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BIDDERS CONFERENCE – MINUTES OF MEETING
RFP/UNDP/EVIN/028/2017

Assignment Name:

Technical Assistance to UNDP on Developing the Vaccines Stock Management Application Software for Piloting Project in Indonesia

Date and Time:

19 December at 10.00 hrs (Nias Room, Menara Thamrin Building 7th floor)

Closing Date:

21 December 2017 at 11.00 (Jakarta Local Time, GMT+7)

Participants:

5 personnel from UNDP

1 personnel from potential bidders

TO ALL INTERESTED BIDDERS

No.		Introduction and Guidance
Information		<p>Bid Conference was opened with following agenda:</p> <ol style="list-style-type: none">1. Explanation on RFP document – administrative issue (closing date, submission form & method, delivery place for submitting offer, contract award, etc.)2. Explanation on the Submission Forms3. Explanation on the Term of Reference (TOR)4. Q & A (going through all sessions) <p>Bidders were encouraged to carefully read the RFP document before preparing the offer and to check regularly UNDP website for any update/amendment to this tender document</p>
Q&A session is incorporated into the below minutes		
1.	Q	What kind of situation that will be monitored in the system?
	A	<p>There will be two types:</p> <ol style="list-style-type: none">a. Inventory system, android based apps: to record the stock flow (in and out)b. Dashboard, web based: to transmit temperature log (SMS based) to any format that will be recordable

2.	Q	Does the android based application will use a real time or storage function?
	A	The mobile application is expected to be used all over Indonesia area. Thus, in the area which has an unstable internet connection, we expect that the data will be saved in the gadget and will sent automatically as soon as it connects to internet.
3.	Q	What is the reason that will be used in the vaccine inventory system?
	A	It will be discussed with the focal point from Ministry of Health. They have an SOP for the inventory system which can be automated to the software and application. Some of the business process that will covered such as: <ul style="list-style-type: none"> - Reason on stock flow (in and out) - Warning system of stock level - Stock record
4.	Q	How many type of user that will utilize this software and application?
	A	There will be four level: <ul style="list-style-type: none"> - User 1: Focal point on the public health center / <i>Puskesmas</i> → the users in this level will only able to entry data - User 2: Focal point in <i>Dinas Kesehatan Kabupaten / Kota</i> → the users in this level can entry stock data and review the submission data from User 1 - User 3: Focal point in <i>Dinas Kesehatan Provinsi</i> → the users in this level can entry stock data and review the submission data from User 2 - User 4: Focal point in Ministry of Health → the users in this level able to review the submission data from User 3 and collect the data to be analyzed
UNDP India has implemented a vaccines stock management called eVIN. For the details please watch the video in the following link https://www.youtube.com/watch?v=eZVVm_UvPPs .		

Jakarta, 19 December 2017.