

DTIS/CFT2021/1

C. Technical Offer

PVS Pathway Information System

World Organisation for Animal Health (OIE)

deadline to submit :

1. Declaration of interest and integrity :20/01/2022 - 18 :00 (Paris local time)   
2. Tenders :08/02/2022 - 18:00 (Paris local time)

|  |  |
| --- | --- |
| **Contracting authority** | **Contact Point** |
| World Organisation for Animal Health (OIE)  12 Rue de Prony  F-75017 Paris  France | Dr Maud Carron  Capacity-Building Department  Email: m.carron@oie.int |

# RESPONSE STRUCTURE

The tender response must be filled in this document. It should be provided in a Word/PDF document, no longer than **50 pages** and signed by the authorised person. Additional documents, in Word/PDF format, as requested in Document A section 4.3.A and 4.3.B, can be submitted as separate file. Each additional document should not be longer than 5 pages.

**The scanned documents will not be authorized and will not be analysed.**

This document will be used to assess the technical criteria (section 4.7. of the Document A).

* **Criteria 1 technical criteria (70%)** will be assess according to the following information provided on their technical offer – Document C and according to the oral presentation and demonstration:
  + Company organisation and sustainability (10%),
  + Relevance and quality of the proposed project team (25%)
  + Flexibility to be able to work on different phases in parallel, as needed (10%)
  + Demonstrated understanding of the context and experience in working in English in a multicultural context and in the public sector (5%)
  + Relevant experience in developing information systems in the fields of public health, veterinary public health or agriculture and/or information systems for quality management (10%)
  + Relevance and quality of the proposed methodology and associated work plan (30%)
  + Relevant experience for the project including with cognitive services and automation of processes (10%)

|  |  |
| --- | --- |
| **General company information** | *Annex (if any)* |
| **General information:** *Company name (and name of group if applicable);*  *Structure (location and number of employees in the headquarters as well as regional offices);*  *Contact point name, phone number and email address;*  ***Please provide your answers below:*** |  |
| **Activities :** *Company background review;*  *Description of major activities (incl. number of employees and their location).*  *Clear references on similar* information systems developed in the fields of public health, veterinary public health or agriculture and/or information systems for quality management *if available, should be included.*  ***Please provide your answers below:*** |  |
| **Experience :** *For each field of expertise, please indicate the experience and the number of employees (and their location).*  *- Expertise 1: Administration and configuration of Azure infrastructure products as per section 4.1.1 of this document.*  *- Expertise 2: Developing information systems, database, data warehouse/lake and data analytics in Azure and Power BI.*  *- Expertise 3: Azure Cognitive Services.*  *- Expertise 4: System and information Security.*  *- Expertise 5: Use of cognitive services for qualitative data analysis.*  *- Expertise 6 – desired but not essential: Customisation of previous expertise in information systems in the fields of public health, veterinary public health or agriculture and/or information systems for quality management*  ***Please provide your answers below:*** |  |
| Understanding of the project *A summary of the tenderer’s understanding of the PVS Pathway digitalisation project and Phase 1 requirements*  ***Please provide your answers below:*** |  |
| Methodology for each core component *Please describe the proposed methodologies and highlight which activities will require an on-site presence and which will be carried out remotely.* |  |
| **Establishment of OIE IT infrastructure for custom-made applications** *This section should describe the recommended approach for coordinating  the infrastructure needs of PVS Information System, within Azure premise, to the OIE infrastructure team. Please describe what infrastructure should be put in place to support the PVS information system*  *The tenderer is also welcomed to propose technical tools/platforms available in Azure to successfully deliver the business products identified in Annex 1 of document B.*  ***Please provide your answers below:*** |  |
| **Migration of existing finalised Evaluation Reports with corresponding data dashboard, searchability and website.** *Please provide general information regarding the SCRUM approach of the tenderer on the identified products in section 4.2.2 of document B.*  *With the provided product descriptions in Annex 4 the tenderer is expected to provide the following information:*   1. *Proposed Azure tool, if different from technical requirements, to deliver the workstream* 2. *The proposed sequence of product development and the estimated number of sprints – if different from number of products identified in this workstream - to deliver all identified products in section 4.2.2. of document B.* 3. *The proposed number of development manpower and skills by the vendor and with corresponding schedule of each sprint (in number of workdays – no fixed schedule)* 4. *Identified – initial - risks and mitigation as per information provided in the product descriptions of Phase 1* 5. *Proposed user testing approach*   *The tenderer is invited to submit additional information that will demonstrate their capability and capacity to successfully deliver this workstream.*  ***Please provide your answers below:*** |  |
| **Development of the PVS Evaluation System – the Evaluation form automation** *Given the process described in product #1, this workstream may be further subdivided into sub-products by the tenderer to ensure successful delivery. The tenderer should provide the following information:*   1. *Proposed Azure tool, if different from technical requirements, to deliver the workstream* 2. *Proposed estimated number of sprints, products to be developed in each sprint, and number of workdays for each sprint* 3. *Number of manpower working on the development to complete the workstream* 4. *Identified – initial - risks and mitigation as per information provided in the product descriptions of Phase 1* 5. *Proposed user testing approach*   *The tenderer is invited to submit additional information that will demonstrate their capability and capacity to successfully deliver this workstream. A Supplier demonstration will be requested by OIE as part of the assessment as identified in Document A section 4.8.- Product Demonstration and oral Presentation.*  ***Please provide your answers below:*** |  |
| **Training and handover** *Tenderers have to indicate how they will manage the OIE’s capacity to use the system and the full handover* |  |
| **Guarantee, corrective and evolutive maintenance** The tenderer must explain how: 1) the solution developed in the framework of the project will be maintained during a period a guarantee of 12 months starting from the go-live for each phase of the project, and 2) how the tenderer will assist the OIE in adding an evolution of the functional perimeter of the solution as necessary. |  |
| **Conditional Tranche** *The tenderer should explain how they will manage parallel work on different tranches, as the business side becomes ready to initiate additional tranches.*  ***Please provide your answers below:*** |  |
| General project management plan *The project methodology chosen by OIE for this project is PRINCE2 with SCRUM. As each company tailor their methodology according to the project scope and size, this section should demonstrate the project tailoring that the tenderer recommends to successfully deliver the project. This section should cover the tenderer’s approach on the following:*   * + - *Project GANT chart (Project Planning – Estimate Schedule) and sprint Planning approach*     - *Project organisation (Supplier and OIE)*     - *Project Communication plan (Supplier and OIE)*     - *Project quality plan*     - *Project Change Management plan in alignment with SCRUM (Supplier and OIE)*     - *Project Risk Management plan (Supplier and OIE)*     - *Monitoring Project Cost and Progress (Proposed tool)*     - *Test Management plan*   ***Please provide your answers below:*** |  |
| Allocated human resources/manpower *This section should identify the professional profiles (field of expertise, seniority etc.) proposed throughout the project and according to each phase as established in the technical and business requirements. It should include a rationale for the team set-up and clearly underline how the team, as a whole, responds to the required skills as described in the TORs., provide, for each profile, a short biography of the identified consultant and justification of his/her role in the project. A short CV for each consultant (no longer than 2 pages) with reference to relevant experience should be annexed to the main response document.*  *The proposed team is encouraged to consider including a subject-matter expert that will allow a good understanding of the business needs related to veterinary public health/public health management or quality management in health/agriculture sectors.*  *The tenderer should demonstrate that there will be sufficient manpower to address some conditional tranche(s) in parallel to the firm tranche.*  ***Please provide your answers below:*** |  |
| Additional information *This section should include any additional information not provided for elsewhere that you deem important for us to know. Innovative solutions as well as relevant “Best practices” that may not be expressly mentioned in this document should be provided here.*  ***Please provide your answers below:*** |  |

**Name and Title of duly authorized representative: ……………………………………………………**

**Date: …………………………………………………………………………………………………………….**

**Signature:**