

**Minutes of the pre-bidding conference MyITB2020-002 Provision to Supply, Delivery and Commissioning Face Recognition System for Brunei**

Place: ZOOM

Date: 29 June 2020

Time: 11:00 AM to 12:00 PM (GMT+8)

Panel:

- a. Mr. Shanakan Jayasekara, Programme Coordinator, Global Maritime Crime Programme (GMCP), UNODC
- b. Ms. Ajarie Salilasir, Programme & Administrative Associate, UNODC
- c. Ms. Laine Liew, Operations Associate UNDP

**I. Introduction**

UNDP Operations Associate welcomed all meeting participants. She then briefed all bidders that the purpose of this meeting is to help bidders to fully understand the key requirements in the ITB. Bidders can raise queries through Questions and Answers session. Minutes of this meeting will be posted on UNDP websites, so all bidders can download.

In case bidders have queries after the pre-bid meeting, bidders should send queries to the contact person indicated in the ITB.

Below are some key notes on preparing and submitting bid:

**1. Preparing proposal:**

- Proposal validity: 90 days from submission deadline
- Please refer to the evaluation criteria in the ITB for UNDP requirements while preparing proposal.
- Bidders should provide in their proposal's relevant information, proof/evidence they have for each criterion.
- The proposal should be submitted in the templates provided in Section 6. Bidders should follow templates.
- Bid Security is not required.
- Advance payments are allowed up to a maximum of 20% of contract value or not exceeding USD30,000 whichever comes first.
- Liquidated damages applicable in case of delay while the contract implementation.
- Performance security is not required.
- Currency of the proposal is US Dollars, should the company submit the proposal in different currency, UNDP has right to apply UN Exchange rate effective deadline of the submission. The UN Exchange rates are available by following link:  
<https://treasury.un.org/operationalrates/OperationalRates.php>
- Please refer to Section 6 "Check list" to ensure all essential documents are included in the bid.
- Failure to accept UNDP General Terms will lead to disqualification of the company.
- Delivery term will be DAP and supplier will be required to clear the shipment on the delivery site.
- The items will be delivered to the Brunei Bandar Seri Begawan Airport

- There will be inspection upon delivery by UNODC personnel
- Installation, testing, training, commissioning is required.
- Warranty period will be min 12 months.
- Technical support must be provided for at least minimum 3 years.

## **2. Bid submission:**

- Submission deadline: 13 July 2020, 11:59PM EDT (NY time) via e-tendering system.
- No hard copies or electronic submissions via e-mail will be accepted. All offers should be submitted in via e-tendering system. The guide has been shared thru the invitation.
- Please note that no paper-based proposals will be accepted. It is sole responsibility of Supplier to ensure timely and correct submission of proposals.
- Financial proposal should be protected by password. The password details shall not be shared with Procurement or any other members until official request from Procurement Unit is received.
- During electronic submission prices should be indicated 1 USD, as tendering process is based on two stage evaluation. It means that technical proposals will be evaluated at the first stage, only those Suppliers that will pass and obtain minimum score point for technical evaluation of proposals will be requested to share passwords for Financial proposals. Thus, Financial proposals should be encrypted. Suppliers which fail to comply with this requirement will be immediately disqualified.
- The submission after deadline and over e-mail in hard copy will be rejected.
- The submission should be supported with additional documents confirming qualification of the company, please refer for details to Section 6 checklist.
- All Forms should be properly signed and stamped by authorized person.
- Joint Venture Agreement should be shared if the company is submitting proposal as JV.

## **3. Evaluation of proposals:**

- Eligibility criteria provided in Section 4.
- The evaluation weight is distributed 70% for technical proposal and 30% for financial.
- The proposals that will obtain minimum 70% out of 1000 points will be considered for financial evaluation.
- Qualification requirements set forth for the company and minimum required qualified staff to be engaged under this assignment are provided in detail "Section5".

## **4. Financial proposals:**

- The financial proposal shall be provided based on the items listed in Section 5a.
- The financial proposal shall include all the training cost and 3 years technical support.

## **5. Questions/ Answer Session:**

At the end of this presentation, there were some questions from participates and these were clarified as below:

#	Query	Answer
1	Page 24 section: Detailed Technical Specifications: Facial Recognition System Software. Point 7 (b)  The algorithm used within the facial recognition system must have been part of the 2017 Face in Video Evaluation	We have reviewed the NIST Application Programming Interface (API) Version 4.0.1 for FRVT 1:1 Still Face (dated 24 June 2020) and refer to Item 1.1

	<p>(FIVE) and 2013 Facial Recognition Vendor Test (FRVT) undertaken by NIST.</p> <p>We would like to bring to your notice that the FIVE evaluation from NIST is not an on-going evaluation.</p> <p>As per NIST website, “The participation window opened on November 17, 2014, and submission to the final phase closed on December 11, 2015.” The results subsequently were published in 2017.</p> <p>As you can see this is an old evaluation methodology and we request UNDP to consider the latest FRVT evaluations for this tender</p> <p>Similarly FRVT 2013 is again an old evaluation and NIST has started on-going evaluation where all the latest and greatest Neural Network based algorithms are participating on a regular basis. The technology has changed significantly from what it was in 2013 and we request that UNDP consider evaluations from 2018 and beyond (FRVT 1:1 and FRVT 1:N).</p> <p>We suggest that UNDP modifies this clause to as follows: The facial algorithms used within the facial recognition system must have been part of FRVT evaluation conducted from 2018 and beyond.</p>	<p>Scope (page 3) which indicates “all images include exactly one face”.</p> <p>The 2017 Face in Video Evaluation (FIVE) used streaming video which is more in line with objective of the tender which is to install a face recognition system that can identify a person of interest (non-cooperative subject) amongst multiple persons passing in front of a streaming video.</p> <p>Based on the information provided in the NIST Application Programming Interface (API) Version 4.0.1 for FRVT 1:1 Still Face (dated 24 June 2020) we believe the evaluation is based on cooperative subjects (Visa, Mugshot, Wild/webcam, and Child exploitation) which is not the scenario in which the proposed face recognition system will be used.</p> <p>We note that at the time of this response (01 July 2020) the NIST FRVT 1:N Leader board has not been published on the NIST website.</p>
2	<p>Page 25, Section: Detailed Technical Specifications: Facial Recognition System Software. Point 7 (c) &amp; (d)</p> <p>c. The algorithm used within the facial recognition system must have demonstrated a miss rate of less than 10% for Passenger Gate Installation, with 480 subjects enrolled with a frontal still. (as per FIVE 2017).</p> <p>d. The algorithm used within the facial recognition system must have demonstrated a miss rate of 8% or lower on a database of 160,000 images with high quality images (as per FRVT 2013).</p> <p>Here again the reference is with FIVE evaluation which is no more on-going. Also the miss rate of less than 10% in 480 subjects is a very high rate. In case of clause 7(d), the miss rate of 8% or lower in DB of 160,000 is again very high miss rate.</p>	<p>We have reviewed the NIST Application Programming Interface (API) Version 4.0.1 for FRVT 1:1 Still Face (dated 24 June 2020) and refer to Item 1.1 Scope (page 3) which indicates “all images include exactly one face”.</p> <p>The 2017 Face in Video Evaluation (FIVE) used streaming video which is more in line with objective of the tender which is to install a face recognition system that can identify a person of interest (non-cooperative subject) amongst multiple persons passing in front of a streaming video.</p> <p>Based on the information provided in the NIST Application Programming Interface (API)</p>

	<p>In modern evaluation which uses latest and greatest technologies the FNMR is 1% in 1 million.</p> <p>We request UNDP to change the clause as follows: The Facial Recognition algorithm to be proposed should have participated in NIST FRVT (1:N) Test and ongoing test with the result of FNIR ( Threshold=0, Rank &gt; 1 i.e. misses not at rank 1) below 0.035 in “enrol most recent” data set.</p> <p>Face Algorithm should have participated in NIST FRVT 1:1 (2018 and beyond) and accuracy should be FNMR&lt;0.01 @ FMR = 0.000001</p>	<p>Version 4.0.1 for FRVT 1:1 Still Face (dated 24 June 2020) we believe the evaluation is based on cooperative subjects (Visa, Mugshot, Wild/webcam, and Child exploitation) which is not the scenario in which the proposed face recognition system will be used.</p> <p>We note that at the time of this response (01 July 2020) the NIST FRVT 1:N Leader board has not been published on the NIST website.</p>
3	<p>Page 25, Item 11 &amp; 13. Is 4 units of 50-inch display part important as this will increase the cost.</p>	<p>This is a turnkey solution and the display are important and integrated part of the whole process. It is essential to have 2 display at the airport and 2 display at the police headquarter for the operation of the system.</p> <p>Based on our previous tender experiences, the cost of the display is affordable in pricing.</p>
4	<p>Will there be a site visit for shortlisted vendors?</p>	<p>The site visit is only applicable to the selected vendor. Therefore, meeting will be conduct between the selected vendor with the Royal Police in Brunei.</p>
5	<p>Is there a budget for this tender?</p>	<p>Vendor are advised to provide UNDP the best offered. The evaluation method for the award of contract will be based on the lowest priced technically responsive, eligible and qualified bid.</p>
5	<p>Is there a targeted implementation date?</p>	<p>3 months after issuance of Purchase Order by UNDP Malaysia.</p>
6	<p>Is it necessary to have a local Brunei company participation for the project?</p>	<p>Is not necessary. It will be a decision for the vendor to determine that they can undertake the supply and the installation at the airport which included the wiring of the camera to the monitoring room.</p> <p>As refer to Page 29, Item No.01: Camera and Lens, SI.No 24, the distance between each camera</p>

		and the monitoring room is of varying distances up to 1,000m and the wiring must be carried out without causing any visual conflict with the architecture of the Brunei International Airport.
7	Regarding the price, shall we consider all the taxes?	Yes, all taxes must be included in the financial proposal.
8	Will you provide a building layout?	<p>We are not able to share the floor plan in the current stage, due to the airport security reason.</p> <p>The selected vendor will be shared with the building layout when its nearer to the implementation stage. We will organise a site visit for only the selected vendor.</p>
9.	Extension of the submission deadline	<p>The possibility of extension will be determined nearer to the submission deadline.</p> <p>However, as refer to the tender documents, the maximum expected duration of the contract will be until 30 November 2020.</p>

**Notes:**

1. Minutes of the meeting will be posted on the website. UNDP procurement notices and all relevant tender information will also be posted on the following portals:
  - a. eTendering : Bid Number
  - b. UNGM: <https://www.ungm.org/Public/Notice/>
  - c. PSO: [https://procurement-notices.undp.org/view\\_notice.cfm?notice\\_id=](https://procurement-notices.undp.org/view_notice.cfm?notice_id=)
2. Questions on tender can be sent in writing to [procurement.my@undp.org](mailto:procurement.my@undp.org) before 10 days to bids submission deadline.

The meeting completed at 11.44am. This minute will be posted on website for an easy access

**Useful information/links:**

UN exchange rate: <https://treasury.un.org/operationalrates/OperationalRates.ph>