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TO:	All BIDDERS	FROM:	Sally Alvarez de Schreiner Chief, Procurement Services Section
DATE:	26 June 2025	REF.:	RFP No. 2025-0082/MAEDA <sup>ym</sup>
EMAIL:	n/a	EMAIL:	<a href="mailto:procurement@ctbto.org">procurement@ctbto.org</a> 

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SUBJECT: **Clarifications No. 3**  
**RFP No. 2025-0082/MAEDA: Provision of Software Development and Maintenance Services to Support Quality Management, Performance Monitoring, and Evaluation on a Call-off Basis**

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Dear Bidders,

Reference is made to the Request for Proposal No. 2025-0082/MAEDA pertaining to “*Provision of Software Development and Maintenance Services to Support Quality Management, Performance Monitoring, and Evaluation on a Call-off Basis*” (the “RFP”).

Please find attached **Clarifications No. 3** to questions raised by interested bidders.

The above-mentioned Clarifications No. 3 is an integral part of the RFP documents and shall be considered in the preparation and submission of proposals.

We are looking forward to receiving proposals prior to the deadline for submission of **Monday 30 June 2025 17:00 hours, Vienna (Austria) local time.**

Sincerely,

Sally  Alvarez de Schreiner  
Chief, Procurement Services Section

**Attachments:**

1. Clarifications No. 3



### Clarifications No. 3

(Please note, the shaded questions/answers were already sent out as Clarifications No. 1 and No.2)

RFP No. 2025-0082/MAEDA									
Provision of Software Development and Maintenance Services to Support Quality Management, Performance Monitoring, and Evaluation on a Call-off Basis									
Question					Answers from the Commission				
<u>Question 1</u>					<u>Answer 1</u>				
<p>Page 9 of the ToR states that:</p> <p>The Contractor shall have experience in using the technologies below:</p> <ul style="list-style-type: none"><li>• Apache Superset: at least 3 years (can be with multiple projects with a total of 3 years).</li><li>• Apache Airflow: at least 3 years (can be with multiple projects with a total of 3 years).</li><li>• Python development: at least 2 projects for a total of 5 years including DAGs scripts and a FLASK application.</li><li>• Elasticsearch: at least 3 years (can be with multiple projects with a total of 3 years).</li></ul> <p>Please clarify if the 3 years of experience for each of the above technologies is a must have. In other words, if a bidder has less than 3 years experience in any of them, will they be disqualified?</p>					<p>3 years of experience for each of the technologies mentioned in the ToR is the minimum requirement and thus “must have”.</p>				
<u>Question 2</u>					<u>Answer 2</u>				
<p>How should we calculate the man-days split: by distributing them evenly over year 2 - year 5 or rather year 2 - year 3?</p>					<p>The estimated number of man-days is 500 per year for the period from Year 1 to Year 4. Bidders were requested to add the number of days required for on-boarding in Year 1 only.</p> <p>The total price per year is calculated automatically using the above number of man-days per year in Attachment 3 – Financial Proposal Form. Therefore, there is no need to calculate the man-days split over Year 2 to Year 5.</p>				

1. Labor Rates								
TOR	On-boarding / On site / Off site	Indicative Number of Days per year	Unit	Fixed Period			Optional Period 1	Optional Period 2
				Year 1	Year 2	Year 3	Year 4	Year 5
				Unit Price in EUR or USD	Unit Price in EUR or USD	Unit Price in EUR or USD	Unit Price in EUR or USD	Unit Price in EUR or USD
Section 2 Scope of Work	On-boarding		Man day		NA	NA	NA	NA
	Off site (anywhere else)	493	Man day					
	On site (CTBTO HQ Vienna)	7	Man day					
Total		500						



<p><u>Question 3</u></p> <p>Can you please share the documents below?</p> <ul style="list-style-type: none"><li>a. Statement of Confirmation</li><li>b. Vendor Profile Form</li></ul>	<p><u>Answer 3</u></p> <p>The documents are attached to this Clarification No.2 for your easy reference.</p>
<p><u>Question 4</u></p> <p>Is there any Frontend framework used (e.g., Angular, React) that is used for the EIMS UI?</p>	<p><u>Answer 4</u></p> <p>Yes, React.</p>
<p><u>Question 5</u></p> <p>Are dedicated DevOps resources managing the infrastructure (such as Docker containers, orchestration, deployments), or are development team members expected to handle these tasks as well?</p>	<p><u>Answer 5</u></p> <p>The contractor shall not manage the infrastructure.</p>
<p><u>Question 6</u></p> <p>Which environments are available for development and testing (e.g., dev, test, staging, production)? Will we be expected to set up or maintain these environments?</p>	<p><u>Answer 6</u></p> <p>The contractor will be expected to set up its own development environment. Please refer to the Terms of Reference and be guided accordingly. Some documentation about development environment will be made available to the selected contractor.</p>
<p><u>Question 7</u></p> <p>What are the expectations regarding unit testing and integration testing? Are there existing testing frameworks in place, or will we need to set these up ourselves?</p>	<p><u>Answer 7</u></p> <p>There are unit tests in place, integrated in GitLab Ci. These are expected to be maintained and expanded. Please refer to the Terms of Reference and be guided accordingly.</p> <p>There are only minimal integration tests and proposals to improve them would be welcome.</p>