

**Minutes of the Pre-bid meeting held on June 21, 2021**  
**RE-RFP-BD-2021-002 for Hiring a firm for Deployment, Enhancement & Maintenance of**  
**Digital Filing Platform for Supreme Court-a2i (Re-advertisement)**

Date: June 23, 2021

**Members attended the meeting:**

Name	Designation
Rezwana Haque Chaity	Head of Procurement, UNDP
Shamsun Nahar Airin	Procurement Associate, UNDP
Md. Hasanuzzaman	Solution Architect, a2i
Nahid Nazim	Procurement Associate, a2i
Bidders	

With reference to the subject Re-RFP issued on June 16, 2021, please find below the queries raised by Invitees and answers thereto from UNDP Bangladesh:

SL	Queries	Answers
1	What is the concurrent user number?	1000+- concurrent users per second system should be considered.
2	OCR in Bangla or English?	Both English & Bengali.
3	Please clarify, System should provide the downscaling features of the uploaded files	Need to develop open source-based compression plugins to downscaling the uploaded files.
4	Please clarify, System should provide multi factor authentication to access certain files	System should have the provision of multi factor authentication facilities to access certain files based on certain system level or user level settings or configuration.
5	Please clarify, 3.10 TERRITORY: The software and technology assets developed under this contract will be exclusive to Bangladesh Judiciary and vendor cannot use or re-use the same for other purpose within this country for other agency or out of Bangladesh for any other purpose.	It is strictly forbidden to use the system in whole or in part except Bangladesh Supreme Court.
6	Please clarify, as an open source why only PHP? Page 36, point 4?? Is it mandatory?	Due to HR resource availability and smooth integration with other existing systems. PHP is preferable but other renowned open source technology also acceptable.
7	MySQL or any other open source Relational Database Management System (RDBMS), is this mandatory?	Open source Relational Database is mandatory.
8	Code Version Controlling using GIT or Bit bucket in private mode, can we offer alternative?	Whatever version controlling tool is offered it must have to be hosted on supreme court nominated data center in private mode.
9	Please Clarify, Build DC for Production, Test and Development. Page 31, point 3.5	Necessary hardware and appliances will be provided. Required infrastructure design & configuration has to be done.
10	Please provide detail, WORKSHOP & TRAINING PLAN (ToT, Training cost, participant no, etc)	Have to prepare training plan and facilitated necessary numbers of ToT sessions to implement

**Minutes of the Pre-bid meeting held on June 21, 2021**  
**RE-RFP-BD-2021-002 for Hiring a firm for Deployment, Enhancement & Maintenance of**  
**Digital Filing Platform for Supreme Court-a2i (Re-advertisement)**

		the solution successfully. Necessary logistics will be provided by client.
<b>11</b>	E-nothi vs digital filing system? How to integrate? Is required to integrate?	Both systems will exchange different investigation reports and administrative letters through standard API.
<b>12</b>	Please clarify, 3.3 MOBILE APPLICATION DEVELOPMENT	Major Feature list: Login, Dashboard, Profile management, file inbox, file outbox, case file searching, merging, additional file put-up, digital signature, forwarding, uploading, cause list , order approval, order sheet generation & forwarding.
<b>13</b>	Please clarify, System must have Queue-based file type conversion facility, point 3.2.2.2 Case Filing	There will be various type of file user may upload in the system like jpg, png, pdf etc. For the best utilization of the hardware storage, system will provide upload facility. This compression should be done by using queuing system. Where each compression will be used as task so that user don't have to wait for the compression and can continue other task in the system. When compression is done the system will notify the user.
<b>14</b>	It is possible to submit the Bid security online considering the COVID situation in the country?	Yes, please refer to the page no. 19, DBS no. 6 of the Re-RFP document.
<b>15</b>	Is it mandatory to submit Power of attorney in legal paper?	Not mandatory to submit Power of Attorney in legal paper.
<b>16</b>	Is it possible to extend the deadline?	No, It is not possible to extend the deadline.
<b>17</b>	Considering the COVID situation in the country, the delivery milestone appears to be impossible, is it possible to revisit?	This project is highly needed to address the COVID crisis in judiciary service delivery as such the milestones have to be achieved within the timeline.
<b>18</b>	Is it possible to submit proposal through Joint Venture?	Yes, please refer to the page no 8, point no. 14 of the Re-RFP document.
<b>19</b>	What is the source for the lawyers' database? Is the API for the same available?	Necessary API will be provided.
<b>20</b>	What is the total number of portals that need to be integrated? How many of these have integration APIs available? How many need to be built?	At least Ten different portals through BNDA Bus.
<b>21</b>	Will cause-list be able to provide us the scheduling details of the hearing?	Cause list will be one of the output form digital filing system.
<b>22</b>	Is the scheduling being done manually or the solution must do it based on the availability of the judges? Will the access to the lawyer's calendar be provided?	Hearing calendar generated by the system based on cause list.

**Minutes of the Pre-bid meeting held on June 21, 2021**  
**RE-RFP-BD-2021-002 for Hiring a firm for Deployment, Enhancement & Maintenance of**  
**Digital Filing Platform for Supreme Court-a2i (Re-advertisement)**

<b>23</b>	What is the DS verification software currently being used by the organization? If there are none, should it be a part of the solution?	Proposed solution will have its own electronic signature functionality. Dongle Based digital signature system API will be provided by client for required integration.
<b>24</b>	What is the rule to be considered while adding the e-signatures to the documents?	Two factor authentications, where email or SMS based on user preference.
<b>25</b>	What is the authentication level of 2FA & MFA the organization is expecting for each user?	Two level authentications, where email or SMS based on user preference.
<b>26</b>	As mentioned in RFP mobile version needs to be developed on both Android and iOS. Is it possible to develop in cross-platform (Flutter) so that we can save time and budget the project?	NO. Native application is required.
<b>27</b>	How many payment gateways do vendors need to integrate into this proposed system?	Payment aggregator.
<b>28</b>	On page no 8 sections 12.4: It has been mentioned that the Original copy must send by courier or hand delivery. However, in another section of the proposal Page no 19 it has been mentioned to attach a scanned copy. Please explain to us how we should proceed with this.	please refer to the page no. 19, DBS no. 6 of the Re-RFP document. Scanned copy of the bid-security will be acceptable.
<b>29</b>	Please confirm number of concurrent users and activities to be performed by various user types.	1000+- concurrent users per second should be considered.
<b>30</b>	We assume that scanned images with type written/printed matter to be converted into fulltext PDFs with factory ocr method. Language of OCR will be English. Please confirm.	Both English & Bengali
<b>31</b>	Provide shared edit capability through integration. Please clarify the scope.	System should provide the collaborative editor.
<b>32</b>	Provide M Whether proposed system will be used only by the Bangladesh Supreme Court or it will be a single system used by all courts across the Bangladesh? If yes, please explain how file movement take place between the various courts i.e. lower courts, High courts and the Supreme Court? Mobile Application Development to access the files securely while in mobility; Please clarify the scope.	Initially will be implemented in supreme court under this assignment but will have provision to scale up other courts as well.
<b>33</b>	Please clarify what technology/mode needs to be used for multi-factor authentication, i.e. E-Mail, SMS, any other 2FA solution?	Email & SMS Only.
<b>34</b>	How this clause will be treated if proposed base platform is a COTS or open source solution?	Proposed system everything is Open Source.
<b>35</b>	We propose use of Java/Node/Angular which are more scalable and secure in comparison of PHP. At the same time requirement of Open Source can be fulfilled. Please confirm.	Can be proposed.

**Minutes of the Pre-bid meeting held on June 21, 2021**  
**RE-RFP-BD-2021-002 for Hiring a firm for Deployment, Enhancement & Maintenance of**  
**Digital Filing Platform for Supreme Court-a2i (Re-advertisement)**

<b>36</b>	We propose PostgreSQL open source RDBMS, which is superior to the required RDBMS. Also, it does not have any proprietary governing like it's the case with MySQL. Please confirm.	Can be proposed.
<b>37</b>	Please confirm exact use case of all components. Alternatively, can service provider determine the solution components for meeting the requirements while ensuring service standards and need of using open source solutions?	Please follow the component list mentioned in the ToR.
<b>38</b>	For how many years code repository needs to be maintained in the private mode? Also, please suggest if there are any specific requirements to be fulfilled while maintaining code repository?  Can we propose code maintenance on SVN, which is peer to the asked code repositories?	Must deploy GIT, SVN or any other version control system repository in private mode on the supreme court nominated data center.
<b>39</b>	Current format has asked for the pricing of manpower in multiples of man-day/man month, this keep possibilities on for cost increase for the department.  We would recommend format favorable to the Supreme Court that will help in keeping cost certain and simpler.	The proposer will calculate required man day/month and required number of key members along with proposed non key members to complete the scope of works within the project timeline.
<b>40</b>	RFP has asked for data center setup but no explicit section for quoting hardware pricing. Do we need to deliver data center hardware?	Hardware will be provided by the client. Proposer will create the deployment environment.
<b>41</b>	Can a firm apply without RJSC registration	Yes, any firm can apply who are meeting the minimum eligibility criteria. However, RJSC registration will be required for a firm before awarding a contract, if already not registered.
<b>42</b>	Is Joint venture allowed?	Yes, Joint Venture is allowed.
E-submission sometimes create problems. What is your suggestion on this?		Please check whether you can access e-tendering system and if you can access, please 'accept' the bid in the system in order to get auto-notifications from the system for any updates/modifications.  We request you to submit your bid a day prior or well before the closing time. Please avoid last minute submission.  Any bidder seeking E-tendering access or submission related support should specify Call for Reference number' on the Email subject line and send it to bd.procurement@undp.org with screen shots of the problem.

**Minutes of the Pre-bid meeting held on June 21, 2021**  
**RE-RFP-BD-2021-002 for Hiring a firm for Deployment, Enhancement & Maintenance of**  
**Digital Filing Platform for Supreme Court-a2i (Re-advertisement)**

<b>Special note</b>	The Financial Proposal and the Technical Proposal files MUST BE COMPLETELY SEPARATE and uploaded separately in the system and clearly named as either "TECHNICAL PROPOSAL" or "FINANCIAL PROPOSAL", as appropriate. The file with the "FINANCIAL PROPOSAL" must be encrypted with a password. Please DO NOT put price anywhere in the submission or in the e-tendering system other than encrypted financial proposal. Please insert '1' as your bid price in the e-tendering line item. Please do not mention the amount in the forwarding letter as well.
---------------------	---

**Note: Above Clarifications in response to queries raised during the Pre-bid meeting and amendments shall be an integral part of the Re-RFP document and supersede the all provisions as applicable.**