

## MINUTES OF THE INFORMATION MEETING

**Contract title:** Public procurement contract for Consultancy services to develop video and VR-AR Content for 3 National Parks.

**Reference:** UGA21003-10116

The information meeting was held on 27<sup>th</sup> March 2025 at 10:00 AM.

N°	Issue / question raised	Response
1.	We observe that the qualifications for the team leader don't exist here in Uganda, Is it possible to review and expand of the required qualifications for the experts?	Please refer to the addendum.
2.	Are we supposed to submit draft reports at the end of each phase?	No, all reports shall be submitted at once
3.	How do we submit the USB Stick?	The USB stick shall be submitted at the Representation office as stated in the address below; Belgian development agency Lower Kololo Terrace, Plot 1B PO BOX 40131, Kampala
4.	How do you intend to handle the security situation at Queen Elizabeth National Park? Shall Enable cater for the security during implementation, or each tenderer shall cater for himself?	The tenderer is expected to handle their own security for their personnel during the implementation period.
5.	Are the raw footage files required, or only the final AR productions are needed?	Raw footages are also required
6.	Please specify whether you require VR or AR final production?	We require VR (360) not AR
7.	Is there an existing gorilla sanctuary in Uganda?	We have interest in the Gorilla: Bidders can choose either Bwindi Impenetrable National Park or Mgahinga Gorilla National Park

8.	<p>Could you add more time for the shooting content for the 45mins production required</p> <p>10 days of content shooting days are currently indicated on the tender document.</p> <p>*Because filming wildlife is not as predictable (proposing for extra 6 days)</p>	<p>Section 3.5 of the tender document states that the contract starts on the day following the date of the kick-off meeting and lasts 52 calendar days. The actual implementation period is 32 person days</p> <p>This means that the actual days for doing the work is 32 working days.</p> <p>The remaining 20 days is provided for any other things to be done which may include travel days, editing. Report drafting, to mention but a few</p>
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