



Call for Expressions of Interest and RENEWAL of prequalification

(UNDP/PSO Ref. 340372)

Software Development for Voters' Registration and Database in Nepal

DATE: 27 December 2012

Suppliers are hereby invited to submit their Expressions of Interest (EOIs) to be short listed in relation to the upcoming bidding exercise for the supply of Software Systems for Voters' Registry in Nepal, including related services.

Please note this prequalification refers to the same project for which prequalification was advertised in December 2011 (same reference nr 340372). This advertisement contains the same requirements as previously and it is issued with the purpose of renewing the shortlist conducted initially, due to the time lapsed from such prequalification.

a) Background

UNDP Nepal, through its dedicated project Electoral Support Project (ESP) is assisting the Elections Commission of Nepal (ECN), in the development and implementation of a National Digital Voter Register including biometric data for all eligible Voters as per legislation,

ECN currently uses a database system designed to meet the initial requirement of the collection and storage of Voter Registration data. The current system however lacks the functionality to enable the on-going maintenance of the Voter Register through continuous voter registration including the processes of addition, change, removal, and transfer of voters.

With the objective of enhancing/expanding the current system, UNDP Nepal and ECN require the services of an experienced and capable supplier to provide services, develop and implement software as required.

UNDP/PSO (UNDP's Procurement Support Office) has been requested by UNDP Nepal/ ESP to undertake on its behalf the necessary procurement process in this regard.

b) Scope of Call for EOIs and Short Listing exercise

The subsequent procurement process (RFP) will relate to the delivery and implementation of a custom developed software system for voter registration, comprising central, district and ward level applications built on and/or replacing an existing portfolio of applications already in use. The system should ensure secure, sustained, configurable and accountable registration and update of voter registration data as well as appropriate sharing of data between central site, districts, wards and partners of the Election Commission in a controlled, accountable and secure manner.

Mainly, it is intended to further develop:

- i. The current overall user interface
- ii. Sufficient mechanisms and system ability regarding controlled access for external data access and sharing with partners of the Election Commission through export data (queries) to external systems,



- iii. Functionality for the maintenance and modification of voter data including the development of audit trail and history functions.
- iv. User access, accountability and audit features,
- v. Data quality management to ensure reliability of the voter data in the present and future.

Main Deliverables expected will be:

1. Supply of the necessary fully customized software, deploying at destination and fully integrating the solution, which involves as main parts:
 - A central voting registry
 - A set of district voting registry applications.
 - A set of data collection applications.

The system should perform duplicate analysis of the database, including new registrants as they are incorporated into the database on a continuous basis. The duplication analysis process will be based on a combination of biometric and data matching processes. Sustained registry quality, data insulation, lessening dependencies and improving software maintainability are core requirements.

2. All source code and SDKs of the solution developed to be provided so the End User or UNDP through a third party in the future would be able to modify and adapt further the above deliverables.
3. Documentation and procedures description/guidelines for users and developers.
4. Technical support in-country and warranty services will be requested to be provided through a local partner and the involvement of the Supplier as necessary, for approx. 8-12 months, fully ensuring expedited problem solving and continued operation of the system. A Joint Venture or similar agreement between interested Supplier (if not based in Kathmandu) and a qualified local service provider for such purpose, will be requested at RFP stage.
5. Knowledge transfer / training in-country to be provided to ECN technical staff on operating, maintaining, managing the system and databases, including conducting the duplicate analysis, printing of voters lists, and trouble shooting of the system during operation. Training should be performed in Nepali during deployment of the solution in Kathmandu.
6. Supply, installation and commissioning of hardware modules/parts to add to the already existing hardware if needed to support the solution proposed and meet the functions and performance requested.

Characteristics of the existing system to consider by potentially interested suppliers:

- The current hardware configuration has been designed and established to provide a maintainable, cost effective, and simple operating environment for operation in a developing country context with limited availability of advanced skills and experience. The principles of this design philosophy should be maintained.
- Biometric Matching System uses MegaMatcher 3.1 templates with standard templates (non proprietary) conforming to ANSI/INCITS 378 and ISO/IEC 19794-2 available through BioAPI 2.0. MegaMatcher 4.2 has been already procured for future use at central site.



- Existing database is built on Oracle 10g, but PostgreSQL is selected for future use.
- Software and programming languages in the current system include Microsoft .NET C# and MegaMatcher 3.1

c) **Instructions and Documentation requested**

Hereby, UNDP/PSO invites potential suppliers to express their interest for the above procurement exercise and apply for prequalification. The EOI should specify UNDP/PSO Ref. 340372 and must be received **no later than 12:00 h (Noon) Copenhagen time, on 14 January 2013.**

UNDP will short-list suppliers based on an assessment of the relevance and adequacy of the submitted information. UNDP reserves the right to accept or reject EOIs received without obligation to inform on the reasons.

Accordingly, Expressions of Interest addressed in relation to the above project must include the following documentation (in case of Consortium or Joint Venture, profiles and information requested should be provided for each member of the Consortium/Joint Venture as relevant):

1. **A profile of the company** including UNGM registration nr (if registered), size, location, resources, areas of expertise, years in business for each area, and product/services range proving relevant to the procurement scope.

Optional: If any indication on the potential local partner is already available, interested Suppliers can also anticipate information at this stage.

2. **A minimum of 3 purchase orders / contracts (copies of the original documents are requested) awarded and fully completed within the past five years proving international experience in supplying software solutions and services relevant to the required scope, including systems integration, database architecture and secure data sharing, tiered/distributed/service-oriented solutions in relation to voters or citizens databases and registration.**

- a. For each referenced experience, it is required to include the type of items and services supplied, types of software databases developed/analyzed, sizes of databases and scope of TORs and services provided, total contract amount, dates, and customers' updated contact details for references to be sought.
- b. References should involve field experience in relevant software implementation and project management in relation to voters' registry database containing approx. 15 million records.
- c. As the project will take place in Nepal, and the Voters' DB is in Nepali basically, experiences documented by the Supplier must demonstrate solid capacity in implementing the requested services in foreign speaking environment.

3. **Quality assurance certificates (copies)** held by your company, quality certifications you require from sub-suppliers, and Information Security Certifications hold by your company.
4. **Litigation and arbitration history** detailing any cases for the last 5 years. UNDP reserves the right not to shortlist any supplier with a consistent history of litigation.
5. **Audited financial statements for the last three years** (to at least include: Consolidated Balance Sheet, Profit & Loss, and Cash Flow statements).
6. **Proof of financial capacity/credit availability**, in the form of either:
 - **A recent Letter from a Recognized Commercial Bank** specifically stating credit availability of the company for a minimum amount of USD 1 Million or



- **External Credit Rating** (such as D&B etc...), proving sufficient credit availability for high profile projects.
7. **Complete contact details** of focal person/s for bidding documents and further correspondence, including name, position, email address/es and phone numbers.

Please note, EOIs/applications which are incomplete may not be considered.

UNDP may use the result of this shortlisting exercise for other upcoming projects in the future.

The subsequent bidding document and awarded purchase order(s) will be issued in accordance with the Rules and Regulations of UNDP. Please note that this Call for EOIs does not constitute solicitation of commercial offers (bids). This Call for EOIs does not entail any commitment from UNDP, either financial or otherwise.

Interested suppliers should forward their Expression of Interest application including above documentation by email (max. 4.5 MB per email message with no limits on number of messages), to all of the following addresses stating reference to this exercise:

Victor Margall
Procurement Specialist
Email: victor.margall@undp.org

and

Andres Blasco
Procurement Analyst
Email: andres.blasco@undp.org

and

Patricia Diego
Procurement Assistant
Email: patricia.diego@undp.org

**United Nations Development Programme
Procurement Support Office (PSO)
Global Procurement Unit**