

Questions and Answers

LIFT project for the implementation of unmanned aircraft systems

1. What categories of mail or cargo are intended for UAS delivery (e.g., letters, parcels, EMS, medical, or e-commerce items)?

In principle, any category of mail could be carried during the pilot project.

2. Could UPU share indicative information on the type, size, weight and frequency of payloads expected for UAS transport?

This information should be determined and included by the selected contractor as part of the feasibility study, and should be taken into account when designing the pilot project. The designated operator (which is the governmental or non-governmental entity officially appointed by a UPU member country to operate its postal services and fulfill its international treaty obligations) in each country will give necessary inputs on these matters throughout the project.

3. Is there a quantitative breakdown of current or projected postal volumes (e.g., items per day, average weight, or volumes per route)?

This information should be determined and included by the selected contractor as part of the feasibility study, and should be taken into account when designing the pilot project. The designated operator in each country will give necessary inputs on these matters throughout the project.

4. Are there pre-designated delivery routes that UPU wishes to be assessed (e.g., main postal hub → regional depot → local post office)?

No, there are no pre-designated delivery routes. Route selection will need to be assessed in collaboration with the designated operator in each country, taking into account current operational challenges and the overall feasibility of implementing UAS on specific routes.

- If yes, can UPU provide maps or similar for these existing postal corridors?
- If no, should the contractor identify and propose optimal routes during on-site analysis?

The contractor should identify and propose optimal routes based on the analysis of the on-site visits.

5. Should each country's feasibility model prioritise inter-island connectivity (e.g., Maldives, Fiji) or inland rural access (e.g., Bhutan, Mongolia)?

The proposed pilot project should be based on the specific operational challenges identified by each country's designated operator. The routes to be proposed will depend on the local context and priorities.

6. Will UPU grant access to postal hubs, sorting centres or depots for use as launch or landing sites?

Yes, together with the designated operators in each country, access to the necessary locations will be facilitated.

7. Does UPU envisage two-way delivery flows (outbound and return items) or mainly outbound services?

Either one-way or two-way flows may be considered in design of the pilot project.

8. Are there known terrain, weather or environmental constraints (e.g., altitude, humidity, or maritime operations) that should guide aircraft selection?

This information should be considered by the selected contractor in the design of the pilot project.

9. Should the feasibility design assume BVLOS-capable operations and outline the associated regulatory approval pathway?

The selected contractor must evaluate the regulatory requirements in each country and propose a pilot project that considers this. BVLOS-capable operations may be suitable and feasible in some countries and not others, depending on regulatory conditions as well as the operational needs of the designated operators.

10. What performance indicators does UPU wish to measure in the feasibility phase (e.g., delivery time reduction, cost per item, reliability targets)?

The feasibility study phase will not include the operation of UAS within the postal pipeline, therefore there will not yet be performance indicators measured.

11. Will UPU provide local liaison/ project co-ordinator within each designated UPU location to assist with coordination and access?

Yes, a primary contact point from both the UPU and from each designated operator will be indicated. The UPU will be facilitating all communications with the designated operators.

12. Can the site surveys across Bhutan, Fiji, the Maldives and Mongolia be conducted consecutively to optimize travel and project efficiency?

Yes, assuming the availability of each of the designated operators in the relevant time frame.

13. Are there any health, safety or insurance requirements for staff travelling under the UPU contract?

No, there are no particular requirements. Contractors are expected to follow the health, safety, and insurance policies of their own organizations.

14. What format and level of detail does UPU expect for the feasibility reports and monthly progress updates?

The feasibility study should be a detailed report covering all aspects included in section 4.1 of the call for tender document, provided as a Word document. The monthly progress updates are brief (one page or less) summaries of the work covered during the previous month.

15. Will the technical and pricing scores (70/30) be applied collectively across all countries or individually per location?

They will be applied collectively across all countries.

16. Can UPU confirm that the budget ceiling of 120 000 CHF represents an all-inclusive fixed price, covering travel, accommodation and related costs?

Bidders must provide a fixed-price offer, covering travel, accommodation, and all related costs. This bid shall be no more than 120,000 CHF.

17. Will an interpreter or English-speaking host be provided at the UPU or host nation's expense at the various site survey locations?

You will have an English-speaking contact from the designated operator in each country.

18. Given the significant impact of travel expenses on the overall project budget, could you please clarify your detailed expectations regarding site visits? Each postal operator typically has its headquarters in the capital city, but also operates sorting centers in various locations. Additionally, the selection of potential cargo drone routes may indicate further destination sites. The cost of visiting only the headquarters may differ substantially from visiting sorting centers or destination locations. Can we assume that the required site visit includes the headquarters and a nearby sorting center, with the remainder of the analysis (for other sorting centers and potential drone destinations) based on data provided by the Operator, rather than physical visits? This approach would help optimize costs and ensure that the analysis is both thorough and financially

sustainable. Please confirm if this assumption aligns with your expectations, or if physical visits to all relevant sorting centers and destination locations are required.

Yes, this approach aligns with the expectations. The designated operators will also be prepared to support this by providing necessary information and supporting data from any of the local sorting centers as needed.

19. If, during the course of the project, it becomes necessary to revise the initial assumptions regarding site visits—resulting in an increase to the planned budget—does the UPU foresee any mechanism to cover the difference? Specifically, if additional site visits to sorting centers or destination locations are required beyond what was originally planned, can the Vendor request an adjustment to the contract value or reimbursement for the additional costs incurred?

If any additional requirements arise as directed by the UPU, amendments to the contract may be considered.

20. (In section 4.1), can we assume that the project for which the cost estimation is to be done is a proof of concept and pilot project? If not, can you detail what is understood as a project here.

Yes, this refers to the proof of concept and pilot project.

21. Does UPU have a preference on whether the draft service requirements should be a separate document or be included in the final report?

No, this may be determined by the selected contractor.

22. Will costs related to a potential trip to UPU's HQ be reimbursed by the UPU?

Yes, this would be reimbursed by the UPU, but is not foreseen for this project.