

S.No.	Section	Clause	Clarification / Queries	Response to the Clarification/Query
1		Requirements Gathering: Software	a. user access and permissions (ie number of users that require access)	There are approximately 5,000 employees of GoCD. It will be part of the bidder's due diligence which will take place at the project startup
2			b. type of access - redaction of data (what should users see)	It will be part of the bidder's due diligence which will take place at the project startup
3			c. storage size needed (based on number of files to be scanned)	It will be part of the bidder's due diligence which will take place at the project startup
4			d. security requirements	It will be part of the bidder's due diligence which will take place at the project startup. However, security consideration will include two-factor authentication
5			e. meta data (ie readable data)	It will part of the bidder's due diligence which will take place at the project startup
6			f. repository/file structure	It will part of the bidder's due diligence which will take place at the project startup
7			g. number of departments	There are 13 Ministries; 45 Departments and Divisions
8		Requirements Gathering: Hardware, Documents and Logistics	a. Quality of files (to determine prep time for scanning, old, new, readable). Example files that are not legible or where paper is of very poor quality may require photocopying before scanning.	Files are documents generated from laser printers and or inkjet printers. Many are legible.
9			b. Current file storage (boxes, physical files, punched, stapled etc) i. Quantity of files per box ii. Number of filing cabinets	Punched, stapled. Documents are in metal filing cabinets. There exist between 6 and 10 metal cabinets of files in every ministry and departments.
10			c. Type of files ie paper type, sizes, loose pages vs bound material	Many files are bound 8-1/2 x 11 and 8-1/2 x 14 paper sized.
11			d. Special requirements (handwritten data)	There are no special requirements.

12		e. Physical location of files (to determine where digitization can be conducted) onsite or at another location	All files are at the ministry/department/unit physical location.
13		f. Forms and templates used (do these require modification based on meta data)	There are no forms or templates used for filing.
14		g. Provide samples where applicable	Unable to provide samples at this time.
15	Other Requirements	a. Resources: Does the customer have any resources who are expected to be included in the process. If yes, in what capacity, admin, manager, IT support, other	Yes. The Government's ICT Unit will be included in the process as Administrators
16		b. Chain of Custody: If documents are to be scanned in an offsite location, what is the customer chain of custody expectation	Documents are not expected to be scanned in an offsite location.
17		RFP Lot-2 provides a detailed scope of work around Digitization of physical documents. This suggests that legacy records as well as ongoing activity will do done simultaneously and therefore it's difficult to estimate efforts around this. What # of documents will be considered for pilot that can be taken up by the bidder while the complete process can be handed over to GoCD team to take up as regular activity?	Between 10,000 - 20,000 pages are to be digitalized and the rest of the documents/pages shall be digitalized as an ongoing activity by the ministry/department/unit
18		RFP Pages 154 and 311 provides resource requirements as Recurring costs tables. We would like to understand if these are tentative efforts covering implementation and O&M or if bidder can add additional roles/ efforts as required. Kindly confirm?	Bidder can recommend additional roles

19			<p>For any third-party solutions/ components, we propose to quote pricing for licenses &amp; related support in our financial proposal. Would consideration be granted for OEM to be bound by that pricing while we request if payment for licenses &amp; related support can be paid directly to OEM rather than to prime bidder (us) as licenses would be issued at the name of GoCD only?</p>	<p>License for the third party solution/components should be perpetual and in the name of GoCD. Bidder is open to propose the payment mechanism for the licenses in the name of GoCD.</p>
20			<p>For any cloud hosting requirement , we propose to include pricing for cloud environment (as required) and we along with cloud service provider will be bound by that pricing. Would GoCD consider an arrangement whereby we request if payment for cloud component &amp; related support can be paid directly to cloud provider rather than to prime bidder (us) as licenses would be issued at the name of GoCD only?</p>	<p>Any Cloud hosting requirement shall be addressed by GoCD</p>
21		<p>The currency(ies) of the Bid shall be converted into a single currency as follows: Eastern Caribbean Dollar (XCD)  The currency that shall be used for Bid evaluation and comparison purposes to convert all Bid prices expressed in various currencies into a single currency is: Eastern Caribbean Dollar (XCD)  The source of exchange rate shall be: Eastern Caribbean Central Bank (ECCB)  The date for the exchange rate shall be: 24 January, 2023</p>	<p>Please confirm if the Bid currency can be from any country?</p>	<p>Bid prices should be in either United States Dollars (USD) or Eastern Caribbean Dollars (XCD)   Addendum 1 dated January 30, 2023 sent via email indicates the date of the exchange rate shall be February 07, 2023</p>

22		General	Please confirm the volume of documents to be signed on a monthly/ yearly basis	This information is currently not available
23		General	How is the volume of documents expected to grow every year?	This information is currently not available
24		The solution must offer configuration with RSR identity/Brand/Logo and signature	What is 'RSR' identity/brand/logo	RSR is one of the powerful products in the field of identity theft protection, use this link for further information( <a href="https://rsr-global.com/products/global-id/">https://rsr-global.com/products/global-id/</a> ), The solution must be able to compy with this product or any simiar products using the same features and functionality
25		Unique ID: The solution must link to the unique Identity Number (ID) for each document digitally signed.	Would the national identity verification be available as a service to authenticate the user and link the identity to the digital signature.	Access will be provided based on certain security restrictions

26		<p>User authentication: The solution should authenticate users using multifactor authentication prior to signing. The solution must also tie that authentication to the esignature/ digital signature and the signed record. Furthermore, the solution must support various authentication mechanisms including usernames and passwords, tokens, challenge-response, email verification through e-sign session invitation, integration with active directory, digital certificate, etc.</p>	<p>Would the national identity verification be available as a service to authenticate the user and link the identity to the digital signature and signed record.</p>	<p>Access will be provided based on certain security restrictions</p>
----	--	---	--	---

27		<p>User authentication:  The solution should authenticate users using multifactor authentication prior to signing. The solution must also tie that authentication to the esignature/ digital signature and the signed record. Furthermore, the solution must support various authentication mechanisms including usernames and passwords, tokens, challenge-response, email verification through e-sign session invitation, integration with active directory, digital certificate, etc.</p>	<p>Would national identity verification and linking it to the digital signature be required in all use cases or would it be required selectively. If required selectively, please specify the document volumes of such use cases where this would be required.</p>	<p>Access will be provided based on certain security restrictions</p>
28		<p>3.5 Recurrent Cost Sub-Table [insert: identifying number] -- Warranty Period</p>	<p>We understand that development is 6 months and Support for 12 Months, For Lot -2, It's 9 months implementation &amp; 9 Months Support. Overall project duration is 18 Months. Financial proposal also have one table of year wise warranty. Request confirmation of Support phase covers warranty or it's in addition to Support phase</p>	<p>Please refer to Addendum 1</p>

29		Lot-2	<p>"It desired that Supplier must setup a helpdesk in each Ministry to address during the O&amp;M period to address/support the users with their issues/problems while using the DMS/e-Office platform. The Supplier may at its preference induct local youth in the helpdesk. It may train them for addressing the user issues." - We understand that there are 13 ministries / departments in country (Please confirm how many physical locations will require a helpdesk) and it's expected that deployment of resources at each ministry is required. Can we propose to have central helpdesk with 2-3 persons who can train Govt points of contacts from each MDA to carry out localised helpdesk activities in each MDA. Also we are not assuming telephonic helpdesk support, it can be online tickets generation and managing ass per agreed SLAs.</p>	<p>Bidder shall provide local support for the Ministries, Departments and Agencies. Bidder is open to propose the approach in line with its solution</p>
30		Lot-1 and Lot-2	<p>We request GoCD to confirm on licensing requirements whether those would be provided by GoCD or these need to be included in costing of bidder?</p>	<p>For Lot-1 the licenses should be in the name of GoCD. For Lot-2 the solution should be license free or with perpetual license without any recurring cost to GoCD</p>
31		Lot-2	<p>Please specify the number of named users (full user/partial user) who would be using the DMS solution in various departments.</p> <p>o1. Full Time Users: Full time users will have system access 24x7</p> <p>o2. Partial Users: Non-regular users who logs-in to the system for limited period of time like approvers, query handling users with access use limit up to &lt;=20 Hrs. per month</p> <p>(Note: Both type of users have same rights &amp; features in the system, only limitation is in system access time duration).</p>	<p>It is estimated around 6000 government users for DMS during the working hours. The solution should be web-based compatible to mobile browsing for the priveledged users to access DMS while travelling. The bidder shall perform due diligence which will take place at the project startup</p>

32		Lot-2	What are the existing ECM repositories being used by the client? Please list the names of ECM repositories to be replaced.	By ECM if it is meant Enterprise Content Management for DMS, then, currently there is no ECM. However, the bidder may require to integrate some legacy database which it can determine during due diligence which will take place at the project startup
33		Lot-2	In terms of migrations of files/data, please share the name of system and volume of contents to be migrated by content type (Images, documents, Video, Audio, etc.).	Currently no data migration service is envisaged. However, the bidder need to documentation/guidelines which could be used as SoP for Data Conversion and Migration as per the section 2.5
34		Lot-2	Is there any requirement for records to managed in compliance with DOD 5015.02?	Compliance with prevalent standards is preferable
35		Lot-2	Please share the names of third-party systems which need to be integrated with required system. Please share a brief use case for each integration and indicate if all of these systems have web services or APIs exposed which can be used for integration	The DMS for e-Office should be integrated with MS-Office and MS exchange server, printers, scanners, OCRs, etc. Further, the bidder shall perform due diligence which will take place at the project startup
36		Lot-2	Is there a need for a mobile application for e-Cabinet, File Management System and DMS access? If yes, kindly confirm total number of users who will use mobile application.	The solution should be web-based compatible to mobile browsing for the privileged users to access DMS while travelling. The bidder shall perform due diligence which will take place at the project startup
37		Lot-2	Will training will be done remotely (WebEx, Zoom, Teams, etc.) or is onsite training is required?	Training is expected to be on-site

38	Lot-2	<p>Please provide clarity if there is a need of any other environment apart from Development and Production like UAT, Disaster Recovery, High Availability which need to be considered as part of current project scope. This is required for license estimation perspective.</p> <p>Kindly confirm that all required hardware would be arranged by GoCD</p>	It is suggested the bidder should provided all such requirements in their technical proposal
39		We wish to respectfully inquire whether you would consider an extension of 3 weeks of the deadline for submission provided this is feasible for your team's internal targets. An extension would afford some additional time for the preparation of a response that is comprehensive and customized as possible. Thank you in advance for your consideration.	Through Addendum 1, an extension of 2 weeks (14 days) was granted. Please refer to email sent 30 January, 2023
40		<p>If we are submitting for both Lot 1 and 2, can you kindly clarify if we are to submit 2 separate proposal documents or one.</p> <p>Additionally, we would like to request if there is any flexibility in the submission method ie can electronic submission via email be allowed to accommodate for international bidders.</p>	One proposal document should be used, with clear indication on which Lot the proposal is for utilizing the price schedules per lot provided on Addendum 1 sent via email on 30 January, 2023
41	POA letter	Can you kindly clarify if there is any particular format required for the Power of Attorney Letter?	Please see sample attached with this clarification
42		We noticed that there was a bid meeting on the 10 January. Can you kindly forward the bid meeting minutes/recording.	Please see attached Pre-bid Meeting minutes
43	Bid opening	Can you kindly clarify the bid opening days and times for both lots. Is it that Lot 1 and 2 will be opened one after the other on the same day?	Opening for both Lot 1 and 2 will take place on the same day as indicated in ITB 26.1

44		Evaluation criteria	<p>For Lot 1 - I see a technical support engineer role is listed on page 140 of the required supplier's technical team, however, in the scoring sheet no points/weightage is given to that role. Can you kindly clarify.</p> <p>For Lot 2 - I see a helpdesk role is listed on page 206 of the required supplier's technical team, however, in the scoring sheet no points/weightage is given to that role. Can you kindly clarify.</p>	Technical support engineer and helpdesk role are the requirement whereas the evaluation is based on BDS ITB 35.4
45			Please confirm the volume of documents to be signed on a monthly/ yearly basis.	This information is currently not available
46			How is the volume of documents expected to grow every year?	This information is currently not available
47			Please confirm the number of users who would use the Digital signature platform (Internal users)	There are approximately 5,000 employees of GoCD
48		The solution must offer configuration with RSR identity/Brand/Logo and signature	What is 'RSR' identity/brand/logo.	RSR is one of the powerful products in the field of identity theft protection, use this link for further information( <a href="https://rsr-global.com/products/global-id/">https://rsr-global.com/products/global-id/</a> ), The solution must be able to compy with this product or any simiar products using the same features and functionality
49		Local Presence: Solution provider must have local support presence and locally hosted	Please explain what locally hosted means. Is it the expectation to host the application within the Commonwealth of Dominica or would hosting the application in a US cloud region be acceptable?	It is the expectation of GoCD that the application is hosted locally, However the bidder(s) can propose a solution that satisfies the requirements of the RFB.

50		<p>Unique ID: The solution must link to the unique Identity Number (ID) for each document digitally signed.</p>	<p>Would the national identity verification be available as a service to authenticate the user and link the identity to the digital signature?</p>	<p>GoCD is in the process of implementing Unique Identification (UID) to every resident of Dominica. The solution should be design to have provisions for linking and authenticating with UID</p>
51		<p>User authentication: The solution should authenticate users using multifactor authentication prior to signing. The solution must also tie that authentication to the esignature/ digital signature and the signed record. Furthermore, the solution must support various authentication mechanisms including usernames and passwords, tokens, challenge-response, email verification through e-sign session invitation, integration with active directory, digital certificate, etc.</p>	<p>Would the national identity verification be available as a service to authenticate the user and link the identity to the digital signature and signed record?</p>	<p>GoCD is in the process of implementing Unique Identification (UID) to every resident of Dominica. The solution should be design to have provisions for linking and authenticating with UID</p>
52		<p>Cross-cutting Acts and Bills that are relevant to Digital Identifier, Authentication Platform and Digital Signature</p>	<p>Can you share the details of MDA's that the Digital Signature framework should comply with?</p>	<p>Presently this information is not available</p>
53		<p>Integration with other Systems: The solution must be able to integrate with existing applications of GoC D, financial systems and GoCD core operations application current under development/configuration.</p>	<p>Can you confirm the number of applications to be integrated.</p>	<p>It will part of the contractor's due diligence which will take place at the project startup</p>

54		Integration with other Systems: The solution must be able to integrate with existing applications of GoC D, financial systems and GoCD core operations application current under development/configuration.	Will the integration be with API based?	GoCD is open to the preference of the bidder
55		Load testing: Since the application will be used by a large number of users in future, load testing will be performed to see how the system performs under heavy loads. This may require fine tuning the web server, application, application server, and/or the database server or network configuration.	Request your inputs on number of users.	There are 6,000 employees in the public sector.
56		Acceptance Testing and OAT Test Script	Can you clarify the different between Acceptance Testing and OAT Test Script as mentioned in Page 143 of Technical Specification document	OAT refers to the final acceptance whereas acceptance testing could be specific to department/module or a part
57		Messaging System: This enables internal collaboration and messaging. Currently, GoCD uses Microsoft Exchange for internal as well as external messaging.	Can you clarify if the messaging notification is to be in form of eMIAL only or even in SMS?	Both
58		a) Collect and prepare the documents	Can you confirm the number of pages for Digitization of the paper records.	Between 10,000 - 20,000 pages
59		2.3. Track-3: Capacity Building & Training Needs	Can you confirm the indicative number of participants at each level	This information is currently not available
60			Does digital signature solution require a physical hardware-based e-sign?	No, Its not mandatory. It's optional , bidder can include it as optional system

61	
62	
63	
64	
65	
66	

Does the framework be used to sign documents (docx, excel, ppt, pdf), are R[2] there any other format or protocol that needs to be supported by solution?	Yes, There are software application based transactions need to be signed digital by the solution. Those systems will be identified in the inspection/analysis phase which will be conducted by the bidder. Also, all corporate/organizational based emails must be able to integrate with the DS solution
What is the scope of digital signature on data in motion or data-in-rest. Or is it encryption/hashing?	Whether the data is in motion or in-rest, the data must be encrypted/hashed
For transport layer security (SSL and TLS), they are required to be implemented but for internal communication (server-server, same zone/multi-zone) does this need to be implemented?	End-to-end encryption is required using at least SSL protocol V.3.0 or higher in all communication environments (internal/external)
The solution must provide the option to convert the document to PDF-format? Would this be part of Information System to convert while doing digital sign?	Yes
The solution must work on the Microsoft Windows 10 and later Microsoft operating systems. Does this cover only Microsoft windows or does Unix systems also needs to be cover in?	MS Windows - Must be, Unix systems -Should be.. it will be treated as extra advantage when a provider can provide a solution that works on both platforms
The solution must allow users to sign documents using the Android mobile device and Apple iOS mobile devices. Scope of Digital Signature would be to support applications build for mobile, but there won't be a mobile app development of digital signature framework?	No It's not required to have mobile app development of digital signature framework

67	
68	

Digital Signature Framework.

<p>What is the scope ESB depicted in architecture diagram?</p>	<p>ESB (Enterprise service bus) is considered the target architectural for all Governemnt based software applications. Hence, the bidder should be aware that the DS solution must be able to use standard interfaces (such as: web services) in such a way that they can be rapidly incorporated into new applications without having to duplicate the functionality performed by the service in new applications. The ESB should be an essential component of SOA, or service-oriented architecture</p>
<p>Does bidder needs to comply of any below:</p> <p>Language Support: All information technologies must provide support for the business language of the end-user i.e., English. Specifically, all display technologies and software must support the ISO ISO/IEC 8859-1:1998-character set and perform sorting according to [insert: appropriate standard method].</p> <p>Electrical Power: All active (powered) equipment must operate on [specify: voltage range and frequency range, e.g., 220v +/- 20v, 50Hz +/- 2Hz]. All active equipment must include power plugs standard in Purchaser's Country.</p>	<p>Yes</p>

69		<p>Environmental: Unless otherwise specified, all equipment must operate in environments of 10-30 degrees centigrade, 20-80 percent relative humidity, and 0-40 grams per cubic meter of dust.</p> <p>Safety:</p> <ul style="list-style-type: none"> <li>• Unless otherwise specified, all equipment must operate at noise levels no greater than 55 decibels.</li> <li>• All electronic equipment that emits electromagnetic energy must be certified as meeting US FCC class B or EN55022 and EN50082-</li> </ul>	
70		<p>GoCD shall provide the necessary standard software to host and run Digital Signature solution for the DC/DR as well as for users in the 3 Hospital and 39 PHCs. Does hospital and PHCs users have access to the central applications or is it in scope to deploy local instances?</p> <p>Load testing: Since the application will be used by a large number of users in future, load testing will be performed to see how the system performs under heavy loads. This may require fine tuning the web server, application, application server, and/or the database server or network configuration. Are there any user base, concurrency, traffic locations defined for load test scenarios?</p> <p>Security Testing: Security audit needs to be repeated every time there is a code change done. or does VAPT required periodically (monthly/quarterly). Also does this required to be performed by a TPA?</p>	<p>GoCD shall provide the necessary standard software to host and run Digital Signature solution for the DC/DR as well as for users in the 3 Hospital and 39 PHCs. The bidder needs to deploy its solution in all the systems in each locations</p> <p>The total population of Dominica is approx 72000, and the application will be used in 3 hospitals and 39 PHC.</p> <p>The bidder shall perform the security testing. TPA will be performed by GoCD</p>

71			<p>After looking at RFP and corrigendum, we are not able to find specific information of Certifying Authority. We understand that Dominica doesn't have certifying authority for Digital Signature, Can certifying Authority from North America be referred? Also we assume that GoCD would be procuring Digital signature from certifying authority directly and need not to be included in financial bid. Requesting GoCD to confirm.</p>	<p>Bidders are free to propose solutions that satisfies the requirements of the RFB</p>
72			<p>RFP states about 6000 users requirement for Lot-1 at one while financial bid format mentions pricing to be provided for 1000 users &amp; 10000 users. We request GoCD to clarify exactly how many users will be using digital signatures for signing the documents?</p>	<p>The bidders can propose solutions in keeping with the requirements of the RFB. Bidder is open to propose the approach in line with its solution</p>
73			<p>As per RFP requirements, helpdesk setup is required at each ministries/ departments. We would like GoCD to confirm if there is any qualification constraint on resources to be deployed at individuals offices while there is additional requirement of Helpdesk operator for 264 person days who needs to be graduate with 5+ yrs of experience.</p>	<p>As per the requirement, "it desired that Supplier must setup a helpdesk in each Ministry to address during the O&amp;M period to address/support the users with their issues/problems while using the DMS/e-Office platform. The Supplier may at its preference include local youth in the helpdesk. It may train them for addressing the user issues."</p> <p>The requirement for graudate with 5+ years experience with good communication skills and well versed with computer operations and</p>

74			<p>We noted that RFP states that vendor has to deploy the Helpdesk for 284 person days (12 person months), while the O&amp;M period is only 9 Months. Please clarify. There is also ambiguity for lot-1 where 2 helpdesk operators are required while table in costing sheet refers to 284 person days (12 person month)</p>	<p>Bidder shall provide local support for the Ministries, Departments and Agencies. Bidder is open to propose the approach in line with its solution</p>
75			<p>As per RFP, Deployment of solution on DR is also required for Lot-2. We would like to clarify whether DR would be active-active configuration with DC or it would active-passive or multizone? We also assume that all infrastructure for DC + DR would be provided by GoCD</p>	<p>The bidders can propose solutions in keeping with the requirements of the RFB. Bidder is open to propose the approach in line with its solution</p>
76			<p>RFP Lot-2 provides a detailed scope of work around Digitization of physical documents. This suggests that legacy records as well as ongoing activity will do done simultaneously and therefore it's difficult to estimate efforts around this. What # of documents will be considered for pilot that can be taken up by the bidder while the complete process can be handed over to GoCD team to take up as regular activity?</p>	<p>2000 documents will be considered for pilot that can be taken up by the bidder</p>
77			<p>RFP Pages 154 and 311 provides resource requirements as Recurring costs tables. We would like to understand if these are tentative efforts covering implementation and O&amp;M or if bidder can add additional roles/ efforts as required. Kindly confirm?</p>	<p>Please refer to Addendum 1 (see attached to the clarification for ease of reference)</p>

78			<p>For any third-party solutions/ components, we propose to quote pricing for licenses &amp; related support in our financial proposal. Would consideration be granted for OEM to be bound by that pricing while we request if payment for licenses &amp; related support can be paid directly to OEM rather than to prime bidder (us) as licenses would be issued at the name of GoCD only?</p>	<p>The bidders can propose solutions in keeping with the requirements of the RFB. Bidder is open to propose the approach in line with its solution</p>
79			<p>For any cloud hosting requirement , we propose to include pricing for cloud environment (as required) and we along with cloud service provider will be bound by that pricing. Would GoCD consider an arrangement whereby we request if payment for cloud component &amp; related support can be paid directly to cloud provider rather than to prime bidder (us) as licenses would be issued at the name of GoCD only?</p>	<p>The bidders can propose solutions in keeping with the requirements of the RFB. Bidder is open to propose the approach in line with its solution</p>
80			<p>Additionally, in one of my previous emails I had asked a question to reconfirm whether or not the bid security/bid guarantee is to be included in the final submission package or sent before the submission deadline. I would appreciate if you can confirm?</p>	<p>Bid security is to be included in the final submission package</p>
81			<p>In our original set of questions we had requested if there was any flexibility in submission via email be allowed to accommodate for international bidders. In reviewing the clarification responses and addendum posted on the CARDTP website, we noticed there was not a response to that question. Can you kindly advise.</p>	<p>Please refer to ITB 23.1</p>

82			<p>In preparation of the bid security, our Finance team has requested that we confirm the <b>precise naming of the financial legal entity</b> to whom we are to address the Bid Security (for any of the identified formats). While we note the Purchaser's name as stated in the Bid Data Sheet, we would prefer to have your clarification of the precise name in writing, particularly given our knowledge that some Governments may vary, with some only accepting funds through a Treasury. Using Barbados as an example, funds would be remitted to the Barbados Revenue Authority of the Ministry of Finance of the Government of Barbados. We do hope that you can provide this clarity, at this time.</p>	<p>Government of the Commonwealth of Dominica,  Ministry of Public Works, Public Utilities and Digital Economy,  Caribbean Digital Transformation Project,  Project Implementation Unit  2nd Floor, First Domestic Building  19-21 King George V Street  Roseau,  Commonwealth of Dominica</p>
83		<p>1st Scenario: The end user will manually send out documents to get the documents signed digitally - For this scenario you will have to purchase user licenses</p> <p>2nd Scenario: The end user uses their website or any other medium to allow their users to send or sign documents - For this scenario you will have to purchase Sign credits.</p>	<p>Can you confirm which of these options the end user will need?</p>	<p>Shall need both options</p>

84			<p>Also, if possible, please provide details with regards to the number of users or number of Sign credits the end user will need.</p> <p>The above is very important to ensure for pricing and to ensure that the procurement team can compare like against like.</p>	This information is currently not available
85			<p>Will the completed form labelled FORM OF BID SECURITY (BANK GUARANTEE) (located in the RFP) from our bank suffice as a valid form of Bid Security?</p>	<p>Please be informed that the form labelled FORM OF BID SECURITY (BANK GUARANTEE) on page 109 of the RFB bidding document is to be used to submit the Bid Security.</p>
86			<p>Is it possible for a further week extension? With Carnival in Trinidad, the couriers are not guaranteeing delivery if we can't provide the proposals by tomorrow - we are working on both lots which is taking time. Is it possible for a further week extension? With Carnival in Trinidad, the couriers are not guaranteeing delivery if we can't provide the proposals by tomorrow - we are working on both lots which is taking time.</p>	<p>Submission deadline has already been extended. Please refer to Addendum 2 sent to bidders on February 2, 2023 via email. Addendum 2 is also uploaded to the project website <a href="http://cardtp.gov.dm/procurement-activities">http://cardtp.gov.dm/procurement-activities</a> under additional documents.</p>
87			<p>Lot 1 and Lot 2- should these be separate proposals? I believe an earlier response suggested this - we just want to clarify.</p>	<p>One proposal document should be used, with clear indication on which Lot the proposal is for utilizing the price schedules per lot provided on Addendum 1 sent via email on 30 January, 2023</p>

88			<p>Nothing is mentioned of a two envelope system - is it safe to assume that the technical and financial proposals for each lot can be in the same envelope - no need to separate? So in Lot 1 envelope, the technical and financial piece would be in <b><i>one proposal in that one envelope</i></b> . For Lot 2, a separate envelope with the technical and financial pieces in one proposal in that second envelope?</p>	<p>Please follow the instruction at section D of ITB in the RFB</p>
89			<p>Is only one copy required - not duplicates etc.</p>	<p>Kindly refer to ITB 21.1</p>
90			<p>Is is safe to assume the digitization should be done onsite for security purposes i.e. not transported offsite etc.</p>	<p>Yes</p>