

Question and Answers related to the e-Procurement tender announcement

1. Is contacting the procurement department within the City of Skopje possible and eligible?

Since the e-Gov *IMPACT* Project is the party that announced the tender and is purchasing the software, all the questions regarding the tender should be addressed to the project at info@impact.org.mk.

2. Will there be two parallel kinds of procurement procedures for one specific procurement: one for e-procurement and another, conventional one?

There will not be a parallel process of public procurement; some goods and services that were already identified will be purchased on-line and only on-line, which means that the e-procurement procedure and the bids submitted electronically will be valid only; while for the rest of the goods and services the conventional procedure and the paper-based bids will be accepted.

3. How should the pre-requisite IT software platforms/products be treated? Should a fee for licences be incorporated in the financial proposal or will that be provided by other sources? If the bidder have to provide the licences, how many?

The platforms stated in the tender documentation are recommended since they are already installed and functioning on the IT infrastructure within the City of Skopje. Of course the project will not try to prevent or limit ideas by being firm on the platform issue, but if the installation and the full functionality of developed software solution requires any other additional software the bidder should provide it and pay for licensing and installation; as for the user licences the group package of unlimited user licences will be required.

4. How will "vendors"/ bidders be "trained" to use the e-procurement procedures?

There will be a public awareness campaign and a workshop organized on the e-public procurement system and how it functions, to which all possible vendors will be invited; brochures will also be distributed.

5. Should PKI signatures be developed as part of the e-procurement project or is some other solution/approach envisioned (e.g. pre-registration with passwords or something similar)?

This project does not include development of PKI system. It is separate software that needs to be acquired and the City of Skopje will have to decide on that, but it is not part of the e-public procurement software package.

6. Should training of City of Skopje Administration - system administration staff be trained only to administer the software solution or also to change it and make integration with other current and/or future software developments in the City of Skopje?

Training of the System Administrator has to be included in the proposal and it should include portions on how to run, administer and maintain the e-public procurement system.

7. What is the implication of the reference to the EU physical database model?

The Physical Database Model published on IDABC website of the European Commission is only a voluntary illustration.

8. How many persons will be included in this project from the customer side and what kind of expertise they have?

Impact will provide professional support during the implementation phase with respect to legal and IT aspects.

9. Does the bidder have to make translation of the legal document required to be submitted with the bid:

Impact accepts Macedonian versions of the documents. No need for translations.

10. Section 7.6a specifies virus checking of uploaded documents. Can the SW developer utilize the virus checking software that the Information System of City of Skopje already has installed? What Antivirus SW package is currently installed?

SW developer may use the e-Trust Antivirus SW that is currently installed in the City of Skopje.

11. Does the City of Skopje already have a BackUp system implemented, or the new software should offer a complete solution including BackUp system?

It is preferred the newly developed SW has its own additional BackUp feature.

12. What will be the number of participants from the Contracting Institution (City of Skopje), System Administrators and users, in the training?

10 members from the City of Skopje will participate in the training; 3 of them will be System Administrators and 7 users/operators.

13. What is the capacity of the classroom and how is it equipped?

IMPACT Project and the City of Skopje will adopt and equip a classroom for the training at the later stage of the project.

14. What kind of software is the database model announced in 2004 that is referred to in the Introductory Remarks of the e-Procurement System Description?

Full description of the general DB model that can be used as guidance scheme can be downloaded from the web-site stated in the System Description.

15. Does the institution require some specific format to publish the results in the hard copy bulletin "Official Gazette of RM"?

Contracting Institution is obliged to publish only the Tender Announcement in the Official Gazette using no specific format or content; there are no legal requirements for publishing results in any bulletin.

16. What kind of reports and software analysis the new software should generate?

The City of Skopje does not have a definite list of the reports that should be generated; the final list will be provided at later stage.

17. How can the digital signatures be integrated within the e-procurement software when the digital certificates are not yet implemented on a national level?

The electronic signatures in Macedonia are regulated through the Law on Data in Electronic Form and Electronic Signature enacted in 2001, but the law is not properly implemented. *Impact* is supporting the necessary changes in order to enable the potential certificate issuers to commence their activity. This work is supported by stakeholders in the country. *Impact* believes that this system will be operational before the software should be developed.

18. How can the auctioning system be implemented since it is not yet legally introduced in Macedonia?

Impact is proposing changes in the Law on Public Procurements in order to introduce the e-procurement (auction) system, to be finalized by the end of summer. Once the software product is tested and ready to be used the legal basis should be in place.

19. What is the database architecture of the existing applications that should receive data from the e-Procurement system?

The interfaces of the existing applications with the new e-Procurement system are to be developed in the later phase of the development of the e-Procurement system and they would be able to accept XML data from the e-Procurement system.