

**Minutes of the Pre-bid meeting held on 15th October, 2020 at 1500 hrs.
virtually through ‘zoom’**

Request for Proposal
“Development of Monitoring and Evaluation Platform and Mobile Application”
RFP/177/IND-2020 - Event #IND10 - 0000007476.

Please find below the queries received from the participants through email and during the meeting and UNDP’s response.

Sl. No	Queries	Response
1.	We understand the data hosting and server space will be provided by UNDP / Client ? Will this also be provided during development and testing phase?	Yes- Hosting and server space No – will not be provided during dev & testing
2.	Is there a requirement of third party security audit/ certification to be provided for the application. If yes, Who will bear the cost for these certifications?	Third party security audit by SQTC – to be borne by bidder
3.	IBI Group has request revision in terms of reference/payment: a. The service provider should have at least five years of experience in monitoring and evaluation or technology development , particularly in the context of the governance and/or rural development projects and/or government technological projects in India. b. The service provider should have developed at least one web and/or mobile application for monitoring and evaluation of similar programme or other technological initiatives with Government/ International/Private Organisations/ NGOs. c. Experience of working in social / technology development space and preferably with the Government - 20 marks. d. Experience of developing Android mobile apps and dashboards for monitoring and evaluation of similar programme or e-governance or public service projects for Govt. / International Organisations/ NGOS any scheme/department in the Central and/or state government – 30 marks. e. Finalisation of Business Processes and Application Architecture – 20 (TERMS OF PAYMENT)	No
4.	Can the bid be submitted as a consortium with another firm?	Lead bidder should be a Monitoring & Evaluation firm

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5.	Is the 10 year experience mandatory for eligibility to submit a bid?	Yes
6.	Could you please shed some more light on the program for which the M&E data has to be collected	Development of model GPs through a cluster approach by strengthening GPs (https://gdpd.nic.in/)
7.	<p>Server Space and Configuration:</p> <p>a. Will the Govt. of Karnataka/ MoPR/ UNDP provide the developer server space (e.g. on NIC server) to host the data? Please give us configuration of the same.</p> <p>b. Will the service provider be given a DNS name or a Static IP for the mobile apps to talk to the Server?</p>	<p>Specs – depend on application requirement – to be scoped and provided by bidder</p> <p>DNS</p>
8.	<p>Database Requirements:</p> <p>a. If yes to 1, the apps would need a Java Webserver & Database installed on the server.</p> <p>b. Do you have a Java web server and a Database installed on the server?</p> <p>c. If not will the developer be allowed to install required software on the server?</p> <p>d. Do you have a MySQL or MSSQL Database that you want us to use to store data from this application?</p>	Yes to all
9.	<p>Access to Government Data from other Sources:</p> <p>a. Will the developer be provided access to the other data collected by the Central and State Governments (e.g. DPRD Karnataka data on PRI or MoPR Data on E-Gramswaraj/ GPDP portals to help the developer integrate the data already being collected?</p> <p>b. In what form will the data be provided?</p>	API
10.	<p>Coverage:</p> <p>a. Roughly how many Panchayats are to be covered?</p> <p>b. How many mobile users will be collecting the data?</p> <p>c. What is the quality of Internet availability? That is, how much data will be collected offline and how periodically will internet be available to upload the data?</p>	<p>a. Information will be provided to the successful bidder.</p> <p>b. Information will be provided to the successful bidder.</p> <p>c. Quality of internet should be assumed as poor – data needs to be collected offline and plugged in once online.</p>

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11.	To monitor the program activities and outputs, What are the approximate number of forms and approx no. of questions/form envisaged?	Information will be provided to the successful bidder
12.	What is the scope under SDG Monitoring? Are we planning to capture specific indicators for all the 17 SDG goals? What shall be our approach?	The tool will be developed on the existing monitoring framework for the programme that accounts for national/state identified indicators also addressing the SDGs.
13.	What kind of monitoring are we planning to do for the COVID 19 response? Is this supposed to be a separate form?	Not a separate form – there are other development indicators addressing this
14.	What is the plan for hosting the applications? Shall we include the cost of hosting infrastructure in our financial proposal	Hosting will be provided
15.	<p>For consideration from SBU:</p> <p>Experience of working in social development space and preferably with the Government - 20 marks</p> <ol style="list-style-type: none"> 1. We are working with NGO, & Private company for CSR monitoring application (Web based Dashboard, Monitoring & Evaluation & Mobile application for data collector). We are requesting you kindly accept those project also. 2. We are also working with Govt. organization like PWD, Irrigation, Power Distribution and Transmission company, District Administration for Monitoring & assessment of their assets & construction projects like road , Building etc. with data collector mobile app with web based dashboard. We are also requesting you kindly accept those project also. <p>Functional research skills with competency in data analysis vis-avis statistical packages (like SPSS, R, etc.) – 20 marks.</p> <ol style="list-style-type: none"> 1. The tender is for development of web and mobile application. The research skill and analysis would not be a part of the scope as the data which is coming from mobile device or previous data which are there with the department , it will go to the software and the report & dashboard will be generated as per code. So, we would request you to change this clause to anything which is as per the scope. CMMI Level 3 certificate, ISO certificate, Manpower criteria would be suitable and recommended 	No

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16	Section 4 of A. Cost Breakdown in Financial Proposal talks about "Handholding and Troubleshooting support till end of the project". How many years are we talking about?	Total project period is 6 months / on or before 15 th of March 2021
17.	For 'Development of Monitoring and Evaluation Platform and Mobile Application' we wanted to know that Can we do a Joint Venture with an NGO for this RFP?	As per UNDP procurement policy, they can submit the bid as a joint venture, however, the contract will be entered into with the lead agency only.
18.	Mobile App Should be either -Android or, ios ?	Android
19.	Is Interface in Kannada is sufficient ?	No
20.	What is the total number of Estimated User's (Edit) concurrently accessing the Solution?	It may differ
21.	We presume that User need to capture Geo-Location(Latt/Long) also via Mob App & is expected to work(Online/Offline), being Rural Area's?	It needs to be captured real time, once the mobile connected it can be uploaded
22.	Please specify the server OS and Database available at SDC. We're assuming the same will be Azure and MSSQL Server. Is there a possibility of using other open source databases such as MongoDB and can the same be installed at SDC. If not, Azure and MSSQL Server will be fine. Please share if any other databases such as Oracle DB, MySQL etc. are available so we can plan accordingly.	Server space will be provided bidder can install his data base
23.	Please let us know if there automated translation for entered data using Google Translate or other available tools i.e. if data is entered at GP level in Kannada, is it required to view the same in English at State level.	Not encouraged, separate form is required for Kannada
24.	Will the files be stored on the same server or attached storage? Or, will separate storage be provided for the same. Video files can be very large in size these days with the advancement of mobile cameras and recording technology a minute of video can be around 10-50 Mb in size on latest phones.	Depends upon the solution architecture to be provided by the bidder
25.	Would you need video files to be limited to specific duration/size? If yes, please specify.	The solution has to optimize the videos and each videos should be around 10 mb

Sl. No	Queries	Response
26.	It is stated under Criteria for the Assessment of the Proposal that “Experience of developing Android mobile apps and dashboards for monitoring and evaluation of similar programme/ project for Govt./ International Organisations/ NGOS any scheme/department in the Central and/or state government” is required, will similar experience in private sector count?	No
27.	Under Brief Description of the Required Services, it is stated “Data will be collected at various levels – for e.g. Activity-output data will come from grassroots workers while Outcome Indicator Data will come from District or State level. The system should be responsive to such diversity of levels and geographical dispersion through a multi-modal data entry process – on mobiles, Desktops and <u>internet-based interfaces.</u> ” What is meant by internet-based interfaces? Is there a need for another interface other than the web based dashboard and mobile app?	It should be work any handheld device

Note: Try to submit your bid a day prior or well before the closing time. Do not wait until last minute. If you face any issue submitting your bid at the last minute, UNDP may not be able to assist.

Please go through the weblink below for accessing the UNDP e-tendering user guide for bidders and video guide on how to register a bidder profile on e-tendering and video guide on how to submit a bid on eTendering.

For any queries related to this RFP, please write to manikandan.srinivasan@undp.org

UNDP eTendering User Guide for Bidders

<https://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notice/resources/>

Video Guide on How to Register a Bidder Profile on eTendering

<https://www.youtube.com/watch?v=Trv1FX6reu8&feature=youtu.be>

Video Guide on How to Submit a Bid on eTendering

<https://www.youtube.com/watch?v=cY34AXsYMrC&feature=youtu.be>
