

## Quick Start Measure – Terms of Reference

|                         |   |
|-------------------------|---|
| <b>Project</b>          | Support to Nature Protected Areas in Ukraine”, BMZ No.:2011.6612.3 and 2013.6588.1  |
| <b>Type</b>             | Quick Start Measure (QSM)   |
| <b>Title</b>            | Procurement of technical equipment (hardware and software) to be installed at the MENR cadaster working place to conduct Cadaster activities. |
| <b>Short title</b>      | Procurement of technical equipment for Cadaster purposes  |
| <b>Reference number</b> | QSM-2020-1-NAT-Cadaster-equipment   |

### 1. Type of procurement

This procurement is planned as a Quick Start Measure (QSM). QSMs are investments in protected areas of up to EUR 20.000 per contract. These measures are justified by three factors: their confirmed urgency, the absence of other imminent solutions and the need for rapid trust-building between beneficiaries and the Project.

This procurement is an addition to the Tender “GIS and IT services for the Development of a Cadaster System for Protected Areas” (IT-2019-2-services-GIS and IT services for MEPNR) which contained 3 Lots for the procurement of services to establish a nationwide digital cadaster for more than 8,000 protected areas in Ukraine. This procurement is complementing the larger tender with the provision of necessary IT goods which are a prerequisite to implement the cadaster works.

This procurement falls under a procedure which was installed with the updated Project Management Manual (PMM) approved by MENR on 08.10.2020 and which received non-objection by KfW on 07.12.2020. Under simplified procedures and a newly introduced review method in the new Overall Procurement Plan, an entry of “P” (for “post review”) under column “Review by KfW” indicates that a procurement will be reviewed by the auditor and optionally by KfW.

The budget line for this procurement in the latest version of the approved Overall Procurement Plan is:

**Output 2:** Selected protected areas have the necessary infrastructure, equipment and personnel

| Activity No. [1] | Task No.           | Previous coding | Procurement No. | Description<br>yellow = executed<br>black = planned | Type of procurement [2] | Estimated Contract Amount | Source of Funds [3] | Procurement procedure [4] | Stages [5] | Selection method [6] | Review by KfW [7] | ESHS risk level [8] | Contract type [9] |
|------------------|--------------------|-----------------|-----------------|---|-------------------------|---------------------------|---------------------|---------------------------|------------|----------------------|-------------------|---------------------|-------------------|
| SA.2.2           | T.2.2.3/ST.2.2.3.7 |                 |                 | QSMs for small procurements of equipment            | G                       | 87.701,00 €               | DispoFund 100%      | NCB/QSM                   | 1          | LCS                  | P                 | tbd                 | Supply contract   |

The goods specified in this document shall be procured through collection of **three price quotes**.

### 2. Background and Justification

Ukraine currently has about 8,200 protected areas (PAs) of national, regional and local importance. One important issue that many of these PAs are faced with is uncertainty regarding the formal delineation of their boundaries which results in lack of clarity regarding land-ownership matters. As a

result, conflicts for land rights can arise between PA administrations and local communities and the legal security of some PA lands is generally unclear. Currently, there is no complete and structured cadaster system for PAs in which reliable, accurate, and up-to-date data on PA boundaries is archived and accessible from a central access point. In fact, for many PAs, digital data of their boundaries (vector data) does not exist yet. Instead, these data are often only available in paper format, text documents, or digital spreadsheet files that are difficult to access and impractical. Moreover, for each PA, there is also an official package of documentation, containing important information about the PA's location, history, conservation aims, protected species and habitats as well as information regarding the designation decision, statute, maps, preservation order, and primary reference card. While such documentation is of great use for management and monitoring purposes of the PAs, they often only exist as paper documents that are scattered amongst various regional and local administrations which makes them unavailable for direct use and puts them under the threat of damage or complete loss.

To address these issues, the SNPA project is in the process of conducting a large service procurement to support the establishment of a full archive containing vector data of all boundaries as well as the associated official documentation of all of Ukraine's PAs. In addition, a software and web-interface shall be developed to allow for efficient and user-friendly management, access, and updating of the cadaster data.

A crucial part for the national PA Cadaster System will be a technically well-equipped and reliable workstation at MENR. Currently, the necessary equipment for such a workstation is not available. Therefore, this Quick Start Measure shall be conducted to provide the necessary technical prerequisites to enable the implementation of the above-mentioned Service procurement and the ongoing management of the cadaster system.

This procurement is well-suited to be conducted as a QSM, given that:

- a) The goods to be procured are largely standardized and commonly available in the market.
- b) The total budget amount is below 20.000 EUR.
- c) The provision of this equipment shall happen quickly in order to avoid delays in the development of the PA Cadaster System and is complementing the implementation of all three lots of the larger service procurement.

### 3. Objectives and Expected Results

This procurement aims to provide the necessary technical equipment (hardware, software and wider peripheries) to be installed at MENR for the workstation of the PA Cadaster System. The purchased equipment shall allow for effective and efficient work regarding all technical stages related to the Cadaster System, including the creation of a complete digital archive containing reliable data on the boundaries and associated cadaster documentation for all PAs of Ukraine in one centralized database at the MENR.

To avoid delays in the implementation of the large tender for developing the PA Cadaster System (which started to be implemented after all formal approvals were obtained on 26<sup>th</sup> November 2020, this Quick Start Measure shall be completed in direct connection to the start of this Cadastre System implementation.

The table below provides details of the equipment and amounts to be procured. Small changes in the specifications may be made if the market availability of the equipment shows that otherwise the procurement will be delayed or have larger risk of failure.

| No. | Type of Equipment (Quantity)       | Specifications   | No. of units | Comments   |
|-----|------------------------------------|--|--------------|--|
| 1   | Desktop PC                         | Processor Intel Core i7 8700K / interfaces: LAN, min. 6x USB (of which min. 4x USB 3.1) / RAM 32 GB DDR4-2400 / SSD 580 GB / HDD: 2 TB / NVIDIA GeForce GTX 1050, 2 GB / DVD±RW / sufficient PSU by "Corsair or be quiet!" / Windows 10 Pro 64bit (Ukrainian language) preinstalled  | 1            |  |
| 2   | Monitors                           | Screen size: 27" / IPS-Technologie / native resolution: 2560 x 1440 / aspect ratio: 16:9 / refresh rate: 75 Hz / respond time: 1 ms / brightness: 350 cd/m <sup>2</sup> / display colors: 16.7 million / interfaces: HDMI, DisplayPort, Dual-link DVI  | 2            |  |
| 3   | Laptop                             | Processor i7-9750H / RAM 16 GB DDR4 / Graphical RAM 1GB / SSD 512 GB / monitor size: 17,3", resolution: 1920 x 1080 / WiFi 802.11ac / Bluetooth 4.2 / gigabit ethernet / HDMI / min. 3x USB 3.0 / min. 1x USB 2.0 / Ukrainian language keyboard / battery: min. 5 hours operating time / Windows 10 Pro 64bit (Ukrainian language) preinstalled. | 1            |  |
| 4   | Webcam                             | Connection: USB; Image resolution: 1280 x 720p / TrueColor technology  | 1            |  |
| 5   | Keyboard (1)                       | Durable keys / Ukrainian language/ with numpad / connection: USB   | 1            |  |
| 6   | Mouse                              | Connection: USB; dpi: 1600 - 4000  | 2            |  |
| 7   | Headset                            | Connection: USB  | 1            |  |
| 8   | Uninterruptible power supply (UPS) | 700-1000 VA /  | 1            |  |
| 9   | Office Software Suite              | Microsoft Office Home & Business 2019 for PC, 64 bit (Word, Excel, PowerPoint, Outlook)  | 1            |  |
| 10  | Multi-function printer             | A3 colour and b/w Multi-Functional Product: 1200x1200 dpi (print) / 600x600 (scan/copy)  | 1            |  |
| 11  | Network-attached storage (NAS)     | 4-8 GB DDR3L / 4 Drive Bays /3.5" SATA HDD Compatible / Maximum Internal Raw Capacity 64TB / JBOD / RAID 0-6 / Gigabit Ethernet (2x)   | 1            |  |
| 12  | TB Hard Disk Drive for the NAS     | 16 TB / SATA 6Gb/s / 7200RPM / Protection Information (T10 DIF)  | 4            |  |
| 13  | External hard drive                | 5 TB / 2,5" / USB 3.1  | 5            |  |
| 14  | USB Flash Drive                    | 256GB / USB 3.1 / USB Type-A   | 20           | This large number of flash drives is required because of the large number of individual Protected Areas in Ukraine (more than 8,000) which will have to be physically visited by several team members of the Service provider to collect all relevant cadaster data. |
| 15  | Large format scanner               | 914mm / 600x600 dpi / 24 bit / USB   | 1            |  |
| 16  | Multimedia projector               | 1920x1200, distance 0.8 - 12.0, projected screen diagonal 0.8 – up to 8.0, brightness not lower than 5000 ANSI lm  | 1            |  |
| 17  | Screen for projector               | 200 x 150 cm   | 1            |  |

#### 4. Activities

To obtain the required goods, several qualified suppliers will be contacted and asked to provide price quotes for the provision of the specified goods. This QSM will be published on the SNPA website to allow for participation of additional qualified suppliers. At least three price quotes will be collected and the best proposal (technically compliant offer at the lowest price) will be selected for contracting. The proposals shall be sent to the following e-mail address: [stefanyshyn@snpa.in.ua](mailto:stefanyshyn@snpa.in.ua).

The price offers must be presented in UAH **without VAT**. According to the SNPA Project Registration card of the Material and Technical Assistance Goods, the goods are exempted from all taxes, duties and charges on the territory of Ukraine.

The supplier shall deliver the goods and install them at MENR to set up the cadaster workstation.

#### 5. Delivery of Goods

The delivery of goods in parts (batches) is allowed. The delivery time is agreed upon when signing the contract. The preferred time of delivery is 30 days after the contract commencement date.

#### 6. The minimum qualifications of the supplier

Participating companies must be legal entities registered in Ukraine, PPE (physical person entrepreneur) registered as a third group.

