Minutes of the Pre-Bidding Conference for
RFP 18/01669
Development of IT system 'Financial Control' of SAISE for CEC
05th February 2018, 12:30 UN House
(131, 31 August Str., Chisinau)

Agenda:
I.   Presentation and description of procedures
II.   Questions and answers

I.   Presentation and description of procedures

The Pre-bidding conference was opened by *Iurie Tarcenco, Procurement Associate, UNDP Moldova*, who introduced the members of UNDP team present at the meeting and made an overall presentation of the tender's conditions and requirements.

II.   Questions and Answers

During the pre-bidding conference the following questions were raised:

Question 1: Is it a problem is the technical offer will be presented in Romanian language and the financial in English ?

Answer: No, both languages are accepted as per solicitation docs.

Question 2: In the solicitation documents one of the requirements is that SRS & SDD should be provided in 1.5 months, will all implicated actors be ready for implementation of data exchange, since interface design has to be developed...?

Answer: SRS & SDD will not be affected by this, a presentation is only required, the implementation will be done after the mentioned period, the interface parameters will have to be presented (functionally designed)- not implemented right away

Question 3: On the database sync side, is the incoming information broken down?

Answer: We assume that this would be an exchange of info based on template format file that will be agreed with the bank institutions, then this info will have to be imported into the system

Question 4: The reports will have to be double validated in some way, since there seems to be a missing link between persons deposit the funds and the info provided by the bank institutions?

Answer: Yes, since sometimes the banks will not have the info of the person that deposits the funds, a use case would be: if a person deposits the money and a validation from external sources is required

Question 5: Are the reports treated as final data, or intermediate data?

Answer: Since a report, they are treated as final data, but as any report it can be cancelled or modified if any errors appear

Question 6: Coming back to SDD & SRS, in this case can we make incremental changes, starting from clear modules and there work by adding features?

Answer: If you plan to make a base that covers at least 80% of critical functionalities and that covers all mandatory functions – Yes, since in any case the technical project will be adjusted in accordance with implementation strategy

Question 7: In the integration chapter there is a mention on assuring integration with other "IT systems"

Answer: We did not identify other systems but that will depend eventually if the legislation will be changed.

Question 9: Who provides licencing ?

Answer: On the software side, Microsoft licencing is provided .NET, ISS, SQL server and others are existent, if another solution is provided by the bidder the costs and the delta cost of usage should be provided by the bidder.

Question 10: The system should be able to make online reports and physical reports?

Answer: In theory physical reports option should be provided as well although we're leaning to electronic reporting more since less paperwork and manual data entry

Question 11: DEP services are created or all are already created?

Answer: On the integration side SAISE admin integration exists and if others are needed that those will be done by other developer (auth/joulnaling/etc); needed to mention that if any reusable metadata exists – it will have to be registered in SAISE admin and re used from there.

Question 12: The system should be able to report online reports and physical reports?

Answer: In theory physical reports option should be provided although we're leaning to electronic reporting since less paperwork

Question 13: Do you see the system as two deliverables functional descriptions & architectural implementation?

Answer: Both can be included in the same document but should have 2 parts well defined