

PRE-BID CONFERENCE FOR POTENTIAL BIDDERS ON RFP NO. 2020/UNDP/GAM/PACD/005  
**GIS for PACD – Implementation of sustainable digital solutions to improve basic service access of rural communities in The Gambia**

**Venue:** Hosted by UNDP via zoom <https://undp.zoom.us/j/92953846513?pwd=RTNSb2NHb2JDUlplNzhjSGxHR1F1UT09>

Meeting ID: 929 5384 6513 Passcode: 798676 )

**Date and time:** Friday, September 18, 2020 10:00 AM-11:00 AM (UTC+00:00)

**Number of participants:** 9 (8 potential bidders).

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**QUESTIONS AND ANSWERS EXCHANGED DURING THE PRE-BID MEETING:**

**QUESTION 1:** Travel: For companies not based in The Gambia, is there a requirement to travel in consideration of the current restrictions resulting from the COVID-19 pandemic?

**ANSWER:** The constitution of the GIS database requires some field visits, the contractor will have to find a way to collect data, either by deploying its experts or relying on a partnership with a locally based subcontractor. It is recommended for non-Gambia based companies to partner with local companies for knowledge transfer purpose and the sustainability of the system beyond the contractual period.

**QUESTION 2:** Is there requirement ensure software harmonization and built on the existing system?

**ANSWER:** There is no system to upgrade. The bidder will make his/her own proposal on software and/or technology to use for this assignment. New technologies in GIS matters (hardware and/or software) are welcome

**QUESTION 3:** What about Knowledge transfer/incubation?

**ANSWER :** Training of the key beneficiaries of the developed system is mandatory and partnership with locally based companies is encouraged and thus constitutes an added value to the proposal.

**QUESTION 4:** The tender document refers to three key experts only, what about if the bidder sub-contracts ?

**ANSWER:** The structure of the team to be assigned to the required consultancy is the sole responsibility of the bidder. The tender mentions the essential minimum to realize the assignment. Only the outcome and its cost will count for any technically qualified proposal.

**QUESTION 5:** Should the quantification of deliverables be provided in the price schedule?

**ANSWER:** Bidders are advised to present their financial proposal according to the breakdown suggested in FORM G of the solicitation document ( table 1, 2, 3 and 4 ) : daily fees for deployed experts, travel and other charges.

**QUESTION 6:** Will the contract use the result of the survey that may have occurred before this tender?

**ANSWER:** No. The bidder will conduct his/her own survey throughout the country. However, the contractor will have access to any existing data.

**QUESTION 7:** In reference to point 3 of the scope of assignment, will the contractor have to develop a business model?

**ANSWER:** No. What is required is a system that can facilitate the timely report on business models put in place per component of the programme and their impacts on the beneficiaries, thus easing the information management for the created businesses within communities. The developed Geographical Information System (GIS) shall allow a logical and sequential reporting of events from identification of sites of intervention to socio-economic impact of the programme on the beneficiaries.

**QUESTION 8:** In TOR it is mentioned that this is a professional services contract, do we still need to quote for needed hardware and software in our overall pricing? Or we can list them to be procured by UNDP?

**ANSWER:** The bidder shall quote mostly for the software and list any hardware that will be needed to keep and maintain the system. While software has to be provided by the contractor, his/she has the option to propose the supply of hardware as part of the offer or list the need for hardware to be procured by UNDP. Any software or hardware supplied within this assignment will be the property of UNDP.

**QUESTION 9:** Can the deadline for the bids submission be extended for two weeks in order for the bidders to ensure efficiency in preparation of their bids?

**ANSWER:** Taking into account the rationale of explanations presented by different bidders that attended the pre-bid conference and the programme workplan, an extension of 11 days is granted. Thus, the deadline for submission of the bids is extended from 23<sup>rd</sup> September 2020 to 4<sup>th</sup> October 2020, 11:59 pm.