

## OSCE Project Coordinator in Ukraine

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To: All Interested Bidders

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RFQ No.: PR 305509 re-issue

Subject: Clarification Note No. 1 on Creation of the child protection ERW risk educational web resource and provision of associated services

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### CLARIFICATION NOTE No. 1 ON THE REQUEST FOR QUOTATION No. PR 305509 re-issue

**Question 1:** “Animated clip “Explosive object - the sequence of actions”. To assess the cost of works on technical implementation of this task we shall have the plot elaborated in detail and comments.

**Answer 1:** The plot consists of a) animated images of the explosive objects (ERW), shown in their natural position in the forest (field) area and b) animated graphic elements with textual descriptions that that pop up after the that images appear on the screen. Texts describe the correct sequence of actions in the situation, such as "stop, do not approach" (the sign “stop”), “flag the place” (the image of a strip tied in front of the object on a branch / bush), "warn other people around" (the image of a loudspeaker), "call 101" (a picture of the phone, numbers “101”). The basis should be drawn from the corresponding animated graphical elements of the video "Dangerous findings", the link to which is provided in ToR.

**Question 2:** “Voiced explosive devices’ models and photos”. In what format (and how) these materials shall be available on the site? Voiceovers, what are they needed for? Please, explain.

**Answer 2:** These materials should be available online in the visual and audio formats. The relevant section shall contain photographic images of the five most common types of ammunition found in Ukraine as explosive remnants of war – air bomb, artillery shells, mines, grenades, mines or cartridge in their natural (for ERW) state - under the influence of corrosion with a damaged hull, half-dropped into the soil, etc. These photos will provided by the State Emergency Service of Ukraine. Along with photos of ERW there will be posted their 3D graphical models, whose creation is expected from the successful company, web-site developer. That models shall portray the related ammunition in its original, combat readiness condition. Pointing on such a model must be accompanied by voice, which would name the type of munitions, its basic destruction parameters (dispersion of fragments) and list its basic elements (mainly those that are particularly dangerous - demolition, explosive charge) that would be marked out on a graphic layout while being named. The corresponding animation and graphic elements (description of the types of ammunition) from the video "Dangerous discoveries" the link to which is contained in TOR may be used for your reference.

**Question 3:** “Short animated educational clips on the rules of behavior with explosive items (safety ABC)”. For the creative development of these materials there required additional technical specifications, terms of reference and comments.

**Answer 3:** The textual information (screenplay) of 5 situational clips up to 10 seconds each will provided by the State Emergency Service of Ukraine. That clips will describe the behavior during fire, on the water /

ice, during weather disasters in the woods, flood / earthquake; examples of the information on such topics may be found on the link of the State Emergency Service of Ukraine site, namely: [http://www.mns.gov.ua/content/abc\\_survival.html](http://www.mns.gov.ua/content/abc_survival.html). The developer is expected to create its visualization in the form of animated movies of the specified format and of the maximum length indicated. The Bidder may include its possible expenses for developing Terms of Reference for the movies "Safety ABC" and costs related directly to the creation of animated clips into the quotation's Price Schedule, the line corresponding to Creation of content.

**Question 4:** "Games". Similarly, there are needed technical specifications, requirements and comments for the creative development. Or, perhaps, the Customer provides all readymade materials, so that games would be connected to the general system of the web - resource?

**Answer 4:** The Customer does not provide all completed materials (games) to be connected to the general system of the web – resource; their development is expected to be performed by the developer on the basis of information provided in Terms of Reference. The Bidder may incorporate its possible expenses for development of the Terms of Reference for games' development and costs related directly to the creation of games into the quotation's Price Schedule, the line corresponding to Creation of content.

**Question 5:** What is the starting date of the project?

**Answer 5:** The Supplier commences services upon concluding (bilateral signing) of the OSCE PCU Purchase Order. Resultantly from past experiences, the commencement might be forecasted within two weeks upon the deadline for the quotations submission.

**Question 6:** Is it necessary to indicate terms for completion of working stages in the quotation?

**Answer 6:** As provided for in the Terms of Reference, separate time frames for the main working stages are subject to an agreement between the PCU, the Supplier, and the Beneficiary in the course of the mutual work. But in the Quotation Form, Section II – C, An Item-by-Item, Commentary on the Terms of Reference And a Detailed Description Of the Approach, Methodology and Work Plan for Performing the Services, Bidders shall outline the approximate time for completion of works, not based on dates, but indicating the approximate time frames required to perform basic stages of work by ToR.

**Question 7:** What is the release date of the Project for users?

**Answer 7:** As stipulated in the Terms of Reference, the Resource's development shall be accomplished by 20 December 2013. Afterwards, the Supplier will ensure testing of the Resource in order to spot any problems with its functioning/identify areas of improvement in case of a necessity. The terms, conditions and methodology of the testing exercises will be agreed by the PCU and the Supplier separately nevertheless the Bidder's suggested plan and methodology of the Resource's testing shall be included into the quotation.

**Question 8:** It is not indicated in Terms of Reference if it is necessary to adopt the product for mobile devices / tablets.

**Answer 8:** At the current stage, the PCU does not have any additions of such kind to the Terms of Reference.

Faithfully yours,

Olga Jukova  
Chief of Fund Administration Unit  
OSCE Project Co-ordinator in Ukraine

