

CLARIFICATION NO. 1

To the **Request for Expressions of Interest** and **Terms of Reference** for the procurement of:
Review and analyze of the existing customs related equipment for all BCPs and Customs utilities, preparation of Design and Technical Specification for equipment for new solution for CCTV and ANPR systems for all BCPs and Customs utilities and perform design audit during installation and testing of equipment
Reference No.: WBTFP-8929-MK-121D-CS-CQS

Issued on date: February 01, 2021

To all interested Consultants

Dear Consultants,

With reference to the questions raised by the prospective Consultants and pursuant to the issued REoI and ToR for the above stated subject, please find enclosed the Clarification no. 1 with the questions and answers.

Question:

1. According to the revision of the document Request for Expressions of Interest, the deadline for submitting the Expressions of Interest has change. Our suggestion is to change the commencement date (specified in the ToR, p. 2, paragraph 2) to start after the selection of the Consultant and Contract signing. Also, deadline for completion of the Service should be changed accordingly, all in accordance with the deadlines specified in ToR on page 7 and 8, paragraph 6.

Answer:

Please note that as per stated in the issued REoI and ToR, Consultant will be selected in accordance with the Consultant's Qualification Based Selection (CQS) method set out in the Procurement Regulations. With the issued REoI qualified firms are requested to provide information about their relevant experience and qualifications. From the firms that have submitted an EoI, the Client will select the firm with the best qualifications and relevant experience and invite the same firm to submit its combined technical and financial Proposals for negotiations.

The **expected** date for the commencement of the Services - February 2021 is informative and during preparation of negotiated Contract the commencement date will be appropriate set up. Therefore, if commencement date exceed end of the February 2021 the deadline for completion of the Contract will be changed according to duration of 600 days.

Questions:

2. In the revision of the document Terms of Reference, related documentation (mentioned in ToR, p. 3, paragraphs 3.1.1. and 3.1.2) which is necessary for the preparation of the offer, project development and completion of the contract, was not submitted as part of the documentation as stated. It is the following documentation:
 - a) Basic requirements for a new design solution prepared by Customs in Appendix # 1
 - b) List of all locations/ utilities defined in the ToR
3. The Client has defined some requirements from which it is not clear whether he possesses certain documentation, and can it be delivered, or it will be required from the Consultant to make complete documentation. It is the following documentation:
 - c) Architectural electronic layouts (AutoCad) for all locations/ utilities defined in the ToR that are necessary for the preparation of the project documentation,
 - d) project documentation of the actual condition of the security systems for all locations/ utilities defined in the ToR,
 - e) a list and specification of existing equipment (mentioned in ToR, p. 3, paragraph 3.1.).

4. The Client mentions the prepared Description of existing equipment and details of its placement at customs utilities (Annex 1) by the Customs for all locations / utilities that are the scope of the project (ToR, p. 8, paragraph 7, a). Is this document already prepared and does it contain a list and specification of the equipment and a description of the suitability of the existing equipment?

Answer:

ToR is the document where the main tasks and the required qualifications are clearly stated. The documents listed and requested in the questions 2, 3 and 4 above will be provided to the selected Consultant with the best qualifications and relevant experience together with invitation for submission of its combined technical and financial Proposals for negotiations. Please note that below extracted text from the issued ToR clearly stated that Customs will provide all available documentation to the Consultant.

- Point 3.1. paragraph 1, The consultant shall prepare the Review Report based on site visits and all available documentation stated in point 7 from this document.
- Point 7. a, The Customs Administration shall provide and deliver to the Consultant the following documents for each sites respectively and before the start of preparation of design: Description of existing equipment and details of its placement at customs utilities to be used as information material (Annex 1)

Questions:

5. The documentation (ToR, p. 3, paragraph 3.1.2.) states the deadline for the preparation of the document the Review Report on the actual condition in 45 days from the date of the commencement of Services. We believe that this deadline is too short given the number of locations / utilities in the scope of the project and that this work requires a minimum of 75 days. Therefore, we propose to extend the deadline to 75 days from the date of the commencement of Services.
6. The documentation states the deadline for the preparation of the detailed Design in 60 days from the date of acceptance of the Review Report on the actual condition. We believe that this deadline is too short given the number of locations / utilities in the scope of the project for which it is necessary to prepare project documentation and that this work requires a minimum of 90 days from the date of commencement of service, or 165 days from the signing of the contract, and we propose to extend the deadline.
7. The documentation (ToR, p. 3, paragraph 3.1.2.) states that the Consultant submits the documentation first in the draft version, and after the approval of the Client, the final version. We believe that the time required to revise the documentation and prepare the final version of the document is at least an additional 15 days from the date of the Client's given requirements. We suggest that the time required for the Client to give comments and proposals, suggestions, remarks of the draft version as well as the time for the preparation of the final version of the document is not within the given deadlines, but that the deadlines are extended for that period.
8. Since the submission of the final version of the documentation depends on the requirements of the competent institutions (Customs, MoTC, PIU) listed in ToR, p. 4, paragraph 3.2.2.) it can also affect the time of the completion of the design. We suggest that the time limit for completing the service be foreseen for this part of the process and extended accordingly.

Answer:

Referring to your request concerning the items 5, 6, 7 and 8 above, please be informed that we expect that the Consultant should respect the defined deadlines in the ToR. In that manner, the Consultant has to engage sufficient and capable recourses in order to reach given deadlines.

Questions:

9. In ToR, p. 5, paragraph 3.4.1. changes of Design Project may be needed in the supervision phase, therefore the Consultant will predict certain activities in the design supervision phase in the preparation of the offer.
10. In ToR it is not mentioned the preparation of a Risk Assessment, for which certain activities are needed. Should the Consultant also provide the preparation of the Risk Assessment for all locations?

Answer:

Concerning the questions 9 and 10 above and based on stated in the ToR we expect that the Consultant should predict certain activities in the design supervision phase and should prepare Risk Assessment for all locations. The selected Consultant shall take into account all stated tasks in the ToR during preparation of his combined technical and financial proposal which will be basis for negotiation of the Contract.

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