



ONE **ASEAN** ONE **RESPONSE**

Minutes of the Pre-Bid/Technical Meeting

Date and time: 08 July 2022, 10.00 and 16.00 Jakarta local time

Venue: Zoom Meeting

Call for Tender

Provision of Emergency Telecommunication Devices at DELSA Warehouses in Malaysia, the Philippines, and Thailand

AHA-T/2022/July/T-004

DELSA 3/ICT Project Assistant introduced the purpose of this online pre-bid/technical meeting and presented the tender committee to representatives of prospective offerors. Following the foreword, the DELSA 3/ICT Project Assistant provided an overview of the preamble and objectives for prepositioning Emergency Telecommunication Devices at DELSA warehouses and informed the points of discussion as the following:

- Technical aspects
- Bid/offer submission aspects

Subsequently, prospective offerors' representatives raised various technical and administration queries, and the AHA Centre's team responded (Annex 1). During the request for clarifications period, the AHA Centre's team also responded to the queries received until 12 July 2022 (Annex 2).

During the second session (16.00 Jakarta local time), the tender committee informed the attendees that there would be a revision to Appendix 4 (detailed pricing matrix), particularly in the box labelled as tax. If prospective offerors do not require taxes for sending the items to the delivery locations, then the quote can exclude them.

While concluding the call, all attendees were reminded to submit their queries and tender on time to procurement@ahacentre.org and emphasised that the tender dossier can be accessed at <https://ahacentre.org/procurement/>.

Suppose the AHA Centre, either on its own initiative or in response to a request from a prospective bidder, provides additional information on the tender dossier. In that case, such information will be communicated simultaneously in writing to all the bidders.

Annex 1. Q&A Session

Below are the responses to the queries received during the two sessions:

No	Query	Response
1.	Will there be an installation fee in the BOQ?	According to the technical specifications, no installation is required.
2.	What do the costs is consisted of?	Tenders must be presented in USD currency, VAT, other taxes, shipping and transport, customs, duties, etc., included.
3.	How long is the contract period?	It will depend on the agreed timeline of the item's delivery and subscription between the selected offeror and the AHA Centre. For the devices, it will be a one-time purchase, while for the subscription, it will be for one year.
4.	Where is the location of training for technicians?	Depends on the offeror's site with consideration for the best value for money. If the vendor is located outside Indonesia, the training can be conducted at one of the DELSA satellite warehouses nearer the vendor's site. If the vendor is located in Indonesia, the training can be conducted in Jakarta. Training can be conducted before shipping to the warehouses if the vendor only has the item stock for delivery.
5.	What is the maximum bandwidth for UL and DL?	We have informed the minimum requirement in the technical specifications. Offerors can enclose the options for bandwidth above the requirement.
6.	Do you require fixed bandwidth, or will it be adjusted to the AHA Centre's needs?	Bandwidth on demand, OR annually subscription with very minimum bandwidth or credit, with the option to upgrade when an emergency with prior notification
7.	Can we provide the C-band service?	Our preferences at the moment are Ka and Ku-band, considering the practicality for deployment. This is based on the assumption C-band requires a larger VSAT dish antenna and is not easy to deploy as the fly-away VSAT)
8.	Would you accept if we quote for part of the tender instead of the entire tender?	Offerors can submit the quotation either for all the required items or with the optional items.
9.	What is the system for selecting the winning bidder? There will be significant price differences between vendors offering complete solutions and those providing only the required items.	Tenders will be evaluated on the criteria listed below: <ul style="list-style-type: none"> • Ability to meet the technical specifications and requirements under this Call for Tenders • Compliance with the AHA Centre terms and conditions • Demonstrable ability to perform all functions related to the scope within the time specified • Bidders' references • Bidders' product and service offering • Total price/cost submission (value for money) • Bidders' ability to provide pro-active logistics solutions • Value-added services
10.	Do you allow bidders to subcontract part of the tender?	Yes, however, the contract will only be provided to one vendor.

11.	Is the system used in the 3 locations only or in ASEAN countries?	We want to preposition the devices in our three warehouses. Secondly, these devices will be deployed these items to the ASEAN region and should cover the region.
12.	To confirm, should it be portable and quickly taken to another location?	Yes, that's correct.
13.	If an Indonesian company, should we include the VAT of 11%?	When you've imported the items to our satellite warehouses, and if it doesn't require you to pay the VAT, please exclude the tax into the quote.
14.	The tender document stated that the bidder should provide satisfactorily reference from previous clients. Should it be a written statement, or contract will be sufficient?	<p>Yes. We require you to fill in the contact info of your references. We will reach out to them directly. It would help if you gave your references a heads-up to let them know the AHA Centre will contact them.</p> <p>A written statement of reference is also welcome if you would like to include your previous relevant contracts in the current tender if it's not consisted of any confidentiality between you and your previous clients.</p>

Annex 2. Clarifications

Below are the responses to the queries received in writing by prospective offerors:

No	Query	Response
1.	<p>At this moment, our satellite operates in Indonesia, the Philippines and Singapore Cambodia, Lao, Thailand, and Vietnam are not covered. Brunei, Myanmar, and Malaysia are covered by no license to operate yet in those countries. Are we still eligible to participate?</p> <p>(Handi Anindita, Vice President - Kacific)</p>	<p>Yes, you are eligible. We will consider it as the point for scoring internally.</p>
2.	<p>I am thinking of asking my partner to front the tender instead of us. Would you allow my partner to respond directly if they are not part of the invited list?</p> <p>(Alicia Tan, Senior Sales Director - Eutelsat Asia)</p>	<p>Yes, it is allowed. Please indicate that your partner is Eutelsat's partner in their proposal.</p>
3.	<p>Separately, would you consider extending another week for the submission of the response?</p> <p>(Alicia Tan, Senior Sales Director - Eutelsat Asia)</p>	<p>We cannot extend the date of submission response. Deadlines will follow the schedule in the tender dossier.</p>
4.	<p>Is it allowable to offer C-Band with the objective of utilising one satellite? The concern with Ku-band is several satellites have to be involved to cover ASEAN countries. The brochure antenna is attached.</p> <p>(Albertus, Product Manager - Multi Integra)</p>	<p>The purpose is to have an internet connection covering the ASEAN region with fly-away or easy-to-deploy VSAT. Considering the provided information on the brochure, YES we can accept C-band frequency with fly-away type VSAT.</p>
5	<p>Can we only offer minimum bandwidth of DL/UL 4Mbps/2Mbps?</p> <p>(Albertus, Product Manager - Multi Integra)</p>	<p>The minimum bandwidth of 4/2 is the minimum for on-demand during the emergency response. Please offer any available bandwidth options. We will only use the bandwidth during the emergency response; therefore, if there is a requirement for annual subscription / minimum credit, we prefer to have minimum credit just to maintain the active subscription.</p>
6	<p>Can we offer HUB VSAT & Internet from other countries outside ASEAN members (i.e., Japan)?</p> <p>(Albertus, Product Manager - Multi Integra)</p>	<p>YES, the HUB can be anywhere as long as it can cover the ASEAN region.</p>

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