

RFP-2013-01: Answers to questions posed by consulting firms

Question 1: On page 8 of 26, the RFP references "Software Development Company to be selected in a separate exercise." Can UNAIDS offer any information as to the:

- a) Status of this procurement;
- b) Expected release date for the EOI/RFP;
- c) A preliminary scope of work for that assignment?

Answer:

1.a/b) The tender for the software development company is expected to be released next week and a contract should be awarded after approximately 45 days.

1.c) The main objective of the project is to improve the functionality of the HRTT allowing it to fulfil its purpose of more effectively and efficiently track financial resources in the health sector in Rwanda to improve accountability and planning. The Software Development Company will have to work on four main areas of development:

- Developing a Flexible Classification Structure – i.e. one that can be edited by the system admin; the classification tree incorporates national health accounts (NHA) codes, National Aids Spending Assessment (NASA) codes, National Strategic Plan (NSP) codes, Medium Term Expenditure framework (MTEF) codes from which all activities reported into the tool are mapped against;
- Develop Mapping Engine – one that maps front-end classifications on different classification systems in the backend;
- Create a list for Targets, Outputs and Beneficiaries and allow it to be edited by system administrator;
- Develop Error Checking Functionality.

The software development company will work with the consultant and include the consultant's inputs into the developments of the classification tree.

Question 2: UNAIDS is looking for a Business analyst who will be in charge of:

- Providing mapping and classification
- Providing functional analysis 6 specs of the solution to develop
- Making the link between software development company and UNAIDS
- Verify the software programming and proceed functional test

OR should we submit an offer for the development of the solution?

Answer: The consultancy will need to work on the areas described in the tender and advise on how to best improve the HRT tool I regards to those areas. Any software development work will be done by the software development company, which is being contracted via a separate procurement process.

Question 3.a: The RFP states the possibility of an extended period of consultations between the **consultancy and the software development team** in order to insure proper verification and implementation of the new software. Over what period of time are these activities expected to take place?

Answer:

The consultancy and the software development team will work closely during the period over which the review of HRT is done and after all inputs are gathered by the consultancy, the software team must do the necessary to incorporate them and there will be a testing session to see whether those changes work properly according to the previous plan;

Question 3.b: As the software may pose certain constraints on the design and/or implementation of the improved HRT, is it possible for the consultancy to communicate with the original development team to better understand specifications prior to design enhancements?

Answer: This is possible so long as the original software developer is willing to do so free of charge.

Question 4: The RFP requests a review of current expenditure reporting systems in Rwanda. Will this review be based on publicly available data or will the consultancy receive data from the organizations of interest? Is this segment of the project expected to be conducted in Rwanda?

Answer: The review will be based on data that is provided the organizations of interest. Some information may also be publicly available. To ensure that the information is correct and relevant to the Rwandan context this segment of the project may require interaction with local stakeholders which should be foreseen through the use of phone/video/web conferencing and in addition to be considered during the site visits. These interaction must be presented as part of the consultancy approach and suggested in the proposed timeline of the project

Question 5: For scheduling and travel purposes, are there specific dates for which the consultancy is expected to be present at the UNAIDS Country Office in Rwanda or any other location in Rwanda?

Answer: There are no prefixed dates for the presence in Rwanda, the final decision will be based on the proposed approach and schedule presented by the bidder with the requirements expressed in the RFP.

Question 6: What is the expected duration of time for which the consultancy should be present in Rwanda during the proposed project time frame?

Answer: The bidder is expected to review the requirements and present a proposed approach and tentative schedule which will be assessed and reviewed during the technical evaluation. UNAIDS is contracting based on results achieved not on number of days.

Question 7: Given UNAIDS's presence in Rwanda, can the consultancy use UNAIDS as a resource to contact stakeholders and schedule meetings?

Answer: The consultancy will be sitting within the Health Financing Unit of the Ministry of Health. As the beneficiary of the work will be the Ministry of Health the consultancy can use the Ministry itself as a resource to contact stakeholders and schedule meeting.

Question 8: Will the consultancy work with a software development company chosen via an entirely separate bidding process or should the consultancy bid together with a software development company?

Answer: The consultancy and the software development company are going to be selected via two separate bidding processes. Interested consultancies only have to bid for the consultancy work. Software development companies will bid for the software development work. The two are not expected to bid together.