



BIDDER's CONFERENCE – MINUTES OF MEETING
RFP/UNDP /CIWT/176087/010/2022

Assignment Name:

Development SIAP Gakkum LHK

Date/Time : Wednesday, 10 June 2022 / 13.30 GMT+7

Place: Zoom Online Meeting

Meeting ID : 844 6832 7956

Passcode : 986608

Closing Date:

Please refer to the e-tendering system with event ID: IDN10 0000013215 / date and time of the closing deadline

Link to the recorder:

https://undp.zoom.us/rec/share/LRIHbGFFCWcV88Q3G2spo0Nq2hOzs_OFtPAXK8P5jbRjNaFoGsarTf0jzi4zX74T.jWph2ic44SXEsLdZ

Passcode: 3eqN2i*U

TO ALL INTERESTED BIDDERS

No.		Introduction and Guidance	
Information	Bid Conference was opened with following agenda: 1. Explanation on RFP document – administrative issue (closing date, submission & method, delivery place for submitting offer, contract award, etc.). 2. Explanation on the Data Sheet 3. Explanation on the Term of Reference (TOR). 4. Explanation on the Submission Forms 5. Explanation on in etendering system (ABOVE USD 50K) 6. Q & A (going through all sessions)		
	1	Q	The maintenance period is after / before the warranty period?
		A	Maintenance period is after retention has completed
	2	Q	For communication to users, who is the PIC?
		A	During procurement process bidders should contact to procurement Unit (Sestyo) after procurement process has been completed selected bidder could contact from the project
	3	Q	For the password in the pdf file, is it created by the bidder or by the system?
	A	Password in the PDF file is created by the user, to protect all related financial document in the proposal	
4	Q	For the schedule, is it FGD first and then training? Or all at the same time?	
	A	FGD First. For the training if the software has been develop completed	

5	Q	For the format in the financial table. Can it be used as a standard reference and can it be added if there are any additions?
	A	Format in the financial table, as a reference. If there are additional cost, bidders could input in column additional costs
6	Q	What is the content of the report needed to complete the deliverables?
	A	Report should contain the activities of work, related with the requirement of the deliverables
7	Q	For FGDs and training, is there a standard price for the venue?
	A	There is no standard price, we only mention for standard Hotel requirement as stated in the ToR
8	Q	For the breakdown in table no. 3 (Cash distribution for FGD and Kickoff meeting) and 4 (Cash distribution for Training), is it just allowance and transportation only?
	A	Breakdown cost in the table no.3 and 4 all-inclusive allowance and transportation
9	Q	For the first deliverables, is the payment will be paid after the FGD?
	A	Payment for deliverable one, is made after clearance issuance from Directorate of Law Enforcement MoEF, before FGD is conducted
10	Q	Can we change the total period of engagement?
	A	Yes, you can, it have to be reflected in the technical proposals. However, it will be affected with your financial proposal
11	Q	FGDs & training meetings include participant rooms?
	A	Yes
12	Q	Who is the travel expense mentioned in the annex II for?
	A	For Selected bidder personnel
13	Q	Regarding the 500 data sources in the TOR, what will be collected/what is the output?
	A	Data source contain with cases which related of Wildlife and environment issue.
14	Q	For each dashboard will it be a module?
	A	Yes, there will be module for each dashboard
15	Q	In part E, for data transformation, what will be performed with the RDBMS transfer data?
	A	The RDBMS provides an interface between users and applications and the database, as well as administrative functions for managing data storage, access, and performance. Relational databases are based on the relational model, an intuitive, straightforward way of representing data in tables. In a relational database, each row in the table is a record with a unique ID called the key. The columns of the table hold attributes of the data, and each record usually has a value for each attribute, making it easy to establish the relationships among data points.
16	Q	In this project, do we have to build the platform or is the platform already existing
	A	The platform is not already existing yet, the vendor could provide the integration platform as could performs/meets the requirements as requested by the TOR.
17	Q	can we purchase an existing platform? Or do we build our own for the application integration platform?
	A	bidders are not limited to buy/make the platform. The platform proposed by the bidder have support the requirement as requested in the ToR.
18	Q	Does the proposal have to be in English?
	A	Yes, it should be in English
19	Q	Can bidder add another personnel?
	A	Yes, you can,
20	Q	What is meant by Add-On in point part (m)?
	A	The add on meant the application could support the third-party apps
21	Q	Does this add on integrate with third party or not?

	A	Yes, the add on integrate with the third part apps
22	Q	What is the process after this? And will it be informed via email?
	A	After the advertisement period is over, the next process is evaluation. And Yes, if there is any announcement, we will inform you via websites, email and etendering.