

Questions/Answers – Tender ECCD-AACML-BiH-IT-CEC-01-2024

Questions received	Answers
1. In the absence of other certifications, would the Agile Project Management (Agile PM) certificate be sufficient for effectively managing the project?	1. The tender documents specify "or similar certification," which allows for equivalent credentials that demonstrate robust project management expertise. Agile PM certification aligns well with this intent. It should be noted that while PMP and PRINCE2 certifications represent structured project management methodologies, Agile PM offers a flexible, adaptive approach to project execution, which may be needed given the nature of the task.
2. Could you please provide more details about the type of contract you envision for the expert agreement? Are there specific terms or conditions we should consider in the scope of work or duration?	2. All details related to contractual arrangements have been outlined in the document titled "Contract," which has been published in the tender package. The contract will be signed by a representative of the selected Provider, and there will be no individual contracts signed with experts. The terms and conditions are also outlined in the mentioned document.
3. To better assess the data migration needs, could you share more detailed information regarding the volume and type of data that requires migration?	3. It is an MS SQL database, and the size is 436 MB.
4. Should the offer be submitted in one e-mail together financial and technical part scan as one document?	4. Technical and financial proposals can be submitted as separate documents. The offer is to be submitted through the e-mail indicated on the tender file.
5. What is the maximum e-mail size that can be delivered?	5. The maximum e-mail size for sending and receiving emails on servers of the Council of Europe is 40 MB. In cases of large files, the recommended action is to submit files in a ZIP format or alternatively compress the file size.
6. In the part of documentation Eligibility criteria is required: At least five full-time experts or experts hired on the basis of a long-term cooperation agreement must be part of the vendor's team and then you required more than five experts: (at least one employee with expert-level knowledge and official certification (e.g., MCSE/MCSA, Red Hat RHCSA/RHCE) to install and configure the platform for the software solution, at least one data warehouse architect or expert with official certification, which will be considered	6. The requirement specifies a minimum of five experts as part of the vendor's team. Each role listed under the eligibility criteria has unique qualifications and certifications that should be fulfilled to ensure project quality and efficiency. While the vendor's team should include a minimum of five experts, it is generally expected that each role (e.g., senior developer, database administrator, etc.) will be fulfilled by a distinct individual with the appropriate qualifications. Any expert filling multiple roles should have documented,

an advantage in the evaluation, at least two full-time senior developers experienced in relevant technologies, At least one senior database administrator with experience in databases like Microsoft, Oracle, IBM, etc., where official certification will be a plus, at least one project management professional with PMP, Prince2, or similar certification to manage the project effectively, at least one software testing (QA) expert to ensure the quality and reliability of the software, at least one employee who possesses proficiency at a C1-C2 level in one of the official languages of Bosnia and Herzegovina (Bosnian, Croatian, or Serbian) who will be responsible for communication and work with the Recipient (Central Election Commission) on the project). Does the above mean that the bidder must have at least 5 experts and that one expert can be engaged in more than one requested position, e.g., one expert can be a database administrator and a senior developer?	proven experience and qualifications in each area he/she covers. In summary, one expert can have different roles and certifications, i.e., be a senior developer and a database administrator, as long as all roles outlined in the Terms of Reference are fulfilled and at least five experts are hired on a long-term basis.
7. Considering that all documentation (Registration documents for legal persons, Document certifying that owners and executive officers of the Service Provider have not been sentenced by final judgment on one or more of the following charges: participation in a criminal organization, corruption, fraud, money laundering, Three (3) reference letters demonstrating successful implementation of relevant projects in four (4) previous years, containing contacts of referees) should be submitted in English, is it sufficient to submit only a translation or should it be certified by a court interpreter?	7. As stated in the tender file, all documents should be submitted in English. There is no requirement regarding the court certified translation.