

	<b>Pre-Bid Meeting Minute</b>
	<b>Procurement of Video Conferencing facilities for 100 Government organizations</b> <b>[IFB No: CERC-LK-ICTA-222462-GO-RFB]</b>

Date & Time : October 29, 2021 - 02.00 pm Conduct via Zoom Vcon Session

At the outset of the meeting, representatives of the bidders were briefed on the procurement process, terms and conditions of the bidding document and scope of services of this assignment. The Bidders raised the following queries and the clarifications were given below:

No	Question from Bidders	Bidder Company	Page and Clause	ICTA Response
1	In the Requested 100 Rack Mount Kits (Mobile Stands), will the Display's be fixed on the Mobile Stands or on to the wall?	KBSL	Page 33, Item No 4 , 09	Other than the External Mics (table top mics), all other equipment is to be mounted to the requested mobile stand, and the mobile stand must be movable.
2	In the bidding document the purchaser has requested compatibility with other cloud-based platforms such as Microsoft Teams and etc., does the purchaser require any cloud based application from the bidders end?	KBSL	Page 35, Technical Specification Description	This tender is only for procuring Video Conferencing Hardware, No software solution is needed.
3	Does the required screens (both 65 inches and 55 inches) need to smart screens or can it be LCD screens?	KBSL	Page 38, Table point 58	Doesn't have to be a smart screen, only LED screen would be sufficient
4	The purchaser has requested 20m of cabling from each site (for all 100 sites)? What is the cabling requirement for all sites? Would it be network cabling?	KBSL	Page 26, List of Goods and Delivery Schedule	To get the connectivity, an average of 20m cabling may be required from the network aggregation point in each Government Agency location
5	Will the Internet be provided from the purchaser's end?	KBSL	General Question	The network connectivity will be provided by the Government Agency
6	Does the encryption need to be supported with both one to one direct dialing and to other clouds?	Millennium IT	Page 40, Table point 30	The call encryption must support both one to one direct dialing and to other clouds
7	If the camera is suitable, will Digital Zoom be acceptable?	Millennium IT	Page 40, Table point	Will accept Digital Zoom or Optical Zoom, Please Refer

			39 Page 43, Table Point 40	<i>Addendum 01</i> , highlighted in yellow.
8	How will the Major and Minor incidents be escalated, to the supplier? How will ICTA be notified will organization does the escalation directly to the supplier	Millennium IT	Page 50, Table (Major and Minor Incidents)	A common Ticketing system will be implemented, where the supplier will also have access to it as well, and the Government Agencies will do the necessary escalations through that particular ticketing system, and ICTA will be able to monitor the activities through the respective ticketing system.
9	"The proposed end points should be able to use to dial out and dial in to PSTN destinations such as landline phones, mobile phones and audio bridges. These devices should be able to register on IP PABX system as SIP end point"  From day 1 onwards should the video endpoints be able to dial in/out to PSTN? If so will ICTA be providing SIP trunks and the infrastructure to install the equipment centrally ? Will ICTA be able to provide VM infrastructure to install the PABX?	Millennium IT	Page 46, Table point 20	This feature should be available from day one and should support multi-party audio conferences.  ICTA will provide required SIP trunks, solution should support 100 SIP channels with required licenses.  ICTA will provide VM infrastructure.  Proposed solution shall be able to manage, endpoints centrally and should support 300 extensions (SIP devices) with licenses.  Solution should have PABX features.
10	From the Video Conferencing Hardware perspective, do the purchaser need Multi-Party conference or One to One conference? And if more than one to one conferencing is needed, additional licenses will be needed?	DMS	General Question	Solution should support multi-party audio conferencing and required licenses should be provided
11	What is the table shape of the meeting rooms ?	DMS	General Question	The meeting table may vary depending of the locations

12	Can the technical capacity mentioned under "specific experience" be changed from one video conferencing project within the last 5 years with a value of LKR 20 million, to one video conferencing project within the last 10 years with a value of LKR 20 million? If the bidders cannot meet with these eligibility criteria's would that be a disqualification?	DMS	Page 12, Specific Experience	This specific experience criteria cannot be changed.
13	Would HDMI-pass-through be considered as option as well? To connect the device as external camera/ audio to laptop	Softlogic	Page 35, Table point 01	This option will be considered; However, the bidder must make sure, Mics, Cameras can be used without any hinder.
14	Is the purchaser fixed on 60fps or can the bidder suggest 30fps as well?	Softlogic	Page 35, Table point 04	The requirement mentioned is the Bid document is the minimum quality requirement needed, therefore 60fps is required.
15	Would the purchaser consider wireless sharing to connect two laptops/ PC for presentation?	Softlogic	Page 35, Table point 07	This option will be considered, Bid Document is Amended, Please Refer to <i>Addendum 01</i> , which is highlighted in yellow
16	Would the purchaser consider 1080p rather than (4K) resolution?	Softlogic	Page 35, Table point 09	1080p will not be considered, we'll proceed as per the requirement in the Bid document
17	Can we propose one presentation cable rather than support of all three	Softlogic	Page 35, Table point 10	This option will be considered
18	What will be mechanism used to manage these endpoints centrally, since a MCU is not available?	Softlogic	Page 37, Table point 37	Please refer table point 09
19	In all video conferencing room categories 01-03, can the room size be given?	Softlogic	Page 35, Technical Specification Description	This information is provided in the description of each Category. Please refer to description of each category.
20	Does the equipment suggested need to exactly comply with these 80 degrees horizontal field of view or can we suggest a different horizontal field of view?	Softlogic	Page 37, Table point 44	This requirement cannot be changed, the requirement mentioned in the Bid document is needed.

21	Does the Codec need to support point-to-point dialing as well as multiple site dialing?	Business Machines	Page 35, Table point 01	Only Point to Point dialing is required.
22	Does the touch panel need be to interactive?	Business Machines	Page 37, Table point 49	The touch panel mentioned here does not refer to display screens (65 inches and 55 inches), this would be the intuitive touch console/ screen that will be on the meeting table where participants will be able to control the video conferencing unit
23	Does the supplier need to connect the endpoint to inhouse meeting room audio systems or do you need integrated speakers? And is connecting to the TV speakers acceptable?	Business Machines	General Question	There will be Government agency locations where, inhouse speakers will be there, in such the endpoints should support to connect to those speakers, but if a solution can be provided with integrated speakers or some other way, it would be acceptable.  The requested requirement must be fulfilled.
24	Can the bidders visit a few sites?	Hayleys Aviation	General Question	With the rise of the current COVID-19 Pandemic, it would be difficult to arrange any site visitations.
25	Can payments be issued to the supplier, after finishing each site? Rather than finishing the first 50 locations and receiving the payment?	VSIS	Page 56, Payment Plan	No change will remain as a the original payment schedule.
26	Can the advance payment be increased from 10% to 20%	VSIS		
27	Can we propose a new meeting platform to the project?	Connex Information Technologies	General Question	This tender is only for procuring Video Conferencing Hardware, No software solution is needed.
28	With the HDMI-pass-through option, the existing mic of the codec cannot be used, and only with USB pass through, the existing camera's, mics and be passed through?	Swedish Trading	Page 35, Table point 01	Please refer to Table Point No 13 in this document

29	<p>Would there any conferencing bridge facility need to be part of the scope or only the video end points which will be connected with customer provided bridge platform? If it is only the video end points, will the end points have to connect with customer provided video conference bridge such as zoom, MS team, etc always?</p>	SIT	General Question	Bidders should only supply the Endpoints as requested in the Bid document, and the proposed Endpoints must support other platforms.
30	<p>Else each of those devices needs to be natively work each other to have video conferencing within the provided system itself</p>	SIT	General Question	The proposed Endpoints must support other platforms.
31	<p>How many concurrent conferences sessions require?</p>	SIT	General Question	Not Applicable for this Tender
32	<p>Maximum participants in one session? Does all 100 system will be joint in a single conference?</p>	SIT	General Question	Not Applicable for this Tender
33	<p>"it should be able to join most frequently used meeting services, such as Webex, MS Teams, Zoom and Bluejeans"</p> <p>Does this means the device should be interoperable with all these platforms or at least one?</p>	SIT	General Question	The Endpoints should support all the mentioned platforms, Further, for the Platforms which does not support connecting via direct sip dialing, USB-Pass-Through option should be available in the proposed hardware.
34	<p>"The proposed end points should be able to use to dial out and dial in to PSTN destinations such as landline phones, mobile phones and audio bridges. These devices should be able to register on IP PABX system/ as SIP end point"</p> <p>Does this require from day one or the system should be supported?</p>	SIT	Page 46, Table point 20	Please refer table point 09
35	<p>Is it possible to consider the HDMI pass through option as different products can meet the same requirement via HDMI input as well.</p> <p>Can a supplier propose a different solution in which the inbuilt codec is not used for video conference but use a separate windows module plugged to the endpoint for 3rd party video conferences</p>	SIT	Page 35, Table point 01	This option cannot be considered.

	such as Zoom, Webex, Teams and etc.			
36	generally, 60fps is mostly use in surveillance projects, In conference scenarios 30fps will be more sufficient with 1080p, Hence can supplier quote a solution with 30fps.	SIT	Page 35, Table point 04	Please refer to Table Point No 14 in this document
37	In conference solutions wireless sharing is the modern technology and the trend. Hence kindly requesting to consider the wireless sharing with a one HDMI input	SIT	Page 35, Table point 07	Please refer to Table Point No 15 in this document
38	In this kind of a solution sharing presentation with 1080P resolution is more sufficient. 4K presentation sharing will leads for higher commercial values	SIT	Page 35, Table point 09	Please refer to Table Point No 16 in this document
39	Kindly requesting to consider of wireless sharing in this clause as well, it will help to optimize the solution without physical connectivity's	SIT	Page 36, Table point 10	The Endpoint will need to support wired connectivity as mentioned in the Bid document, apart from wireless sharing.
40	Is it possible to supply a solution with 1 HDMI output to connect a additional device?	SIT	Page 36, Table point 11	This will be considered; however, bidder must ensure, multiple devices (at least 2 devices) shall be able to connect concurrently.
41	In RFP client have requested end points under 3 different categories only. There isn't any clause regarding the central management. What is the Mechanism client suggest to use for the central management	SIT	Page 37, Table point 37	Please refer table point 09

42	<p>If the meeting room is small, we can use camera built-in with the display. It support one in-built 4K cameras with speaker tracking function, 2 meter distance detection and tracking.</p> <p>If the meeting room is big, we can use external tracking camera, which support 10 meter distance detection and tracking.</p> <p>Please confirm the solution structure to proceed.</p>	SIT	Page 37, Table point 40	This option cannot be considered. Minimum specification mentioned in the Bid document is 30 meters in length.
43	In industrial level solution 72 degree is the standard horizontal view. Hence can supplier provide the solution with 72-degree horizontal view	SIT	Page 37, Table point 45	Please refer to Table Point No 20 in this document
44	request from you to amend this criterion as <b>“at least one or five Video Conferencing projects within the last 5 years prior to the bid submission deadline with total value of them at least LKR 20 million those have been successfully completed.”</b>	VSIS	Page 12, Specific Experience	This specific experience criteria cannot be changed.
45	<p>"The Proposed Endpoint should be able to use to dial in and dial out to PSTN destinations such as landline phones, mobile phones and audio bridges, including multi-party audio conferences. These devices should be able to register on IP PABX system as SIP endpoint, additionally 200 SIP endpoints + extensions should be supported with required licenses."</p> <p>Do we need to include additional 200 SIP end points (hard phones) and required licenses to the current scope, or this means that additional 200 endpoints should support with the proposed system for later additions?</p> <p>If we have to add additional SIP end points to the current scope, is</p>	SIT	Page 46, Table point 20	<p>We need only required licenses for additional 200 SIP / Extension.</p> <p>For this scope, we don't expect bidder to provide additional SIP phones / devices, however system should be capable of handling additional 200 extensions with required licenses should be included.</p>

	there any specifications for hard phones?			
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Following changers introduced to Bid Document (**Highlighted in Yellow Color**) - Please refer the **ADDENDUM No. 1**) by ICTA and explained at the Pre-bid meeting.

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