FORMS

[*Comments in brackets* [ ] *provide guidance to the shortlisted Consultants for the preparation of their Technical Proposals; they should not appear on the Technical Proposals to be submitted.*]

The following Technical Proposal Standard Forms shall be used for the preparation of the Technical Proposal

Form TECH-1: Technical Proposal Submission Form

[*Location, Date*]

To: [*Name and address of Client*]

Dear Sirs,

We, the undersigned, offer to provide the consulting services for **Assessment of the Safety of Moldova's Road Infrastructure** in accordance with your Request for Proposal dated June 30, 2010 and our Proposal. We are hereby submitting our technical and financial proposals for the proposed services.

Our proposals are binding upon us and subject to the modifications resulting from Contract negotiations.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature:

Name and Title of Signatory:

Name of Entity:

Form TECH-2: Consultant's Organization and Experience

A - Consultant's Organization

[*Provide here a brief (two pages) description of the background and organization of your firm/entity and each associate for this assignment.*]

B - Consultant's Experience

[*Using the format below, provide information on each assignment for which your firm, and each associate for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within an association, for carrying out consulting services similar to the ones requested under this assignment. Use 20 pages.*]

Assignment name:	Approx. value of the contract (in current US$ or Euro):
Country: Location within country:	Duration of assignment (months):
Name of Client:	Total Nº of staff-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract (in current US$ or Euro):
Start date (month/year): Completion date (month/year):	Nº of professional staff-months provided by associated Consultants:
Name of associated Consultants, if any:	Name of senior professional staff of your firm involved and functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader):
Narrative description of Project:	
Description of actual services provided by your staff within the assignment:	

Firm's Name: _____

Form TECH-3: Description of Approach, Methodology and Work Plan for Performing the Assignment

[*Please present the description of your Approach, Methodology and Work Plan for performing the Assignment]*

Form TECH-4: Team Composition and Task Assignments

Professional Staff				
Name of Staff	Firm	Area of Expertise	Position Assigned	Task Assigned

Form TECH-5: Curriculum Vitae (CV) for Proposed Professional Staff

1. **Proposed Position** [*only one candidate shall be nominated for each position*]: _____

2. **Name of Firm** [*Insert name of firm proposing the staff*]: _____

_____

3. **Name of Staff** [*Insert full name*]: _____

4. **Date of Birth**: _____ **Nationality**: _____

5. **Education** [*Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment*]: _____

_____

6. **Membership of Professional Associations**: _____

_____

7. **Other Training** [*Indicate significant training since degrees under 5 - Education were obtained*]: _____

_____

8. **Countries of Work Experience**: [*List countries where staff has worked in the last ten years*]: _____

_____

9. **Languages** [*For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing*]: _____

_____

10. **Employment Record** [*Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.*]:

From [*Year*]: _____ To [*Year*]: _____

Employer: _____

Positions held: _____

11. Detailed Tasks Assigned	**12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned**
[*List all tasks to be performed under this assignment*]	[*Among the assignments in which the staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks listed under point 11.*] Name of assignment or project: _____ Year: _____ Location: _____ Client: _____ Main project features: _____ Positions held: _____ Activities performed: _____

13. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

_____ Date: _____

[Signature of staff member or authorized representative of the staff] *Day/Month/Year*

Full name of authorized representative: _____

Form TECH-6: Staffing Schedule[1]

	Name of Staff	Staff input (in the form of a bar chart)[2]													Total staff-month input		
		1	2	3	4	5	6	7	8	9	10	11	12	n	Home	Field[3]	Total
Foreign																	
1		[*Home*]															
		[*Field*]															
2																	
3																	
n																	
											Subtotal						
Local																	
1		[*Home*]															
		[*Field*]															
2																	
n																	
											Subtotal						
											Total						

1 For Professional Staff the input should be indicated individually; for Support Staff it should be indicated by category (e.g.: draftsmen, clerical staff, etc.).
2 Months are counted from the start of the assignment. For each staff indicate separately staff input for home and field work.
3 Field work means work carried out at a place other than the Consultant's home office.

Full time input
Part time input

Form TECH-7: Work Schedule

N°	Activity[1]	Months[2]												
		1	2	3	4	5	6	7	8	9	10	11	12	n
1														
2														
3														
4														
5														
n														

1 Indicate all main activities of the assignment, including delivery of reports (e.g.: inception, interim, and final reports), and other benchmarks such as Client approvals. For phased assignments indicate activities, delivery of reports, and benchmarks separately for each phase.

2 Duration of activities shall be indicated in the form of a bar chart.

ANNEX D

FINANCIAL PROPOSAL - STANDARD FORMS

[*Comments in brackets* [ ] *provide guidance to the shortlisted Consultants for the preparation of their Financial Proposals; they should not appear on the Financial Proposals to be submitted.*]

The following Financial Proposal Standard Forms shall be used for the preparation of the Financial Proposal

Form FIN-1: Financial Proposal Submission Form

[*Location, Date*]

To: [*Name and address of Client*]

Dear Sirs:

We, the undersigned, offer to provide the consulting services for **Assessment of the Safety of Moldova's Road Infrastructure** in accordance with your Request for Proposal dated June 30, 2010 and our Technical Proposal. Our attached Financial Proposal is for the sum of [*Insert amount in words and figures*]. This amount is exclusive of the local taxes.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to August 01, 2010.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [*In full and initials*]: _____
Name and Title of Signatory: _____
Name of Firm: _____
Address: _____

Form FIN-2: Breakdown of Remuneration[1] (Lump-Sum)

(Information to be provided in this Form shall only be used to establish payments to the Consultant for possible additional services requested by the Client)

Name[2]	Position[3]	Staff-month Rate (USD)
Foreign Staff		
		[*Home*] [*Field*]
Local Staff		
		[*Home*] [*Field*]

1 Form FIN-2 shall be filled in for the same Professional and Support Staff listed in Form TECH-6.
2 Professional Staff should be indicated individually; Support Staff should be indicated per category (e.g.: draftsmen, clerical staff).
3 Positions of the Professional Staff shall coincide with the ones indicated in Form TECH-4.
4 Indicate separately staff-month rate in USD for home and field work.

Form FIN-3: Breakdown of Reimbursable Expenses (Lump-Sum)

(Information to be provided in this Form shall only be used to establish payments to the Consultant for possible additional services requested by the Client)

N°	Description[1]	Unit	Unit Cost (USD)
	Per diem allowances	Day	
	International flights[3]	Trip	
	Miscellaneous travel expenses	Trip	
	Communication costs between [*Insert place*] and [*Insert place*]		
	Drafting, reproduction of reports		
	Equipment, instruments, materials, supplies, etc.		
	Shipment of personal effects	Trip	
	Use of computers, software		
	Laboratory tests.		
	Subcontracts		
	Local transportation costs		
	Office rent, clerical assistance		
	Training of the Client's personnel [4]		

1 Delete items that are not applicable or add other items.
2 Indicate unit cost in USD.
3 Indicate route of each flight, and if the trip is one- or two-ways.
4 Only if the training is a major component of the assignment, defined as such in the TOR.