

REPORT ON THE PROCUREMENT OF SPECIAL MINIBUS

April, 2012

INTRODUCTION

In May 2010, Orange Moldova Foundation and UNDP Moldova signed a Cost Sharing Agreement (amended in November 2010 to increase the amount of the contribution), through which Orange Moldova Foundation agreed to contribute funds for supporting the Corporate Social Responsibility (CRS) initiative of the Public Private Partnership Development Project, through the procurement of a minibus with wheelchair access for children with severe deficiencies of locomotor system, beneficiaries of the the Republican Rehabilitation Centre for Children (RRCC). The purpose of the initiative was to increase the access of children who require psychological, social, and medical rehabilitation to the RRCC's services, especially for children from low income families.

The activity was implemented by UNDP, through above mentioned project, the procurement and transfer of minibus to the beneficiary being assured according to UNDP regulations, rules and procedures.

TECHNICAL SPECIFICATIONS

For the elaboration of technical specification for the procurement of minibus, a national consultant was contracted – Mr. Ion Manoli, the chief of Auto Transportation Department, Specialty of Auto Transportation Engineering and Technology from Technical University of Moldova. To accomplish his assignment, Mr. Manoli interviewed the responsible persons from the RRCC in order to understand and formulate their needs regarding the minibus, after which he formulated the technical specifications of the minibus, covering not only the transportation needs of RRCC, but also the legal requirements related to its import and usage in Moldova. The specifications elaborated had to be non-discriminatory and include impartial requirements for the suppliers.

PROCUREMENT PROCESS

Request for Quotation (RFQ) was the procurement method chosen as the most appropriate for this case, where the winner of the competition is considered the lowest-priced among technically qualified offers. The RFQ (Annex Nr. 1), which included the generic description of the special minibus to be procured, delivery terms and conditions, minimum and additional qualification requirements, was advertised during September-October 2010 on the international and national UNDP web sites, as well as on the United Nations Global Marketplace (Annexes 2-4). As a result of the exercise, 6 offers have been received by the application deadline. The evaluation of bids has been done by the evaluation committee composed of 4 members. From 6 offers submitted, only 4 have been technically qualified and given that DAAC-Auto SRL quoted the lowest price among the qualified and responsive bidders, the evaluation committee recommended the

submission of case to the Contracts, Assets and Procurement Committee (CAP) for subsequent approval of award of contract to DAAC-Auto SRL. Please see attached the evaluation minutes (Annex 5) and the CAP minutes (Annex 6) signed. In the CAP minutes you can find additional and detailed description of the procurement process.

THE WINNING COMPANY AND PROCURED MINIBUS

Following the approval of tender results by the CAP Committee, the company DAAC-Auto SRL was contracted to supply the minibus. Contract amount: EUR39,400. DAAC-Auto SRL is a Moldavian company, registered in 2006, with its juridical address on 10, Calea Iesilor Street, Chisinau. DAAC-Auto SRL is the official importer of Ford in Moldova. For the documents related to company registration, vehicle certification, please see Annex 7 and 8.

The procured minibus is Transit M2 Bus model manufactured by Ford Motor Company (Turkey Koceali plant). The important component of the supplied minibus is that it is equipped with a special secure device for lifting wheelchairs (standard and child/junior/growing pediatric wheelchairs), the weight to support being min 300kg. The access of wheelchairs is from the rear door, where the lifting platform is fixed. The minibus has 11 seats, from which 4 for passengers with locomotor disabilities which have access by wheelchair.

The minibus was supplied with a warranty period of 3 years, or 100,000 km. The supplier shall also provide vehicle parts for at least 10 years from the day of delivery.

DELIVERY AND DONATION OF MINIBUS

According to the contract signed between UNDP Moldova and DAAC-Auto SRL at the beginning of December, 2010 (Annex 9), the minibus was delivered in March 2011, directly to the Republican Rehabilitation Centre for Children, located on 147 Grenoble Street in Chisinau.

Representatives of UNDP Moldova, Orange Moldova Foundation and Republican Rehabilitation Centre for Children were members of the committee who checked the conformity of delivered minibus with technical specifications as per the signed contract. Following the conformity check, a receipt document has been signed by all parties (Annex 10). Small deficiencies registered have been solved by the supplier in a short period of time. As well, the company agreed to put in place a system for immobilization of wheelchairs in the minibus as replacement for the mirrors which were not electrical with heating as requested by contract stipulations.

The official donation of the minibus has been organised on March 22, 2011. The official guests of the event were Mr. Andrei Usatii, Minister of Health, Ms. Liudmila Climoc, General Director Orange Moldova, Ms. Kaarina Immonen, UNDP Resident Representative. Other invitees and participants were beneficiaries of the Centre and their parents, representatives of partner institutions, civil society, and media. At the event, the lifting mechanism was demonstrated and media representatives took interviews from the participants at the donation event. The information about the donation event has been reflected in at least 7 media sources, including www.pblika.md, www.jurnal.md, www.zdg.md, www.saptamina.md, etc. (Annex 11).

The transfer of minibus from UNDP to the Republican Rehabilitation Centre for Children was done in accordance with UNDP policies and procedures, as stipulated in the Article VI of the CSA.

Thus, following PPP Project request for the transfer of vehicle, approved by the CAP on 28.04.2011 (Annex 12), the minibus was transferred with all property rights and financial responsibilities to the Republican Rehabilitation Centre for Children. See attached the report on the receipt of equipment (Annex 13).

The minibus started to be used by the Republican Rehabilitation Centre for Children month later, when the official registration of the minibus was finalized, driver employed, and financial sources attracted for the procurement of oil.

BENEFICIARIES AND BENEFITS

Republican Rehabilitation Centre for Children is a national level medico-sanitary institution founded in 2006. The main aim of the Center is the multidisciplinary medico-psycho-social recovery of children with psycho-neurological and physical disabilities through offering consultative, curative, habilitation and rehabilitation, as well as medico-psycho-social accommodation assistance. The Center's beneficiaries are children aged 1 month to 17 years old and it hosts about 100 children per day, most of which are children with disabilities.

For a group of children- beneficiaries of the rehabilitation services of Republican Rehabilitation Centre for Children it is difficult to travel every day to the Center and home, especially for the low income families. At the same time, the children with disabilities have a big necessity to communicate and participate to social events. To cover these needs, the Republican Rehabilitation Centre for Children is using the special minibus to facilitate the transportation of this group of children to Center's services, as well as to social events and visits in the country.

According to the information provided by Ms. Cornelia Grosu, Director of the Republican Rehabilitation Centre for Children, about 84-85 disabled children benefited monthly from transportation services in 2011 and about 108-110 children per month during the first months of 2012. In 2011, most beneficiaries were children residing in Chisinau. In 2012, children with disabilities from suburbs of Chisinau started to benefit from Centre's transportation facilities. There are also children from villages who are transported with the special minibus from and to the national bus terminals.

Ms. Grosu is actually looking forward to exploring the opportunity of transporting the children to health facilities outside the Centre, as well as to social events.

The use of minibus improved the mobility capacity for children with disabilities and their access to the services of the Republican Rehabilitation Centre for Children.

EXPENDITURE

Table 1

Items	Amount, USD	Comments
Available budget	58,981.60	This amount includes the unspent balance from 2009 – USD 5119.6 and the amount of

		the CSA dated May 17, 2011 - USD53,862
Minibus cost	54,120.88	This amount is the equivalent of EUR34,900, (minibus procurement contract amount), calculated in USD at the UN rate for March, 2011
Local consultancy cost	400.00	4-day consultancy fee for the elaboration of technical specifications for the minibus
Facilities & administration-implementation	3,828.94	Includes expenditure related to the General Management Support (GMS) services
Miscellaneous expenses	863.90	This amount includes bank charges, cost recovery, and operational rate fluctuations
Total	59,213.72	
Balance	(232.12)	

The costs for minibus registration have been covered by the Republican Rehabilitation Centre for Children.

The donation of the minibus with wheelchair access is part of a series of public-private initiatives between various UN agencies and Orange Foundation Moldova aimed to involve private sector in various social initiatives.

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