

**Minutes of the Pre-bid meeting held on November 29, 2018**  
**RFP for Hiring firm for Developing Escrow in Payment Services & Online Dispute Resolution and Maintenance-a2i**

Date: December 3, 2018

**Members attended the meeting:**

<b>Name</b>	<b>Designation</b>
Shamsun Nahar Airin	Procurement Associate, UNDP
Rezwanul Haque Jami	Consultant, E-commerce platform
Nahid Nazim	Procurement Associate, a2i Project, UNDP
Bidders	As per attached Attendance sheet.

With reference to the subject RFP issued on November 22, 2018, please find below the queries raised by Invitees and answers thereto from UNDP Bangladesh:

<b>SL</b>	<b>Queries</b>	<b>Answers</b>
<b>1</b>	Is it possible to increase the proposal submission deadline?	No.
<b>2</b>	Is it mandatory to fulfil the minimum eligibility criteria?	Yes.
<b>3</b>	Clarification	There were no specific directions given in the ToR on how many individual integrations will be necessary on the ESCROW platform. Please note that, the continuous service SLA that will be signed after the successful award will contain a CI/CD (Continuous Integration/Continuous Development) clause which will ensure as many integrations necessary as the business requirement dictates. The inherent revenue share mentioned in the ToR (The “to be submitted” ESCROW service charge by the vendor under 2%) will cover for the CI/CD activities.

**Note: Above Clarifications in response to queries raised during the Pre-bid meeting and amendments shall be an integral part of the RFP document and supersede the all provisions as applicable.**