



International Civil Aviation Organization

THE SECOND MEETING OF CRV PIONEER STATES (CRV PS/2)

Bangkok, Thailand, 9 May 2016

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- Agenda Item 1:** Presentations of proposals by bidders and additional questions
(closed sessions)
Session 2, Debriefing of the day (Pioneer States only)

INPUTS TO THE EVALUATION PROCESS

(Presented by Secretariat)

SUMMARY

This paper identifies the different documents that constitute the evaluation baseline and tracking process of non/partial compliances in the CRV procurement after the CRV Pioneer States first meeting held from 22 to 24 March 2016. This baseline will be updated based on the results of the clarification requests and discussions held during the Face to Face meetings on 09 and 10 May 2016.

1. INTRODUCTION

1.1 The Pre-evaluation Meeting of the Common Regional Virtual Private Network (VPN) Task Force (CRV PS/1) of APANPIRG was held in Singapore, 22-24 March 2016. The meeting was hosted by Civil Aviation Authority of Singapore.

1.2 The meeting was attended by 38 participants from 17 States/Administrations Australia, Bangladesh, China, DPR Korea, Hong Kong China, India, Japan, Macao China, Malaysia, Myanmar, New Caledonia France, New Zealand, Republic of Korea, Singapore, Sri Lanka, Thailand, and USA.

1.3 A number of actions were identified during this meeting, as follows:

- Action (all, 20 April 2016): To send issues/clarification requests on tenders to ICAO (Frederic Lecat) as needed
- Action ICAO, 20 April 2016: To solve minor discrepancies in the evaluation by email with corresponding States
- Action ICAO TCB (P. Lopez): To invite tenderers having passed the formal criteria to a face to face meeting on 09 and 10 May 2016 as part of the CRV PS/2 meeting in Bangkok

- Action ICAO TCB (P. Lopez): To clarify how Non compliances and Partial Compliances will be handled in the procurement process

1.4 This paper presents the outcome of actions taken above.

2. DISCUSSION

Clarification requests

2.1 Clarification request were prepared and sent to the tenderers. They can be found [here](#) (restricted access) along with responses from the tenderers.

2.2 This new set of responses has to be taken into account for the final technical evaluation.

Solving of minor discrepancies in the evaluation

2.3 Minor discrepancies regarding 21 criteria with a weight below 5 were still to be solved after CRV PS/1. Solving of minor discrepancies was performed through emails with States representatives. A column detailing the rationales for selecting which scores to be used for the items weighing less than 5 and with discrepancies was added. The resulting evaluation can be found [here](#) (version 6.3) and constitutes the evaluation baseline as an input to CRV PS/2 meeting.

Face to face meeting on 09 and 10 May 2016

2.4 Face to face meeting is set up for 09 and 10 May 2016 as agreed during CRV PS/1. Technical and financial questions were drafted and can be found [here](#).

How Non compliances and Partial Compliances are handled through the procurement process

2.5 To follow up on the action, CRV TF Chair, ICAO TCB representative, ICAO TCB expert and Secretary collected all the issues in a document. The document is [here](#) and includes 61 issues that may regard one, some or all the tenders.

2.6 The intention is to use this document through the next steps of the process: last set of clarification requests/face to face meeting/closing of evaluation/adjustment process. To this end, the document tracks some important aspects that include but are not limited to:

- Reference of the issue
- Part of the bid concerned (ITT/ICAO T&C/T&C/TOR/Price Schedule/ISC/Case study)
- Issue (concise description)
- Expected impact on evaluation
- Bids concerned
- Impact on technical/financial criteria
- Way forward discussed with TCB on 31 March and 07 April 2016
- Retain as a clarification request before 09 May 2016
- Retain as a question for F2F meeting (09-10 May 2016)
- During F2F, question managed by Technical or Financial Point of Contact?
- To be reflected in the evaluation report for further follow-up in adjustment process
- To be addressed during adjustment process i.e. contract negotiations

- Issue open/closed
- Outcome

2.7 Questions for clarification requests/face to face meeting mentioned above were issued as per columns “Retain as a clarification request before 09 May 2016” and “Retain as a question for F2F meeting (09-10 May 2016)” respectively.

Financial Evaluation of bids

2.8 The initial draft for the financial evaluation of bidders was generated by the small group composed of CRV TF chair, ICAO secretariat, and ICAO TCB expert in preparation for the face-to-face Pioneer State 1 (PS/1) meeting in Singapore. The information in the financial evaluation was extracted from bidders’ submissions (scenarios 1 and 2) and the formula for calculation of scores was explained in the evaluation matrix form. The draft for financial evaluation can be found [here](#). (restricted access)

Information of State on current communication cost for local CBA

2.9 To further prepare for the implementation of CRV, ICAO Asia/Pacific Regional Office issued a state letter asking States to perform their respective local Cost Benefit Analysis (CBA). The information in local CBA should contain current communication costs for each State. Furthermore, the current cost not only provides information to perform individual proper evaluation, but is also valuable during the negotiation period and implementation of CRV. Therefore, it is recommended that all States, if possible, provide the figure of their current monthly costs to the CRV Task Force by the end of May 2016 in order to prepare for future tasks of CRV.

3. ACTIONS REQUIRED BY THE MEETING

3.1 The meeting is invited to:

- a) note the information contained in this paper;
- b) raise and address the Technical and financial questions with tenderers invited;
- c) follow-up on what needs to be reflected in the evaluation report for further follow-up in adjustment process;
- d) take into account the responses sent by tenderers and the outcome of discussions with tenderers to update the evaluation matrix;
- e) prepare their respective local CBA and provide the figure of their current monthly cost for communication back to CRV Task Force by the end of May 2016; and
- f) discuss any relevant matters as appropriate.
