Strengthening Evidenced Based Decision Making for Citizen Security in the Caribbean (CARISECURE)

Provision of Police Management Information System (PIMS)
RFP No.: BBRFP52819

#	Page	RFP Section	Relevant Text	Question / Comments	Response
1.	25	Section 5. Terms of Reference	Overall project should be completed within a period of nine (9) months. Initial development phase to be completed within six (6) months; the remaining max of (3) months devoted to testing, deployment, training and handover.	• We have a large implementation team and capabilities to meet the 6 month development timeline. However, given the complexity and importance of stakeholder validation of 12 critical modules, the timeline seems to be quite stringent. We are requesting a review of the same and suggest an extension of development timeline by 3 months to provide more adequate time for validation and preparedness for deployment activities in 3 countries. Please confirm if extension of implementation timelines by 3 months is acceptable?	Extension of 3 months cannot be granted given timetable.
2.	26	Section 5. Terms of Reference	**Objective:** To perform a needs analysis/ regarding the requirements for the proposed Police Information Management System (PIMS) that will eventually integrate with other related systems for prison management, judiciary, etc.; including data conversion, inter-operation, and reporting requirements of the system	• We are aware of expected modules to be implemented in the Police Information Management System (PIMS). However, is there any additional documentation that may be shared at this stage on existing processes for delivery of these services by Police in each of the beneficiary countries? • In addition to this, we have assumed that for the external applications (Judiciary, Prosecution, Prison etc.) the integration, web service/API for data pull and push operations will be developed and maintained by the	UNDP is providing below access to Police Digitized Incident Platform The RFP text refers as follows: "The system must be built with a secure web services, APIs and the ability to download/upload of data in the form of excel files or CSV format. Such services / APIs should will allow secure

#	Page	RFP Section	Relevant Text	Question / Comments	Response
				respective IT teams who are managing those external applications. We have further assumed that the selected bidder will develop the required consumer service (for data pull) and provider service (for data push) to be integrated. Kindly confirm our understanding. • Please also confirm if the development of these services for the external integrations will be part of the scope for the present engagement.	communications (data pull and data push) with other systems. At a minimum This functionality must be implemented to be robust and secure and be accompanied by comprehensive documentation as a core reference for system administrators and developers of other services that would wish to pull data from or push data to the Police IMS." "Based on a review of existing documentation and systems, the bidder will develop appropriate web services / APIs to enable connectivity / data transferability between the new system and existing systems (or proposed systems – based on available documentation). Bidder will not be required to collect such data or operate such interfaces as an on-going matter. However, the bidder will be required to fully document and set out the specifications for integration (protocols, data type, formats, etc) and in later phases to thoroughly test such interfaces and to train selected current systems representatives on their use. Training and guidance material must also be provided regarding any and all processes for data / system preparation which may be required to enable integration." In short, the bidder is fully responsible for the development and documentation of relevant APIs / Web-

#	Page	RFP Section	Relevant Text	Question / Comments	Response
					services and this is in-scope within project / proposal.
3.	27	Section 5. Terms of Reference	To deliver training for administrators and users	• It is understood that training will be conducted in each of the 3 countries. Please provide details on: o Number of training sessions per country o Duration of each training o Expected number of participants • Please confirm if the 'Train the Trainer' approach is acceptable. • It is assumed that UNDP will be responsible for ensuring participation in such sessions. Please confirm.	To be proposed by Bidder. This is required. This is correct.
4.	32	Overview of Functional & System Requirements	**Data Exchange with Local and International Agencies** Data communications among domestic and international law enforcement and regulatory agencies, it is recommended that the	• UNODC has prescribed classification codes for various types of crimes. We understand that the countries (project representatives from Police departments) will help in classifying applicable codes which will be followed for system design. Please confirm our understanding.	UNDP in conjunction with UNODC will make codes available by end of May.

#	Page	RFP Section	Relevant Text	Question / Comments	Response
			proposed police information system be conformant to international information exchange protocol for crime statistics. In this regard, bidders must review and ensure that the application is designed to support the UNODC International Classification of crime for Statistical Purposes	• Are there any other standards or International Data Exchange requirements, with which the system has to comply?	No other standards are required within the RFP. If the bidder, based on his expertise in the area would like to suggest additional standards, these will be considered.
5.	37	**Preferred Software Technology Stack**	• GIS/ Spatial Data Analysis Software Suite • Google Maps • MySQL (Version 5.5)	• We understand bidders are required to propose a solution based on "open source free version" which does not require licensing. Please confirm. • As per the RFP, the solution is required to have "High Availability". Components like MySQL, ArcGIS etc support high availability only with Enterprise version. Please provide clarity on the requirement. • We assume any licensing required for implementation or support of preferred solutions (MySQL, ArcGIS etc.) will be procured by UNDP. Bidders are not required to include pricing for licenses in the bid. Please confirm.	Confirmed With regard to High Availability, the RFP refers as follows: *[The bidder is required to give] A discussion of the general configuration of proposed solutions w.r.t. these following aspects – i.e.:* · *Document management System* · *Mapping* · *High Availability* · *Business Continuity* · *Disaster recovery* · *Cluster architecture (if recommended)* *Provision for these should be discussed as part of the bidder's proposed solution and any optional cost implications of providing same should be itemized and clearly modularized as far as possible such that evaluators can be advised of*

#	Page	RFP Section	Relevant Text	Question / Comments	Response
					the nature, need and cost / benefit for each."
6.	41	**Phase 4: Police IMS Implementation, Testing & Beta Deployment**	The digitization (as required) and upload of at least one (1) month of currently off-line existing data from at least one of the pilot countries for use as test data.	• Regarding digitization, it is understood that bidder would provide the Capability to upload documents in the PIMS system. Scanning and digitization of any hardcopy document is not in scope of the bidder. • In case bidder is required to digitize, please provide details about the volume/size of data.	Regarding digitization, if data is already in a digital form, then no digitsing will be required. If not, digitizing will be required. The requirement of the Vendor is stipulated in the RFP. The RFP refers: *"• The digitization (as required) and upload of at least one (1) month of currently off-line existing data from at least one of the pilot countries for use as test data"* Information regarding the data volume will be discovered during the requirements analysis. For the purposes of estimation of storage or bandwidth requirements, it is reasonable to assume an average attachment size of 1000KB
7.	42	Section 5. Terms of Reference	Finalized three (3) year service level contract	• We understand from the pre bid conference that bidders are required to provide separate costing for 3 Year support (for 3 countries in scope). Please confirm. • Please provide payment mechanism for 3 year support phase. • For the evaluation based on combined scoring method, will the financial value be considered inclusive of the 3-year support or only for Implementation?	This is correct. Contract for Professional Services Financial value should be inclusive of all components under the Terms of Reference.
8.		**Generic**	Send email alerts of required actions to selected users	• Please confirm if all the services required for integrating with 3rd party systems such as Email gateways and	The Vendor will be responsible for the entirety of the application which the vendor will build. This will include e-

#	Page	RFP Section	Relevant Text	Question / Comments	Response
				SMS gateways will be provided by UNDP and that the bidder will only be responsible for integrating the services with proposed system.	mail / SMS gateways as needed for the Vendor application to function properly.
				• Please further confirm if procurement and support for those services shall be the responsibility of UNDP.	No. This is will be responsibility of Bidder.
9.		**Generic**		• Please confirm that UNDP will be ensuring that all target countries adopt and implement system as per Project timelines. I.e. Delays by target countries will not be attributable to Consultant and will not affect the agreed contract period.	UNDP aims to maintain established timelines.

10		**Generic**		• It is understood that training would be conducted in each of the 3 countries. Please provide details on-
				   o Number of training per country
				   o Duration of each training
				   o Expected number of participants
					Refer to response to Question 3. above.

11		Section 4. Evaluation Criteria	"Minimum average annual turnover of USD $ 750,000 for the last 3 years. (For JV / Consortium / Association, all Parties cumulatively should meet requirement)."	Considering if we participate in the bidding in a consortium, we understand that if one of the companies of the consortium has been formed less than a year, it must present the financial statements related to this period, and the other companies of the consortium must cumulatively prove	This is correct.

#	Page	RFP Section	Relevant Text	Question / Comments	Response
				compliance with the informed requirement. Is our understanding correct?	
12		**Generic**		We understand that a company based in Brazil, which has its financial statements in the Real (BR) currency and in the Portuguese language, can present a copy of these statements in the Brazilian Real (BR) currency and a simple translation into English, including the conversion of values to US Dollars, informing the exchange rate used. Is our understanding correct?	This is correct.