# 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
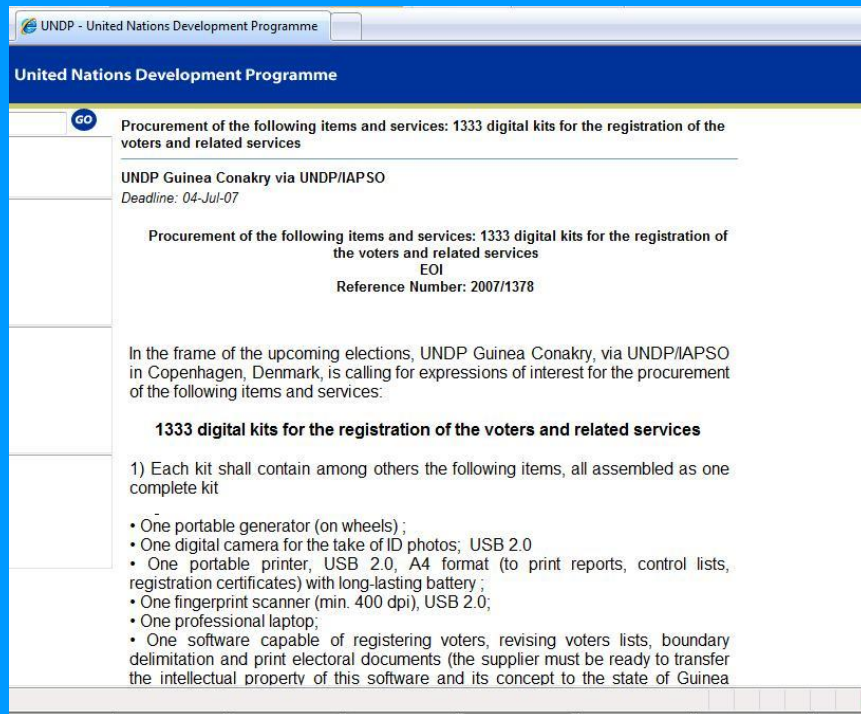


- ❑ **Call for Expression of Interest**

- ❑ **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.**
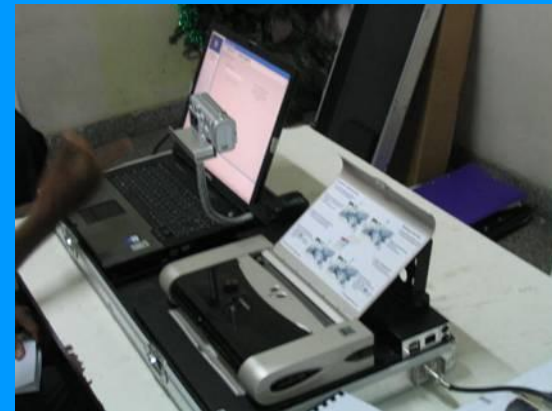
# Validation test

- ❑ **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**