
TO: All Bidders
FAO Sales Managers

FROM: Courtney Linley
Chief, Procurement Section

DATE: 7 January 2022

REF.: RFP No. 2021-0171/JIBRIL

TEL. NO.: TEL. +43 1 26030 6350
NO.:

EMAIL: EMAIL: procurement@ctbto.org

**SUBJECT: Clarifications No. 1 – RFP No. 2021-0171/JIBRIL:
“Provision of Software Development and Maintenance
STMS Platform Web Application”.**

Dear Sales Manager,

Please find attached the response to queries raised by an interested bidder in respect of RFP No. 2021-0171/JIBRIL: “*Provision of Software Development and Maintenance STMS Platform Web Application*”.

Please take this response into account in the preparation and submission of your proposal.

We are looking forward to receiving your proposal prior to the submission deadline on 31 January 2022, 17:00 hours, Vienna (Austria) local time.

Kind regards



Courtney Linley
Chief, Procurement Section

Item#	Question	Answer
1	Can Companies from outside Austria (i.e. India or USA) respond to this RFP?	Companies from outside Austria may participate provided they are legally established in CTBTO Member States and the services being solicited under this procurement exercise will have their origin in the States Signatories of the Comprehensive Nuclear-Test-Ban Treaty (CTBT), the list of which is attached to the RFP document.
2	Would it be required from the bidder to conclude meetings at CTBTO office in Vienna?	No, it would not, as all the work that may be called off by the Commission may be done online.
3	Can the bidder submit the proposal via an email?	Proposals shall be submitted electronically in accordance with the instructions for the submission of electronic bids in two sealed files, outlined on pages 17-21 of the RFP package.
4	Our company is not a registered vendor with your organization. How long can the registration process take?	Registration is not a mandatory requirement for the submission of your proposal; however you shall include in your proposal a Vendor Profile Form (VPF) duly filled in and signed. The Form to be filled in and signed is attached to the RFP package (pages 25-26).
5	Do I understand correctly that you are looking for a dedicated team of specialists that will be available for dealing with the project tasks on an ad-hoc basis during: a. Max 400 person-days (during the 1st year) b. Max 200 person-days (during the 2nd year) c. Max 100 person-days (during the 3rd year)	Yes, at the very least we will require 2 dedicated personnel during the first year of the project. The amount of required personnel should reduce according to the number of days per year as the project moves into the maintenance phase.
6	Which side will be taking care of the project management?	The project management will be taken care of by the CTBTO Preparatory Commission.
7	Will the invoices issued for the works performed (during a certain period) be calculated based on the actual hours spent on resolving project tasks?	The invoices shall be based on the person-days called-off within each work order issued by the Commission. Details on how the work will be called-off by the Commission during the implementation of the contract once established are provided in the Terms of Reference and Model Contract attached to the RFP document.
8	Can a partial prepayment approach be considered by your side?	Pre-payment is not acceptable to the Commission.
9	Can we understand that we will have a chance to carry out the development	Yes, that would be possible, however the contract may be concluded only with the

	process in one of our development centers in Eastern Europe (like Belarus, Ukraine, Russian Federation)?	company that will submit the proposal. Should bidders intend one of their subsidiaries to be awarded the contract, then the proposal must be submitted by the subsidiary. Accordingly, the Commission will evaluate the proposal, resources, experience and skills of the subsidiary.
10	Are there any additional constraints in terms of the potential cooperation we should be aware of?	Kindly refer to the RFP documents for any requirements applicable to this tender.
11	Can MSA, SoW and other legal documents be negotiated?	All bidders are expected to accept the Commission’s General Conditions of Contract (GCC) and Model Contract in full. Any deviation to such documents may be a factor in the Commission’s contract award decision.
12	We refer to RFP page No. 22 under the list of CTBTO Member States – Our (https://harbingergroup.com/) offices are in two regions, head office in India and registered offices in the United States. In the CTBTO member states list, we are unable to see India. So, can we submit our proposal under the United States entity? Please confirm.	Please see our reply to Question 1 above.
13	We can see there are lots of contract clauses including the Liquidity Damage clause. We need some time to review the contract from our legal team. So, we need to confirm, once we agree to submit our proposal as per the 5 days’ timeline for confirmation, can we pull out ourselves from the submission before 31st January if our legal team does not agree to certain clauses. Please confirm.	The 5 days for the submission of the RFP acknowledgement copy is for CTBTO’s administration purpose only. Bidders may submit their proposals on or before the deadline for the submission of proposals regardless of whether they have submitted the RFP acknowledgement. Please note that proposals will not be accepted if received by CTBTO after the deadline for the submission of proposals (i.e., after 31 Jan 2022, Vienna local time 17:00).