



BIDDER'S CONFERENCE – MINUTES OF MEETING

RFP/UNDP/SMILE/162570/003/2022

Assignment Name:

Waste Management Information System (WMIS) for Medical Waste Logistics in Indonesia

Date/Time: Monday, 7th February 2021, starting 13.30 hour (GMT+7)

Place: Zoom Online meeting

Meeting ID: 823 3836 5677

Passcode: 372473

Closing Date:

Please refer to the e-tendering system with event ID: **IDN10 - 11470**

Link to the recorder: https://undp.zoom.us/rec/share/7ZrFK0iRYe_gFAuliFA5hI3oReWA-3svupxO9rv5XBI99db7K_8pIWvgcxAL0crA.BR9UzN50rBKMJN8l

(Passcode: H^iqUE8g)

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)
Questions and Answers		
1	Q	Please confirm if the deadline submission will be extended
	A	At the moment there is no plan in extending the deadline
2	Q	Please confirm if there are certain qualification for all required experts
	A	Yes and please refer to the Tender Document, Annex 3 - TOR, Section 7 Requirement of Experience and Qualifications, Page 24 - 29
3	Q	Please confirm the travel plan stated in page 4 that they will be applied for the whole duration of the contract
	A	Yes confirmed, it's required during installation & training
4	Q	Please confirm that all the required experts will be required onsite or just for specific activities
	A	The experts will be required for specific activities during development, implementation and software maintenance (e.g., technical meeting with MoH)
5	Q	Please confirm if all the travel expense will be part of financial proposal or will be paid by UNDP separately
	A	Those travel expense specified in the travel plan should be part of bidder's financial proposal

		and therefore will be part of the contract
6	Q	Please confirm if the required financial audited statement from the Audit Firm could be from year 2020 if the audited financial statement is still being process
	A	Please refer to Annex 2 Form for Submitting Service Provider Proposal, Section A Qualification of the Service Provider bullet point c
7	Q	Please advise where do all questions should be sent to
	A	Please refer to Annex 1, article Contact Person for Inquiries (Written inquiries only), page 7
8	Q	Please clarify in regards to the requirement of financial proposal to be protected with password, whether it is manually protected by the bidder or by the UNDP System
	A	Financial proposal should be submitted/uploaded into the system and protected with password by the bidder and not by the system
9	Q	Is it allowed to bid with a partner (consortium)?
	A	Yes, bidders may joint venture with one or more bidders to participate in this tender
10	Q	Do we need to provide the financials proposal for phase 2 and phase 3 as well?
	A	Please refer to the provided format (Annex 2, part D, E and H) in submitting financial proposal and make sure it is protected with password. The total amount in section D of Annex 2 should be the same as the total amount in Annex E.
11	Q	UNDP expects to have an open-source solution, is it? is there a possibility that a service provider can propose a COTS solution with unlimited user logins?
	A	UNDP would need source code and licenses to be transferred to MoH, and because it would be highly customized, then the COTS would not possible.
12	Q	Please confirm if the smart scale should be developed by us? or we can buy from the market? Does it have to be connected seamlessly or manually?
	A	Yes, you could buy from the market with the required specs, but you have to ensure this could communicate or send data to the systems online as part of the solution.
13	Q	Please clarify the followings: 1. Geo Tracking: use for the shipping tracking (On The Road)? 2. Do we need to create the infra plan for Pusdatin? 3. Bilingual for Bahasa and English only, or we can put any languages we want?
	A	1. Yes, we would put the Geo Tracking on vehicle which triggered by load/geofence 2. You must define, sizing & perform installation for Infrastructure requirement in Pusdatin 3. We only need Bahasa and English as requested
14	Q	Are we going to have access to PUSDATIN data or software or apps
	A	Yes, using restricted & secure connection e.g. API or VPN and will be provided to the selected contractor only. API will be used as interface or communication with other software (SILACAK & SIRAJA), and VPN is for system installation and configuration for developed Waste Management software within Pusdatin Infrastructure.
15	Q	Please confirm if the proposal on the methodology could be written down in Bahasa?
	A	No and the technical proposal should be proposed in English
16	Q	As per the RFP, UNDP expects to have open source-based software to cater to this requirement. Can we propose a COTS (Commercially off the shelf solution) with unlimited user license facility?
	A	No. UNDP would need source code and licenses to be transferred to MoH, and because it would be highly customized, then the COTS would not possible.
17	Q	It is stated in the tender document that the duration of the project will be 10 months, however in Annex 2, breakdown cost it is stated for 3 months. Please clarify
	A	For the scope in Phase 1, the development phase and until running should take no more than 3 months. The maintenance phase will begin after initial 3 months up until December 2022.
18	Q	In Annex 2, section H do bidders should fill out the optional cost or not
	A	Yes, bidders should specify the optional cost of section H stated in Annex 2
19	Q	Can the proposal be resubmitted if we want to correct the previous proposal before the deadline?
	A	Yes as long as the submission is done prior the closing deadline
20	Q	Please confirm that all those personnel mentioned in the TOR are all mandatory list of personnel

	A	Yes, all those personnel are all mandatory personnel, however bidders allowed to proposed more personnel
21	Q	Do bidders allowed to propose one personal with multi expertise, e.g. for full stack Developer is also being proposed as an IOT
	A	Yes, bidders allowed to propose one or two personnel for two different function/post
22	Q	Please confirm that the software will be installed in PUSDATIN MOH
	A	Yes. by the end of the project, the system would be installed in PUSDATIN -MOH. It's part of deliverables in Annex 2, Point D.
23	Q	Can the barcode be written down manually or not, instead of through the system? Is it also mandatory or not?
	A	The Barcode is printed automatically with data coming from the system, after scaling the medical waste. It's consisted of all relevant shipping data to be scanned, e.g., Health Facility Name, Date, The Weight, etc. It's a mandatory.
24	Q	Please confirm that the selected bidder will have access or not to the existing system
	A	No, the selected bidder has no access to existing system. but the selected bidder could communicate with their developer team for technical requirement and specifications.
25	Q	Please confirm that the required application is only to provide API and does not require enhancement of the existing system (SILACAK AND SI RAJA LIMBAH)
	A	Yes, it's confirmed. Currently we have no access to the existing system, but we could interface or communicate with those system through API.

Jakarta,
February 14th, 2022