



Minutes of the Pre-bid meeting

Date: February 23, 2022

Venue: Virtual (Zoom)

Time: 5:00pm – 6:00pm

RFP/FJI10-001-2022 - Diagnostic Study of Central Banks' Data Architecture

Attendees:

- 1) Isme Oosthuizen, BCG Platinion, South Africa
- 2) Firdavs Sheraliev, AARC Ltd, Ireland
- 3) Nakaka Ronald, Talanta Kumi LTD (Talanta 10), Tanzania
- 4) Steven Lwendo, Basix East Africa Ltd, Tanzania
- 5) Aneth Kasebele (AK), UNCDF, Tanzania
- 6) Deepak Naicker (DN), UNDP, Fiji
- 7) Shobna Singh (SS), UNDP, Fiji

1. All participants were welcomed and introduced on the purpose of the meeting. The agenda of the meeting comprised of an Introductions session, Overview of the Administrative and Technical Requirements of the Request for Proposal while facilitating clarification questions in the end.
2. The facilitators (UNDP\UNCDF representatives) introduced themselves and their roles in the RFP process following which the representatives from BCG Platinion, AARC Ltd, Talanta Kumi Ltd & Basix East Africa Ltd introduced themselves and provided a brief background of their company.
3. UNDP Procurement Associate highlighted on the objective of the Request for Proposal to enter into an agreement with a firm to conduct **Diagnostic Study of Central Banks' Data Architecture for seven (7) developing countries (Fiji, Samoa, Timor Leste, Vanuatu, Ethiopia, Gabon & Malawi)** as well as provided a brief overview of the key administrative requirements of the Request for Proposal (eligibility\ evaluation criteria, forms to be used for submission, mode of submission etc.). Briefly provided an overview of the submission mode (e-Tendering system). It was highlighted that early registration and prior submission before deadline is important to avoid disappointment due to last minute technical glitches if any.
4. UNCDF staff highlighted on the technical aspects of the Request for Proposal. The rep highlighted that the objective of the services required was to conduct a detailed assessment of the data value chain for the central banks of the seven countries to get a better sense of how data flow from the time of collection, validation, storage as well as analysis and how the data is reported to difference users.
5. The UNCDF rep further highlighted on other key aspects of the RFP including a brief on the Scope, approach and methodology required, the specific deliverables\ outputs to be completed as well as touched base on the key Professional qualifications and experience required. The rep also highlighted that the preferred approach would be to conduct diagnostics for African Countries (Ethiopia, Malawi & Goban) followed by Pacific Countries (Fiji, Samoa, Timor Leste & Vanuatu).
6. BCG Platinion queried whether a target architecture ready to be defined by country is required or will that be done in the next phase. UNCDF rep clarified that it needs be done per country and following the diagnostics, recommendations need to be given to each country consideration what will be applicable to one country might not be applicable to another.
7. Talanta 10 queried if all the forms provided in the RFP documents should be stamped, signed and submitted or only the applicable forms be submitted. Procurement Associate clarified that the applicable forms need to be submitted eg. Form C. Joint Venture/Consortium/Association Information Form will only be applicable to vendors submitting proposal as Joint Venture.



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8. Talanta 10 also queried if all the sections in the Technical Proposal form needs to be filled and if there is flexibility to provide additional information. Procurement Associate clarified that the requirements (sections) in the Technical Proposal form needs to be completed, and if there are any additional information adding value to the proposal can be included in the proposal as well.
9. Talanta 10 queried if inclusion of external expertise (consultants etc.) is allowable to which Procurement Associate clarified that that was allowable and the profile for the consultant etc. can be included in the proposal.
10. With no further queries or clarifications, the meeting was closed.