

## **Consolidated Q&A Responses as of 20 July 2020 (Rev. 4)**

### **RFP 2020 015 DPRM Study on DLTs and Blockchain for Postal Sector**

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#### **1. Know about technical proposal template/structure**

Bidders must decide on the best structure of a technical proposal that clearly outlines the steps, timeline, and methodology utilised to achieve all the objectives of this Study, as outlined in Section 4.

Clear guidance to this regard is given in Section 3 – Section 3.5 in particular.

#### **2. Know about financial proposal structure for delivery and payment schedule**

Bidders must deliver a clear financial proposal following guidance in Sections 2.11, 3.6, 3.8, and 4.6.

#### **3. To know the focus of this research in context to Enterprise DLT usage and Enterprise Blockchain adoption in relation to Blockchain application in organization's postal financial inclusion, usage of crypto assets for financial transactions for postal logistics and supply chain.**

The focus of the study is outlined in Section 4.1.

Specific areas of inquiry will be proposed by the Bidder and refined in the Inception Phase of the study.

#### **4. To know about the scale of the research scope and its application in UPS Nation.**

We are unclear what “UPS Nation” refers to.

The research scope is global, and the Study will culminate in non-binding recommendations for all Member Countries of the UPU.

#### **5. To know if referential documents prior working experience with other UN system organizations is required while submitting the Bidding proposal.**

As outlined in Section 4.2, Bidders must provide evidence of their experience though a list of citations – affidavits, or signed recommendation letters are not required, at this stage.

UPU, at its discretion, may reach out to contact person(s) mentioned in each of the citations provided.

Public domain documents that help establish the credibility of the Bidder may be referred to with web links. There is no need to attach or submit reports or studies at this stage.

#### **6. In the analysis phase it is expected to have, among other activities, interviews with DOs. Is there an expectation on which DOS need to be involved? Will UPU facilitate the contact with these DOs?**

The list of DOs is not predefined and will be agreed with the Vendor in the Inception Phase of the project.

Yes, UPU will facilitate contact with agreed upon DOs.

**7. Are the current in-depth techno-feasibility assessments for some of the existing use cases a reference on the expected depth for the use cases of the requested study? How would you describe the level of detail/granularity? Is it possible to have an example?**

The current techno-feasibility assessments are high-level use case definitions that might inform, but will not form a reference base, for this Study.

Use cases defined in this Study will have more depth than current use-cases. We expect Bidders to make proposals in this regard; the level of detail and granularity will be agreed with the Vendor during the Inception Phase.

**8. Would it be possible to have an indication of the expected level of detail for the concept notes for the three pilot projects?**

We expect Bidders to make proposals in this regard. The level of details for Concept Notes will be agreed with the Vendor in the Inception Phase of the project.

As mentioned in the RFP, Page 9, UPU's expectation for the Concept Notes is to have sufficient depth to outline "[...] *results chain, budget, timeline, and success criteria for each pilot project.*"

**9. What does UPU consider mid to long term external assistance under objective 2? ("be sustainable for DOs to implement without requiring mid to long term external assistance").**

Conceptually, mid- to long-term external assistance refers to dependence on donor financing or continuing technical assistance from a third party from the 3<sup>rd</sup> year of project implementation – i.e. use cases should make a compelling case for self-sustainability for DOs, where DOs can take on the OPEX and CAPEX costs for projects from their own source of financing from the 3<sup>rd</sup> year of project implementation.

**10. We do understand that in regard to the study governance the steering committee will approve the pilot concept notes as defined in objective 4. How will UPU validate the concept notes and who will do that (programme manager)?**

Validation will be done by a sub-set of the Steering Committee, consisting of UPU technical experts. This expert team will then recommend the Steering Committee to approve the Concept Notes.

**11. When is the decision by UPU on this assignment to be expected?**

Please refer to Section 4.3 of the RFP.

**12. Will there be a pitch to present proposal?**

No, we do not expect a pitch stage to this RFP.

**13. As outlined in section 4.2, you are looking for a internationally connected bidder. Do you prioritize emerging markets over developed countries in this study? Do you have a list of countries/ markets you would like to prioritize in this study in general?**

We expect learning to come from a mix of both types of economies. Our current assessment is that we expect lessons learned to emerge from financial service providers in mature markets, whereas innovations within constrained markets are likely to come from emerging economies.

We do not have a list of countries and markets pre-defined, we expect Bidders to propose a list of countries based on their experience in the Sector. The list will be finalised and agreed upon in the Inception Phase of the Study.

**14. In section 4.5, "A final Study", it was mentioned to publish this study by UPU. Would the study be publicly available afterwards, or just published to the individual member organizations of the UPU? If the study is going to be public, is the vendor co-publishing the study e.g. logo, publishing co-author/ supporter?**

The Study will be made publicly accessible through UPU's website, and distributed through formal channels to Member Countries and partner institutions.

The Study will be published by UPU solely, the Vendor will be acknowledged (if they choose to be) in the Study itself. Acknowledgement, and the language therein, can be agreed with the Vendor.

Any expectations from the Bidder, or constraints, should be clearly mentioned in the proposal.

**15. Interview Candidates, according to section 4.1. Description of the consultancy services. Can it be considered to leverage our local, regional and global network of partners in order to enlarge the circle of parties to be interviewed? Is this even expected?**

It is expected, encouraged, and will be considered an advantage, if a Bidder can leverage existing networks to bring insights and information for the Study.

**16. Interview Candidates, according to section 4.1. Description of the consultancy services. Is the bidder expected to propose the quantity of interview partners or is this provided by the UPU? Are you expecting physical or virtual interviews?**

We expect the Bidder to outline a target number of interviews, based on their understanding of the needs for the Study.

We encourage physical interviews especially when it relates to mapping existing solutions that exists within Posts and comparable institutions in emerging economies. Where feasible, virtual interviews can be organized.

Please also refer to Section 4.2 of the RFP for guidance.

**17. Section 4.1. Objective 4, Outline. As a result, you expect in particular three validated cases and roadmap for piloting in form of so called "concept notes". Please, clarify how detailed those "concept notes" are expected to be. Is it expected to outline additionally the impact of specific foundation pillars such as Governance, Architecture, Strategy etc.?**

Please refer to Response 8, above.

**18. we would like to ask how the commercials will be evaluated. Following the RFP, it is only a criteria if it is above 175k. Is this assumption correct?**

As outlined in Section 4.6 of the RFP, any Price Proposal that exceeds USD 175,000 shall not be considered.

As outlined in Section 4.2 of the RFP, the Financial Proposal will be evaluated on 30 points.

The ranking of Financial Proposal will be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UPU.