

Pre-Bid - Minutes of the Meeting

Date: 08th November 2020

Announcement: (IUL)438-CCD/438/2020/183 – 2nd November 2020

Time: 11:00 hrs

Venue: Ministry of Environment

Purpose of the meeting:

Pre-bid meeting for Development of Websites.

Pre-bid meeting participants:

1. Publicity Bureau
2. Javaabu Pvt Ltd
3. Loop Craft Pvt Ltd
4. Hash Maldives
5. Roseware Corporation
6. Blinxmedia Pvt Ltd

Discussion:

- General introduction was given by the Ministry -
 1. Main requirements of the TOR highlighted
 2. Two separate websites need to be developed: website A for standards and labeling and website B to provide awareness regarding energy efficiency.
 3. Both websites require to be English and Dhivehi
 4. The V2 MEA website's search option is not functional. Under this TOR, It is required to enable a search and filter function on the website.
- Samples for both websites were shown to the participants.
 1. Website A - S&L program
Reference website: <https://www.nea.gov.sg/our-services/climate-change-energy-efficiency/energy-efficiency/household-sector/about-mandatory-energy-labelling-and-minimum-energy-performance-standards>
 2. Website B - Energy Efficiency Awareness website
Reference website <https://www.e2singapore.gov.sg/home>
- A draft concept for the website B (Energy Efficiency Awareness website) was shown to the pre-bid meeting participants.
 1. Draft concept: <https://nierenoncer.wixsite.com/classic-layout>



- Requirements of the website A was highlighted by the Ministry –
 1. The S&L website needs to be developed in the same theme as MEA website V2.
 2. Website developed for standards and labeling should be in PHP, similar to the MEA website.
 3. Users should be able to search by products and labels on the standards and labeling website.
- Requirements of the website B was highlighted by the Ministry -
 1. The website is required to provide information and tips regarding energy efficiency, and articles related to energy efficiency.
 2. The website is required to be in https as an energy efficiency online game has been developed and the game should be integrated in to the website.
 3. Posters provided by ME regarding energy efficiency should be available for download from the website.
 4. A guideline for standardizing government websites is currently being developed and whether or not the website will be hosted with the ME website or independently will depend on the guidelines finalized. Both options need to be possible.
- The Ministry requests the bidders to note that due to changes in the public procurement policy, if the ministry receives a single proposal only for the bid, the ministry is allowed to sign the contract with the party, should they meet all the requirements.

Questions from participants:

1. Is there an estimated number of webpages which the websites are to include?
Ans: There is no determined number of webpages currently. The Ministry's aim is to provide easy access to all energy efficiency related information from one place.
2. What is the website that is referred to as the MEA website?
Ans: It is www.energy.gov.mv/v2, but the website is not officially launched yet.
3. Will the website require to display statistics?
Ans: Yes, the website will need to display energy related statistics. The website should also have to function to view and filter information such brands, retailers and similar data related to the standards and labelling program. This is expected to be done through a google sheet which can be linked to the website and the website developer is not required to develop a database for this purpose.
4. Regarding the local database referred to in point 4 under features of the website, what kind of database is it and is it hosted at Ministry of Environment or separately?
Ans: There is no existing local database currently developed except the ministry website.

5. What is the language used for the development of the database? Is it hosted at the same server as the official website of the Ministry of Environment?
Ans: There is no existing local database currently developed except the ministry website.
6. What are the modifications required for the MEA website?
Ans: Issues related to the tracking tool needs to be fixed, the search function needs to be reworked and a google sheet is required to be embedded to the search function.
7. Who can submit the proposals for this bid?
Ans: Any registered business entity can apply to this bid, which can be a company or a sole proprietor.
8. As the MEA website was developed 5 years ago, the technology would be outdated now. Will the upgrade of the same be involved in the requirements?
Ans: No, the works mentioned in TOR should be developed as it is since the website will be up and running by the time this contract is awarded to the winning party.
9. Can a duration other than 6 months be proposed?
Ans: The ministry requires the work to not exceed 6 months, but no additional marks will be awarded for shorter durations proposed.
10. Do the bids need to be submitted separately for both the websites?
Ans: No, only one bid is required, which must include the proposal to carry out all the tasks included in the TOR. Please note to include the details / breakdown for carrying out the works.

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