Minutes of the Pre-Bidding Conference for
ItB18/01699: Supply and Installation of the e-Parliament Information System Republic of Moldova

07th March 2018, 11:00 Le Roi Business Center

(str. Sfatul Țării 29, Chisinau, Moldova)

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.

Sergiu Galitchi, Project Manager and Eugen Platita, IT Consultant of SPGM Project have presented the general requirements of the e-Parliament System and modality of project implementation.

II.   Questions and Answers

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

Question 1: Is it possible to extend the deadline for at least another week, possibly two weeks?

Answer: Yes, in order to assure the participation of a larger number of bidders we can extend the deadline for another week and then if we do not get additional feedback from the interested bidders that date would be set as final.

Question 2: You mention currently is a predominantly paper based system used in the parliament, are they currently using any kind of IT system for managing the legislative process?

Answer: No, at the moment the parliament has no IT system, or document management system installed, all the processes are paper based

Question 3: So now in terms drafting the bills are they currently drafting bills using word software or on paper?

Answer: Yes, word processors is used, then printed and passing paper based assessments in commissions, voting etc. and then the final versions of the documents are uploaded to the website in electronic version.

Question 4: Just looking through requirements, they are very extensive, and offer a lot of detail, have you been working with any other party to validate these requirements

Answer: Only with different departments of the parliament, before this we had an extensive audit in 2016 and all the processes (business, legislative etc) were described as a part of that audit so the preparation of the technical specifications were based on that too.

Question 5: Just in general, you're saying you're looking for an off the shelf solution, there seems that there is quite a lot of requirements that will require a fair amount of customizations, are you aware of any off the shelf solution that will meet all the requirements in ITB?

Answer: We had several study trips in different countries and we made a research of existing e-Parliament solutions in different countries which can be applied to Moldova the difference is only in internal business processes

Question 6: Do you mind me asking what system have you looked at that would meet all the listed requirements?

Answer: Mainly parliaments from European Union countries will meet the requirements, but we can't provide an exact list

Question 7: There are a couple of specifics technical requirements that we need to get more details, the requirement no. 5.2.1.11 – you specifically state that you will only take "native" applications not "hybrid" and there have to be native IOS and Android application for the same functionalities of the desktop system, is there a specific reason why the hybrid applications were ruled out and you want actually native desktop applications and is it for all of the desktops or you are looking at specific mobile apps?

Answer: We have taken into account the user experience of the PRM staff when prepared this requirement. The main reason why we ask for native mobile applications is that any native UI allows users quickly and better learn the application. Native applications have the best performance, highest security, and best user experience, things that are very important for an institution such as parliament.

Question 9: Another question that relates to digital signing without JAVA, you specify a number of features that must be available without JAVA ?

Answer: This is according to existing gov. digital signature system in Moldova that is called "MSign" implemented by "E-Government Centre" Public Institution, at this moment we cannot provide sufficient details since it is a complex system, however all the bidders can receive an implementation guide from E-Government Centre (http://egov.md/en) this guide will describe exactly and in details how can MSign be used and integrated in any IT System.

Question 10: You also state that the system components must work on a Windows Serer 2012 OS or newer, is there a specific requirement for that? Has this to work on Windows server or can it work on any other servers like Red Hat Linux Enterprise server ?

Answer: This is because the current parliament infrastructure is based on Microsoft Windows, SQL server, SharePoint, which are already installed and licensed, so we plan to reuse the existing infrastructure, this is as well important for the migration of data from the old site to the new one.

Question 11: Can you provide an outline on the budget or any sort of indication of the budget, like over half a million, or less, or maybe over a million ?

Answer: A strict rule enforced by UNDP is non-disclosure of our budget so we cannot provide any exact figures, the bid security is a small fraction of the budget. That's all we can say and in that case it can be less than the mentioned figures or much more than that.

Question 12: There was a requirement that says: the presentation level will not implement business rules except validation of input data, quite a specific requirement in terms of not being able to process any business logic in the client or in the front end, is there any specific reason for this requirement ?

Answer: This is according to best practices and approaches applied in Moldova in case of information systems that are designed for state authorities. The question refers in fact to the approach of multi-tier architecture. This means that the architecture of the system must consist of at least three tiers: presentation tier, business-logic tier and data tier. The main idea by implementing such an architecture is to have the flexibility and logical clarity if the software solution. Such an architecture:

- gives the ability to update the technological stack of any tier, without impacting other areas of the application;
- increase security as this approach adds an extra level of indirection between the web server and the database;
- allows to scale the application up and out;
- adds reliability and more independence of the underlying servers or services;
- provides an ease of maintenance of the source-code, managing presentation code and business logic separately, so that a change to business-logic, would not impact the presentation tier.

We would not say that requirement "the presentation level will not implement business rules" is something specific, as this is a kind of rule for multi-tier (n-tier) architecture approach.

Question 13: In the requirement it is mentioned that Training will be required but what we want to know what type of training will be required, online training or a trainer will have to come to provide training?

Answer: That will have to be a face to face training and please note that the training will have to be done in Romanian language

Question 14: There is another requirement that support centre will be required, and the docs say that remote support will be required as well, is that from overseas remotely or Moldova?

Answer: The support is planned to be provided by a local partner or a local office since the issues that may arise are critical especial with e-voting system and the reaction time must be prompt, as well the support that will be provided will have to be Romanian since not all the parliament staff is fluent in English

Question 15: Overall plan of execution looks like 43 weeks planned distributed into multiple phases, but phase one is the one that will decide how complex and big the system is going to be because more or less like a feasibility and research part of it, so is this plan flexible to be extended based on phase one outcome ?

Answer: Yes, we will be quite flexible on that, we envisage to organize a post qualification demo session presentation so we can analyse and see how much time it would take in reality to implement the system.

Question 16: You mention that there is internal Moldova MCloud is the option used for production and testing, deployment ?

Answer: Please note: that MCloud is only an alternative solution, the system is planned to be installed on the parliament's infrastructure. At the moment we have an ongoing audit of parliament's ICT infrastructure and in case it will not be sufficient, in case your requirements will be much higher than the existing infrastructure we can propose MCloud