



Date: 1 February 2013

RFP/SEC/25/2012
Provision of ERP Consultancy Services to the OSCE for Upgrade to Oracle Release 12
Clarification Note 3

The Organization for Security and Co-operation in Europe has received requests for clarification from potential bidders with regard to Request for Proposal No. RFP/SEC/25/2012. In accordance with Article 8 "Clarification of Bidding Documents" of Instructions to Bidders the OSCE would like to provide the following clarifications:

1. In the Clarification Note- 2 (Q.108) provided by OSCE we understand that there are already 1000+ regression test cases existing for EBS. We assume that we would need to revisit the test cases and ensure that the test suite is current and has complete coverage of planned functionality?
 - Yes. Please note that there are approximately 1000 test cases (maintained in Excel), which means that there could be less than 1000.
2. Related to above - We also assume that we need to check the quality of existing test suite test scripts? Which languages are installed in Oracle Applications?
 - Quality of the existing manual test cases (maintained in Excel) would need to be checked. Regarding languages, US English.
3. Ref. PG No - 47 RFP.25.2012.ERP.Consultancy.Oracle.Upgrade document. "The OSCE expects the first phase of the assignment to start by the beginning of April 2013, or soonest thereafter. The assignment is to be completed latest within 12 months from the assignment start date." On page no 14, it is mentioned that the production upgrade can take place only between 1 April and 1 August. If we assume that the project starts in Apr 2013 and the project completion takes 10 months, then considering the production upgrade time window. Would we still need to go live only in April 2014 or would it mean that the project start would be deferred to start in May/June 2013.
 - If the successful Bidder proposes methodology that is acceptable to the OSCE (e.g. that the project can be completed within 10 months), considering the production upgrade time window, we would still need to go live only in April 2014. This would ultimately mean that the project start would need to be deferred to start in May/June 2013.
4. How will the payment plan work for all the fixed prices?
 - The payment for fixed price components of the project will normally be made upon successful completion of the component. A precise payment plan linked to project milestones can be negotiated at the contract stage.

5. Does the calculation for the Bank Guarantee include the only the fixed price components or does it also include the time and material cost components?
 - The Bank Guarantee will be calculated at 10% of the total contract value i.e. both fixed price and time and material components. It will be calculated after the award of the contract and based on estimated number of man days for each component.
6. For all cost components we have to indicate the estimated number of days – how much can that estimation be exceeded in the project delivery?
 - The estimate is for information only to assist in the project planning and timelines, and also to ensure that all bidders have understood the task correctly. The actual project delivery may end up taking fewer or more days than the estimate. For the financial comparison between bids, we shall apply the same estimated number of days to all proposals.
7. The OSCE offers bidders the opportunity for partial delivery of the scope of services. If we offer the full scope across all activities, how can we be sure we will be awarded the whole project?
 - The primary intention is to engage one contractor for the full scope and project delivery, but a split award is also possible.
8. Is it required to use Oracle Application Management Suite for the packaging and installation of CEMLI's across environments?
 - TOR, section 3.3.1.3 as well as 3.3.1.4 states that "The Contractor shall package the changes with Application Management Suite Configuration Management and Patch Management utility, if implemented prior to that stage so that they can be easily reapplied in all upgrade iterations".
9. Do OSCE already have a code repository and version control system in place?
 - Yes, TOR , section 3.3.1.3 as well as 3.3.1.4 states that "The Contractor shall provide technical documentation together with the source code and maintain it in the OSCE's configuration management system". OSCE used Microsoft Visual Source Safe for all code excl. Self Service Development which is maintained in another repository.
10. "Full BI Publisher" – can you please clarify what this means? Does this refer to BI Publisher Enterprise Edition?
 - This does not refer to Oracle Business Intelligence Enterprise Edition (OBIEE) but Oracle BI Publisher 11g Enterprise.
11. In terms of Archiving, is it a reporting requirement to be able to report on the Archived data? If so, this data needs to be stored in a repository rather than the standard Oracle Purge routines, which will remove the data completely
 - Not yet decided. The functional requirement including retrieval will be provided by the OSCE 20 working days prior to the start of the Archiving and Purging component of the project.