



**BIDDER’S CONFERENCE – MINUTES OF MEETING, Q&A and Amendment**  
**RFP/UNDP/GOLD-ISMIA/117572/003/2021**

**Assignment Name:**

**Development of Mobile Application and Web Portal Database for Inventory of the Mercury Avoided from the ASGM Sector**

**Date and Time:**

*21<sup>st</sup> January 2021 starting 1400 hour (GMT+7)*

**Venue:**

Online Zoom Meeting

Meeting ID : 818 0106 9312

Passcode : 388027

**Closing Date:**

*As specified on the e-tendering system*

**TO ALL INTERESTED BIDDERS**

	<b>Introduction and Guidance</b>
<b>Information</b>	<p>Bid Conference was opened with following agenda:</p> <ol style="list-style-type: none"><li>1. Explanation on RFP document – administrative issue (closing date, submission &amp; method, delivery method for submitting offer, contract award, etc.).</li><li>2. Explanation on Annex I</li><li>3. Explanation on the Term of Reference (TOR)</li><li>4. Explanation on the Submission Forms</li><li>5. Q &amp; A (going through all sessions)</li></ol> <p><i>*Bidders were encouraged to carefully read the RFP document before preparing the offer and to check regularly UNDP E-tendering &amp; UNDP website for any update/amendment to this tender document</i></p>

<b>I. Q&amp;A session is incorporated into the below minutes</b>		
1	Q	In the TOR is mentioned that the developers have expertise in using PHP, is that mean that the application again has to be developed using PHP or is there any possibilities that it can be developed using other programming language?
	A	We expected the bidder to develop the application using the open source either using PHP or other programming language, however, please make sure that it meets the requirement for the server implementation in the phase 3
2	Q	Will the server be provided by BPPT or UNDP and the team and will be hosted somewhere else?
	A	Please refer to the tender document for the server provider and also the specification.
3	Q	In the Phase 3 mentioned that the application system can be placed on a virtual based server, however it is not clear where it would be located?
	A	The physical server is currently at BPPT Serpong, however, please kindly make sure that it can be hosted outside BPPT since the host will be the Ministry of Environment and Forestry.
4	Q	For the mobile application, is it only Android and no need for the IOS?
	A	As per our field survey, most of the miners more familiar in using Android application compared with using IOS. However, if the bidder can develop the mobile apps which can be run both in the Android and IOS, it would be better.
5	Q	Related to the technology for synchronize the data. Would the application be used online in real-time synchronization or online and offline for the data collection activity?
	A	Both of them, since we would also collect the data from the remote area where sometime there will be unstable or even no internet connection. So, when we collect the data offline, it will be synchronized automatically when it is linked to the internet connection.
6	Q	Related to the mobile application, is the focus limited the field data collection or is there any analysis, presentation or visualization from the mobile app?
	A	We expect that that there will be a verification system, for example; when the miner input the data, the supervisor or the miner's leader can verify and approve the data. And related to the visualization, it is expected that the bidder can also provide the dashboard data in the mobile app.

7	Q	Is there any information related to the estimate number of user for this apps?
	A	Since objective of this apps is for pilot project, we expect that the apps can be used for national wide scale
8	Q	Who will be authorized the approval for every stage?
	A	We consulted with the verification system in Ministry of Environment and Forestry as well as BPPT, and this will be discussed further during the consultation stage of this project to decide who will do the authorization to verify the data collection from the miners.
9	Q	As per the requirement in the term of reference, a field visit to one of the site will be required. During this pandemic situation, is the field visit a mandatory attended or it can be done through offline?
	A	It is mandatory to attend the field visit, since we expect that the appointed company has fully understanding about the current situation of the gold miners in the field.
10	Q	Related to the pandemic situation, to anticipate for the field visit, is there any consideration?
	A	The field visit will follow the government regulation during the pandemic situation. The bidder is expected to consider the additional amount for providing the health protocol (mask, face shield, hand sanitizer, etc) to be included in their financial proposal.

Jakarta, 21 January 2021