Tender ID: USF/TDRS/IT/ERP/2019/01, Provision of ERP Solution for USF Office

Replies to Bidder Queries (Vol. 1)
Release Date:- 11-Feb-19

Sr.No.	Bidder Query	Category	USF Response
1	Project subsidy descoping and LD management Need Clarification on this point..? Please describe the process for project subsidy descoping and LD management..?	**TOR Clause II. (a) n.**	Descoping is deductions made on account of differences between contracted BoQ's and delivered BoQ's and their rates. (Capex Subsidy and normal procurement) Opex subsidy descoping is deductions made on account of service non-availability (measured in minutes per site, days per site and days per quarter); and/or service non-availability (against contracted sites) due to reduction in number of sites/decommissioning of sites/ partial closure of sites (Opex Subsidy) Liquidated Damages are as per standard commercial practice, whereby penalties at pre-defined rates are charged for delays in completion of projects, assignments, procurement contracts.

2	Bid financial evaluation, comparison, analysis, reporting etc Please elaborate the complete process of Bid from evaluation to reporting..?	**TOR Clause II. (b) a.**	Depending on the type of bidding process the Technical Evaluation Committee and Financial Evaluation Committees are formed. These are sub-committees which assist the USF Auction Committee in evaluation of different aspects of the received bids. Each Sub-Committee, where applicable, prepares and evaluation report which is then presented to the Auction Committee. The evaluation includes financial ratio analysis, bid comparison, BoQ comparison, financial analysis of bidders' financial statements and calculation of applicable provisional taxes. The process may involve seeking clarifications from the bidders through online queries. Auction Committee after deliberations prepares its own evaluation report and recommends the next course of action to the CEO.
3	Request response processes for invoices, approvals, payments, bank instruments, triggers and reminders for dealines etc. Types of bank instruments and it's relevant process..?	**TOR Clause II.(b) c.**	Cheque, pay order, demand draft automated printing and deposit into bank. Bank guarantees management including bank guarantee database and alarm management of bank guarantees before expiration of guarantee.
4	Process for USF Project Payments. The process to incorporate USF specific procedures for Capex and Opex payments, incorporate input of other functions of relevant departments with provisions for deductions based on different events, resolve dependencies, create triggers, reminders etc. Please elaborate the specific procedures for CAPEX and OPEX payment used in USF..?	**TOR Clause II. (b) e.**	Payment process document for Opex & Capex attached as USF Project Payment Process

5	The RFP is silent on a possibility of a joint venture, is it possible to participate in this tender as a joint venture with another firm.	**General**	Consortium and Joint venture are not allowed.
6	As per our experience legacy data incorporation must be dealt as a separate exercise, can you please refine your requirements here and tell us what exactly do you mean by **" uploading of 7 years of legacy data"**	**Payment Terms**	Reference to RFP Clause 12 (Payment Terms) regarding FAC, the clause should be read as; FAC (Final Acceptance Certificate issued on discharge of all contractual obligations by the successful bidder. 100% performance guarantee will be released upon issuance of FAC.

7	Project Management module contains requirement related to Procurement cycle like: Tender launch, Evaluation, Contract award process. These requirement will lead to inclusion of modules other than Project management. Do USF wants to include them as well? If the answer is yes; then what would be user break up as RFP states no of one single item "Project Management Module". Kindly provide the break up of users in terms of : • Project Users • Purchase Requester • Tendering Process Users • Process for hiring the services of a Technical Auditor.	**TOR Clause A.**	1-These functionalities are required. The bidders should offer a solution that meet the requirements. The required user numbers shall be; 6 Power users / 15 standard users for project functions and 2 for each of the rest of the functions.
8	2. HR and Payroll section mentioned requirements for **Payroll only**; while item b of Quality Assurance & Monitoring states "Integration with HR for travel approvals and miscellaneous". How it would be done if HR is not part of the RFP?	**Payroll**	Only Basic HR module to process the Payroll is required.