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TO: All Bidders

DATE: 17 September 2024

FROM: Sally Alvarez de Schreiner  
Chief, Procurement Services

REF.: RFP No. 2024-0148/JIBRIL *l.w.*  


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SUBJECT: **Clarifications No. 1**  
**RFP 2024-0148/JIBRIL - Development and Maintenance of the Web-Connected Graphics Engine (WEB-GRAPE) on a Call-off (WOs based).**

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Dear Bidders,

Reference is made to request for proposal (RFP) No. 2024-0148/ JIBRIL concerning “Development and Maintenance of the Web-Connected Graphics Engine (WEB-GRAPE) on a Call-off (WOs based)”.

Please find attached the **Clarifications No. 1** to questions raised by interested bidders. Please take these into account in the preparation and submission of your proposal.

We are looking forward to receiving your proposal prior to the deadline for the submission of proposal on 20 September 2024, 17:00 hours, Vienna (Austria) local time.

Sincerely,

*SAS*  
Sally Alvarez de Schreiner  
Chief, Procurement Services Section

**Attachments:**

1. *Questions and Answers – Clarifications No. 1*

Item#	Question	Answer
1	Could you provide a list of features (and preferably pages) expected for the WEB-GRAPe? Will users be able to act on the data they review (e.g., generate reports, provide feedback, submit tasks, etc.), or is it primarily for visualization and monitoring purposes?	<p>Please refer to a sample list in Section 3 (more specific 3.2.3 to 3.2.5) of the Terms of Reference.</p> <p>At the moment, we envisioned Webgrape primarily for postprocessing the ATM pipeline output (2D visualization of source-receptor sensitivity and their correlations and quantification results in graphs). This may change in the future. Currently, users can download the results as datafiles (.csv), pictures or video.</p>
2	What are the data sources that the application will need to integrate with? Are there any APIs or databases currently in use that we should be aware of?	The main source of data are ASCII files (SRS files) containing the data to be plotted. We retrieve information about measurements from IMS stations from a local database.
3	What is the expected number of users, and what kind of load should the system be able to handle (e.g., concurrent users, data processing volume)?	A rough estimate of the number of users would be the number of users is CTBTO's member states (at NDCs) that investigate SRS fields (approx. 150). Nowadays we have typically about 20 concurrent users. We expect the architecture to allow for scalable performance (use of Kubernetes), especially in case there are more. The data processing volume needs to be re-assessed, as will be part of the work under this contract, especially when we will increase the spatial resolution of the data.
4	How will the data be moderated and managed within the application? Do you expect to have an admin panel for this purpose?	Currently, there is no need for an admin panel or any other different user level. This can be subject to change in the future.
5	Are there any particular security protocols or standards that the application needs to comply with?	No. All security aspects are taken care of by CTBTO systems already.
6	Is there any need for updates or significant configuration adjustments for MapServer, or should the implementation focus on standard deployment?	No significant adjustments needed right now.
7	Could you clarify the expected team composition and roles? Is there a preference for a minimum number of developers or specific roles beyond what is outlined in the RFP?	We plan to work in an agile Scrum environment; hence the roles are Product Owner, Scrum Master and team members. The team from CTBTO side will make sure that all things related to requirements elicitation, technical assistance, acceptance testing, and project management is covered. The team composition on the vendor side needs to be build based on the Terms of Reference. We

		would like to have the vendor provide the Scrum Master role if possible. As long as the proposed team from the vendor complies with the requirements defined in the solicitation (RFP), we do not have a preference for a minimum number of developers. However, considering the workload and accounted man-days per year, we would expect at least 2-3 developers.
8	Who will be project stakeholders from the CTBTO side and what will be their involvement into the project? Will CTBTO help in testing the app's functionality and providing feedback especially regarding domain-specific aspects?	The CTBTO will provide stakeholders that will assist in anything related to project management, technical assistance regarding our systems, requirements elicitation, acceptance testing (especially domain-specific aspects). This will include, for example, software engineers, processing engineers, atmospheric sciences officers.
9	Are there any requirements for on-site work, or is the project expected to be entirely remote?	The work is supposed to be carried out remotely, as laid out in Section 5 of the “Terms of Reference” document. However, we reserved 40 days for on-site work in case we deem this necessary. This could be used for an in-person planning session or a conference visit, for example, and will be decided spontaneously throughout the project lifetime.
10	What are the key success criteria for this project from the CTBTO’s perspective?	The key success will be to implement all things mentioned in the RFP. But the requirements for Webgrape will evolve over time, hence the success criteria will emerge too, as was stated in the Terms of Reference.
11	Will the infrastructure be configured in the existing Azure cloud of CTBTO, or should the vendor create a new one from scratch?	The software environment and infrastructure are already setup at CTBTO, and the vendor should continue the work in this environment, including our Azure cloud.
12	Will low-environments (dev, stage, preprod) be configured in your Azure cloud, or should the vendor host them on their side?	See answer to question 11.
13	Could you provide an approximate project timeline with expected milestones? Are there any specific deadlines for different project phases?	The are no strict deadlines yet as the project is ongoing and needs to adapt to any emerging requirements. Everything related to timelines and milestones will be discussed when the contract starts.
14	Will there be a collaboration with other vendors or internal CTBTO teams? If so, how will responsibilities be divided?	Currently, it is not foreseen to work with other vendors, although we cannot exclude the possibility for other collaborations if deemed necessary in the future. The vendor will have to work with CTBTO staff for technical assistance on CTBTO systems, defining and refining requirements, providing feedback, testing and

		managing the overall project. The contractor shall provide a point of contact (PoC) on their side who will work closely with the PoC of CTBTO for clear communication. CTBTO will provide the product owner, stakeholders and project manager.
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