



Date: 7/28/2023

To: All Bidders

From: International Development Law Organization, Headquarters Procurement Unit

Subject:

Clarification No: 3

Reference is made to IDLO RFP HN_2023-000035 issued on July 13, 2023 for the procurement of Software for data anonymization through IDLO Tenders website.

Please find hereunder the queries received and IDLO's response to them.

1. We understand that the application must work locally. However, will there be commonly used files that the application needs to access (eg. positive files/catalogs, negative files)?
 - A. That's correct, supporting files must be unique and shared.
2. Even though the app is going to be used locally. Can we propose that instead of installing it locally on each machine, it be accessed within the intranet and that it be installed only once on a server within the network?
 - A. In principle yes. But the software should not interact with other equipment in the cloud.
3. If the previous answer is Yes. Can we assume that these files are stored on a public path within the network?
 - A. In principle there would be no problem with the auxiliary files and dictionaries being publicly accessible within the network, but they could only be edited by the supervisor.
4. Have you considered purchasing existing anonymization software on the market? Or is the development expected to be tailored with its own algorithm?
 - A. The terms of reference establish that anonymization software must be developed adjusted to the established needs. The Terms do not allow bidders to submit proposals based on the "purchase of commercially available software"; software development is expected and whose ownership and rights to use and distribute will be exclusive to the contracting party.
5. It is not foreseen to have a database to store information on usage statistics, log of eventualities.
 - A. The Terms of Reference establish that auxiliary files can be used, that is, others can be created other than the examples that have been posted; there are no drawbacks to these files having a database structure. Auxiliary files cannot include any personal data from documents entered into the software (with the exception

of judges, prosecutors, etc., all of whom are public figures), or parts of them that contain quasi-identifiers.

6. Can you propose having a web module for use by the supervisor where you can consult commonly used files, as well as access information on usage statistics?
 - A. In principle the supervisor should operate directly on the computer where the auxiliary files are stored. A web access could only have access to these auxiliary files, but in no case to the directories and files that contain the documents that enter the software, nor parts of them (it is clarified that the files that enter the software are judicial sentences that can contain "confidential personal data" (LTAIP, art. 3 numeral 7) that cannot be published by law (LTAIP, art. 33) and their inclusion in databases is restricted (LTAIP, art. 42).
7. If we make a proposal for more than 60 days, will it be considered? In our case, we consider that more time is required to implement the tool.
 - A. Proposals that exceed the time established in the terms of reference will not be considered.
8. If we propose a project plan different from the one indicated in the terms of reference, will it be considered?
 - A. The Software developed must correspond to what is requested in the terms of Reference.
9. Do we understand that PDF files are structured files generated by tools that convert editable files (Word, txt) into PDFs?
 - A. Uploading PDF files to the software is not an expected feature. If you could offer to convert the output files of the software to PDF, but this has not been requested.
10. Do we understand that PDF files are images like those generated when scanning a paper file? That is, an Optical Character Recognition (OCR) tool is not expected to be implemented.
 - A. The files going into the software are just .doc, .rtf, or .txt files, it is not expected to go in with a .pdf file and even less .pdf files where the text is an image. An OCR tool is not expected to be developed or included.

For your consideration while preparing your response to the above mentioned RFP. All other terms and conditions of the tender remain unchanged and remain applicable in full force.

We appreciate your continuous interest with IDLO and looking forward to receiving your valued offer.

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