Procurement of Material for Biometric Voter Registration

Case studies: DR Congo and Conakry
Case: DR Congo

Scope of the Assignment

- 10,000 voter registration kits
- Training of operators
- On-Site Technical support
- AFIS, Consolidation of data, production of voters’ list

NOT included (who was then responsible for this list? Electoral Management Body/UNDP project)
Procurement Process

1. An Expression of Interest was posted on IAPSO’s website on 02/02/05 with a closing date on 15/02/05. In parallel the APEC project had posted an Expression of Interest in the local newspapers.

2. 19 responses received, 8 companies were shortlisted

3. 5 proposals were received

4. 1 proposal did not pass the technical evaluation and 1 supplier submitting a proposal passing the technical evaluation did not agree on the Terms & Conditions.
Procurement Process

- A validation test was conducted in DRC during the period April 25 to 3 May 2005 by a team of experts appointed by the Country Office to confirm the result of the administrative evaluation done by UNDP/IAPSO.
- UNDP Contracts Committee approval on May 9, 2005 and contract issued thereafter in the value of USD 43,000,000.
- Order placed and delivered.
Case: Conakry

Scope of the Assignment

- Provide 1000 registration kits and IT backbone (central data centre)
- Training of operators
- Technical assistance
- Consolidate data, AFIS and produce voter’s list
Procurement challenges

- Time constraints
- National counterpart with relatively low capacity
- Uncertainty of requirements
- Software rights – open source?
- Sustainability
- Responsibility of supplier – risk allocation
The Procurement Process

- Call for Expression of Interest
- Published on UNDP/IAPSO’s website and UNGM
- Published in two local Guinean newspapers in July 2007
The Procurement Process

- All responses to the EoI evaluated
- 11 companies were shortlisted and invited to submit a proposal (RFP) on 24 August 2007
- The closing date of the bidding was on 24 September, 2007 (3 proposals received)
The Procurement Process

Evaluation process

- All offers were evaluated against the criteria stated in the RFP
- Only offers passing the technical evaluation were evaluated financially
- The suppliers offering the best 3 evaluated offers were invited to Conakry for a validation test in line with the methodology.
Validation test

- The test is designed to validate the technical proposal and test if the solution offered will work in the local environment.

- It is, from a procurement point of view, a purely technical assessment.

- Validation test in January but originally planned in October.
Validation test

Validation test criteria:

- **Content and methodology of the training**
- **Functionality of the kit, both the hardware & software**
- **Identification of multiple registrations of individual voters**
- **Generation of the voters’ list**
Validation test

- For the test, each supplier provided four kits to be operated at two different locations.
- The operators of the kits were Guineans with no prior relationship with the suppliers.
- The training of the operators were the responsibility of the suppliers.
Validation test

- The test would reveal any weaknesses that needed to be corrected prior to implementation.

- It would also provide an estimate of the number of voters that can be registered in a day, providing input to the operational plan.
Approval Procedures & Contracting

• Due to changes in quantities, bidders were required to confirm their unit prices

• CAP/ACP approval received March 1, 2008

• Contract signed March 27, 2008 in the amount of USD 6,800,000
Lessons learned for both cases

- Involve procurement as early as possible – already in the project design
- Review of samples of all sensitive materials prior to placing orders
- Tests should validate the evaluation when procuring highly complex products such as biometric voter registration & e-voting systems
Lessons learned

- Outsourcing procurement to avoid pressures
- Be clear about the market structures (supply/demand/vendor driven)
- Do not wait for the funds to start the procurement planning process
- Constraints on operational planning of electoral activities – no goods no election
Lessons learned

- Pre-bid conferences for complex projects – potentially in the recipient country
- Contract management of suppliers
- Sustainability (total cost of acquisition, reusability, managing expectations, etc.)
- Insufficient budget
- Managing obligations of other stakeholders e.g. EMBs
• Thank you for listening