CLARIFICATION QUESTIONS

RFT: 2023-030
File: AP_3/28/2
Date: 28 July 2023
To: Interested Service Providers
Contact: Maraea S. Pogi (maraeap@sprep.org)

Subject: Request for tenders (RFT): Vanuatu Meteorology and Geo-hazards Department (VMGD) Website and Mobile App Development for the Climate Information Services for Resilient Development Planning in Vanuatu (VanKIRAP) project

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Question 1:
There is a very quick turnaround for the proposal submission – would you be able to please share reasons around this?

Response:
This is a Re-advertisement to allow bidders more time to submit bids. This RFT has been advertised for a total of 6 weeks in total.
The project is coming to an end on the 10 December 2023, therefore the work needs to commence as soon as possible. A contract extension will be subject to approval of the project no-cost extension by the donor.

Question 2:
Have you been working with a consulting company on the requirements?

Response:
The requirements have been developed by the Vanuatu Meteorology and Geo-Hazards Department in consultation with Bureau of Meteorology (BOM), SPREP and Island Minds Consultancy firm (VanKIRAP Project Communications Coordinator).

Question 3:
What is the budget for the project?

Response:
As per clause 6.2 of the tender document, scores will be awarded according to the financial proposal submitted. The financial proposal is therefore competitive, and every bidder is to propose costs as applicable to the scope of work in the Terms of Reference.

n.b. Proposals above USD 180,000 may not be considered. SPREP reserves the right to proceed with the Objectives(s)/Task(s) it deems necessary.

Question 4:
Is there a preferred CMS you would like to use?

Response:
The content management system (CMS) currently is Joomla; as well as some hardcoded html etc.
We will consider proposals to redevelop the website based on other CMSs, noting that the project
must be delivered and VMGD staff trained by the hard deadline of 30 November. It may be more ex-
pedient to continue using Joomla, but we are willing to consider other proposals. There is no desire
for a complicated CMS.

Question 5:
Do you have a preference what country the vendor is based in?

Response:
No.

Question 6:
Would the agency need to be based in Samoa?

Response:
No.

Question 7:
May this project be delivered remotely?

Response:
The project can be delivered remotely, except for two tasks (Task 1 and Task 7 of the terms of refer-
ence) as follows, that have to be delivered in person (in Vanuatu):

Task 1. Inception visit to Vanuatu to meet with VanKIRAP and VMGD staff.
Task 7. Train VMGD staff to maintain and update the web- site and mobile app.

Question 8:
We have an extensive experience and expertise in design and development of websites and mobile
apps for various development organisations, would experience in developing national meteorologi-
cal services (NMS) or commercial meteo websites be mandatory?

Response:
No. Experience in developing meteorological services websites would be an advantage.

Question 9:
Due to other clashing and urgent deadlines, could we request an extension for the submission of this
proposal by 10th August?

Response:
No.

Question 10:
Is it a requirement to stay on joomla or is there a propensity to move to Drupal or Custom CMS?

Response:

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The content management system (CMS) currently is Joomla; as well as some hardcoded html etc. We will consider proposals to redevelop the website based on other CMSs, noting that the project must be delivered and VMGD staff trained by the hard deadline of 30 November. It may be more expedient to continue using Joomla, but we are willing to consider other proposals.There is no desire for a complicated CMS.

Question 11:
We are assuming that the current web server / infrastructure is up to date and we would look at still using the same web server.

Response:
VMGD has a new and up to date server that will be used as the primary web server.

Question 12:
If the need to update the web server arises, will this information be provided to us?

Response:
Yes – as the TOR states, there is a need to establish redundancy for the website. VMGD will provide all the necessary information during the Inception Meeting to the successful supplier.

Question 13:
If the web server is not changing, we are assuming this is a
- A Hybrid Server (cloud and on prem)

Response:
This is a potential solution, that the bid will need to make recommendations on. VMGD currently serves the website from an on premises web server only, and has no operating cloud web server set up.

Question 14:
That the successful staff will be provided with vpn or equivalent accesses in place to develop the server

Response:
Assuming 'staff' here refers to successful bidder/consultant – yes, access credentials will be made available to the successful supplier.

Question 15:
That there a detailed technical high level design that outlines all the components that makes up the current solution

Response:
This is partially provided in the TOR, and is the successful bidder should do this as part of their consultancy.

Question 16:
If we do not have extensive NMS or BOM/ METeo Web sites, Are State and Federal agency use cases sufficient?

Response:
Yes, provided sufficient experience with similar/related websites that integrate scientific data from multiple sources.

Question 17:
From a UI perspective is the expectation to produce a comprehensive design system catering to UI Elements for mobile app, web, mapping and brand? If so, will there be an opportunity to investigate the current brand and interface working files during the 10 days of on site visits?

Response:
Yes, or perhaps more expeditiously to use a pre-existing open source design system. There is no current design system, interface guidelines or branding guidelines to speak of.

Question 18:
Is there a documented user matrix for site administrators and their specific roles pertaining to the CMS?

Response:
Yes, this will be provided to the successful supplier at the Inception Meeting.

Question 19:
Is there a digital asset management system currently in place to host data or is this all currently managed by the Joomla Media Management component?

Response:
Currently there is no digital asset management system.

Question 20:
Will there be a requirement for this to be a headless solution wherein the front end is decoupled from the back end?

Response:
VMGD has no preference, the successful bidder can make recommendation on this following initial site visit (See Task 1 of the terms of reference).

 Question 21:
What is driving the delivery date?

Response:
The project end date is 10 December 2023. Contract extension will be subject to approval of the project no-cost extension by the donor.

Question 22:
Who will be responsible for User Acceptance Testings?

Response:

Question 23:
What will be their level of maturity on test scripts and testing process?

Response:
Professional level

Question24:
Will there be a technical advisory board in place to ratify the technical solutions?

Response:
VMGD ICT Division will be responsible for ratifying the technical solutions following the delivery of the updated website as per terms of reference.