

Subject: Minutes of the Pre-tender meeting held on June 22, 2023 at 10:30 A.M for “**Procurement of Billing Software for E-nothi & D-nothi System**”

A pre-tender meeting was held on June 22, 2023 at 10:30 A.M for “**Procurement of Billing Software for E-nothi & D-nothi System**” Mohammed Salah Uddin, Procurement Consultant, Aspire to Innovate (a2i) Programme presided over the meeting. The participants attended in the meeting are shown in Annex-A.

The Chairperson cordially welcomed the meeting and initiated the discussion. Mohammad Rashed Musharaf, System Maintenance Expert, Aspire to Innovate (a2i) Programme gave a brief idea of the product to be developed and modified. They explained the objectives of the project and specific requirement of a2i. They also answered specific queries of the firms.

The discussion extract is as follows:

SL #	Questions/Queries/suggestions of prospective Consultant(s)	Reply /Clarification from a2i
1	In which programming language do you prefer to build this Billing Software?	Mostly Opensource
2	Will the billing software be built targeting E-Nothi or D-Nothi?	We will start with Nothi, but all products of a2i will be covered.
3	Is the billing process will be carried out on a monthly basis, and which will be organized either by ministry or by individual offices?	Billing process will be carried out on a monthly basis. The partial bill will be forwarded to next month. Yearly report with Office organogram, layer or office wise.
4	Is it necessary to integrate a payment gateway with the billing system?	Yes, with payment confirmation, due bill status
5	What is the expected duration for the development period?	Fully customizable of the self-product is expected to be on board. Customization period depends on requirements and both parties agreed SLA.



6	How can we ensure a comprehensive understanding of the scope considering that the billing software requirements will be updated day by day?	Shared with the specification.
7	Is there any opportunity to engage in a joint venture for this procurement, and can we form a partnership with a foreign company if we are interested?	JV is not allowed as per PPR Rule- 54 (1).

The decisions of the Pre-Tender meeting shall be the part of Tender Document. There being nothing more to be discussed, the meeting was ended with a vote of thanks to the members present from the chair.

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Distribution: All shortlisted applicants.

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