

Questions and answers regarding RFP procedure “Development and Pilot-testing of a Prototype GIS for Integration of Global Environmental Objectives into Regional Development and Spatial Planning in Bulgaria”

Date: 18 Feb 2010

Question 1. Can foreign legal entities registered abroad be a Subcontractor on this procedure?

Answer to Q1: Yes, foreign legal entities registered abroad can be an Offeror and a Subcontractor to this procedure. Please disregard the **technical mistake** that has been made in Section IX of the ToR (Skills and Qualifications of the Subcontractor), which wrongfully stated that only Bulgarian legal entities can apply under this procedure. The mistake has already been corrected.

Question 2. Is the project fully financed, or is there a maximum to the coordination or overhead?

Answer to Q2: This is a **tender procedure** for development of a GIS and delivering of some additional products and NOT a separate project. This assignment is a part of another project, as described in the "Background section" of the ToR. There is no pre-defined maximum to the to the coordination or overhead costs.

Question 3. Can we use our own tariffs, or do you pre-scribe the tariffs? If the tariffs are set, do you pay 100% of the tariffs or are we obliged to counter finance?

Answer to Q3: Yes, you can use you own tariffs, you are even encouraged to do so. In case you are selected and get contracted for this assignment, 100 % of the agreed amount will be paid, subject to the limitations mentioned in Annexes V, VI and VIII of the RFP.

Question 4. Can we propose external experts with an appropriate training background to satisfy the following requirement set in Section IX of the ToR: “The SC should have an experience in the development and delivery of professional training courses in the field of GIS application, including licensed software and professional trainers”?

Answer to Q4: It is up to the Offeror to decide whether to prose own staff or external experts, or both, to satisfy this or another requirement outlined in Section IX of the ToR (Skills and Qualifications of the Subcontractor).

Question 5: Is the Subcontractor (SC) expected to supply the following specific GIS information layers:

- | | |
|------------------------------------|--------------------|
| i. Cadastre layer | Cadastre_Year/Date |
| ii. Cadastre codes table | Cad_Codes |
| iii. NSI statistics for GHG layer | NSI_Gas_Year |
| iv. Type of gases table | NSI_GasCodes |
| v. EEA statistics for GHG layer | IAOS_IAOS_Year |
| vi. Type of gases table | IAOS_Gas_Codes |
| vii. NSI statistics for LTFA layer | NSI_DMA_Year |

Answer to Q 5: The SC is not expected to provide the above-listed specific layers, since they are available within certain public institutions in Bulgaria. However, it is expected to consult MRDPW and RCP, **on a timely basis**, as to the minimum volume, type, etc. of information which should be requested on the part of MRDPW from Cadastre Agency, EEA, NSI, etc. and which should guarantee the practical implementation of the assignment. The same procedure should apply to any other specific layers of information held by public institutions and needed for the assignment implementation, which are not specifically listed in Annex V. Alternative public sources like Corine 2000 land cover project might also be used.

Question 6: Regarding the development of a GIS based MAP application is the SC expected to provide the following information:

1. Population distribution
2. Unemployment
3. Educational infrastructure
4. Transport access to the district/municipal centers
5. Land use

Answer to Q6: Please see the answer to question 5 regarding specific layers of information held by public institutions and use of Corine 2000 land cover project data.

IMPORTANT NOTICE regarding Annex V and supply of GIS layers by the Consultant. The GIS layer to be provided by the SC listed under #3 in Annex V should read as follows: “A GIS layer with protected areas in accordance with the Bulgarian legislature”, since due to technical mistake part of the sentence was missing in the original technical documentation.

Question 7: Are the following items listed in the Scope of the Work Section of the ToR “Update of the specifications of needed hardware equipment, basic software, additional software, GIS layers, databases, which will be needed for the elaboration of the prototype and later for the fully functional GIS analytical tool” an obligation of the Subcontractor?

Answer to Q7: No, the SC is not expected to provide the above-listed items. However, the SC is expected to consult MRDPW and RCP as to the minimum necessary updates in the above-listed items in order to guarantee the functioning of the prototype GIS.

Question 8: Can we receive an access to MRDPW to examine the available GIS specifications and databases there relevant to the assignment implementation, prior to submitting our proposal?

Answer to Q8: No, such a prior examination is not possible.

Question 9: Is the SC expected to design the prototype GIS application in such a way so that the expected outputs (such as tables, graphs, charts, etc.) are printable as JPEG and PDF files, in A4 and A3 formats

Answer to Q9: Yes, expected outputs such as tables, graphs, charts, etc. *should be printable as JPEG and PDF files, in A4 and A3 formats with a minimum resolution of 225 dpi.*

Question 10: Is the GIS application to be developed under the current assignment a Windows based application or a server application based on a Web platform?

Answer to Q10: The prototype application to be developed under the current assignment is a Windows based application. As mentioned in the Background Section of the ToR, MRDPW is also in process of development of a parallel, server based GIS (called Uniform Information System), so the prototype application should be designed in such a manner so that it offers the possibility, at a later stage (beyond the current assignment), to become a server application based on a Web platform and be connected to that Uniform Information System at the ministry. Therefore, the SC is expected to give some recommendations at the end of the assignment as to the procedures to be followed and minimum budget to be set aside in order for the prototype application to become a server- and web platform-based . Furthermore, the prototype application should be based on a licensed GIS software (and not an open-source one) to be also recommended by the SC in the course of assignment implementation.

Question 11: Should we include in the financial proposal the price of the (GIS) licence software?

Answer to Q11: No, you have to only recommend a suitable licence to be purchased separately by the project. See also the answer to Question 7

Question 12: What rate of VAT should we consider for this project?

Answer to Q12: You should include in the price the applicable VAT rate of the country where the Offeror is registered. Please quote the two prices separately (price and VAT separately), as indicated in Annex VIII of the RFP – the Price Offer.

Question 13: What exchange rate shall we use to calculate our Price Offer from euro to Bulgarian Leva (BGN)?

Answer to Q13: Please use the official **fixed exchange rate** of the Bulgarian National Bank (<http://www.bnb.bg>), where 1 euro = 1.95583 BGN.