



ADDENDUM1

Subject: Invitation to bid (N-210501) Firm/Institution/Organization for development of community-based disaster monitoring and warning system for coastal areas in Viet Nam

(Ref. N-210501)

Issue Date: 19 May 2021

Original Deadline for submission of bids/offers: 06:00AM EDT 09 June 2021

Extended deadline for submission of bids/offers: 06:00AM EDT 13 June 2021

This correspondence pertaining to the above-mentioned requirement should be considered as an integral part of the tender documents.

This addendum includes:

1. Pre-bid meeting minutes
2. ITB Revision 1 updated with some track changed information.
3. UN-EU cost norm 2017

PRE-BID MEETING MINUTES

Subject: Invitation to bid (N-210501) Firm/Institution/Organization for development of community-based disaster monitoring and warning system for coastal areas in Viet Nam

(Ref. N-210501)

Time and date: 09.30 a.m, 26 May 2021

Venue: Meeting room M1, Ground floor, Green One UN House, 304 Kim Ma, Hanoi via Zoom meeting

Participants: UNDP representatives, UNDP consultant team, Central Project Management Unit, Vietnam Disaster Management Authority (VNDMA), interested bidders.

I. INTRODUCTION:

UNDP Procurement Unit Head 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 both on technical and financial aspects in the ITB. She focused on Section 3: Bid data sheet. Bidders can raise queries through Questions and Answers session as well as during their proposal preparation. **Minutes of this meeting will be posted on UNDP E-tendering system and UNDP website, so all bidders can have the same information and understanding.** In case bidders have queries after the pre-bid meeting, bidders should send queries to the contact person indicated in the ITB (nguyen.thuy.nga@undp.org). Below are some key points on preparing and submitting bid:

1. Preparing proposal:

- Bidder should review ITB carefully with focus on Section 3: Bid data sheet
- Evaluation method is important and is mentioned clearly in the ITB: **Technically responsive, lowest priced, eligible and qualified bid:**
 - **Step 1:** pass/fail basis for compliance or non-compliance with the technical specifications, warranty of all required equipment. Only bids offering all equipment required in the ITB and all equipment meeting required specifications and warranty duration will be assessed at step 2;
 - **Step 2:** bids passing step 1 will be evaluated based on the evaluation criteria for services identified in the bid document (section IX in the TOR). Bids achieving 70% (or higher) technical scores will be technically qualified will pass to the next stage of the evaluation, which is the financial evaluation;
 - **Bid achieving at least 70% technical score and offering lowest price will be selected as the winner of this tender process.**
- Please refer to the evaluation criteria in the ITB for UNDP requirements while preparing proposals. Bidders should provide relevant information in their proposals, including proof/evidence they have for each criterion.
- As indicated in the ITB documents, technical and financial proposals have to be submitted as separated files.

- Financial proposal template is available, but the bidders can use it flexibly and provide detailed cost break-down. Financial proposal should be provided as a lump-sum and once the contract is signed, there will be no additional costs which UNDP will pay for the service/deliverables mentioned in the ITB, so bidders have to provide all associated costs in order to complete all scope of works in the ITB. Apart from signed and sealed financial proposal, bidders need to upload on e-tendering system their financial proposal in excel format.
- UN-EU cost norms which is attached to the ITB must be applied for local costs of the experts: travel, per diem, etc.
- Templates/forms are included in the word format. Bidders should use the provided templates/forms.

2. Details on Bid submission:

- **Original submission deadline: 06.00AM EDT 09 June 2021**
- **Extended submission of bids/offers: 06:00AM EDT 13 June 2021**
- The bidders must submit via E-tendering system, no other submission method is accepted.

II. QUESTIONS/ANSWER SESSION

#	Query	Answer
1	Do we need to translate all supporting documents of the bid into English, business license for example?	<ul style="list-style-type: none"> - All submission forms and Technical + Financial proposals must be in English - Other supporting documents such as Business license, Financial/Audit reports, copies of similar contracts can be in Vietnamese. <p><i>(Original versions of these documents may be required to verify information, if necessary, and will be returned to bidders after verification)</i></p>
2	Why advance payment is not included in the TOR?	According to UNDP Procurement rules and regulations, advance payment is not allowed.
3	How long does it take for the contractor to receive payment after submitting request for payment?	Within 30 days. For more information, kindly refer to Section 44 of the ITB - Payment provision, page 15/77 .
5	In Form B, some ISOs are mentioned such as ISO 14064, is it a compulsory requirement?	No, it is not.
6	In case bidders have 2 contracts similar about nature of service but not equivalent about value, could we use another contract of different service to ensure similarity of value?	Bidders should submit only similar contracts with contract amount, and are free to share any other information if they deem relevant.

7	Can UNDP apply Performance Bank Guarantee instead of keeping 10% total contract amount to be paid after the contractor finishing guarantee period of 2 years.	Yes, this is acceptable. The ITB will be revised to reflect this.
10	What do you mean by 2 years guarantee, it is manufacturer's or contractor's?	In case the manufacturer's guarantee is less than 2 years, the contractor must cover the rest so that total guarantee duration is 2 years.
12	Can bidder get higher technical points if they propose the list of equipment made by G7 countries?	Bidders proposing equipment which meet UNDP requirements on specifications and guarantee will be selected for further technical evaluation. There are no technical points for origin of proposed equipment. Nevertheless, in case more than one bidder is technically qualified and they provide financial proposal with the same total price, bidder with higher technical scores will be selected. The ITB was revised to reflect this point.
13	Can bidders know the brand name of installation and IP camera which was used/applied for installation of 8 stations of Vietnam Disaster Management Authority in 2019?	As the previous equipment was not provided through UNDP, there is no pre-condition for this ITB related to the brand of the existing/installed equipment. Nevertheless, if requested by the selected bidder, UNDP will share that information with selected bidder only.
14	Is "rainfall density" "rainfall intensity"?	Yes, this is a typo mistake in the ITB documents. "Rainfall density" should be read as "Rainfall intensity". The TOR will be revised to reflect this.
15	<p>In page no. 32 of ITB about electric boards:</p> <p>15.1 Is the electronic boards a Variable Message Sign VMS? If yes which size?</p> <p>15.2 Which are the "institutional measurement information" that must be displayed?</p> <p>15.3 Are the 24 electronic boards directly connected to the datalogger?</p> <p>15.4 Are the 24 electronic boards activated directly by the logger?</p>	<p>15.1 Yes, it is multi-variable Message Sign and the electronic board is required with minimum size of 50" (62.2 cm x 110.7cm)</p> <p>15.2 The institutional measurement values and warning level (example very low, low, medium, high, and very high, etc.), which will be discussed in detail with the selected bidder.</p> <p>15.3 Yes, but the bidder can propose any other designs/options which can improve the overall set-up, based on best/latest practices globally.</p> <p>15.4 Yes, but the bidder can propose any other options which can improve the overall set-up, based on best/latest practices globally.</p>
16	Sensitiveness level must follow Vietnam Meteorological and Hydrological Administration or World Meteorological Organization?	Vietnam Meteorological and Hydrological Administration
17	Does the scope of work include applying for permission to connect the power supply	Yes, this work is part of the implementation phase, and the bidders should calculate the budget for electricity supply of the system in 2 year-warranty in their financial proposals.

	during the project implementation phase? Who bears this cost?	The VNDMA will coordinate with the contractor to decide the name of the organization who will legally sign the electricity/internet contract with suppliers.
18	Could you please clarify the requirements for power supply at each measuring station and camera: Will the stations use grid power/solar power or will they use both grid power and backup solar power?	Combination of solar system and grid power. See answer to question 33 for more details.
19	Who pays for the cost of power consumption + internet of 24 stations during the two years period?	The bidders will need to include the costs for electricity and internet for 24 stations for the duration of 24 months in their financial proposal.
20	Where is the electronic boards installed (at the station's cabinet or the local flood control center)? With current technology, can we use the LCD screen instead of the electronic boards? (With the screen LCD is simple to use, stable, easy to operate)	At the local/community levels, the electronic boards will be installed in the Commune People's Committees to ensure access for local people (see ITBpage 32, #4). In addition, electronic boards will need to be installed at the premises of Committees for Disaster Prevention and Control at the district and provincial levels (see ITB page 32, #5). The location of electronic boards at the district and provincial levels will be further discussed with the relevant authorities during the field investigation. Yes, LCD is acceptable.
21	The method of transmitting data from the camera to the receiver is wired or wireless?	We prefer wired type (fiber cable)
22	Please clarify the lightning protection system to protect the device	Please follow the circular No. 30/2018 / TT-BTNMT dated 26 December, 2018 of MONRE about technical regulations on monitoring and providing hydro-meteorological information and data for specialized use of hydro-meteorological stations
23	What do you mean by “in order to get more accurate predictions” in section 8 page 33 of the ITB? Is it a function of software?	The VNDMA is using the official weather warning data of VNHMA. However, the hydro-meteorological stations are not available at 24 implementation locations. Hence, the software has to be designed and function in order to support the end-user to see the different values between the warning data of VNHMA and measured data of monitoring stations at the localities. Based on this local data the end-users (such as VNDMA or local authorities) can develop and issue more accurate predictions and instructions related to hazards for these specific locations
24	What are the requirements for basis map?	Bidder can propose open source data such as Google Earth, OpenStreetMap or other available open data sources. During contract implementation, VNDMA can also provide available maps to contractor, if available.
25	About section 12, page 33/77 of the ITB,	In fact, some available studies in Vietnam already proved the capacity for reading numbers from image of water level mark

	<p>Converting the image from the camera to the water level? To build this product requires synchronization from the camera to the received image. High cost => product proof in Taiwan. If using available products such as Camera AI + existing software will lead to high cost. What about if you build it yourself, will TOR's goal become an R&D product because the calculated AI value is not usable and not highly effective? And has the cost of this R&D been taken into account by UNDP? Or just the style is enough, no need for quality? Looking at the service delivery time, R&D is difficult (less than 6 months). When developing this criterion, where did the consultant or UNDP see the actual product? Reconsider the possibility of implementation?</p>	<p>that can refer to relevant water level. However, this item (#12 in item 4.1.3.2) will be removed in TOR.</p>
26	Who is responsible for site clearance?	The contractor, who will be supported by VNDMA for any necessary processes at the provincial or local levels.
27	In section 5 page 33/77 of the ITB, bidders have to meet requirement for all email, SMS, OTT or one of these 3?	Email and SMS
28	In section C page 33/77 of the ITB, what is meaning of Communication Tools?	<p>This refers to tools and or software that allows the system to send automatic messages (i.e. SMS, Emails) to a number of pre-defined recipients at the commune, district, province and national levels.</p> <p>The user will add the list of potential local people, then the tool or software can automatically send SMS about extreme weather information to the recipients when relevant thresholds are met.</p>
29	<p>About section 12, page 33/77 of the ITB, can bidders propose more sensors so that system and data can operate smoothly?</p> <p>Is it possible to measure the radar water level directly because monitoring the water level is difficult because it depends on the camera angle?</p>	The water level measurement will be removed in TOR.
30	In the TOR, you mention only 1 server of VNDMA to be used, no backup server, what if the only server is broken?	The VNDMA has a backup server. UNDP and VNDMA will send the detailed configuration of backup server to the contractor during the implementation phase
31	There are 24 IP cameras, transmission capacity for them is quite huge, however, no requirement for such transmission capacity is found in the TOR? We have no idea of current transmission band of VNDMA	<p>The transmission bandwidth of the current VNDMA system varies between 80 -120 MB/s.</p> <p>The frequency or duration for acquired data will be decided with UNDP and VNDMA during the implementation phase..</p>

32	<p>4.2 Implementation contents (page 36.ITB) a) Preparation phase - Step 1: Work with stakeholders (UNDP, VNDMA, supervision consultant team) to clarify the contents of the terms and conditions for the installation of disaster warning stations.</p> <p>Please clarify the scope of contractor's work in this section. The site/ground to install the station has been planned at specific location? If yes, then can UNDP provide location coordinates?</p> <p>How much is the total area of the site to install the equipment?</p>	<p>The contractor will work with local governments in order to identify the installation sites. VNDMA will support the contractor on the relevant legal processes and documentation, and will accompany with contractor where and when necessary.</p> <p>Normally, the installation area for one station is smaller than 2 m²</p>
33	<p>b) Implementation phase (page 37.ITB) - Step 3: Install monitoring stations and cameras. Connect electrical infrastructure and internet to the camera.</p> <p>Request to clarify grid power infrastructure and Internet connection are available at installation locations. Do all the installation locations of stations have 3G or 4G coverage enough to enable transmission of data wirelessly?</p>	<p>The national grid power infrastructure may not be available at the installation locations, which are yet to be identified with local authorities.</p> <p>While in most locations power grid will be easily accessible, the locations of some stations are expected to be no further than 500 meters from the national power grid. To ensure consistency, bidders can consider up to 6 stations to be located in a location, which may be 500 meters away from the national power grid.</p> <p>Please see other related information in answers to questions 17 and 19 above.</p> <p>Information regarding the 8 existing VNDMA stations:</p> <ul style="list-style-type: none"> Currently, the 8 existing stations monitor only two indicators such as the wind speed and rainfall, therefore: observation devices use the power generated from the solar system; and the cameras, due to the high power requirement, use the electricity supplied from the national power grid. The new stations proposed to be installed as part of this bid will monitor more parameters, so the stations may need more electricity, depending on the energy requirement of the tools and systems to be proposed by the bidders.

The meeting ends at 11.35am of the same day. These minutes will be posted on UNDP E-tendering system and UNDP website for all bidders' access.

III. Updated TOR: kindly refer to TOR attached in the ITB – revision 1.