No. 38309/ 18.05.2026

TENDER BOOK

for DESIGN services (TP+ED+TDBP+TDEO) technical assistance and **WORKS EXECUTION**

for the project *„In-depth energy refurbishment of the Technical Energy College”*

Contents

1. Introduction

This Tender Book is an integral part of the awarding documentation and provides, together with the provisions of the Intervention Works Approval Documentation, information on the conclusion of a contract having as its object DESIGN Services for the development of technical documentation in the Technical Design phase, respectively for the development of the Technical Documentation for obtaining the building permit (TDBP), the Technical Execution Project (TP), the Execution Details (ED), and the Technical Documentation for execution organization (TDEO), Technical Assistance Services and WORKS EXECUTION for the project "In-depth energy refurbishment of the Technical Energy College", representing the set of Minimumum requirements on which basis the technical and financial proposal is developed by each tenderer.

For the purpose of this section of the awarding documentation, any activity described in a specific chapter of the tender book and not explicitly specified in another chapter must be interpreted as being mentioned in all chapters where the tenderer considers that it should have been mentioned in order to ensure the fulfillment of the the scope of the contract.

Any annex, related to any chapter of this tender book, represents an integral part of that chapter and implicitly of the awarding documentation. Tenderers must fully meet the Minimumum requirements included in this tender book and without limiting the functionalities provided.

Partial tenders are not admitted in terms of quantity and quality, but only complete offers, which correspond to all the Minimumum requirements established by this tender book.

Within this document, for ease of expression, the terms tenderer and contractor will be used, which will have the same meaning.

The tender book contain the technical specifications that define the characteristics relating to the qualitative, technical and performance level, operational safety, as well as quality assurance systems, terminology, symbols, conditions for certification of compliance. The technical specifications also refer to design and calculation provisions, to the conditions for receiving the works, to techniques, processes and methods of operation, repair and maintenance, as well as to other technical conditions, depending on the normative acts and regulations related to the works rendering.

This documentation is prepared to serve as technical and reference documentation in order to establish the specific conditions for the contract development.

2. Context of carrying out this procurement

Sibiu Technical Energy College falls into the category of buildings intended for public pre-university state education and functions as a high school education unit.

The buildings where this college operates have not benefited from renovation works in general and thermal refurbishment in particular in the recent period, which determines a high necessary consumption of thermal and electrical energy, to ensure the comfort of students and teachers, which translates into high utility bills and high pressure on the environment. Added to these issues are the insufficient number of classrooms, the lack of a functional library and a reading room, the large number of commuter students (over 55% of the total number of enrolled students), who cannot attend afternoon classes, inappropriate accommodation conditions in the dormitory, inappropriate study conditions in the classrooms.

In this context, the Municipality of Sibiu, as beneficiary, signed together with the Ministry of Development, Public Works and Administration, as Program Operator, the financing contract no. 79794/31.10.2025, for the in-depth energy refurbishment of the buildings within the Technical Energy College, located in the Municipality of Sibiu, Electricienilor Street no. 1, Sibiu County, within the framework of the "Program for Energy Efficiency and Renewable Energy", Thematic Area "Energy Efficiency and Renewable Energy", of the Swiss-Romanian Cooperation Program aiming at reducing economic and social disparities within the European Union.

In this stage of the investment, it is desired to draft the technical documentation in the Technical Project phase (DTBP+TP+ED+DTEO), provide technical assistance, and WORKS EXECUTION related to the site "In-depth energy refurbishment of the Technical Energy College".

The general type of the contract that will be awarded following the procurement procedure is for design and execution.
The awarding of the design and execution services contract aims to ensure the following results:
1. The documentation will comply with the framework content established by Decision no. 907 of November 29, 2016 on the stages of development and the framework content of the technical-economic documentation related to the sites/investment projects financed from public funds, according to which the order of development must be the following:
- Technical documentation necessary to obtain the approvals and agreements requested by the town planning certificate no. 485/10.03.2025, or which appear as necessary during the preparation of documentation;
- Technical Documentation for obtaining the Construction Permit (DTBP);
- Technical Documentation for Organizing the Execution of Works (DTOE);
- Development of a Fire Safety Scenario for obtaining a Fire Safety Approval in the TP phase;
- Technical Execution Project (TP) and Execution Details (ED);
- Preparation of documentation for obtaining the FPE Operating Permit.

Note! Verification of technical documentation by certified project verifiers in construction fields/subfields and installation specialties, in order to verify the compliance with the fundamental requirements applicable to constructions, is not part of the requirements of this tender book. The procurement of these services will be carried out separately.
The details regarding the design and execution of new/repaired connections to utilities (electricity, water, sewage, gas, telephony, internet, etc.) will be established through the TP.
Correct positioning of utilities existing to the extent of the proposed construction works and the effective measures to be taken to protect and/or relocate them will be carried out, mandatory, with the notification and consultation of the utility holders (electricity supply company, natural gas supply companies, water - sewer, telephone companies, internet, etc.).
2. Technical assistance of the Designer during the works execution on the site.
3. Works execution to achieve the goal
The works that make the scope of the contract will be carried out with duly certified companies, depending on the works to be executed and the utilities to be protected and/or relocated. The design and execution of the relocation works of the utilities, which, according to the legal provisions in force, require special approvals, will be designed and carried out only with companies approved in this regard.

4. Documentation for obtaining the fire safety authorization
The documentation necessary to obtain the FPE authorization will be drawn up upon works completion.
5. The Contractor will draw up the documentation related to obtaining the connection certificate as a prosumer and will submit the request in this regard to the energy distributor.

Compliance with the technical regulations in force and the provisions established by the construction quality law will be taken into account.

2.1 Information regarding the Contracting Authority

Table no. 1

No.	Information	Details
1	Contracting authority: name, address, website	**SIBIU MUNICIPALITY**
		Str. Brukenthal no. 2, Sibiu Sibiu county
		www.sibiu.ro
2	Mision	Improving the quality of citizens' life
3	Activity area	Public administration
4	Main activity/main duty	Local public administration
5	The activities/duties of the contracting authority that are affected/influenced by the outcome of the contract to be awarded (directly or indirectly)	Public domain administration, Cultural and tourism activities, Citizen safety and protection, etc.

2.2 Information about the context that determined the purchase of services and works The project,,In-depth energy refurbishment of the Technical Energy College" located in the Municipality of Sibiu, Electricienilor Street no. 1, Sibiu County, for which the rendering of services for the preparation of technical and economic documentation in the technical project phase (TDBP+TP+ED+TDEO), technical assistance and works execution is requested, was selected for financing, within the framework of the,,Programme for energy efficiency and renewable energy", Thematic area,,Energy efficiency and renewable energy", of the Swiss-Romanian Cooperation Programme aiming at reducing economic and social disparities within the European Union.

The general goal of the project aims at: the in-depth energy refurbishment of the buildings within the Technical Energy College in order to transform them into NZEBs and obtain energy performance certification A, and the specific goals aim at: reducing the total amount of CO2 emissions tons CO2/year by at least 80%, achieving primary energy savings of at least 70%, increasing students' awareness of environmental protection and climate change.

The awarding of this procurement contract will lead to the completion of the design phase and the works execution, which will allow the completion and commissioning of the investment.

2.3 Information on the benefits anticipated by the contracting authority

The implementation of the energy efficiency investment of the Technical Energy College will bring a series of benefits: economic (decreasing the building maintenance costs), for health, namely better air quality, less condensation, but also for the environment, the buildings representing the most important source of CO2. By implementing the project, higher thermal comfort will be achieved, lower building heating bills and a reduced negative impact on the environment. Also, the refurbishment of the College will be able to entail a higher number of young people to technical training, which will contribute to local development. At the same time, the project proposes the establishment of a pilot energy refurbishment model with a series of innovative elements and an involvement of both students and teachers in terms of the significance of protecting the environment, a model that can be taken up both locally and nationally or internationally.

The buildings within the Technical Energy College were built between 1965-1975 (1970-building C3 – Workshops, 1971- building C4 – Gym Hall, 1966 building C5 – High School, 1965- building C6 – Dormitory) and did not benefit from major thermal refurbishment works. The walls of the high school, dormitory and gym hall are not insulated, the carpentry does not meet the energy performance requirements, the heating system is based on fossil fuel plants. These aspects lead to significant heat losses and high energy consumption, with a negative impact on the environment and on the comfort of students and teachers.

In this context, the College's energy efficiency project represents a true necessity for the community, as it will contribute to reducing operating costs, improving study, accommodation, sports activities and environmental protection conditions. The energy refurbishment of both the high school, the workshops, the gym hall and the dormitory will also contribute to training young people in the energy field.

The main activities within the project will focus on: thermal refurbishment works of the building envelope elements; thermal refurbishment works of the heating system and the hot water supply system; installation of alternative systems for producing thermal and electrical energy for own consumption - using renewable energy sources (photovoltaic panels and heat pumps); works to introduce mechanical ventilation systems with heat recovery in order to increase indoor air quality and achieve NZEB energy performance; refurbishment and modernization works of lighting installations in buildings; integrated energy management system for buildings; works that contribute to optimizing the ratio between the opaque surface and the glazed surface; works that contribute to optimizing solar gains; works to modernize the existing technical systems of the buildings; equipping the buildings with ramps necessary for people with disabilities and lifting platforms for easy vertical movement.

The works are detailed in Chapter 3 (Section 3.8). Comments:

- The works contractor is obliged to take all the protective measures during the works execution, such as fencing off the construction site elements, limiting noise and eliminating waste, so as to ensure the safe conduct of the works;
- The tenderers are obliged to fully study the documentation made available by the Contracting Authority. Thus, the tenderers must request clarifications in relation to any ambiguities/inconsistencies identified in the technical documentation;
- By submitting the tender, it is understood that the tenderer has analyzed and mastered the entire documentation made available by the Contracting Authority;
- The Contracting Authority recommends that tenderers concerned will visit the site accompanied by their representatives.

The only scenario to be taken into account in the current situation is the proper design and implementation of the investment, which amendments will have beneficial effects on operational safety, public health, the environment, as well as on the subsequent development of the public areas of which the building concerned is part, from social and economic point of view.

Also, the activities/works to be carried out under the project are considered to be in line with the principle of "Do No Significant Harm" (DNSH), as set out in the Commission Communication – Technical Guidance on enforcing the principle of "Do No Significant Harm" under Regulation on the Recovery and Resilience Mechanism (2021/C58/01).

In order to achieve this investment site and its implementation, the activities and initiatives included in the table below are planned at the level of the contracting authority:

Table no. 2

Activity/Initiative	**The planned time frame for carrying out the activities**	**Predicted results**
Concept drafting	15 days from the date of signing the contract	Concept delivery, written part, drawn part Signing of handover – reception protocol

Activity/Initiative	**The planned time frame for carrying out the activities**	**Predicted results**
Drafting TDBP including TDEO., obtaining approvals and agreements, studies	2 months from the date of signing the contract	Delivery of documentation required for the issuance of permits and agreements required to obtain the building permit (BP.) Signing the quantitative reception protocol
Fire safety scenario development	2 months from the date of signing the contract	Delivery of the Fire safety scenario Obtaining the fire safety approval Signing the handover-reception protocol
Development of the Technical Project (TP.) including estimates, execution details (ED.), and other documentation included	4 months from the date of signing the contract	Delivery of the technical and economic documentation for the technical project phase including execution details necessary for the execution stage of the works Obtaining the Building Permit (BP.). Signing the quantitative reception protocol
Technical verification of the project by certified verifiers	2 months from the date of issuing the quantitative handover-reception protocol	Verification reports
Adjustment, completion and/or modification of the documentation as a result of: - recommendations of verifiers/certified experts - observations of the Contracting Authority - - requests from MDLPA / Swiss partners	1 month from the completion of the verification carried out by certified verifiers	Delivery of the final version of the documentation, Signing the Qualitative Reception Protocol of the verified documents**.**
Formalities of the contracting authority for the procurement of site management services	4 months from the date of signing the contract	Establishing site managers/Supervisors
Issuance of the order to start works	After obtaining the Building Permit (BP.) and completing the technical project	Starting the execution works

Activity/Initiative	The planned time frame for carrying out the activities	Predicted results
Execution works development	18 months from issuing the order to start the works	Implementing the TP and ED
Provision by the tenderer of: technical assistance services, including updating the technical execution project on the date of completion of the "as built" works	Throughout the works execution from the date of issuing the order to start the works until the reception upon works completion	Providing technical assistance services rendered in this procedure, including updating the technical execution project upon completion of the "as built" works"
Reception of the work / Commissioning / putting into operation Final scenario development for fire safety	2 months from the completion of the execution works 1 month from the notice on the works completion	Investment site used according to the destination set Final fire safety scenario developed Signature of handover-reception protocol Fire safety permit obtained
Preparation of documentation related to obtaining the connection certificate as a prosumer	1 month from the notice on the works completion	Documentation prepared and submitted to the electricity supplier Signature of the handover-reception protocol Obtaining the connection certificate as prosumer

All activities must be carried out in compliance with the legislation and technical regulations in force.
Each stage of the development of the technical and economic documentation that makes the scope of the Contract, also includes the period necessary for the Contracting Authority to approve the technical and economic documentation related to the respective stage.
Technical assistance from the designer will be ensured throughout the execution of the construction works.
The Contractor undertakes to develop the Technical Documentation (TP, ED, specifications, etc.), in accordance with the delivery schedule presented in the technical proposal.
The Contractor will ensure that the technical documentation drafted is in accordance with the Swiss-Romanian Cooperation Program, Thematic Area (vi) – "Energy efficiency and renewable energy", Support Measure – Program for energy efficiency and renewable energy.

The Contractor is obliged to make all adjustments, additions and/or modifications to the technical documentation requested by the Contracting Authority, the certified verifiers, the Ministry of Development, Public Works and Administration (as Program Operator) or the Swiss partners, in order to obtain a verified and compliant project.

All these interventions will be carried out by the Contractor at no additional cost to the total contract price, within a maximum of 5 working days from the date of notification received from the Purchaser.

The Contractor is obliged, through the works designer, to ensure technical assistance throughout the entire period of the works execution, both during the main phases (handover of the site, the decisive phases according to the execution schedule, reception upon works completion and final reception of the works), as well as in any other situation that requires the presence of the designer as a result of the modification of the initial solutions provided by the project.

The duration of the provision of services is extended until the moment of completion of the investment site, under the terms of Law 98/2016 and the normative acts deriving from it, based on the contractual conditions, without additional costs.

The Contractor shall, upon request of the Contracting Authority, after signing the contract, submit a detailed execution schedule updated with the date of signing the contract, drawn up in the technological order of execution. If, in the opinion of the Contracting Authority, along the way, the progress of the works does not correspond to the general execution schedule of the works, upon request of the Contracting Authority, the Contractor shall submit a revised schedule, with a view to completing the works on the date provided by the contract. The revised schedule shall not exempt the Contractor from any of the duties undertaken by the contract.

The moment in the performance of the Contract when the services are considered completed is the moment when all the requirements included in the chapter Completion of services under the Contract are met.

2.2 Other initiatives/projects/programs associated with this procurement

The following contracts are planned to be awarded, which use as input the partial and final results obtained under the contract resulting from this procedure:

Tabelul nr. 3

Activity	**Type of activity**	**Planned period for carrying out the activities**
Supervision/monitoring of the completion of the works (SITE MANAGEMENT)	Services	*18 months from the date of issuing the work starting order + 2 months for acceptance upon completion of the work + warranty period according to the design and execution contract*

General framework of the sector in which the contracting authority operates The level of education is a key factor in national and local development, as it largely determines the business activity and productivity, as well as the mobility of the workforce, creating the premises, for long term, for the existence of a higher standard of living and quality of life. However, this goal cannot be achieved without an infrastructure proper for educational cycles. Educational infrastructure is essential for education, the early development of children, for building social skills and the capacity for social integration. Socio-economic analyses highlight the causal relationship between the level of development of workforce capacities and the infrastructure condition (the existence of proper spaces and facilities) where the educational process takes place.

The buildings wtithin the Technical Energy College have not recently benefited from renovation works in general, nor thermal refurbishment in particular, which determines a high necessary consumption of thermal and electrical energy to ensure the comfort of students and teachers, which translates into high utility bills and high pressure on the environment**..**

Added to these problems is the insufficient number of classrooms, the lack of a functional library and of a reading room, the large number of commuter students (over 55% of the total number of enrolled students), who cannot attend afternoon classes, and improper accommodation conditions in the dormitory.

The in-depth energy refurbishment of the buildings within Sibiu Technical Energy College represents an opportunity to significantly reduce the energy consumption, as well as to create better conditions for the school performance and health of students and teachers. Also, an improper educational infrastructure, a modern living and studying environment, as well as social inclusion activities for students from disadvantaged backgrounds, will contribute to reducing the school dropout rate. The implementation of the investments will create the premises for participation to vocational education for children from remote and poorly connected rural communities as well as for children from marginalized urban areas, thus supporting their efficient integration into the labor market.

Overall, the investments made through the project will create a positive perception of vocational and technical education, which will generate an increase in the number of students who will choose this education system. It will be a big plus for the local economy because a larger number of craftsmen will contribute greatly to increasing economic competitiveness.

2.2 Stakeholders and their role

The following stakeholders must be consulted during the contractual period at the time of completion of each activity in order to obtain the acceptance of the requested results:

Table no. 4

Stakeholder	**Expectations**
Local Council, Sibiu Municipality as beneficiary and public administration authority entitled to issue the construction works execution authorization	Submitting all documents requested by the request for the issuance of the building permit correctly.
The verifier/verifiers certified in construction fields/subfields and specialties empowered to verify the fulfillment of the fundamental requirements applicable to constructions (they will be contracted through a different procurement procedure)	Submission of the TDBP the technical project and the execution details, the relocation projects, prepared in accordance with the fundamental requirements provided by the updated legislation on quality in construction and in accordance with the technical norms/standards in the field.
Institutions that issue permits/authorizations for the purpose of starting and executing works	Obtaining approvals/agreements from these institutions and complying with the conditions imposed by these approvals/authorizations.
Ministry of Development, Public Works and Administration, as Program Operator	Successful implementation of financing contracts – as an authority involved in the management of non-reimbursable financial assistance
Students, teachers and auxiliary staff of the Technical Energy College as final beneficiaries of the investment	The expectations refer to improving indoor comfort conditions and reducing energy consumption and maintenance costs for heating;

3. DESCRIPTION OF SERVICES AND WORKS REQUESTED

3.1 Description of the current situation at the level of the contracting authority

The activities that were carried out and the results that were obtained at the level of the contracting authority to achieve the investment site for which the preparation of technical and economic

documentation and the works execution under the contract resulting from this procedure are requested are presented in the table below.

Table no. 5

Activity	**Result achieved**
Preparation of documentation for approval of intervention works	DALI drafted by S.C. Allbizz S.R.L
	Provided by the Beneficiary

The results identified in the table above represent the input data for carrying out the activities in the Contract and are set out in annexes to these Terms of Reference.
The DALI was completed by using information from the following specialized studies carried out for the public building, as presented in the table below:

Table no. 6

Study carried out	**Drafter**
Technical expert report	Euroenviromental Consulting SRL
Energy audit	Euroenviromental Consulting SRL

The following documents that influence and condition the technical solution and the main technical-business indicators related to the investment site are included in the annex to this tender book::

Table no. 7

Document identification and issuing competent authority	**Date of issuing the document**
D.A.L.I.	2025
Town planning certificate – Sibiu Municipality no..16279/12.03.2025	2025
Network operators and authorities' opinions/agreements	Conform DALI

3.2. General goal to which the rendering of the services and works contributes
The general goal of the project is: in-depth energy refurbishment of the buildings within the Technical Energy College in order to transform them into NZEBs and obtain energy performance certification A.
Specific goals:
1. Reducing the total amount of CO2 emissions tons /year by at least 80% of the Technical Energy College
2. Achieving primary energy savings of at least 70% for the buildings of the Technical Energy College
3. Increasing the awareness of students regarding environmental protection and climate change.

3.3 Specific goal to which the rendering of the services and works contributes
Specific goal targeted: the development of the technical execution project, obtaining construction permits and then the works execution and technical assistance during the works execution, for the achievement and commissioning of the investment site "In-depth energy refurbishment of the Technical Energy College".
3.4 Services and works requested: activities to be carried out
1. Preparation of technical documentation, preparation of all studies, necessary to obtain the approvals requested by the Town-Planning Certificate or that appeared necessary along the way for the drafting of the documentation: TDBP., TDEO., including obtaining the approvals, authorizations and agreements necessary to issue the building permits. If necessary, the provider will request a new Town-Planning Certificate;
2. Preparation of technical documentation for the authorization of the execution of the TDBP, TDEO. in order to obtain the authorization construction. The submission of the request accompanied by documentation is the responsibility of the provider;
3. Preparation of the fire safety scenario, including obtaining the FPE approval in the TP phase;
4. Preparation of specialized projects for relocation or protection of existing utilities (gas, electricity, water, sewer, telecommunications), if required;

5. Preparation of specialized projects for new/renovation of connections/branches of utilities (gas, electricity, water, sewer, telecommunications), if required;
6. Preparation of technical documentation for the TP. and ED phases, calculation briefs, including preliminary measurements and lists of quantities and equipment technical sheets, as well as updating the general estimate;
7. Execution of the designed works;
8. Provision of Technical Assistance during the execution period, participation to the reception and to the preparation of the technical book of the construction;
9. Preparation of the final fire safety scenario and obtaining the FPE operating authorization;
10. Preparation documentation related to obtaining the connection certificate as a prosumer.

The following activities must be carried out by the contractor within the framework of the contract resulting from this procedure**:**

Table no. 8

No.	Activity	Activity detailing
1	Project development to obtain the building permit	Concept development: summary presentation of the investment and proposed design solutions, types of materials (e.g. insulation, finishes, pipes, ...) and equipment, drawings for each building body with: facades, sections, renderings.
		Project development for authorizing the execution of construction works (TDBP.).
		Preparation of studies and documentation necessary to obtain, in the TDBP, the approvals, agreements, studies and authorizations requested by authorized bodies or provided by the legislation in force (including technical and normative regulations), even if some were not mentioned in the Town-Planning Certificate (C.U.) as being necessary and taking steps to obtain the necessary approvals and agreements.
		Development of the Project for the Organization of the Execution of Works(T.D.E.O)
		Development of specialized projects for the relocation of networks (water, sewer, gas, electricity, internet, telephony, etc.) if necessary
		Development of specialized projects for connections/networks (water, sewer, gas, electricity, etc.) if necessary
		Fire safety scenario development

		Adjustment, completion and/or modification of the T.D.B.P. or T.D.E.O., as the case may be, as a result of: - the requirements set out in the notices/agreements issued by the authorities or by the utility owners, - the recommendations of the certified verifier/verifiers, - the observations/recommendations of the contracting authority, -- the request, as the case may be, of the Ministry of Development, Public Works and Administration, as Program Operator/Swiss partners
2	Drafting the Technical Execution Project	Preparation of the Technical Execution Project containing written and drawn parts, memoranda, calculation briefs, specifications, execution details, lists of quantities, in accordance with the provisions of Law no. 50/1991, republished, as amended and completed and of Government Resolution no. 907/2016, as well as all relevant technical regulations;
		Adjustment, completion and/or modification of the Technical Projects and execution details as a result of: - recommendations of verifiers/certified experts, - observations/recommendations of the contracting authority, -- request, as appropriate, of the Ministry of Development, Public Works and Administration, as Programme Operator/Swiss partners
3	Works execution	The works will be carried out in compliance with this tender book, the technical documentation (TP, ED, TDBP,TDEO), the building permits and the approvals/agreements requested through the Town Planning Certificate, as well as the legislation and the technical regulations/norms.

4	Technical assistance during the works execution, participation to he reception and in the development of the technical book of the construction	Providing technical assistance both during execution and during the warranty period until the final acceptance of the works to ensure the works execution both qualitatively and quantitatively, by: a. Providing technical assistance for each decisive phase indicated in the technical project b. Proposing ways to settle any inconsistencies that may arise throughout the execution period. c. Responding to the contracting authority's requests regarding any notification regarding inconsistencies found in the project in order to settle them, whenever necessary, to ensure the project's compliance and to achieve the established quality level. d. Resolving inconsistencies and defects that arise during the execution phases, by providing technical solutions, previously approved by the contracting authority; e. Verification of the execution processes and installed materials:

		-Installations verification and control -Verification of technical specifications before installation -Inspection of delivered materials and equipment -Ensuring correct installation according to efficiency requirements -Verification of materials installed on site according to technical specifications; f. Participation to meetings of the contracting authority with one, more or all parties involved in the works execution, respectively with the Site Manager, the State Construction Inspectorate, etc.; g. Response to notifications issued by the Site Manager, according to the latter's obligations, regarding the occurrence of an unforeseen situation; h. Making changes to the Project, Specifications or Bills of Quantities, in the form of a Site Order, only under the terms of the design contract and in compliance with the provisions of the legislation in the field of public procurement, as well as the legislation on quality in construction. i. Development of the Program for monitoring the work performance over time j. Participation to the works reception k. Participation to the development of the Technical Book of the construction l. Responses to requests for clarification filed by the Managing Authority of the Operational Program. m. Updates on the technical execution project on the date of completion of the works "as built". n. Development of the final scenario for fire safety in order to obtain the fire safety authorization. o. Development of the documentation related to obtaining the connection certificate as a prosumer

All activities must be carried out in compliance with the legislation and technical regulations in force, applicable to the specifics of the investment site.

The technical documentation/projects, which structure is highlighted both in Law No. 50/1991 and in Government Decision No. 907/2016, will be developed in accordance with the form found in Decision No. 907 of November 29, 2016 regarding the stages of development and the framework content of the technical-economic documentation related to investment sites/projects financed from public funds.

The contractor will ensure that the solution to be designed complies with the scenario recommended in the D.A.L.I.

a) The contractor will achieve both in the design and execution phases of the works, the following targets undertaken by the contracting authority through the financing request and through the financing contract: a) Reduction of greenhouse gas emissions due to energy efficiency measures at the end of the project implementation - 273.67 tons of CO2 equivalent**;**

b) Reduction of greenhouse gas emissions due to renewable energy measures - 219.74 tons of CO2 equivalent.
c) 1,158,162 kWh/year saved through energy efficiency measures;
d) 402,800 kWh/year additionally produced from renewable energy.

3.3 Results to be obtained from the execution of related works and services

The general goal of the project is: in-depth energy refurbishment of the buildings within the Technical Energy College in order to transform them into NZEBs and obtain energy performance certification A.

The general goal of the design and execution contract is to develop all the field studies and documentation necessary to ensure the conditions of resistance, stability, functionality and durability of the facility, prepare the documentation to obtain the Building Permit and all the necessary approvals and agreements requested in the Town Planning Certificate and all approvals, according to the legislation in force. It is also necessary to prepare the technical execution project and the execution details according to GR 907/2016, and to carry out the designed works so that upon completion of the design and execution contract, all the conditions for receiving the facility are ensured.
It is also necessary to ensure technical assistance services during the works execution, including participation to the reception upon works completion, field meetings whenever necessary. The contract implementation in accordance with the provisions of this tender book must lead at least to the achievement of the following measurable final results**:**:

Table no. 9

	Activity/Stage	**Result predicted**
1	Design activity	**The design activity will be carried out in 7 months, term that necessarily includes the development of documentation, technical inspection and completion of the technical project.** The documentation made available by the Provider will include: A. Project draft - 15 days from the date of signing the contract. B. Studies and documentation necessary to obtain the approvals, agreements, studies and authorizations requested by the certified bodies or provided by the legislation in force (including technical and normative regulations), even if some were not mentioned in the Town Planning Certificate ss being necessary and the steps taken to obtain the necessary approvals and agreements, the fire safety scenario - maximum 2 months from the date of signing the contract. C. The project for authorizing the execution of construction works (TDBP.) - accompanied by the approvals requested by the Town Planning Certificate and accompanied by the project for organizing the works execution (TDBP.)

		- the FPE opinion shall be handed over to the beneficiary, in order to obtain the Building Permit within maximum 2 months from the date of signing the contract. D. The Technical Project, specifications, execution details, lists of quantities, technical sheets shall be submitted to the contracting authority within maximum 4 months from the date of signing the contract. The Technical Project shall include specialized documentation for relocations and network protections if necessary, as well as documentation for connections/branches to utilities, if necessary. E. 2 months shall be allocated for the technical verification of the project by certified verifiers, from the date of issuing the quantitative handover-reception protocol. F. 1 month shall be allocated for any changes/updates to the documentation, resulting from the technical verification. The 7-months deadline is considered met only upon submission to the Contracting Authority of the final documentation, confirmed by a Quality Acceptance Report signed by both parties..
2	Works execution	Carrying out the works within 18 months from the date of issuing the order to start the works in accordance with the technical documentation, the approvals and agreements obtained as well as with the legislation and the relevant technical norms/regulations.
3	Technical assistance during works execution	The report for each determining phase must be prepared within maximum 2 days from the moment of participation to the respective determining phase. The documentation containing site provisions (verified by certified verifiers), N.R. and N.C.S. must be prepared within maximum 7 days from the moment of receiving the finding note drawn up jointly by the site manager and the constructor's representative, within which time the beneficiary's written agreement regarding the proposed solution will also be obtained..
		Report for additional assistance provided, if requested, prepared within maximum 5 days from the time of additional technical assistance.
		The reports on specialties prepared by the designer, regarding the manner how the work was executed, must be provided within maximum 5 days from the moment the constructor communicates the works completion.
		Report on participation to the reception committee prepared and submitted within 2 days of the reception

		The technical book of the construction prepared and handed over to the contracting authority, as it is developed at the latest as follows: - upon reception upon completion of the construction works, the designer hands over the documentation regarding the "as built" design and the constructor hands over the documentation regarding the execution; - upon final reception of the construction works, the documentation regarding the reception is handed over, as well as the documentation regarding the monitoring of the operation behavior and interventions on the construction.
4	Final scenario for fire safety documentation	Obtaining a fire safety permit
5	Preparation of documentation related to obtaining the connection certificate as a prosumer	Obtaining a prosumer certificate

The activities related to the results required to be achieved under the contract are found in table no. 8..

3.3 Start date and end date of the provision of services/execution of works or duration of the rendering of services/execution of works

The design deadlines begin to run from the moment of signing the contract.

The execution deadline for the works begins to run from the moment of issuing the order to start the works.

The technical assistance services will start from the beginning of the works execution, and will be carried out throughout the period related to the works, including during the receptions, at which time the designer will provide the specific documents.

The design will be completed within 7 months from signing the contract, a period that necessarily includes the preparation of the documentation, the technical verification and the implementation of all necessary changes, as follows:

4 months for the preparation of the Technical Design (TP) and the Execution Details (ED), from the date of signing the contract until its handover to the Contracting Authority (confirmed by the Handover-Reception Protocol);

2 months for the technical verification of the project by certified verifiers, period starting from the date of issue of the TP handover-reception protocol;

1 month allocated to any changes or updates to the documentation resulting from the technical verification by certified verifiers, as well as as a result of the observations of the Contracting Authority, the Ministry of Development (Programme Operator) or the Swiss partners, as the case may be.

The designer is obliged to make any requested changes within maximum 5 business days from the date of communication of the comments by the purchaser.

The 7-months period is considered observed only at the time of handover to the Contracting Authority of the final documentation, confirmed by the Quality Acceptance Protocol signed by both parties.

The duration of the works is 18 months from the date of issuing the order to start the works, to which is added a period of 2 months from the notification of the completion of the works for the reception upon works completion, including the necessary remedies, as appropriate.

Table no 10

No.	Activity	Estimated duration – from the moment of signing the contract
1	Concept Development Drafting the Technical Documentation for obtaining the building permit (TDBP), the Technical Documentation for organizing the execution (TDEO) containing all the documentation, agreements, approvals, studies, authorizations, the Technical Execution Project (TP) and the complete Execution Details (ED)	**4 months from the date of signing the contract**
2	Verification of documentation by certified verifiers, activity carried out by the Contracting Authority	**2 months from issuing the technical project handover certificate**
3	Adjustment, completion and/or modification of the documentation as a result of: - recommendations of verifiers/certified experts - comments of the Contracting Authority - requests from MDLPA / Swiss partners	**1 month will be allocated for any changes/updates to the documentation, resulting from the technical verification.**
4	Works execution	**18 months from issuing the work starting order plus a period of 2 months from the notification of works completion for the reception upon works completion, including the necessary remediation, as appropriate**
5	Technical assistance during the works execution period, including updating the technical execution project upon completion of the works, "as built"",	**Throughout the works execution from the date of issuing the order to start the works until the reception of the works completion**
6	Preparation of documentation for obtaining fire safety authorization	**1 month from the notice on the works completion**
7.	Preparation of the documentation related to obtaining the connection certificate as a prosumer	**1 month from the notice on the works completion**

Technical assistance will be provided throughout the duration of the construction works, including the reception period upon works completion.

In the event of an extension of the duration of the works execution contract, the duration of the provision of services is also extended until the effective completion of the investment site, under the terms of the contractual provisions and the updated public procurement legislation.

The moment in the development of the contract when the services are considered completed is the moment when all the requirements included in the chapter Completion of services within the contract are met.

3.3 Resources required/expertise required to carry out the activities in the Contract and to obtain the results

The contractor will appoint a representative who will communicate directly with the person nominated by the contracting authority at contract level as responsible for monitoring and implementing the contract and identified in the contract**.**

3.3.1 Number of experts per category of expert report requested

Table no 11

Category of profession/field of specialization	**Number**	**Activity**
Project Manager/Project Coordinator/Project Leader	Minimum 1	Coordinates and supervises the execution of the entire contract, namely: design activities, technical assistance and execution; Will communicate directly with the person nominated by the Contracting Authority (Site Manager/Supervisor) and with the Project Implementation Team (PIT) at contract level as responsible for monitoring and implementing the contract.
Site Manager – Civil Engineer	Minimum 1	Responsible for organizing and supervising all activities carried out by the Contractor on the construction site
Civil engineer	Minimum 1	Carries out design activities in the specialized field, Coordinates and supervises works in the specialized field
Electrical installations engineer	Minimum 1	Carries out design activities in the specialized field, Coordinates and supervises works in the specialized field
Thermal installations engineer	Minimum 1	Carries out design activities in the specialized field, Coordinates and supervises works in the specialized field
Sanitary installations engineer	Minimum 1	Carries out design activities in the specialized field, Coordinates and supervises works in the specialized field
Security systems engineer	Minimum 1	Carries out design activities in the specialized field, Coordinates and supervises works in the specialized field
Natural gas installations engineer	Minimum 1	Carries out design activities in the specialized field, Coordinates and supervises works in the specialized field
Specialists in signaling, alarming and alerting systems as well as fire limitation and extinguishing systems	Minimum 1	Carries out design activities in the specialized field, Coordinates and supervises works in the specialized field
Technically responsible for execution	Minimum 1	Coordinates and supervises works in the specialized field
Quality control responsible	Minimum 1	Coordinates and supervises works in the specialized field

Responsabil SSM	Minimum 1	Coordination and supervision of works in the specialized field - controls and monitors the quality of works in terms of compliance with occupational safety and health and occupational health and safety regulations
Responsabil DNSH	Minimum 1	Carries out verification and reporting activities regarding compliance with the provisions regarding the DNSH principle

Also, within the technical tender, business operators will present how they commit to fulfill the technical specifications in the tender book during the contract implementation period, taking into account the provisions and obligations stipulated in the relevant normative acts: ANRE Order 134/2021, ANRE Order no. 132/2021, MHA Order no. 87/2010, as well as/or other regulations related to the activities included in the subject of the contract – Technical Prescriptions PTA1-2010, PTR1-2010 and Law 10/1995 – quality in constructions, updated.

Thus, the tenderer will submit information on how to ensure the carrying out of all operations in accordance with the applicable legal regulations, regarding a) Certification issued by the National Energy Regulatory Authority (ANRE) of type B or equivalent, which certifies the tenderer's capability for the design and execution of electrical installations, (according to art. 9, paragraph 1, letter e) of the Regulation for the certification of business operators who design, execute and verify electrical installations, approved by ANRE Order 134/2021).

b) ANRE authorization type PDIB and EDIB, or equivalent, for the design and execution of natural gas installations, according to art. 4 of the Annex to ANRE Order no. 132/2021 updated, which certifies the tenderer's capability for the design and execution of gas installations.

c) Authorization issued by the National Center for Fire Safety and Civil Protection, or equivalent, for the design and execution of fire signaling, alarming and alerting systems and installations (according to art. 1 paragraph 2) of Annex 1 to the Order of the Minister of Home Affairs no. 87/2010)

d) Authorization issued by the National Center for Fire Safety and Civil Protection, or equivalent, for the execution of fire limitation and extinguishing systems and installations (according to art. 1 paragraph 2 of Annex 1 to the Order of the Minister of Administration and Interior no. 87 of 06.04.2010).

e) ISCIR authorization according to PTA1-2010, or equivalent, for heating boilers. On the reception upon works completion, the documentation and ISCIR authorization for the commissioning of the heating plant will be presented.

f) ISCIR authorization according to PTR1-2010, or equivalent for lifting platforms for disabled people.

g) Valid license issued by the General Inspectorate of the Romanian Police, or equivalent, for the installation of burglar alarm systems, according to art. 31 of Law 333/2003, which certifies the tenderer's capability for the reinstallation of the video surveillance system.

3.3.2 Number of days/experts per category

It will be determined according to the contractor's methodology, being at its discretion..

3.3.3 Profile of the main experts

The contractor bears full responsibility for the correct and lawful development of the activities undertaken by this contract, which is why the number of staff, the multiple educational and / or professional qualifications,

his/her professional skills and experience remain at the contractor's discretion.

If, for the proper carrying out of the activities included in the contract, during the contractual period, the contractor will need more staff than specified, then it will be responsible for ensuring the additional resources, at no additional cost for the contracting authority.

When replacing a member of the contractor's team, the replacement must have at least the same experience and qualifications as those required by the specifications for the respective member (when these are required by the specifications), and the fee established for the respective expert position cannot be higher than that established by the contract for the respective role (if established). Furthermore, the replacement of an expert is carried out in strict compliance with the provisions of art. 162 of GR no. 395/2016, as updated.

If the contracting authority considers that a member of the staff is ineffective or does not fulfill his/her duties to the level of the requirements set, the contracting authority has the right to request the replacement of the experts during the contractual period, based on a reasoned and justified written request.

All costs generated by the replacement of key staff are exclusively borne by the contractor. The contracting authority requires that the future contractor ensure:

- the availability of a team of key, key experts, with an essential role for the proper completion of the services and works. The role of the members of this team is to manage the contract or parts thereof and to coordinate the entire staff directly involved in the contract development. The team of key experts will coordinate the performance of the services and works, being also involved in their performance; Key experts are defined as all experts who will have an essential role in the implementation of the design and execution contract, each of them having a coordinating role in the rendering of all services or part thereof.

Table no. 12

Type of technical expert	**Number**	**Studies required for the key experts (field of completed studies)**	**Specific experience-Minimum requirements**
Project Manager/Project Coordinator/Project Leader	1 (one)	Graduate with a bachelor's degree into one of the following fields: civil engineering or architecture	Specific experience proven by participating as Project Manager/Project Coordinator/Project Leader in a number of Minimum 1 execution or design and execution contract for construction works and/or consolidations and/or overhaul and/or modernizations and/or refurbishments of buildings of at least significance category C. *

Civil engineer	1 (one)	Graduate with a bachelor's degree in civil engineering	Specific experience proven by participating as a Civil Engineer in a number of Minimum 1 design or design and execution contracts, which had as its object the provision of design services for construction works and/or consolidations and/or overhaul and/or modernizations and/or refurbishment of buildings of at least significance category C.*
Engineer for electrical installations	1 (one)	Graduate with a bachelor's degree in one of the fields electrical engineering or energy engineering (or equivalent);	Specific experience proven by participating as a Engineer for electrical installations in a number of Minimum 1 design or design and execution contracts, which had as its object the provision of design services for construction works and/or consolidations and/or overhaul and/or modernizations and/or refurbishment of buildings of at least significance category C.*.
Engineer for thermal installations	1 (one)	Graduate with a bachelor's degree in Civil Engineering, specializing in Installation Engineering (or equivalent);	Specific experience proven by participating as a Engineer for thermal installations in a number of Minimum 1 design or design and execution contracts, which had as its object the provision of design services for construction works and/or consolidations and/or overhaul and/or modernizations and/or refurbishment of buildings of at least significance category C.*.

NOTE *: Constructions of significance category C shall be understood as: "Constructions with ordinary functions, which non-fulfillment does not pose major risks for society and nature (such as residential buildings with more than two floors, industrial and agro-zootechnical constructions; socio-cultural constructions that do not fall into significance categories A and B), or constructions with ordinary characteristics and functions, but with heritage values (such as religious buildings, museums of local significance).
The specific qualification and experience required for experts selected as evaluation factors must be proved with specific relevant documents.

Higher education diplomas, CV signed by the expert are required. The CV will specify:
- Contracts (no., date, scope of the contract, including the significance category of the site, signatory parties) where the expert was member - both the contract/contracts that meet the Minimum requirement in the specifications, chapter 3.7 and and the contracts to be scored
- the specific position within the contract

- CVs will be submitted together with the other documents requested by the tender notice and will be accompanied by documents confirming those stated in the CV, such as (but not limited to): handover-reception protocol signed by the beneficiary/ recommendations from the beneficiaries/main contractors or any other document issued or countersigned by the beneficiary or the main contractor, confirming those requested above.

  In addition, to prove the expert's experience in designing buildings with nearly zero energy consumption (nZEB) or zero energy consumption (ZEB) / electrical installations for buildings with nearly zero energy consumption (nZEB) or zero energy consumption (ZEB) / thermal installations for buildings with nearly zero energy consumption (nZEB) or zero energy consumption (ZEB) a nZEB/ZEB Compliance Report or the Energy Performance Certificate will be submitted (project/reception phase) attesting the scope of this site in this standard or any technical document issued by auditors/experts/institutions/organizations competent in this regard, confirming the scope of the site in this standard.

  The documents confirming those stated in the CVs of the key experts mentioned above must meet the following conditions:

  1. to be issued or countersigned by the beneficiary or the main contractor;

  2. The documents must clearly state:

  - the fact that the proposed expert held the position of Project Manager/Project Coordinator/Project Leader, Civil Engineer/Electrical Engineer, respectively Thermal Engineer.
- - the scope of the contract in which the proposed expert held the position of Project Manager/Project Coordinator/Project Leader, Civil Engineer/Electrical Engineer, respectively Thermal Engineer.
- - -the significance category of the site
- - -if the site falls into the category of buildings with nearly zero energy consumption (nZEB) or zero energy consumption (ZEB)

  The specific experience requested by the Contracting Authority for key experts is a minimum mandatory requirement.
- Main duties in the contract implementation, which justify the use of the design experience of the key experts used as evaluation factors:
- Project Manager/Project Coordinator/Project Leader:
- - performs the main function of integrating all activities in the contract, in order to achieve its goals, in terms of quality, time and costs;
- - ensures the planning, organization, monitoring, management (control) of tasks and resources, reporting and undertaking the necessary corrective actions for all project processes, which are needed to achieve the project goals, on an ongoing basis, under the conditions of the existence of constraints related to time, quality and costs;
- - ensures the coordination of all activities (technical, financial, legal and administrative) and the entire staff under the contract;
- - coordinates development of all technical studies, technical documentation for obtaining approvals and any technical documents necessary for the development of the technical project;
- - coordinates the staff with design duties, participating to the design process, coordinates the development of technological schemes specific to the field, technical solutions that will be the basis of the technical design;
- - coordinates the development of the TP. and all documents (TP, TDBP, TDEO, ED);
- - coordinates the technical assistance activity as a Designer during the works execution designed by the contractor and monitors the updating of the technical project of execution„as built", so that it is handed over at the latest on the date of the works completion.

  Civil engineer
- - carries out design activities in the specialized field, in accordance with the legislation in force;
- - develops and approves the written parts and drawings related to the specialization;
- - ensures through the project and execution details, in compliance with the technical regulations and contractual clauses;
- - establishes through the project the decisive execution phases for the related works and participates to the construction site to the quality inspections related to them;
- - ensures technical assistance in the specialized field during the works execution;

- - ensures the activity of checking the compliance of the works carried out on the construction site with the approved design documentation;
- - participates to the preparation of the technical book and to the reception of the works carried out.
- Electrical installation engineer
- - carries out design activities in the specialized field, in accordance with the legislation in force;
- - develops and approves the written parts and drawings related to the specialization;
- - ensures through the project and execution details, in compliance with technical regulations and contractual clauses;
- - -establishes through the project the decisive execution phases for the related works and participates on the site to the quality inspections related to them;
- - provides technical assistance in the field of specialization during the works execution;
- - ensures the activity of checking the compliance of the works carried out on the site with the approved design documentation
- - participates to the preparation of the technical book and to the reception of the works carried out.
- Thermal installation engineer
- - carries out design activities in the specialized field, in accordance with the legislation in force;
- - develops and approves the written parts and drawings related to the specialization;
- - provides through the project and execution details, in compliance with technical regulations and contractual clauses;
- - -establishes through the project the decisive execution phases for the related works and participates on the site in the quality checks related to them;
- - provides technical assistance in the field of specialization during the works execution;
- - ensures the activity of checking the compliance of the works carried out on site with the approved design documentation;
- - participates to the preparation of the technical book and to the reception of the works carried out.

3.3.4 Secondary experts (non-key experts)

To carry out the services under the contract, the contractor will provide the secondary experts it deems necessary according to its own organization and/or methodology.

3.3.5 Administrative staff and support/backstopping staff for the work of the main experts under the contract

The Contractor shall provide the contract services, backstopping/support staff for the rendering of the services.

Their number and clarifications shall be established according to the Contractor's methodology, being at his discretion.

3.3.6 Other requirements related to personnel directly involved in the services rendering

The Contractor shall ensure that proper staff (in terms of educational and professional qualifications and allocation of business days) and the necessary infrastructure/equipment are available to carry out all theactivities listed in the Terms of Reference effectively and to achieve the goals of the contract in terms of deadlines, costs and the required quality level.

The Contractor shall ensure that all experts are independent and are not in any situation of incompatibility with the responsibilities assigned to them and/or the activities they will carry out under the contract. Furthermore, throughout the contract implementation, the Contractor shall take all necessary measures to prevent any situation that could compromise the impartiality and objectivity of the activities carried out to achieve the goals related to the contract.

The contractor is obliged to ensure and strictly monitor that any of the proposed key experts are very familiar with and understand the requirements, purpose and goals of the contract, the applicable legislation and technical regulations, the specifics of the activities to be carried out under the contract as well as the assigned responsibilities.

The contractor is obliged to ensure and guarantee towards the contracting authority that the "key experts" it proposes are available throughout the contract duration to carry out the activities envisaged and obtain the results agreed through the contract, regardless of the number of business days provided for per expert and/or the period of carrying out the activities under the contract.

3.3.7 Role and duties of coordination/site staff

The contractor's representative organizes and supervises the actual execution of the contract. The contractor's representative may be the site manager.

His tasks are:

a) to be the sole interface with the contracting authority regarding the contract implementation and the carrying out of the activities under it;

b) to manage, coordinate and schedule all the contractor's activities at contract level, in order to ensure the contract development, within the deadline and to the required quality standards;

c) to contribute with his technical expertise by presenting suitable proposals whenever necessary for the proper works execution;

d) to manage and supervise all the activities carried out on the site;

e) to ensure all the resources necessary for implementing the quality assurance system in accordance with the relevant regulations;

f) to manage the relationship between the contractor and its possible subcontractors;

g) to manage and report on whether the works execution is carried out in compliance with the contractual clauses and the contents of the tender book;

h) is responsible for drawing up and submitting for confirmation the protocol of findings and all documents issued following the contract development, respectively the enforcement of the contractual provisions;

i) is responsible for all aspects regarding the health and safety of its staff on the site;

j) is responsible for the environmental aspects of the works in accordance with the contractual requirements;
k) updates the entire documentation necessary for the works execution, including the technical construction book;
l) updates the activity schedule and the site log;
m) manages the implementation of quality control plans for all works on the site;
n) is present at all checks carried out by the beneficiary's siaff or at inspections by the control bodies/authorized institutions.

The replacement of the representative by the contractor will be communicated immediately to the beneficiary.
The contracting authority may oppose the appointment of the new representative by the contractor, in which case a new request must be submitted until the purchaser's acceptance is obtained.
The contractor's staff carrying out activities on the site must apply all general and specific regulations as well as any other relevant rules, regulations, guides and practices communicated by the contracting authority.
The contractor is obliged to use specialized staff, capable of using the equipment and machinery necessary for the execution, without the risk of causing accidental damage to any other public or private property.
The contractor must ensure that the staff carrying out activities on the site:
i. has all the skills and competences for the execution of the intended works
ii. is healthy and fit for the execution of the intended works.
The coordinator for safety and health during the works execution will be appointed by the contractor.
Any safety requirement issued by the coordinator for safety and health during the works execution will be applied by the contractor.
During the works execution, the site manager must submit to the representative of the contracting authority, weekly, on Friday, a report where he/she:
a. describes the progress made;
b. identifies the intermediate results obtained (status of the works and related documentation);
c. presents the issues encountered and the corrective actions taken;
d. presents the short-term planning and highlights the changes compared to the previous planning for the activity on the site.
The contractor's staff operating on the site must be easily recognizable and are required to wear clothes with the contractor's logo.
The contractor's staff entering the site must be authorized in advance. Entry and exit from the site are only allowed during business days and hours.
The Contractor is directly liable for any accidents or incidents arising as a result of carrying out the works covered by this contract and will bear any possible compensation requested by its own staff, the beneficiary's staff or third parties.

3.4 **Information on the services and works requested by this tender book**

The design services must take into account the solutions provided in the Energy Audit, the Technical Expert Report and the Intervention Works Approval Documentation (DALI) - the recommended scenario made available by the Contracting Authority.
The entire documentation and steps necessary to obtain the approvals and authorizations required to obtain the building permit will be carried out.
The constructive solution chosen, the materials used, will aim to achieve the investment goal with minimum costs, while ensuring reliability and operational safety.
The energy refurbishment and renovation works must take into account both the solutions provided in the Intervention Works Approval Documentation (DALI) made available by the Contracting Authority, as well as the technical solutions provided in the future Technical Project to be developed within the framework of

this contract.

The in-depth energy refurbishmnt of the Technical Energy College will be carried out through an integrated approach, aiming to reduce primary energy consumption as well as reduce the amount of CO2 emissions, reduce energy costs and cover the energy needs of the buildings using energy from renewable sources. In this regard, the following energy renovation works will be carried out:

1. Thermal refurbishment works of the building envelope:

a) Thermal insulation of the facade - glazed part.

Replacement of windows:

High-performance aluminum joinery with multi-chamber thermal break will be used. The Minimum Value allowed for windows will be: Rmin=0.83 m^2 K/W (equivalent to Uw=1.2 W/m^2 K). The glazing will be triplane type (3 sheets of glass), with Argon gas and "warm-edge" spacer. Solar factor The installation will be carried out with sealing strips (vapor barrier on the inside and permeable strip on the outside to ensure the required air tightness index is achieved. The glazing solution will be optimized for summer thermal comfort and seasonal solar gain.

The air exchange rate at a pressure difference of 50 Pa must be n50 ≤ 1.0 exchanges h. If this threshold is not reached, the contractor will identify the areas with infiltration and will remedy the deficiencies on its own expense until the target value is met in compliance with the SR EN ISO 99 72 standard.

b) Replacement of exterior doors:

High-performance aluminum joinery with multi-chamber thermal break will be used, having a minimum thermal resistance of: Rmin=0.77 m^2 K/ W (equivalent U ≤ 1.3 W/ m^2 K).

The doors will meet the following conditions:

Sealing system: The doors will be equipped with perimeter sealing gaskets and a brush (or active gasket) at the threshold level.

Tight assembly: The junction between the door frame and the wall will be sealed with sealing strips (vapor barrier on the inside and diffusion-permeable strip on the outside).

Accessories: All main access doors will be equipped with automatic closing systems (dampers) adjusted to ensure complete and tight closure of the door leaf on the frame.

c) Thermal insulation of external walls:

Thermal insulation of external walls will be made with basalt mineral wool with a minimum thickness of 15 cm and a thermal conductivity $\lambda \leq 0.038$ W/mK.

d). Thermal insulation of the floor (attic)

The thermal insulation of the floor on the last level will be made with a layer of natural insulating material made of properly treated sheep wool, with a total thickness of 25 cm and a thermal conductivity of $\lambda<0.038$ W/mK.

A vapor control membrane will be installed under the sheep wool layer, sealed with special adhesive tapes at the overlaps and at the junction with the perimeter walls, to ensure the air tightness of the floor.

A wooden floor (for circulation and inspections) will be built over the insulation layer, mounted on a grid of joists.

In the C6 – Dormitory building, consideration will be given to installing automated vertical aluminum shading systems, brise-soleil type, on the facades with prolonged exposure to sunlight.

NOTE:

The building envelope will be treated as an unitary and continuous system.

The continuity of the thermal insulation layer will be ensured throughout the building envelope. The Technical Project will necessarily include Execution Details for all critical points at least for: facade-glass intersection, facade-base, facade-roof, pipe penetrations, facade-perimeter sidewalk, proving the removal or attenuation of thermal bridges

All thermal bridges identified at the level of structural elements (beams, columns, lintels, attics, etc.) will be

treated by covering with insulating material according to the execution details in the Technical Project. Current thermal bridges are treated by applying a continuous layer of thermal insulation.

2. Thermal refurbishment works of the heating system and hot water supply, respectively the installation of valves with sensors or timers.

It will be considered that the sanitary objects are selected in such a way as to ensure reduced water consumption (low-flow taps, dual-flush toilets, water-efficient shower systems.

In buildings C3 – Workshops and C5 – High School, in order to improve comfort during hot periods, the establishment of air cooling systems through fan coils will also be considered.

3. Installation of alternative systems for producing thermal energy for own consumption; use of renewable energy sources;

All buildings targeted by the project will be equipped with heat pumps air-water heat, which will produce thermal energy for heating and domestic hot water production. The heating of the buildings will be carried out mainly using heat pumps and only on frosty winter days, a gas condensing boiler will be used for the dormitory building, and a gas condensing boiler that will serve the buildings: high school, workshops and sports hall. The entire automation of the heating systems will be integrated into a BMS system.

4. Works to introduce mechanical ventilation systems with heat recovery in order to increase indoor air quality and achieve NZEB energy performance, as well as to create comfort conditions and a conducive environment for the educational process.

In the high school building and the workshops building, ventilation for the introduction of fresh air, respectively the exhaust of stale air, will be provided using a ventilation system with heat recovery, mounted outside the classrooms, in the corridor in the false ceiling.

The solution chosen for the thermal installations in the gym hall is heating with ROOF-VENT type ventilation and heating devices with 2 heat pumps installed on the roof of the building.

Requirements regarding the performance of the ventilation system with heat recovery:

1. Heat recovery: the thermal efficiency of the recuperator will be Minimum 82%.

Fan power (SFP): the specific consumption of the fans (Specific Fan Power) will be: PSFP<1250 W/ (m3 / s) (SFP 3).

2. CO2 sensors

The system will be equipped with CO2 sensors on each equipment

3. Air Filtration

Exhaust air filtration class: M5 Supply air filtration class: F9

4. "Summer" mode (Bypass):

The units will be equipped with an automatic bypass damper. At night, the system will introduce cold air directly from the outside to cool the building for free (Free Cooling), without passing through the heat recovery unit.

The noise produced by the ventilation units in the classrooms will comply with the regulations for the educational unit.

5. Photovoltaic System

The photovoltaic system proposed in this project will cover part of the power consumption requirements. The installation will be made up of the following components:

-Photovoltaic modules;

-DC fuses;

-3 three-phase 25kW inverters that convert direct current into alternating current;

-3 electrical protection panels - direct current;

-electrical protection panel - alternating current;

-surge arrester.

Minimum Mandatory Technical Specifications for photovoltaic modules:

Module Power: Minimum 550 Wp Total Power: 94 kW
Module Efficiency: Minimum 21.0%.
Linear performance guarantee: Minimum 85% of the nominal power after 25 years. Panel glass: tempered glass, with a thickness of Minimum 3.0 mm for the front.
Protection class: Minimum IP66.
Fire protection class: Minimum fire protection class C is allowed; The following specifications of the photovoltaic modules must be indicated in the technical tender:
- Manufacturer of the photovoltaic panels
- Country of origin
- Model and type of photovoltaic module (monocrystalline cells, for high efficiency)
- Maximum nominal / peak power of the photovoltaic panel
- CE marking/CE certificate of conformity

Certifications: Mandatory EN 61215, EN 61730 and CE marking.

The photovoltaic panels will operate in both direct light and diffuse light (with reduced efficiency). The photovoltaic panels will be installed on the surfaces of the roof that have southern exposure. The installation will be done on metal supports. The fastenings of the cover supports will be made according to the manufacturer's specifications and according to the details in the strength project.
For the connections between the elements of the photovoltaic system, only special solar cables with special, dedicated, IP68 connection elements will be used.
It is prohibited to use other types of connectors and cables than those shown by the manufacturers.
The connectors must ensure perfect connections, with minimum contact resistances so as not to affect the efficiency of the installation with additional voltage drops.

The tenderer will include a real-time monitoring system, accessible online, which will report: the energy produced, the energy consumed locally and the energy injected into the network to be integrated with the BMS.
Minimum Mandatory Technical Specifications for Inverters Nominal power (Pmax AC): Minimum 25 kW per unit. Inverter Efficiency/Yield: Minimum 98.4%
Minimum 2 MPPTs per inverter Protection rating: IP66
Monitoring: Mandatory inclusion of a communication module (Wi-Fi/Ethernet) for cloud monitoring.

The following specifications of the inverters must be indicated in the technical offer:
- Inverter manufacturer
- Country of origin
- Inverter model and type
- Inverter power

CE marking/CE certificate of conformity

The models must be included in the list of inverters approved by DSO (DEER), according to ANRE regulations for prosumers.

Operating conditions: Temperature range: -25 to +60 degrees Celsius.

Electrical equipment (inverter and TEAC electrical panel) will be installed in the High School building, in the technical area. From TEAC, the connection to the electrical network will be made in the general electrical panel of the facility (TEG).

1. Refurbishment and modernization works of the lighting installations in the buildings;

The current lighting system will be replaced with a high-performance, energy-efficient LED lighting system, which will be controlled with a remote control system to adapt the light intensity and adjust the parameters and operating time (part of the BMS system that must be implemented). Presence sensors will be used for circulation areas.

Consideration will be given to the implementation of exterior lighting works that prevent light pollution at night.

2. Integrated building energy management system (BMS)

The BMS system will be designed to operate autonomously and automatically, without permanent human supervision. The system will ensure real-time monitoring of operational parameters and the transmission of alarms, reports and historical data to the system beneficiary.

1 Implementation of the Energy Management System (EMS)

The contractor will design and install a higher-level EMS (Energy Management System) software solution, which will integrate data from the KNX bus and from the photovoltaic inverters.

The software must allow automatic reporting of consumption by type of area and utility and provide dashboards for monitoring performance indicators (KPI).

2. Design and Programming of Efficiency Scenarios (Smart Logic)

The Technical Project (TP) must include a Functionality Matrix that describes the control algorithms for all subsystems.

3. Data Archiving and History

The hardware infrastructure (server/controller) must ensure local or secure cloud storage of all monitored parameters for a period of Minimum 24 months.

The data must be able to be exported in editable formats (.csv, .xlsx) for subsequent energy audits.

4. Intellectual Property Transfer

Upon completion of execution, the contractor must hand over the source project and all Webserver/EMS administration passwords.

3. Related works carried out simultaneously with the main thermal refurbishment works:

-Local repair of facade elements, replacement or duplication of wooden elements of the roof frame;

-Repair of rainwater collection systems at the roof frame level of the buildings; repair of protective sidewalks around the buildings in order to remove possible infiltrations to the foundations and

basement of the building; building adaptation to fire safety requirements.

4. Green Facade System (Bioclimatic Shading System)

Considering the high solar exposure of the southern facade of the High School, an active natural shading system will be implemented, designed as a bioclimatic barrier to reduce the risk of overheating in summer.

Technical and assembly specifications:

Support structure: Galvanized/stainless steel metal mesh or rods will be used, mounted at a distance of at least 15 cm from the finished facade plane, to create a natural ventilation channel (chimney effect) that will discharge the accumulated heat.

Anchoring: Fixing the metal structure through the 15 cm layer of basalt wool will be mandatory using thermal break connectors (insulated), to prevent heat loss in winter and heat infiltration in summer through the attachment points.

Plant system and Irrigation: To guarantee the functionality of the system, an automated drip irrigation system with humidity sensors at the root level will be provided. Plant selection will target carefully selected native perennial species, adapted to the local climate in Romania; with rapid biomass development, capable of ensuring a coverage of at least 70% of the structure within 3 years.

Maintenance: The contractor will provide a plan for monitoring and maintaining the plant system for the warranty period, ensuring the replacement of specimens that have not adapted throughout the warranty period.

5. Other types of construction necessary to bring existing spaces into compliance with the regulations in force:

-Interior re-compartmentation works through demolitions or additions of masonry depending on the specific flow of teaching activity and the regulations in force, in particular NP 010/2022 Norm regarding the design, construction and operation of buildings for schools and high schools;

-Repair of interior finishes where specific works require it;

-Exterior works to arrange kinetic floors in the premises;

-Specific works necessary to obtain ISU and DSP approvals;

-Equipping buildings with ramps necessary for disabled people as well as lifting platforms for easy vertical movement;

By implementing refurbishment and modernization measures, the level of thermal protection of the buildings, the energy efficiency of indoor heating, hot water preparation and lighting installations will be increased, a microclimate proper for the overall conduct of educational activity will be created, the amount of primary energy from sources and carbon dioxide emissions will be significantly reduced, the requirements regarding increasing the comfort level will be met by renovating existing spaces with modern finishes and state-of-the-art equipment; -by implementing specific measures, the buildings will also meet the needs of disabled people.

The scope of the contract resulting from this procedure includes the execution of all works identified in the DALI and in the Technical Project to be developed under this contract and includes:

a) the purchase of all necessary materials and products and the provision of all machinery, means and equipment necessary for the works execution;

b) any temporary activity or work necessary for the site preparation, or any authorization required by the contractor from the competent authorities for the works execution and the carrying out of temporary activities and works;

c) the transport to the site of any materials, machinery, components and work equipment, by any normal or extraordinary means necessary for the works execution;

d) any relevant testing and trials, such as these tests and trials required by the legislation and regulations in the field of the quality assurance system in constructions;

e) any consumables necessary for the works execution and the performance of the trials;

f) normal and extraordinary maintenance of the works until their handover to the contracting authority;

g) activities and consumables necessary to maintain the site clean and functional, dismantling and removal any temporary works or activities;

h) preparation of any documentation necessary for the contractor to execute the works, documentation that includes but is not limited to:

a. Work schedule (physical and value) Gantt chart;

b. Quality plan for execution;

c. Quality control plan;

d. Certifications and material test results;

i) Documentation of the information necessary for the technical book of the construction, including documentation of operating instructions (if applicable);

The contractor must comply with the provisions of Law 319/2006 Law on Safety and Health at Work and the Methodological Rules for enforcing the provisions of the Law on Safety and Health at Work.

All conditions requested in the Notices by the operators of the utility networks will be complied with. Specialized projects will be carried out if necessary for the relocation/protection of utility networks or the creation/modification of connections/branches, according to the notices issued by the utility network operators.

Measures will be taken within the construction site to minimize the discomfort of residents in the vicinity of the construction site.

The management of construction waste is the responsibility of the builder.

The builders who carry out the works are obliged to ensure that the construction materials and components used in the renovation of the building do not contain asbestos or substances of particular concern, as identified on the basis of the list of substances subject to authorization provided by Annex XIV to Regulation (EC) No. 1907/2006.

In accordance with the provisions of Commission Decision No. 2000/532/EC, transposed into national legislation by GD No. 856/2002, as amended and completed, it is considered that the execution works do not involve the use of categories of materials that can be classified as hazardous toxic substances.

The builders carrying out the refurbishment must ensure measures regarding the quality of the indoor air, which can be affected by numerous other factors such as the use of waxes and varnishes for cleaning surfaces, construction materials such as formaldehyde in plywood and fire retardants in numerous materials or radon that comes from both soils and construction materials.

The components and construction materials used, which may come into contact with the occupants emit less than 0.06 mg formaldehyde per m^3 of material or component and less than 0.001 mg of carcinogenic volatile organic compounds of categories 1A and 1B per m^3 of material or component, when tested in accordance with with CEN/TS 16516 and ISO 16000-3 or other comparable standardized test conditions and other determination methods.

In accordance with recognized standards (e.g. ISO 16000 / EN 16516) all paints and coatings must have: VOC content ≤ 50 g/L, adhesives and sealants ≤ 70 g/L, flooring systems ≤ 100 g/L.

NOTE!

RADON CONCENTRATION TESTS: 2 certified tests will be carried out to identify the radon concentration in the building, namely one test at the start of the contract and one at the completion of the works. At the same time, the 2 Radon concentration tests will be highlighted in the Gantt Chart.

If the radon concentrations measured at the beginning exceed the limits provided by the regulations in force, the contractor will take measures to mitigate them to the admissible level.

Attention! The 2 tests must be within the total works duration, namely 18 months, including obtaining the test results.

The tenderers carrying out the works will take measures to reduce noise, dust and polluting emissions during the renovation works. During the refurbishment works, the builders will implement procedures in such a way as to exclude any possibility of negative effects on environmental factors and, in particular, on water, soil and subsoil, air. Good management of the works, provision of clear management measures for all materials, equipment and installations used, correct storage, in accordance with specific rules, periodic training of all workers on site will ensure the removal of the aforementioned negative effects.

The investments are not expected to generate significant GHG emissions, as the renovation activities have the potential to reduce energy consumption, increase energy efficiency, leading to a substantial improvement in the energy performance of the buildings concerned and to significantly reduce GHG emissions. The renovation activities will thus contribute to the national target for increasing energy efficiency per year, set in accordance with the Energy Efficiency Directive (2012/27/EU) and to the nationally determined contributions to the Paris Agreement on climate change.

At least 70% (by weight) of non-hazardous construction and demolition waste (except natural geological materials referred to in category 17 05 04 of the European list of waste established by Decision 2000/532/EC) generated on the construction site shall be prepared for reuse, recycling and other material recovery operations, including backfilling operations using waste to replace other materials, in accordance with the waste hierarchy and the EU Protocol on the Management of Construction and Demolition Waste.

The constructor shall ensure that conditions are provided for the effective and efficient separate collection of waste at source and the sending of separated fractions at source for preparation for reuse or recycling.

The sorting of waste shall be carried out at the production site, by the constructor. The developer shall limit the generation of waste in construction and decommissioning processes, in accordance with the EU Protocol on the Management of Construction and Demolition Waste, shall take into account the best available techniques and shall decommission/sort waste selectively.

Requests regarding compliance with the provisions regarding the DNSH principle in the design stage The provider will include in the technical documentation developed (TP, ED) provisions regarding compliance with the obligations related to the "Do No Significant Harm" (DNSH) principle and during the works execution, the necessary measures will be taken to comply with the DNSH principle, as defined by Regulation (EU) 852/2020 on the establishment of a framework to facilitate sustainable investments.

The immunization of the newly created infrastructure to climate change, namely adaptation to climate change and mitigation of harmful effects on the environment and resilience to disasters, will be taken into account both at the stage of developing the documentation and during the works execution, as well as in the stage of operation and maintenance of the investments, thus ensuring the sustainability of the infrastructure and the standard of services with a proper approach to climate risks.

Constructors carrying out the works are obliged to ensure that the construction materials and components used in the renovation of the building do not contain asbestos and nor substances of very high concern, as identified on the basis of the list of substances subject to authorisation set out in Annex XIV to Regulation (EC) No 1907/2006.

In accordance with the provisions of Commission Decision No 2000/532/EC, transposed into national

legislation by Government Resolution No 856/2002, as amended and completed, it is considered that the works execution do not involve the use of categories of materials that can be classified as hazardous toxic substances.

Builders carrying out the refurbishment must ensure measures regarding indoor air quality, which can be affected by numerous other factors such as the use of waxes and varnishes for cleaning surfaces, construction materials such as formaldehyde in plywood and fire retardants in many materials or radon that comes from both soils and construction materials.

The components and construction materials used, which may come into contact with the occupants, emit less than 0.06 mg formaldehyde per m^3 of material or component and less than 0.001 mg of carcinogenic volatile organic compounds of categories 1A and 1B per m^3 of material or component, when tested in accordance with CEN/TS 16516 and ISO 16000-3 or other comparable standardized test conditions and other determination methods.

Requests regarding compliance with the provisions regarding the DNSH principle during the works execution

During the works execution, the contractor has the following obligations:

In order to verify the implemented measures to "do no significant harm" (DNSH – "Do no Significant Harm" of the refurbishment project, the DNSH responsible of the builder will submit, attached to each payment statement, a report on the implementation of the DNSH requirements for the works executed included in the statement of works (with the attachment of supporting documents), namely at least the following:

- Statement of works with a breakdown of the following (where applicable):
• Quantity of dismantled materials m3/m2
• Quantity of reused materials m3/m2
• Quantity of recycled materials m3/m2
• Quantity of waste m3/m2
- Certification by the waste management company with the quantity of waste taken over, specifying the quantity of waste incinerated;
- Statement of performance for construction products, drawn up by manufacturers, or statements of compliance (if used construction products subject to a non-harmonized technical specification) or technical approval in construction (if construction products are used for which there are no harmonized technical specifications or non-harmonized technical specifications);
- Product safety data sheets (according to EU Regulation 2015/830);

- Technical data sheets of the equipment used in the technical systems of the building - proof of reduced energy consumption, respectively the possibility of using renewable energy, statements of compliance
- Technical data sheets of the equipment used - pollution reduction measures;
- Certified testing to identify the radon concentration in the building, at the beginning and on the completion of the works.

3.4 Duties and responsibilities of the Parties

The contract is responsible for fulfilling the following duties:

a. Carrying out the activities under the contract in accordance with the requirements of the legislation applicable to the specifics of the investment site for which the preparation of technical and economic documentation is requested, of the technical regulations in force applicable to the specifics of the investment site and of the provisions of this manual duties;

b. Preparation of all work plans for carrying out the activities under the contract, in accordance with the requirements of the tender book;

c. Making available to the Contracting Authority, in a timely manner, all documents, including, but not

limited to: technical and economic documentation, updated work plan of activities, progress reports;

d. Updating calculations, drawings and specifications to reflect all revisions, including all requirements and information provided by third parties (authorities, subcontractors, etc.);

e. Submission to the Contracting Authority for review and approval of the requested documents. Also, any modification thereof must be approved by the Contracting Authority;

f. Development of technical and economic documentation in such a way as to take into account the accessibility requirements of disabled people or the design concept for all categories of users;

g. Submission of the technical documentation and reports in the format(s) that comply with the requirements established by the technical regulations and those established by the contracting authority;

h. collaborating with the Contracting Authority's staff allocated for the services carried out under the contract (monitoring the progress of activities under the contract, coordinating activities under the contract, feedback);

i. rendering the services and carrying out the works only with certified staff, according to the law;

j. assisting the Contracting Authority and making available to the Contracting Authority the necessary supporting documents in relation to the competent institutions in the field of quality control and assurance in construction;

k. providing the Contracting Authority with all information requested to support the process of evaluating the contractor's performance in relation to the performance of the activities under the contract;

l. providing support and managing lessons learned in order to improve the activities under the contract;

m. indexing all documents submitted to the Contracting Authority both during the rendering of the activities and before the completion of the services;

n. communicating, in writing, with all the parties concerned (Contracting Authority, authorities, experts, etc.) involved in the performance, approval or authorization of the contracted services related to the site, in order to optimally carry them out;

o. ensuring that it will not use, in the contract development, in any way and to any extent, the beneficiary's employed staff, except in cases and to the extent that the parties agree otherwise in a manner provided by the contract;

p. drawing up a GANNT+ weekly report on the status of the works and those estimated for the current week.
q. designating a DNSH ("Do No Significant Harm") responsible person who will report on the verification of the application of the DNSH principle - the activities/works carried out within the project are considered compliant with the principle of "do no significant harm" (DNSH – "Do No Significant Harm").
The contractor will draw up the technical and economic documentation and will fulfill its content as necessary and established by the technical regulations applicable to the design of the investment sites, so that it can provide evidence at any time, both to the contracting authority and to the parties concerned, for its decisions, based on the analyzed details and technical solutions, the calculations and analyses performed. The contractor shall take all necessary steps and act as soon as possible to comply with requests from the contracting authority, requests arising from the type of services covered by the contract, provided that these are expressly communicated to the contractor as requests directly related to the fulfilment of the scope of the contract and the goals of the contracting authority.
The contracting authority is responsible for:
a. providing the contractor with all available information to obtain the expected results;
b. establishing a location or making available a space for the holding of work meetings and progress review sessions under the contract;
c. designating and communicating to the contractor the team/person responsible for interaction and support provided to the contractor;
d. ensuring all resources that are in its charge for the smooth running of the contract;
e. payment of all fees for obtaining permits, agreements and authorizations, their payment being made on the basis of supporting documents, previously approved by the contracting authority;
f. payment of the value of the services rendered by the contractor, based on the invoices issued by the latter, as established by the contract;
g. organization of preliminary and final acceptance upon completion of all services performed in accordance with the provisions of these specifications;
h. Documentation in writing of any reason for rejection of the results provided by the contractor under the contract, by reference to the legal provisions, the technical regulations in force and the requirements of these specifications, as applicable.
i. handing over the site to the contractor,
j. carrying out checks on the works, throughout the execution period, through the site manager or own staff
k. organization of acceptance upon completion of the works rendered and on the final acceptance.

4. Assumptions and risks

When preparing the tender, tenderers must take into account at least the assumptions and risks described exemplarily below and to estimate their possible effects.
In this regard, the tenderer must take into account the resources required (time, financial and any other nature) to implement the proposed risk strategies.
The assumptions considered at the time of initiating this procurement procedure are:
a. the requested services are explicitly described in the Terms of Reference and are regulated by specific legislation, accessible to all the parties concerned;
b. no changes to the institutional and legal framework are expected that would significantly affect the implementation and proper development of the contract;
c. all relevant and available information, data and documentation for the provision/rendering of

services in relation to the investment site will be made available to the contractor, to the extent that they are available to the contracting authority;

d. good cooperation between all parties involved: Contracting authority, contractor, competent authorities and any other relevant factors involved.

In preparing the tender, tenderers must take into account at least the risks described below. The risks with the highest probability of occurrence during the contract period, identified by the contracting authority in the stage of preparing the tender documentation, may consist of:

i. delays in issuing permits etc. to be made available by the contractor;

ii. the emergence of specific requests from competent authorities (e.g. environmental, cultural, agricultural authorities) or utility holders regarding the location of the investment site/project, including the situation where the parameters for certain characteristics/activities established by the competent authorities are stricter than the parameters proposed by the contractor;

iii. the emergence of possible difficulties in collaboration and communication between the various stakeholders, namely: contractor, competent authorities, contracting authority, other contractors of the contracting authority (verifier);

iv. existence of design errors/omissions in the documents made available by the contracting authority, not identified until the moment of starting this procedure;

v. data and information communicated by the contracting authority are not sufficient or are incomplete to meet the requirements required by these specifications;

vi. addition of activities/requests for new information, depending on the progress of the activities;

vii. exceeding the individual durations of the activities undertaken by the Technical Proposal.

viii. failure to meet the deadline established for the completion of the services under the contract resulting from this procedure;

ix. improper execution pace due to the Contractor's inability to provide sufficient and qualified staff;

x. inconsistencies in execution caused by failure to comply with the required quality level, provided by the technical documentation, which implies the need to redo some improperly executed works;

xi. the Contractor's inability to supply on time and in the necessary quantities all the materials that will be put into operation;

xii. failure to meet the deadline established for the completion of the execution works by the contract resulting from this procedure;

For the risks included in this chapter, the contracting authority will not accept subsequent requests for re-evaluation of the conditions in the Financial and/or Technical Proposal, respectively for changes to the contract, if the tendererr has not provided in its tender the necessary diligence, respectively the inclusion of measures to remove the source of risk or mitigate its impact.

5. Approach and methodology within the contract – DESIGN PHASE

The contracting authority does not require a specific approach in rendering the services, given that the stages of development and the framework content of the technical and economic documentation for the achievement of the investment site are regulated by specific legislation.

The tenderer has the freedom to choose the approach used. The methodology presented must comply with the specific regulations established in the field, highlighting this specifically in the Technical Proposal, and the proposed approach must be consistent with the methodology proposed.

We recall that the technical documentation/projects, which structure is highlighted both in Law No. 50/1991 and in GR No. 907/2016, will be developed in accordance with the form found in GR

No. 907/2016.

5.1 Work plan for the requested activities/services

The activities under the contract are carried out based on the work plan of the activities included in the Technical Proposal of the tenderer who became the contractor.

The work plan for the activities under the contract is updated immediately after the latter is signed and becomes the input data for all meetings to monitor the progress of the activities during rendering the services. The work plan of the activities accepted in the last progress meeting becomes a reference for carrying out the activities in the following period.

A design schedule will be presented per items under the contract.

The design activities required by this specification will be carried out for the most part at the contractor's headquarters. However, the design purpose also involves:

- Carrying out activities at the location of the investment site (for measurements and field study related to the development of technical documentation, during operations undertaken by technical assistance, etc.);
- Interaction with stakeholders responsible for issuing permits, authorizations, agreements in relation to the investment site;
- Carrying out activities at the headquarters of the contracting authority.

5.2 Contractor's infrastructure necessary for carrying out the contract activities The tenderer who becomes the contractor must ensure that the staff carrying out their activity under the contract has the material support and the necessary infrastructure to allow them to focus on carrying out the activities contracted.

The infrastructure shown by the tenderer in the Technical Proposal must be appropriate to the purpose of the contract and meet all the functionality and use requirements (including environmental protection aspects) established by the legislation in force, regardless of the form of ownership.

The contractor will use specialized design software such as 3D in BIM (Building Information Modeling) as well as the creation of a minimum of 8 renderings.

5.3 Infrastructure and resources available at the level of the Contracting Authority for the contract development

For the contract development, the contracting authority will make available the necessary premises for the contract development. the location of the weekly work meetings, in particular offices within the company's own building in Sibiu, str. Piața Mică, no. 25.

6. Summary of information and technical requirements – EXECUTION STAGE

6.1 Location

The execution works that make the scope of this procurement will be carried out in the following location:

Str. Electricienilor, No. 1, Sibiu municipality, Sibu county.

6.2. Input data used by the contractor for the works execution

The input data for the works execution are the elements comprising the description from technological, constructive, technical, functional, architectural and economic point of view of the works for the basic investment, correlated with the qualitative, technical and performance level specified in the written and drawn part of the DALI, as well as in the future Technical Project to be developed.

The documentation resulting from the design phase – that will represent input data for the works execution– will consist of:

- Written parts (general description of the works, technical memoranda by specialties, calculation briefs, specifications, lists of quantities of works, general schedule for the investment implementation)
- Drawn parts (overall drawings, as well as drawings related to the specialties: architectural, structural, installation, machinery and technological equipment drawings, including equipment plans)

6.3 Works execution– results that must be achieved by the Contractor

In this situation, it is requested that the future contractor has specialized machinery and equipment and carries out the works in accordance with the tender book, technical documentation (TDBP, TDEO, TP), the construction permit and the approvals/agreements requested by the C.U., as well as the legislation and technical regulations/norms.

The final results of the Contract include:

i. All the necessary documentation that was used for the execution planning, for the execution, execution control and works completion;

ii. All works, by specialization, carried out fully in accordance with the requirements of the tender book and technical documentation;

iii. Waste (primary and secondary) properly sorted and waste management procedures fully complied with;

iv. The work area cleared and cleaned of any equipment, machinery or material used by the Contractor during the works execution, so that it can be put back into use as soon as possible.

The documentation required and used for execution planning, execution control and completion of the works include:

i. General schedule for the execution of the work (physical and value) – Gantt Chart;

ii. the following documentation (signed by certified specialists in the relevant professional field, as appropriate):

a. Quality control plan for the works carried out, including general quality records made during the works execution as well as other documentation drawn up in accordance with the technical requirements, that certify the quality of the works;

b. Statement of compliance of materials and any relevant documentation required by the legislation in force;

c. Results of tests on materials provided by the legislation in force and/or provided in the technical project and/or requested by the State Construction Inspectorate;

d. Laboratory tests for the works carried out;

e. Protocol on execution phases and inspection protocol of the works that have reached final phases;

f. Technical execution details and relevant calculation briefs, where applicable and not initially provided as part of the tender book;

g. Copy of the site log duly signed on all pages;

h. Contract with an operator for the recycling and preparation for reuse of waste resulting from the investment, in a proportion of at least 70% (by mass), in accordance with Directive 2008/98/EC of the European Parliament and of the Council of 19 November 2008 and with GEO 92/2021 approved by Law 17/2023, including payment of deposit fees, expense included in the tender in chapter 5.1.2.

of the estimate.

i. DNSH requirements implementation report for the works performed;

The Contractor must provide the Contracting Authority with the entire requested documentation, including the part of the Technical Book of the construction (Chapter B) before signing the acceptance protocol upon works completion.

The quality management documentation includes at least:

i. Quality plan;

ii. Work quality control plan, checks and tests.

6.4 Machinery, equipment, materials used

a) The Contractor's teams will be served by machinery and equipment appropriate for the works carried out and equipped with the necessary tools and devices
b) When drawing up the work status, the invoices for the purchase of materials, the certificate of compliance and the warranty certificate will be submitted.
c) The components used must comply with certain criteria and with the standards in force. The Contractor is obliged to use only appropriate materials, certified and approved materials for use for this purpose.
d) The contractor is obliged to keep and make available to the beneficiary, upon request, all accompanying technical documentation/quality documentation for the materials used in the contract.
e) The contractor has the right to replace the materials or processes specified in the technical tender only with the written consent of the beneficiary. In the event that a change of the materials tendered (to be put into operation) is requested, it will be taken into account that the business operators are obliged to use materials identical or superior, from technical point of view, to those initially tendered.
f) All maintenance works will be carried out in accordance with the safety regulations for these types of interventions.
g) All materials and equipment that will be incorporated and used in the works will be handled and stored in such a way as to avoid any kind of accident.
h) Any materials or equipment which, in the opinion of the Contracting Authority, do not qualitatively correspond to the purpose for which they were procured or have exceeded the acceptable level of wear and tear, will be immediately removed from the site, and the Contractor will not be paid for the material/equipment considered unsuitable, nor for its removal.
i) The removal of residual materials from the site must comply with local and national regulations on transport and disposal, the contractor being responsible for their selective collection.
j) At least 70 % (by weight) of non-hazardous construction and demolition waste (except natural geological materials referred to in category 17 05 04 of the European list of waste established by Decision 2000/532/EC) and generated on the construction site shall be prepared for reuse, recycling and other material recovery operations, including backfilling operations that use waste to replace other materials, in accordance with the waste hierarchy and the EU Protocol on the Management of Construction and Demolition Waste.
k) The constructor shall ensure that conditions are provided for the effective and efficient separate collection of waste at source and the sending of separated fractions to source for preparation for reuse or recycling.
l) Waste sorting shall be carried out at the production site, by the constructor. The constructor shall limit the generation of waste in the construction and decommissioning processes, in accordance with the EU Protocol on the Management of Construction and Demolition Waste, shall take into account the best available techniques and shall decommission/sort waste selectively.
m) The following provisions shall also be observed:

• Effective barriers shall be erected around the area of dusty activities or as a limitation of the construction site.

• All vehicles shall have their engines switched off – no vehicle shall have its engine running when stationary.

• All loads entering or leaving the construction site shall be covered.

• All routes on the construction site shall be arranged in such a way as not to lead to skidding, to not produce mud, water puddles, etc.

• Cutting equipment shall use water to incorporate dust or there shall be ventilation systems appropriate to the site.
• Demolition waste shall be stored directly in containers; its storage, even temporarily, on the ground is prohibited.
• Minimization of falls from heights to avoid scattering of materials by using gutters for waste discharge.

All materials and equipment delivered to execute or to be incorporated into the permanent works to be executed under the contract shall be accompanied by a CE Certificate (European compliance).
Any changes or modifications made to the initial project and recommended by the designer to the Contractor shall be approved by the Site Manager and the Contracting Authority, before these modifications are implemented.
Not all materials from the same source will be approved simply because the source has been approved. The contractor must prove, through continuous testing, that only materials that comply with the relevant technical specifications will be used in the works.
The use of waxes and varnishes for cleaning surfaces will be avoided/avoidance of the use of building materials containing substances such as formaldehyde, volatile organic compounds/reduction of radon concentration.
The operators carrying out the works are obliged to ensure that the components and building materials used in the renovation of the building do not contain asbestos or substances of very high concern, as identified on the basis of the list of substances subject to authorisation set out in Annex XIV to Regulation (EC) No 1907/2006.
The construction components and materials used in the construction shall comply with the criteria set out in Appendix C to Annex 1 of the Proposal for a Commission Delegated Regulation (EU) completing Regulation (EU) 2020/852. The construction components and materials used in the construction which may come into contact with the occupants shall emit less than 0.06 mg of formaldehyde per m^3 of material or component when tested in accordance with the conditions specified in Annex XVII to Regulation (EC) No 1907/2006 and less than 0.001 mg of other carcinogenic volatile organic compounds of categories 1A and 1B per m^3 of material or component when tested in accordance with CEN/EN 16516 or ISO 16000-3:2011 or other equivalent standardised test conditions and determination methods. Statements of performance and compliance shall be submitted at the settlement date of the work statements.

6.5 Work Area, Utilities and Site Facilities

The work area is as described in Chapter 6.1 of this tender book. The Beneficiary will not provide the Contractor with other utilities or facilities.
The Contractor will undertake its full responsibility for the protection of the currnt buildings, structures and roads in the site area, whether public or private, whether or not shown on the general drawings. Any damage caused or resulting from the operations carried out by the Contractor will be repaired at the latter's expense.
The Contractor will ensure the maintenance in operating conditions and the protection of the systems/equipment, facilities, as well as the parts/segments of the building that are not affected by the project, during the works execution. These measures will be included by the tenderer in the price of the financial tender.
The Contractor will coordinate and carry out the works for the utilities, according to the approvals obtained.
If this is required by law or in order to meet the requirements of the utility owner, the Contractor will use qualified staff or subcontractors to carry out the utility works. The Contractor will comply with the special requirements of the utility owners or the instructions sent by the utility owners during the Contract development.
If the Contractor causes any damage to the utility supply equipment during the works execution, he will immediately inform the utility owner and any other responsible authorities. The Contractor shall request approval for the repair works to be carried out as soon as possible, subject to the agreement of the utility owner. The costs of such works shall be borne by the Contractor. The Contractor shall be responsible for all environmental mitigation works that are necessary following the works completion.

6.6 Technical changes/quantitative changes

The Contractor shall carry out the works described in the Technical Project, in full compliance with the requirements of the tender book. As a rule, no technical change to the requirements found in the technical documentation is allowed during the works execution, except in well-justified situations.

Changes to the contractual value shall be made only with the consent of the contracting authority and only if they are not substantial, in accordance with the provisions of art. 221 of Law no. 98/2016, respectively in light of the provisions of ANAP Instruction no. 1/2021.

6.7 Quality management and document management

6.7.1 Quality plan

The contractor shall carry out all activities under the contract in accordance with the Quality Plan, which must be drafted according to the SR EN ISO 9001:2015 standard or equivalent and in compliance with the instructions of the SR ISO 10005:2007 standard "Guidelines for quality plans" as well as in accordance with the regulations on the quality management system in constructions (including, but not limited to the contents of Annex 2 of GR 766/1997, as amended and completed). It must include all the requirements regarding the works execution in this tender book. Consequently, the quality plan must not be generic but specific for this contract and for the works included in it.

Taking into account the provisions of art. 23-25 of the Regulation on quality management and assurance in construction, Annex no. 2 to GR no. 766/1997, the quality plan drawn up by the contractor must:

a) describe how the contractor will apply the construction quality management system within the contract, in such a way as to meet the technical and contractual requirements as well as the applicable regulations, standards and norms;

b) prove to the contracting authority how the contractor will meet the quality requirements included in the tender book and in the regulations governing the quality in the execution of construction works;

c) describe how the activities under the contract will be organized and managed in order to meet the requirements;

d) is in accordance with all the input data provided by the contracting authority through this awarding documentation.

The quality plan must include at least:

a) description of the contractor's organizational structure and identification of the positions and responsibilities of the staff directly involved in the contract development;

b) the method of management of input data and document management within the contract;

c) the resources available for the contract development, namely the workforce, materials and infrastructure;

d) the means of communication with the contracting authority;

e) the means of control and management of inconsistencies that may arise during the works execution.

The quality plan updated by the contractor shall be made available to the contracting authority at the start-up meeting of the activities under the contract. It shall be approved or returned with comments by the contracting authority within 5 days of its submission by the contractor.

During the contract development, the quality plan shall be updated whenever deemed necessary and/or following the request of the contracting authority.

6.7.2 Quality inspection

For each activity under the contract (or for each stage of the works), the contractor must submit for approval at least 3 days before the start of the works a quality control plan for the works execution.

The contractor shall submit, during the kick-off meeting of the activities under the contract, a general quality control plan for the works carried out. This plan must cover all subsequent activities/stages for which work will be organised on the site and identify the quality control plans related to the different specific activities/stages of the works. The general quality control plan for the works shall be approved or returned with comments by the contracting authority within 3 days of its submission by the contractor.

The quality control plan shall be drawn up using the contractor's own format and shall contain, where applicable, at least the following:

a) description of the planned tasks and list of execution stages for carrying out the activity;

b) responsibilities for the execution, management and control of the activity;

c) references to technical specifications, drawings, procedures relating to the execution, control and acceptance of the activity;

d) integration of certification documentation (reports/minutes, inspections or test reports, certificates, etc.) provided for the activity;

e) final documentation of the activity followed by the closure of the quality control plan.

The contractor must provide the contracting authority with the opportunity to participate to the execution of any activity/stage, at each stage of the related quality control plan and to verify the compliance of the execution and the controls with the quality control plan.

In this regard, the contracting authority will indicate:

a) the activities to which it specifically intends to participate;

b) the activities that must not be started without the presence of the contracting authority's representative. The contractor will communicate the dates of these activities at least 2 business days before carrying out the respective activity.

6.3.2 Document Management

Each document issued by the contractor must bear a registration number, be signed and stamped.

All documents (written or drawn) submitted by the contractor to the contracting authority must be in Romanian, unless the contracting authority provides otherwise.

When applicable, digital photographs must be provided in .JPG (Joint Photographic Experts Group) format. These will be sent predominantly by electronic mail to avoid additional costs for other equipment or listing.

The contractor will provide a printed copy and a copy on electronic media (CD/DVD or USB memory) of the documents resulting throughout the contract duration.

Proof of receipt will be requested and obtained regardless of whether a document is sent by electronic or conventional mail.

Note: The GANTT chart will be delivered in PDF format (optimized for A3 print format) and in editable format. Particular attention will be paid to the contrast of colors and the thickness of the connecting lines, so that the graph is easy to read and interpret by the members of the evaluation team.

4**. Specific contract management requirements**

4.1 Contract management and reporting activities under the contract The contracting authority intends to use a form of contract management based on coordination activities and monitoring activities.

Coordination involves:

a. Organizing meetings to start the activities within the contract, to ensure that the contracting authority and the contractor have the same perspective on the activities and results of the contract;

b. Organizing work meetings to monitor the progress of the activities and analyze the intermediate results, corresponding to each stage or activity of the contract (as appropriate);

c. Coordination of resources and activities by each contracting party separately and together.

Monitoring involves:

Measuring the progress of the contract activities by reporting to the following elements:

i. The work plan included by the tenderer in the Technical Proposal based on the requirements of the Terms of Reference, as accepted by the parties;

ii. The information in the Financial Proposal;

iii. The risk management plan included in the Technical Proposal (if applicable);

iv. Any other items of the Technical Proposal and the Terms of Reference that may represent plans for carrying out the activities (quality control/assurance/management plan, etc.) or that were the basis for obtaining a competitive advantage at the time of awarding the contract;

Finding compliance by accepting partial results/documents based on predefined criteria included in the contract and positive or negative deviations from the requirements included in the contract.

5. **Managing the relationship between the contractor and the contracting authority**

5.1 Managing the relationship during the design phase

Within 3 days of signing the contract, the kick-off meeting will take place, during which the common understanding of the approach to the contracted activity will be clarified and the deadlines and frequency of work meetings will be set to monitor the progress of the services rendered.

To manage the relationship between the contractor and the contracting authority, meetings will be held bimonthly (twice a month). The frequency may be modified depending on the strictness of compliance with the obligations undertaken by the tenderer. The meetings will aim to monitor the progress recorded and settle any problematic situations that may arise.

To the meetings indicated above, the contractor is obliged to come at the headquarters of the contracting authority, through an authorized representative/project manager/contract manager, at the date and time established by the authority, providing any information or documents requested. There will be

no teleconferences or videoconferences. In justified situations (such as delays and/or non-compliance in the fulfillment of the obligations undertaken by the provider), the contracting authority has the right to request ad-hoc meetings, the contractor will ensure its availability within maximum 3 days from the notification.

The tenderer is obliged to foresee and include in its tender all costs (transport, accommodation, daily allowance, others, as the case may be) related to the expected meetings with the contracting authority, including ad-hoc ones. The costs will be included in the indirect costs.

The contracting authority is responsible for monitoring the contaract development and making payments to the contractor, subject to compliance with the contractual obligations and the accepted work plan of activities.

The contracting authority will appoint a contract manager, who will ensure permanent communication with the contractor's team, the recording of all documents relating to the contract development, permanent monitoring and periodic evaluation (at least bimonthly) of the level of achieving the contract goals.

The contractor is responsible for the timely carrying out of all activities provided and for obtaining the results established by the tender book and for the entire coordination of the contracted activities.

The contracting authority and the contractor shall notify each other as soon as one of the parties becomes aware of the occurrence, in the immediate future, of an event or situation that could:

i. increase the contract value;

ii. lead to the delay of the milestones and activities on the critical path, generating non-compliance with the deadline for completion of the services under the contract;

iii. lead to the modification of the accepted work plan of the activities;

iv. affect the purpose and scope of the technical and economic documentation;

v. affect the activity of the contracting authority or other parties concerned.

The contractor will also notify and send notifications for issues that may increase the costs for the beneficiary. All notifications during the course of the contract activities are analyzed during the progress monitoring meetings of the activities and, where appropriate, included in the risk register used as input data.

5.1.1 **Documents requested from the contractor during the design phase**

A. Reports requested as input data for the progress monitoring meetings of the activities under the contract.

Table no. 13

No.	Meeting	Input data requested
1	When starting the activity within the contract	- On this occasion the contractor will submit a report on the start of the activity, in which he will refer to the input data mentioned below; - The work plan included in the Technical Proposal updated by reporting on the actual start date of the activity; - Details regarding the proposal for reporting on the progress of the activities under the contract (the format of the Progress Report to be used during the meetings for the analysis of the progress under the contract).
2	to monitor the progress of activities under the contract	- Monthly progress report containing the information described in detail in chapter 9.1.3 of this tender book. The reports will also be provided electronically, by e-mail one day before the date set for the progress monitoring meeting; - The work plan of the activities accepted in the last meeting; - The updated risk register.
3	for the presentation of technical and economic documentation in order to issue their acceptance by the contracting authority	Upon completion of the technical documentation, it will be handed over to the beneficiary at his/her headquarters, where, together with the person responsible for the contract, he/she will receive it quantitatively. In a short time, but no later than 10 working days from receipt, the beneficiary will analyze the technical documentation to determine whether it meets the expected quality level and will forward the documentation to the project verifiers or will forward clarifications to the designer, who has the responsibility to respond within 3 business days. Following the verification of the project by the certified verifiers contracted by the Municipality of Sibiu, the qualitative reception protocol of the technical documentation will be signed.
4	upon completion of the activities in the contract	The contractor will inform the beneficiary about the completion of the stage(s) of services under the contract, providing a final report/specific reports and/or other documents provided by the contract or by law (such as the relevant parts of the construction book, etc.). The final report will represent the notification to the contractor regarding the completion of the contracted activities, which it will briefly describe, intending to show the compliance with the contractual terms undertaken.

A. Documents regarding the activities results.

Method of presenting the information for the technical documentation developed.

Table no. 14

Requirements	Requirements detailing

Document format	The technical documentation that makes the scope of this public procurement will be presented in the form and number shown below. All documents will be signed and stamped by the issuer, will contain an inventory and will be accompanied by handover-reception protocol. The documentation submitted in electronic format must be of the .PDF - OCR type. All documents that will not be submitted to the beneficiary in original, will include the mention "according to the original" on each page and the signature of the person authorized in this regard.
Document language	Romanian
Number of copies for documents	0. The concept will be submitted in two original copies and in electronic format. 1. The approvals and agreements in the TDBP phase will be submitted in original, two copies and in electronic format (*.pdf); 2. The project for authorizing the execution of construction works (TDBP., including TDEO) will be submitted in letter format, on paper, in two original, distinct copies; 3. The projects for relocation/protection of networks (as applicable) will be presented in letter format, on paper, in the number of copies required, so that at least one original copy remains in the possession of the contracting authority. These projects will also be submitted in an electronic copy; 4. The specialized projects for network connections/branches (as applicable) will be submitted in letter format, on paper, in the number of copies required, so that at least one original copy remains in the possession of the contracting authority. These projects will also be submitted in an electronic copy; 5. The Technical Execution Project, accompanied by the execution details, will be submitted in 3 original copies, in letter format, distinct, on paper and another copy in electronic format (containing the drawings in both *.pdf and *.dwg. formats);
Method of sending the documents	The documents specified above shall be submitted to the registry of the contracting authority, in Sibiu, str. Samuel Brukenthal no. 2, in person or by courier, in compliance with the delivery deadlines specified in the tender book and/or contract. The risk for the lack or loss of some acts/documents representing the technical documentation falls on the contractor as long as the latter does not participate at the beneficiary's premises, to the quantitative verification of the documentation delivered.
Documents reception	The delivery of documents will be accompanied by a handover-reception protocol, that will be confirmed by the beneficiary in terms of quantity. The services provided are considered completed based on the final reception protocol, signed by the contracting parties.

4.1.1 Monitoring the implementation of activities and results in the design phase

The Contractor will prepare a bi-monthly Progress Report (twice a month) as shown in table no. 13. The report will be sent to the contracting authority by e-mail, one day before the bi-monthly meeting and will be submitted in paper format at the start of the meeting.

The format and content of the Progress Report will be agreed with the contracting authority immediately after the contract is signed.

At least the following aspects must be included in the Progress Report:

1) The status of the activities using the accepted Work Plan as a reference, by presenting:

a) a summary of relevant events, activities of the previous period, activities planned for the next period and relevant aspects;

b) progress within the contract by activities/stages, at the agreed level of detail, showing the percentage of total activities planned, the actual percentage executed and the percentage planned both for the next reporting period and cumulatively up to the time of reporting;

c) a summary of quality issues (e.g. inconsistencies, rejections and revision of delivery deadlines);

d) list of decisions taken by the Contracting Authority that are necessary for the contractor to progress in carrying out the activities in the next reporting period or that prevent the contractor from meeting the goals of the contracting authority. This list will include elements that, if not settled, will have a negative impact on the performance of the activities and the delivery deadline, as well as the content of the technical and economic documentation;

e) List of pending activities, causes, designated persons responsible for action, settlement schedule and expected recovery/remedy method;

f) Analysis of the status of activities on the critical path;

2) Status of milestones:

a) list of milestones for the next reporting period. The list includes planned dates based on the updated Work Plan, actual and expected dates;

b) current status of milestones planned for the reporting period and explanations regarding deviations and expected recovery actions. Milestones that were not completed during the reporting period remain on the list until completed;

c) planned or recommended corrective actions and the status of previously identified corrective actions;

3) Status of use of amounts allocated for incidental expenses (if identified as necessary by the Terms of Reference and the Financial Proposal) in the contract and the status of implementation and settlement of non-substantial changes to the contract;

4) Summary of invoices submitted and payments made, including associated calendar dates;

5) Planning of payment requests (invoices to be issued in the following contract implementation periods.

4.1.2 Acceptance of partial and final results of the design phase

For the technical and economic documentation to be produced under the contract, the contracting authority includes the following verification model:

Table no.15

Aspect subject to analysis before submitting the technical and economic documentation to the contracting authority for approval	**Analysis result**			**Deviations justification**
	YES	**NO**	**N/A**	
Does the content fall within the approved parameters through technical-economical indicators communicated by the contracting authority?				

Is the work authorization project complete, according to the points found in the relevant annex to Government Resolution no. 907/2016?				
Is the work authorization project in accordance with the information from the technical expert report/D.A.L.I. made available by the contracting authority?				
Are the provisions of the approvals, agreements and authorizations obtained previously and/or in the TDBP phase reflected in the work authorization project?				
Does the work authorization project include all the necessary specialized studies?				

After verification, if the requirements are met, the beneficiary will approve/accept the documentation and will draw up a protocol of their reception, a document distinct from the handover – reception protocol.

If the requirements are not met, the contracting authority will request a remedial period on the contractor, in compliance with the contractual provisions, including those regarding penalties (penalties will not be invoked when minor inconsistencies are recorded such as the lack of a signature or a page, issues that can be quickly solved).

4.1.1 Completion of the design services

The contracting authority will consider the services under the contract completed when all the technical and economic documentation developed has been verified by the project verifiers and approved, based on the requirements included in the contract, and the contractor has carried out all the activities planned to be carried out by the completion date and all the design requirements included in the Terms of Reference have been met.

The completion of the activities must allow the contracting authority and other parties concerned (constructor, authorities, etc.) to use the technical and economic documentation according to the purpose and applicable legal provisions (including incidental activities that the contract involves, such as reporting under the contract).

The provision of technical assistance will be completed only at the time of the works reception, including the provision of documentation related to the construction book, which is the designer's responsibility.

4.2 Managing the relations during the works execution

The contracting authority will appoint, for the works covered by this contract, a site manager/or an engineer/or a supervision team (as appropriate).

The site manager works independently and represents the contracting authority in relation to the technical aspects of the contract.

The contracting authority will monitor the contract development and the payment to the contractor and will appoint a contract manager (sometimes in the person of the site manager) who will ensure permanent communication with the contractor's team, record of all documents relating to the contract development, permanent monitoring and periodic evaluation of the level of achieving the contract goals.

In the absence of the contract manager, he will be replaced by the beneficiary's Project Manager or another person authorized by him.
The management of the relationship between the contractor and the contracting authority will be carried out through periodic (weekly) meetings between the contractor's representative and the beneficiary's representatives, persons responsible for monitoring the contract.
Communication will be constantly carried out between the representatives authorized to set and carry out any necessary checks or findings in the field, or to set exceptional meetings to study any non-substantial changes to the contract.

4.2.1 Meeting to start the works execution
The meeting to start the execution is set before the issuance of the order to start the works. The protocol of the meeting to start the works execution under the contract are drawn up at the end of this meeting and are signed by both parties.

4.2.2 Planning of activities during the works execution
The contractor will provide the contracting authority during the work start-up meeting with the detailed schedule for the works execution under the contract. This will be approved or returned with comments by the contracting authority within 5 business days of submission by the contractor.
The total duration of the execution must not exceed 18 months, as stipulated in the contract.
Violation of the execution deadlines, including intermediate ones, will result in applying penalties according to the contract.

4.2.3 Starting the activities on the construction site
Once the contractor has provided the contracting authority with all the documents specified above, and the latter has approved them without comments, the construction site can be organized.
Before any activity on the site begins, a meeting will be convened at the site reserved for the site organization to hand over the site reserved for the site organization and its facilities to the contractor.
On this occasion, the site handover protocol will be signed and the work start order will be issued.
For starting the works, it is necessary that:
a) The quality inspection plan and the work execution procedures are approved without comments by the contracting authority;
b) all necessary permits are obtained.

4.2.4 Reporting during the works execution and conducting monitoring meetings
During the activities on the site, weekly meetings will be organized, attended by representatives of the contracting authority and the contractor.
If the parties consider it necessary, a protocol will be drawn up on the occasion of the meetings held.
Progress reports will be communicated every Friday, before the work meeting. The reports shall be submitted in writing, by e-mail. The reports shall bear a registration number and date and shall be signed and stamped by the contractor.

4.2.5 Technical testing of the works
The works covered by this contract and the materials used for their execution shall be subject to technical testing during and upon works completion in accordance with the technical regulations.

It is mandatory for the contractor to verify the air tightness. Upon completion of the cladding and carpentry installation works, a building pressurization/depressurization test (Blower Door Test) shall

be carried out, in accordance with the SR EN ISO 9972 standard.

The air exchange rate at a pressure difference of 50 Pa shall be n50 ≤ 1.0 exchanges. The contractor shall bear the cost of any necessary technical testing.

These activities include all checks and verifications that are required by law, as well as those that may be additionally requested in well-justified cases.

4.2.6 Completion of works and acceptance upon works completion

When the contractor considers that he has completed all the works, he will notify the contracting authority in order to verify the manner in which the contractual obligations have been fulfilled.

After completing the aforementioned checks, the contracting authority and the contractor will sign the acceptance protocol upon works completion.

Works acceptance will be carried out in two stages, taking into account the provisions of Government Resolution no. 273/1994, as amended:

a) In the first stage, the contracting authority accepts the works upon their completion, after having verified that all the results of the contract have been obtained by the contractor and that all the technical tests regarding the quality have the appropriate result;

b) In the second stage, the contracting authority carries out the final acceptance of the works, after fulfilling the conditions and ending the warranty period provided in the contract.

The signing of the acceptance protocol upon works completion and the final acceptance report of the works by the contracting authority does not exempt the contractor from any obligations, contractual or legal, regarding the warranty of products, works and materials or any defect in products, works or materials.

4.2.7 Evaluation of the way how the contract was implemented in relation to the works execution

The indicators monitored during the works execution under the contract are the quality of execution and compliance with the execution deadline.

Compliance with the quality of execution implies:

- solving all inconsistencies found during the contract development, within the time period agreed with the contracting authority;
- carrying out all verification/decision points on time and with the participation of all those requested;
- accepting the results of all samples, tests and checks, according to the contract and the requests of the contracting authority.

If the contractor is found to have failed to fulfill or to have fulfilled the obligations undertaken by the contract in an improper manner, under the applicable legislation, the contracting authority may take measures leading to the termination of the contract and, consequently, will issue a negative finding document.

5. Responsibilities of the contractor regarding the works execution

5.1 General responsibilities

In relation to the anticipated goals of the contract, the contractor's responsibilities are:

a) Ensuring resource planning throughout the contractual period based on the information provided by the contracting authority;

b) Ensuring the validity of all authorisations and certificates held (both for its organisation and for the staff proposed for the works execution), which are necessary (according to the legislation in force) for the works execution;

c) Compliance with legislation on health and safety at work and environmental protection and the specific requirements of the contracting authority, as well as any regulatory acts interdependent with

the scope of the contract, throughout its duration;

d) Planning the activity and ensuring the capacity of qualified staff necessary to fulfill its obligations, in compliance with the best practices in the field, the relevant legal and contractual provisions and with a full understanding of the complexity related to the successful performance of the contract, so as to ensure the achievement of the goals of the contracting authority;

e) Ensuring a level of flexibility in the works execution depending on the objective needs of the contracting authority, at any time during the contract development;

f) Proper execution and documentation of all changes (modifications) requested by the contracting authority during the contract development;

g) Presentation of a payment statement, individually for each activity in particular and in total, showing the progress of its activities, the works executed, detailing separately the works executed and the costs with various taxes, if applicable, paid in the name and for the contracting authority. The payment statements must include the originals of the supporting documentation, in accordance with the legislation in force, of the payment of taxes, etc. in the name and for the contracting authority where applicable;

h) Acceptance of verifications by the contracting authority during the contract development regarding the fulfillment of any and all of its obligations and the submission upon request of any and all supporting documents relating to the fulfillment of these obligations;

i) Carrying out joint visits to the construction site together with the authorized representatives of the contracting authority on safety and health issues, before drafting its own safety plan;

j) Establishing, if necessary, together with the authorized representatives of the Authority for safety and health issues, the obligations regarding the use of collective protection means, access to the site, etc.;

k) Preparing and submitting weekly and monthly progress reports to the contracting authority;

l) Attending weekly meetings (including on site) together with the site supervisors and authorized representatives of the contracting authority (as applicable).

The contractor will be responsible to the contracting authority for the proper fulfillment of all responsibilities arising from the technical execution documentation, these specifications, the contractual obligations and the requests of the competent authorities and/or the contracting authority) regarding the works execution under the contract.

The contractor is responsible for planning its activity and ensuring the capacity of qualified staff necessary to fulfill its obligations as a good professional in compliance with the best practices in the field, in compliance with the relevant legal and contractual provisions and with full understanding of the complexity related to the contract development according to the plans, so as to ensure the achievement of the goals of the contracting authority.

The contractor is responsible for the activity of its staff, for obtaining the required results and for observing the deadlines.

The contractor will carry out all the works specified in the contract, according to the requirements of the tender book and the technical project, observing and applying the best practices in the field.

The contractor is obliged to submit to checks by the contracting authority (throughout the contract duration) regarding the fulfillment of any and all of its obligations under the contract, checks announced in advance or not, and is obliged to submit upon request any and all supporting documents regarding the fulfillment of these obligations.

The approval by the contracting authority of the payment statements or any documents issued by the contractor and/or certifications made by the authorized staff (for example, of the payment statements drawn up by the contractor) does not release him from his obligations and responsibilities mentioned in this tender book and/or mentioned in the contract.

The contractor is responsible for ensuring that throughout the period of execution of the activities on the site, he takes all necessary measures to prevent any possible pollution of the environment.

The contractor is obliged to pay special attention to fuels and any substances that fall into the category of hazardous substances in order to manage them in accordance with the provisions of the legislation in force. The contractor is liable for any environmental incident generated on the site or in its immediate vicinity as a result of the improper management of hazardous substances. The temporary storage of any hazardous materials or substances must be maintained at a minimum quantity in accordance with the provisions of the environmental permit issued by the competent authority. In the event that, accidentally, any contamination of environmental factors occurs, the contractor is responsible for immediately/urgently informing the site supervisors and authorized representatives of the contracting authority about the situation and documenting in a report the causes that led to the situation.

The contractor is fully responsible for remedying, on its own expense, any possible contamination of environmental factors that occurred as a result of non-fulfillment or improper fulfillment of its obligations interdependent with the specifics of the construction site.

The contractor is responsible for submitting a payment statement for the work execution activity in accordance with the execution schedule and based on the work quantity lists.

Where possible, the contractor shall propose to the Authority optimizations regarding the quantities stipulated in the contract, etc., so as to ensure the successful and timely works execution. The contractor shall fulfill all its obligations arising from this tender book, but also from the entire execution documentation related to the contract by any legal method, including without limitation the indications of the authority, participation to site meetings and any other cases where its presence is necessary or mandatory, carrying out checks, submitting reports and notifications to the contracting authority and in general by any generally accepted method according to the professional statutes or the provisions of this tender book, the contract or the rest of the execution documentation.

The contractor shall ensure the execution on time and shall notify the contracting authority in the event of observing the occurrence of situations that may cause delays or possible delays, including also proposals to achieve the goals and the final deadlines.

The contractor shall check the works and notify the contracting authority regarding the fulfillment of all conditions for the acceptance upon works completion, respectively the final acceptance of the works, shall be present and shall document these acceptances of the works.

The contractor shall carry out the quantity measurements and shall include the works executed in payment statements drawn up in accordance with the requirements of the contracting authority. The contractor shall submit the payment statements for endorsement by the person in charge of the contracting authority, who shall verify and certify their conformity with reality, shall verify their correspondence with the initial estimates, compliance with the deadline for the completion of the interventions, the technical method, etc.

Approval of the use of a subcontractor does not exempt the contractor from his liability towards the contracting authority for the works execution.

These general obligations of the contractor must be considered as applicable to all works carried out by it and will complete the specific provisions applicable to different types of works where applicable.

The contractor is responsible for holding all the necessary authorizations and certificates according to the legislation in force for the works execution in an updated form (in force throughout the period of the activities), both for his organization and for the proposed staff.

4.3 Responsibilities related to the actual works execution under the contract The contractor is responsible for putting into operation the technical execution documentation. He is also responsible for putting into operation any possible request for change (modifications) from the contracting authority during the contractual period.

The requested activities described in the awarding documentation and the contractor's responsibilities related to the development of these activities are those included in the scope of the contract resulting from this procedure.

The Contractor is responsible for dismantling illegal installations in the work area (public domain): carpet beaters, fences, garages, clothes dryers, metal structures, etc. with the prior approval of the contracting authority.

4.3.1 Responsibilities related to the preparatory works

Preparatory works include:

a) Fulfillment of obligations for the commencement and development of the works by the contractor;

b) Preparation for the execution of the works;

c) Site organization by the contractor.

In order to carry out the activities related to the preparatory stage of the works execution, the Contractor must:

a) Ensure the fulfillment of all obligations related to the execution of preparatory works, which are incumbent on it from the technical documentation, from this tender book and from the provisions established in the contract;

b) Ensuring the fulfillment of the obligations regarding the meeting/meetings before the start of the activity on the construction site:

a. Coordination with the construction site supervisor, the contracting authority, competent authorities for the smooth conduct of the activity, including visits, his participation to the various execution-related meetings, inspections, etc., related to the works execution in accordance with the contract;

b. After issuing the notification of the contracting authority regarding the start date of the works execution and before starting the activities on the construction site, the contractor may request the following types of meetings:

- meeting with the representative of the contracting authority or other parties involved if necessary to define all operational issues such as access to the construction site, the procedure for registration in the contracting authority's register, business hours, work permits, specific constraints of the construction site and other possible issues.

c. Prepares and submits the quality plan;

d. Draws up and submits the detailed occupational health and safety plan and complies with the obligations relating to its implementation;

e. Brings the detailed occupational health and safety plan to the attention of the entire staff (including subcontractors' staff) and to ensure their training in this field in accordance with the legal provisions;

f. Draws up and submits the waste management plan (including recovery, recycling, if applicable);

g. Draws up and submits the works execution schedule. The form and detail of the schedule will be enough to prove the planning of the execution and completion of the works within the deadline requested by the contracting authority. The execution schedule will establish: reference dates for the purchase of materials and equipment necessary for the works execution, the order of works execution, including the activity related to the installation of equipment made available (if applicable) by the contracting authority, by its own forces or with third parties and the period of time allocated to each stage, the determining phases, the staff resources and equipment associated with each activity, etc. In completing the execution schedule, the contractor will provide a general description of the arrangements, resources and methods that it proposes to implement for the works execution.

Staff involved in field activities will also have to undergo a procedure relating to safety on site. The safety meeting will include the topics detailed in the safety and health plan, potential chemical, physical, and explosion hazards, risk analysis, monitoring of environmental requirements and related actions, emergency response procedures, emergency contact information, directions to the nearest emergency center, and the correct use of protective equipment. This meeting will be led by the site manager designated by the contractor. Before the meeting, the site manager will review and record all safety, emergency and health sheets for its staff and ensures that they are up to date.

4.3.2 Responsibilities associated with site preparation

Site preparation involves at least the following activities before the contractor actually starts the works:

a) Checking the topographic coordinates of the site;

b) Identifying all current installations/structures on the site, especially underground installations and clearly marking their position;

c) Measurements to check the level of explosive gas on the site before starting the execution and throughout the execution period (as applicable).

4.3.3 Responsibilities related to the contractor's site organization

The contractor is responsible for all necessary arrangements, including the necessary infrastructure, labor, as well as for carrying out the activities of installing the necessary equipment, their maintenance, their operation and their disassembly at the end of the activities and their restoration to their original condition. The site organization activity includes (indicatively, without being limited to), the following:

a) Obtaining approvals/authorizations for the area used, according to the legislation in force;

b) Installation, operation, dismantling and removal of the contractor's temporary installations and facilities, including (if applicable) offices, living spaces, laboratory, independent energy sources, ecological toilets, etc.;

c) Securing the site (if applicable) by establishing security measures, including by installing temporary fencing and/or security;

d) Providing utilities if necessary (electricity, water, communications, etc.), providing ecological toilets for the site staff, etc., for carrying out activities on the site in good conditions and in compliance with the provisions relating to the health, safety and security of its staff;

e) Making connections to utilities (electricity, water, communications, etc.) or providing independent energy sources, providing ecological toilets for the site staff, etc. for carrying out activities on the site in good conditions and in compliance with the provisions relating to the health, safety and security of

its staff;

f) Supporting the expenses related to the consumption of utilities during the execution both for the operation of equipment and machinery, and for the site organization, including staff and equipment/utilities;

g) Providing administrative support for the smooth conduct of the works, including staff, equipment and materials (e.g. consumables);

h) Mobilization and demobilization of equipment and machinery necessary for execution (including bringing and removing them from the site, operating, maintaining and repairing them), as well as of the contractor's staff involved in carrying out the activities on the site.

4.4 Responsibilities related to the implementation of technical documentation

The contractor has the following responsibilities during the implementation of technical documentation on the site:

a) ensuring the quality level established by the technical documentation, carried out by its own staff;

b) convening the persons that must participate to the verification of the works and ensuring the necessary conditions for their development;

c) the settlement of any inconsistencies or defects that arise during the execution phases, only based on solutions established with the consent of the Contracting Authority;

d) using in the works execution only the products and processes provided by the technical documentation, certified or for which there are technical agreements, which lead to the achievement of the requirements, etc.;

e) replacing products/equipment and processes provided in the technical documentation only with others that meet the conditions specified in the documentation and only on the basis of solutions established with the consent of the contracting authority;

f) proposing for acceptance only works that meet the quality requirements;

g) carrying out, within the deadlines set, the measures ordered by inspection or acceptance documents of the construction works;

h) remedying, on its own expense, the quality defects arising from its fault, both during the execution period and during the warranty period established by the contract;

4.5 Responsibilities related to the quality inspection of the works carried out

The contractor is responsible for ensuring the implementation of the requirements specified in:

- Romanian national standards and/or those transposing European and international standards or equivalent (SR EN ISO);

- Standards, specifications, regulations, internal procedures of the contracting authority.

Within the contract, the quality inspection activity must be approached by the contractor in a manner that proves the traceability (identification and tracking) at all times. execution of the construction work in accordance with the requirements of the contracting authority.

All requirements applicable to the contractor shall apply to its subcontractors and suppliers of equipment/services. The contractor must ensure that all subcontractors and/or suppliers fully understand all quality control requirements before they start the works.

4.6 Responsibilities related to occupational health and safety during the works execution on the site
The contractor shall comply with the Minimum requirements regarding the occupational health and safety of the contracting authority specified in the contract, taking into account the provisions of GR. no. 300/2006 as amended and completed.

4.7 Requirements regarding the insurance requested by the contractor

The contractor shall conclude and pay insurance policies that will cover the professional risks, according to the contractual provisions. In the absence of the aforementioned provisions, the conclusion of risk insurance policies may be carried out as a recommendation.

5. Subcontracting

The contractor may not subcontract or allow the intervention of a third party during the execution of the works/rendering of services without the written consent of the contracting authority.

The request for the authorization of a subcontractor must be submitted to the contracting authority at least 10 days before the scheduled date for starting the works/rendering of services by the subcontractor.

The request must be submitted to the contracting authority together with:

a) documents describing the subcontracted activities, the execution period and their value;

b) documents proving that the subcontractor does not fall into the situations provided by art. 164-167 of law no. 98/2016;

c) documents proving the subcontractor's technical and professional capacity to execute the subcontracted works in accordance with the requirements of the contracting authority;

d) details of the number of subcontractors' staff and their qualifications.

The contracting authority may refuse to authorise the subcontractor if the documents and information submitted are incomplete or inappropriate for the activities to be subcontracted.

It is the contractor's responsibility to ensure that subcontractors observe all contractual provisions.

Subcontracting does not exempt the contractor of any responsibility for the contractual obligations undertaken.

6. **Legal framework governing the relationship between the contracting authority and the contractor (including in the areas of environment, social and labour relations)**

During the contractual period, the business operator is responsible for carrying out the activities in accordance with the technical documentation and for implementing best practices, in accordance with current rules and regulations at national and European Union level.

In carrying out the activities under the contract, the business operator must take into account:

a) the information applicable to the development of the works in general (as described in this tender book, as well as in the applicable legislation);

b) the rules applicable specifically to the development of the works which execution makes the scope of the contract that will result from this awarding procedure.

By submitting a tender in response to the requirements of this tender book, it is presumed that the contractor has knowledge of and is aware of all and any applicable regulations and that it has taken them into account at the time of submitting its tender for the awarding of the contract.

If, during the contract development, legislative changes occur that are likely to influence the contractor's activity in relation to the requirements established by this tender book, the contractor is obliged to inform the Authority of the consequences on its activities, that make the scope of the contract and to adapt its activity, from the date and under the conditions under which they are applicable.

If any of the general or specific rules are no longer in force or have been amended according to the law on the date of submitting the tender, it is considered that the respective rule is automatically replaced by the new provisions in force according to the law and that the tenderer/contractor is aware of these changes and has taken them into account when submitting its tender based on this tender book.

The contractor will be fully responsible for carrying out all the works in conditions of maximum safety

and in full compliance with the applicable legislation, as well as with compliance with the provisions relating to occupational health and safety and quality control included in the standards/instructions/procedures/guidelines, applicable in this case.

The contractor will be held fully responsible for its subcontractors, even in the situation where they were previously agreed with the contracting authority, and will be responsible towards the authority contractor for any failure to comply with or omission to comply with any applicable legal and regulatory provisions.

The contracting authority shall not be held liable for any failure to comply with or omission to comply with any applicable legal or regulatory provision by the contractor or its subcontractors.

The tenderer who becomes the contractor shall be obliged to comply, in the worsks execution, with the applicable environmental, social and labour obligations established by Union law, national law, collective agreements or the international environmental, social and labour law provisions listed in Annex X to Directive 2014/24, namely:

a) ILO Convention No. 87 on Freedom of Association and Protection of the Right to Organise;

b) ILO Convention No. 98 on the Right to Organise and Collective Bargaining;

c) ILO Convention No. 29 on Forced Labour;

d) ILO Convention No. 105 on the Abolition of Forced Labour;

e) ILO Convention No. 138 concerning Minimum Age for Admission to Employment;

f) ILO Convention No. 111 concerning Discrimination (Employment and Occupation);

g) ILO Convention No. 100 concerning Equal Remuneration;

h) ILO Convention No. 182 concerning the Worst Forms of Child Labour;

i) Vienna Convention for the Protection of the Ozone Layer and its Montreal Protocol on Substances that Deplete the Ozone Layer;

j) Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal (Basel Convention);

k) Stockholm Convention on Persistent Organic Pollutants (Stockholm Convention on POPs);

The above list is not exhaustive.

The legislation, technical regulations and other similar provisions indicated in the annex to this tender book are considered indicative and non-limiting, which is why the listing of normative acts in that annex is provided as a reference and should not be considered exhaustive.

5. Other information/Budget/Contract settlement methodology and payment performance

During the notification period of defects, the contractor has the obligation to intervene within maximum 5 business days from the notification received from the Purchaser to remedy the defects that have occurred, on its own expense.

Warranty period: 60 months from the date of the acceptance report upon works completion. The warranty period granted for the equipment must be at least equal to the warranty period granted for the works.

The allocated budget is for two stages:

- for the TDBP. stage + TDEO. + TO. + ED. + obtaining approvals + technical assistance during the works execution + Technical documentation for the protection or relocation of utility networks + Technical documentation for network connections/branches, documentation for obtaining the FPE authorization.
- for the works execution stage;
  The contractor will present a breakdown of the amounts by:

1. Draft Value + TDBP + DTDEO. studies, fire scenario, documentation, permits, authorizations, agreements;
2. Value of TP. + ED + Specialized projects,
3. Value of the Technical Assistance, including updating the technical execution project on the date of completing the works,,as built', preparation of documentation for obtaining the FPE authorization and the prosumer file;
4. Value of the works execution.

5.1 Settlement of services
Settlement in the design stage will be made in phases:
- Draft+TDP, TDEO. + studies, fire scenario, documentation, permits, authorizations, agreements;
- TP. + ED + Specialized projects, after signing the Reception Protocol of the documentation.

Upon delivery of the documents, a Quantitative Acceptance Protocol signed by both parties shall be concluded. The quantitative acceptance protocol shall be signed without objections provided that the Contracting Authority representative finds that the provider's obligations and the deadline set have been complied with, in accordance with this tender book.
The Contractor is obliged to make all adjustments, additions and/or modifications to the technical documentation requested by the Contracting Authority, the certified verifiers, the Ministry of Development, Public Works and Administration (as Program Operator) or the Swiss partners, in order to obtain a verified and compliant project.
All these interventions shall be carried out by the Contractor at no additional cost to the total contract price, within maximum 5 business days from the notification received from the Purchaser. Depending on the complexity of the requests, the Contracting Authority may establish a longer response deadline.
After the technical verification, respectively the acceptance of the final form of the documents provided, the Qualitative Reception Protocol of the verified documents will be drawn up.
Payment for the services will be made based on the invoice issued by the provider, accompanied by the Qualitative Reception Protocol, signed by both parties, without objections.

Payment for technical assistance services:
Payment for technical assistance services, including updating the technical execution project on the date of completing the works "as built", preparation of documentation for obtaining the FPE authorization and preparation of the prosumer file, is made after reception upon works completion.
Payment of the invoice will be made in accordance with art. 6 paragraph 1 letter a of Law 72/2013, term calculated from the date of registering the invoice with the purchaser.
5.2 Settlement of works
Settlement of the works execution will be made based on the contractual provisions and the work statements drawn up based on the measurements that will be made for the actual net quantities of each item of work covered by the Site Manager and the Beneficiary.
The works will be measured, and payments will be made for the quantities actually fulfilled, by applying the unit prices to the quantities actually fulfilled for the respective items according to the contractual provisions.
Each invoice will be issued based on Payment Certificate according to Clause 50 Payments under the contract, accepted by the representatives of the Contracting Authority.

Payment statements will be drawn up for Works actually carried out on the Site, in accordance with the Bills of Quantities in the Technical Project developed under the contract and, if applicable, in their

amendments, and evaluated based on the corresponding unit prices, in accordance with the contractual provisions.

Approval of Payment Certificates is conditional on the submission of the DNSH requirements implementation report.

The invoice is issued only after the Contracting Authority has approved the Payment Certificates.

The works carried out must be proven as such by a statement of works, drawn up in such a way as to ensure their rapid and reliable verification.

The statement of works will be drawn up for the works actually carried out on the Site in accordance with the bills of quantities and, if applicable, in their amendments and evaluated based on the corresponding unit prices.

At the end of each calendar month, the Contractor will submit to the Contracting Authority the statement of works, in the form previously agreed with the representative of the Contracting Authority, where it will present in detail the amounts to which the Contractor considers himself entitled, together with the supporting documents related to the works execution, according to the legal and contractual provisions.

All documents submitted as support for the Statement of Works carried out will be verified, certified by the Site Manager and the technical manager designated by the Contracting Authority in terms of compliance with reality and with the requirements of the Contracting Authority, regarding:

i. The quantities/volumes presented as carried out for each activity/item of works,

ii. Compliance with the provisions of the execution documentation related to the Site;

iii. The unit prices for the items of Works;

iv. Compliance with legal and contractual provisions regarding the quality of the Works, environmental protection, health, safety and occupational health;

v. Protocol of the meeting regarding the establishment of the works condition, which will include at least the following points (depending on the needs of the moment, any other topics that are considered appropriate will be added): remarks regarding the activities development, issues to be settled in the next period; issues that could delay the detailed GANTT Chart for the implementation of the public investment accepted; coordination of the public investment implementation Chart accepted; identification of any proposals for changes with an effect on the GANTT Chart accepted for the implementation of the public investment and on the completion date of the Works carried out.

vi. Any other requirements arising from the applicable documentation made available by the Contracting Authority under the Contract.

vii. Compliance with the DNSH principle compliance requirements

List of documents that will accompany the Contractor's Work Statements:

i. Measurements (attachments) for the works carried out in the respective month, confirmed with the entries in the Construction Site Journal of the Builder/Contractor/Subcontractor.

ii. Quality documents supporting the materials/equipment put into operation:

- Qualitative Acceptance Protocols of the Works/Determining Phase Reports, etc.;
- Samples, tests, trials and/or reports;
- Quality certificates;
- Performance certificates;
- Statements/Certificates of compliance;
- Technical agreements;
- Technical sheets;
- Materials and Equipment Approval Forms (FAME), etc.
- DNSH requirements implementation report for the works carried out included in the work statement

iii. Confirmation of the works condition according to the accepted physical and value schedule (Gantt chart);
iv. Any other documents requested by the Contracting Authority in order to submit requests for the refund of expenses under the project.

If the documentation is not complete, the Contractor is obliged to provide additional documents and information according to the comments received from the Contracting Authority.

Payment of the final invoice will be made after verification and acceptance of the final payment statement by the Contracting Authority, under the following conditions:
- Payment of the invoice will be made in accordance with art. 6 paragraph 1 letter a of Law 72/2013, term calculated from the date of registering the invoice with the purchaser.
The contract will not be considered completed until the Final Acceptance Protocol is signed by the acceptance committee, which confirms that the Works have been carried out according to the Technical Project developed under the contract.
Final acceptance will be carried out in accordance with legal provisions, after the expiry of the warranty period. Payment of the last amounts due to the Contractor for the Works carried out will not be conditioned by the Final Acceptance Report.

Amounts unduly collected by the Contractor, resulting from internal and external inspections, will be deducted from the payment invoices issued and/or submitted by the Contractor without further notifications/correspondence from the Contracting Authority. If there are no more payments to be made, the Contractor will be notified to refund the outstanding amounts.

In the event of finding, following the measurements carried out during the execution, differences between the initially estimated quantities and those actually carrried out, these differences, mandatorily certified by the designer or authorized expert (as the case may be), and site supervisor, independent of the Contracting Authority and the Contractor, may be settled based on the unit prices within the Financial Proposal.
The same steps are followed in the event of waiving some of the works included in the Technical Project carried out within the contract, concluding an addendum in this regard.
6. Method of submitting the technical tender
The technical tenders will comply with all the requirements of the Tender Book and the annexed documentation. The tenderer will mandatorily complete Form no. 8 – Technical Proposal.
The tenderer will present in detail, but without limitation, the following technical aspects that will be necessary for the evaluation of the tenders:

6.1 Proposed design and execution methodology
A. A brief description of how the tenderer understands the scope of the contract and how it proposes to approach the design and execution of the works.

B. The proposed work methodology for the design and execution of the works:
B.1. Design methodology (in accordance with the requirements of chapter 3.4. of this tender book):
• Purchase of technical and economic documentation in the D.A.L.I phase
• Draft Development
• Development of technical documentation for the authorization of the execution of the TDBP, TDOE, including obtaining the necessary approvals, studies, authorizations and agreements to issue the building permit

Preparation of the fire safety scenario, including obtaining the FPE approval

• Preparation of specialized projects for relocation or protection of current utilities (gas, electricity, water, sewer, telecommunications), if required;

• Preparation of specialized projects for new/renovation of utility connections/branches (gas, electricity, water, sewer, telecommunications), if required;

• Preparation of technical documentation for the TP. phase, including preliminary measurements, lists of quantities and ED, calculation briefs, including lists of quantities and equipment technical sheets, as well as updating the general estimate;

• Providing Technical Assistance during the execution period, participation to the reception and to the preparation of the technical book of the construction.

• Preparation of the final fire safety scenario and obtaining the FPE operating authorization

• Preparation of the connection certificate as a prosumer;

B.2. Execution methodology for the main categories of works:

- Site organization,

- The main categories of construction works according to the D.A.L.I. documentation: thermal refurbishment works, roof restoration, re-compartmentalization, finishing, thermal installations, installation of alternative systems for the production of thermal and electrical energy, electrical installations, ventilation installations, sanitary installations.

C. The Tenderer will provide information on the Quality Plan related to the investment site.

In this chapter, the Tenderer must submit information on the way how it ensures the quality level corresponding to the fundamental requirements of the constructions by presenting the quality management system designed for the performance of the works under this contract.

6.2 Information on the work plan, GANTT Chart and organization and staff

The technical offer will also contain the following information:

1. Work plan for design services:

At least the following information must be presented here:

 name and duration of the design activities under the contract;

 the sequence and interrelationship of these activities. The proposed work plan must prove:

 understanding of the provisions of the Terms of Reference;

 the ability to translate the provisions into a feasible work plan;

 the timing of the activities in such a way as to ensure the completion of the services within the time specified in the terms of reference.

The work plan will be presented in the form of a graph, with the activities and sub-activities explained, in the optimal order of carrying out the design activities of the contract.

The work plan for the design activities of the contract is updated immediately after the latter is signed and becomes the input for all meetings to monitor the progress of the activities while rendering the services.

1. General schedule for the works execution of (physical)

The execution schedule will be developed in GANTT form, which will present:
- Name of the works, in optimal technological order at the level of the construction item

A construction item is understood as each building body that is refurbished according to DALI.

- Duration and sequence of works

The Gantt Chart will highlight the 2 Radon concentration tests. The 2 tests must fall within the total duration of the works, respectively the 18 months, including obtaining the test results.

The general schedule for the works execution must be consistent with the methodology for the execution of the works and the duration of the completion of the activities in the Contract.

2. Organization and staff

The Tenderer will nominate the minimum human resources necessary to fulfill the design and execution contract according to the requirements of the tender book, chapter 3.7.

For the key staff (according to chapter 3.7. of the tender book), documents proving studies and qualifications (diplomas, certificates, authorizations/attestations, etc.) will be presented in the technical tender.

At least the following information must be presented here:

- the structure of the proposed team and their responsibilities in the contract development;
- the approach and management of the relationship with subcontractors, in relation to subcontracted activities (if applicable).

13.3. Warranty granted for the works

According to the tender book, the warranty period granted to the works will be minimum 60 months from the date of admission of the acceptance report upon works completion.

Tenders that do not comply with the Minimum requirement of the tender book will be stated to be non-compliant.

For the works that make the scope of the contract, business operators may offer an extended warranty, in addition to the Minimum warranty requested by the tender book (60 months), this representing an evaluation factor. The maximum warranty that can be offered cannot exceed 84 months, and for warranty periods offered longer than 84 months, no additional points are awarded.

The tenderer will show, in the technical proposal, the warranty period granted for the works offered and will submit a Statement regarding the warranty period granted for the works.

NOTE: The tenderer will show, in the technical proposal, the warranty period granted for the equipment that will be put into operation. The warranty period granted for the equipment must be at least equal to the warranty period granted for the works.

The warranty granted for the works ensures the modification, reconstruction and remediation of defects caused by the contractor's failure to comply with the contractual clauses, the technical project and the execution details during the warranty period, which provides more certainty regarding the works execution in accordance with the procurement.

The warranty granted for the works will be substantiated from technical, logistical and resource point of view provided in the tender, likely to ensure the meeting of the requirements of this tender book.

The following will be submitted, within the technical proposal:

- The plan regarding the measures for supervising the works during the warranty period granted, which will take into account the specification of the modalities, the intervention term and the duration of the remedy of potential defects due to execution/production defects, the financial, material, technical and staff resources allocated for the plan implementation;
- Description of how the quality management plan will ensure the required level of quality of its results and work processes by presenting the general approach and methodology for carrying out the activities under the contract (design and execution of works).

Within the technical proposal, the tenderers will shows those measures by which to highlight the superior quality of the works that will ensure the fulfillment of quality conditions and superior performance compared to the minimum ones necessary to fulfill the compliance of the technical proposal.

13.4 Other information to be presented within the technical tender

Also, within the technical tender, the business operators will present how they undertake to fulfill the technical specifications in the tender book during the contract implementation period, taking into account the provisions and obligations stipulated in the relevant normative acts: ANRE Order 134/2021, ANRE Order no. 132/2021, MAI Order no. 87/2010, as well as/or other regulations related to the activities included in the scope of the contract – Technical Provisions PTA1-2010, PTR1-2010 and Law 10/1995 – quality in constructions, updated.

Thus, the tenderer will present information on how to ensure the performance of all operations in accordance with the applicable legal regulations, regarding:

a) Certification issued by the National Energy Regulatory Authority (ANRE) of type B or equivalent, which certifies the tenderer's capability for the design and execution of electrical installations, (according to art. 9, paragraph 1, letter e) of the Regulation for the certification of business operators that design, execute and verify electrical installations, approved by ANRE Order 134/2021).

b) ANRE authorization type PDIB and EDIB, or equivalent, for the design and execution of natural gas installations, according to art. 4 of the Annex to ANRE Order no. 132/2021 updated, which certifies the tenderer's capability for the design and execution of gas installations.

c) Authorization issued by the National Center for Fire Security and Civil Protection, or equivalent, for the design and execution of fire signaling, alarming and alerting systems and installations (according to art. 1 paragraph 2) of Annex 1 to the Order of the Minister of Home Affairs no. 87/2010)

d) Authorization issued by the National Center for Fire Security and Civil Protection, or equivalent, for the execution of fire limitation and extinguishing systems and installations (according to art. 1 paragraph 2 of Annex 1 to the Order of the Minister of Home Affairs no. 87 of 06.04.2010).

e) ISCIR authorization according to PTA1-2010, or equivalent, for heating boilers.

On the reception upon works completion, the documentation and ISCIR authorization for the commissioning of the heating plant will be submitted.

f) ISCIR authorization according to PTR1-2010 or equivalent for lifting platforms for disabled people.

g) Valid license issued by the General Inspectorate of the Romanian Police, or equivalent, for the installation of burglar alarm systems, according to art. 31 of Law 333/2003, which certifies the tenderer's capability to reinstall the video surveillance system.

h) Tenderers will show in their tender that when preparing it they took into account the relevant obligations in the fields of environment, social and labor relations according to art. 51 paragraph 2 of Law no. 98/2016 on public procurement, if the tenderer does not ensure the compliance with the mandatory regulations regarding specific work conditions and labor protection, the tender will be rejected as unacceptable based on art. 137 paragraph 2 letter d of GR 395/2016. The following forms shall be completed: Form 5 – Statement on compliance with national environmental regulations and Form 6 – Statement on compliance with social and labour relations regulations.

i) Proposed subcontractors must comply with the same obligations as tenderers in the environmental, social and labour relations fields, established by legislation implemented at European Union level, national legislation, collective agreements or international treaties and agreements. Subcontractors shall complete: Form 5 – Statement on compliance with national environmental regulations and Form 6 – Statement on compliance with social and labour relations regulations.

If activities that are part of the scope of the contract will be carried out by other business operators than the tenderer, they must be stated as subcontractors/associates and a DUAE must be submitted for them, in accordance with the provisions of Law 98/2016, art.193, including subcontracting/association agreements.

NOTE: - In accordance with art. 53, paragraph 1, of Law no. 98/2016 which provides that: "Business operators defined in art. 3 paragraph (1) letter jj) have the right to participate to the awarding procedures provided by art. 68, as individual tenderer/associated tenderer/candidate/supporting third party /subcontractor." and

In accordance with the provisions of art. 3 letter yy) of Law 98/2016 which defines the notion of subcontractor: "subcontractor - any business operator who is not a party to a public procurement contract and who carries out certain parts or elements of the works/services, being responsible towards the contractor for the organization and implementation of all the stages necessary for this purpose. The provision of equipment or the supply of materials/goods within the framework of a public procurement contract is not considered subcontracting within the meaning of this law."

13.5 Method of submitting the financial proposal

Business operators are obliged, when preparing the tender, to take into account all the expenses necessary

to carry out quality works, given that it is a design and execution contract. Thus, tenderers must evaluate all their costs, so that the total price offered covers all contractual obligations.

The contractor will present the amounts broken down into:

1. Draft Value + D..T.B.P. + D.T.E.O. studies, fire scenario, documentation, permits, agreements;
2. T.P. Value + E.D. +Specialized projects,
3. Technical Assistance Value, including updating the technical execution project on the date of completing the works,,as built', preparation of the documentation for obtaining the FPE authorization and the prosumer file;
4. Value of works execution.

The works resulting from the design activity will be provided globally, within the total value provided within the procurement procedure, according to the tender form, with the settlement to be made based on the lists of quantities by category of works, drawn up within the Technical Project and taking into account the works actually executed.

For pos. 4. Value of works execution, the tenderer will show the amounts broken down by the structure of the general estimate, as follows:

- Chapter 1 Expenses for obtaining and arranging the land
- Chapter 4 Expenses for the basic investment:
  - 4.1. Constructions and installations
  - 4.2. Installation of equipment, technological and functional equipment
  - 4.3. Equipment, technological and functional equipment requiring installation
  - 4.5. Facilities
- Chapter 5 Site organization:
  - 5.1.1. Construction works and installations related to site organization
  - 5.1.2. Costs related to site organization

All costs related to services and works will be included in the tender submitted by the business operators concerned. The tenders submitted must contain an integrity clause, in order to increase transparency and prevent corruption.

The contract duration is 27 months, as follows:

1) The design will be completed within 7 months from signing the contract, a period that necessarily includes the preparation of documentation, technical verification and the implementation of all necessary changes, as follows:

- 4 months for the preparation of the Technical Project (TP) and the Execution Details (ED), from the date of signing the contract until its handover to the Contracting Authority (confirmed by the Handover-Reception Protocol);
- 2 months for the technical verification of the project by certified verifiers, period starting from the date of issuing the TP handover-reception protocol;
- 1 month allocated to any changes or updates to the documentation resulting from the technical inspection by certified verifiers, as well as as a result of the observations of the Contracting Authority, the Ministry of Development (Programme Operator) or the Swiss partners as the case may be.

2) Works execution: 18 months from the date of issuing the order to start the works;

3) Carrying out the acceptance upon works completion: 2 months from the notification regarding the works completion.

Warranty period of the works: Minimum 60 months from the date of approving the acceptance report upon works completion.

Business operators wanting to visit the site will submit a request in this regard, through SEAP, in compliance with the deadline for requesting clarifications, communicated in the Procurement Data Sheet.

13.6 Reception of documents and payment methods

- The handover of documents will be accompanied by a handover-reception protocol, that will be confirmed by the beneficiary from the quantitative point of view;

After verification, if the requirements are met, the beneficiary will approve/accept the documentation and will draw up their final reception protocol, a document distinct from the handover-reception protocol.

If the requirements are not met, within 5 calendar days, the designer will complete/modify/update the technical-economic documentation.

Payment for the services provided will be made based on the invoice issued by the provider, accompanied by the final reception report of the technical-economic documentation signed by both parties, without claims.

The City Hall of Sibiu reserves the right to recover from the Provider any damages that will be generated by delays caused by errors / lack of professionalism / superficiality in the treatment of studies and projects, by failure to comply with the obligations under this tender book.

All costs related to the services will be included in the tender submitted by the Provider.

14. Annexes

Annex number	**Annex name**
Annex 1	**D.A.L.I., studies**
Annex 2	**Legislation**

- **Annex 2 – Legislation, technical regulations provided as reference**

  - Law no. 10/1995 on quality in constructions, republished, updated;
  - Law no. 50/1991 on the authorization of the execution of construction works, republished, updated;
  - Order no. 839 of 12 October 2009 for the approval of the Methodological Rules for applying Law no. 50/1991 on the authorization of the execution of construction works;
  - Decision no. 907/2016 on the stages of development and the framework content of the technical and economic documentation related to the goals/investment projects financed from public funds;
  - Government Resolution no. 925/1995 on the Regulation on the verification and technical expert report of the quality of projects, the execution of works and constructions, as well as the verification of the quality of the works performed;
  - Government Resolution no. 273 of 14 June 1994 on the approval of the Regulation on the reception of construction works and related installations;
  - LAW no. 159 of 15 May 2013 on the amendment and completion of Law no. 372/2005 on the energy performance of buildings
  - Law no. 372 of 13 December 2005 on the energy performance of buildings - republished; M.L.P.A.T. Order no. 77/N/1996 on the approval of the "Guideline on applying the provisions of the Regulation on the verification and technical expert report of the quality of projects, the execution of works and constructions, as amended and completed";
  - GR. no. 766/1997 on the approval of Regulations on quality in constructions, as amended and completed;
  - Technical regulations specific to the contract field and the corresponding standards, included as references in the body of technical regulations in force on the date of the technical report;
  - Law no. 307/2006 on fire protection;
  - DECISION no. 571 of August 10, 2016 for the approval of the categories of constructions and developments that make the scope of approval and/or authorization regarding fire safety;
  - ORDER no. 180 of November 29, 2022 for the approval of the Methodological Norms regarding the approval and authorization of fire safety and civil protection;
  - Law no. 350/2000 on territorial development and urban planning, as amended and completed;
  - Order no. 1370/25.07.2014 for the approval of the Procedure for carrying out state inspection in the execution phases determining the mechanical resistance and stability of buildings – indicative PCF 002;
  - Law no. 98/2016 on public procurements;

- Seismic design code – design provisions for buildings P100/2013 (replaces P100/2006), Design code;
- Assessment of snow action on buildings CR 1-1-3/2012, Design code;
- Assessment of wind action on buildings CR 1-1-4/2014;
- Normative on thermal-energy calculation of building elements indicative C107/3/2012;
- Normative on fire safety of buildings. Constructions P118/1/2025;
- Normative on fire safety of buildings Extinguishing installations P118/2/2013;
- Normative on fire safety of buildings. Fire detection, signaling and warning installations P118/3/2015;
- Normative on geotechnical documentation for buildings NP 074/2014;
- Normative on the design, construction and operation of buildings for schools and high schools Indicative NP 010-2022
- Other normative acts, technical provisions, codes, assessments, etc., necessary for the creation of a correct and complete technical project that meets the approval conditions and can be implemented.

Public Manager,
Teodor Ioan Birț

Project Manager
Alina Ștefan

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MIHALACHE ANDREEA - CRISTINA
Traducător și interpret Autorizat
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Aut.33696/2012
ROMÂNIA