SITE SURVEY & PRE-BID MEETING FOR PROVISION OF INTERNET BASED NETWORK SOLUTION TO THE AFRICAN DEVELOPMENT BANK, UGANDA COUNTRY OFFICE- ADB/ITB/UGFO/2015/0100

Date: 12/10/2015  Time: 10:00AM (EAST AFRICA TIME)  UGFO MEETING ROOM

Meeting called by:  AFRICAN DEVELOPMENT BANK
Facilitator  Mbago KASSIM & Robert KATO
Note Taker  Robert KATO
AFDB Attendees  Mbago KASSIM, Robert KATO, Emmanuel NYIRINKWAYA, Mohamed Mahgoub IBRAHIM

BIDDER attendees
AFRICELL (U) LTD  Roy Ndikutusa & Kenneth Makangisa
SIMBANET (U) LTD  Susan B. Mugyenyi
INFOCOM/ LIQUID TELECOM  Anguria Emmy & Charles Sempayalo
UTL  Dianah Kirabo & Geoffrey Branscl
ONE SOLUTIONS  Ndagire Faith Feddy
MTN UGANDA  Elijah Tumusiime

Agenda: Site Survey, Introduction of the Bank, going through the ITB, Banks procurement ethics policy & Questions

I. Site Survey: The potential bidders were shown the Cisco 1921 router, ASA 5510 firewall and the rack located in the UGFO server room where the internet will be connected as well as the possible cable routes and the rooftop of the building where outdoor equipments can be installed.

II. Brief Introduction of the Bank. Bidders were given a brief history of the Bank which included its main mission and functions.

III. Going through the ITB

- Bidders were guided through the following sections of the ITB document.
  - Instruction to bidders
  - ITB Data Sheet
  - Terms of Reference
  - Evaluation Criteria
  - Technical and Financial Bid Questionnaires
  - List of Member Countries
  - Draft Contract
  - Performance evaluation

- Deadline: Bidders were advised to make sure that they adhere to the bid submission deadline of 23 October 2015, 15:00hrs Local time.
- Bidders were advised to take note of the Evaluation Criteria
- All requested documents should be submitted
IV. The Tanzania Country Office IT Officer gave a comprehensive walk through on the following areas.
   ❖ The Banks procurement ethics policy and practices and sustainable procurements aspects
   ❖ Forms to be completed by the bidders
   ❖ Documents to be submitted by the bidders
   ❖ Emphasised on bidder to communicate with the Bank through carctender@afdb.org
   ❖ Experience requirements of bidders

V. Questions
No questions were submitted by the bidders before pre-bid meeting. The questions submitted by the bidders during the pre-bid meeting and the Bank’s responses to them were as follows
   ❖ Is it possible to get an editable version of the ITB document?
     Yes, it is possible but whenever there will be any discrepancies between the PDF and MS word documents, the PDF document will prevail. The MS word document was to be circulated to bidders within 24 hours.

   ❖ How many interacers are available on the Cisco 1921 router for the connections from the service provider?
     One interface (Ethernet port)

   ❖ Should we submit the financial bid separate from the technical bid?
     No. Both the financial bid and the technical bid some be in one volume. Note that one original and four copies should be submitted.

   ❖ Will the ISP be involved in the configuration of the DMVPN?
     The Bank staff will configure the DMVPN. However, an engineer from the ISP is required to be available just incase there is information that may be require during this process.

   ❖ Can we provide fiber that uses a different route as the backup link instead of wireless?
     Wireless is preferred as the backup option. However, if the backup fiber is not underground and passes on electric poles or telecom lines, it’s acceptable.

   ❖ The ITB requires us to provide a fiber internet link as the primary and a wireless backup link (secondary). How should the wireless backup link be connected since there are several options as shown below?
     1. Connecting both links to the ADB switch
     2. Putting an additional interface on the ADB router so that both links connect directly to the ADB router.
     3. Pulling the cable for the wireless link up to the rack. In-case the primary fiber link goes off, the IT Officer manually removes the fiber cable from the ADB router and connects the cable for the wireless network.
     4. The ISP brings their own Router (device) where both links will be connected. Only one cable will come from the ISP’s router and connect to the ADB router.

     Option (2) above has been agreed to as the best alternative and the Bank will avail the 2 Ethernet ports on the ADB router where the cables for both fibre & wireless will be connected. However, the ISP will install an onsite CPE as part of the circuit provisioning.

The meeting was closed at 12:20 PM East African Time