



Dili, 26 de Fevereiro de 2026

Publicação de ata de Conferência Prévia

Exmos. Concorrentes,

Tornamos, por este meio, pública a ata de conferência prévia referente ao processo de aprovisionamento para o projeto de **Serviços de Consultoria para o Estudo de Viabilidade do Centro Nacional de Dados e do Centro de Continuidade de Negócios em Tibar, Baucau e Balibó TENDER-RFP/206/MPIE-2025** que teve lugar nas instalações da Comissão Nacional de Aprovisionamento no dia 24 de Fevereiro de 2026 às 15 horas.

Publication of Minutes of Pre-Proposal Conference

Dear Bidders,

We hereby publish the minutes of Pre-Proposal Conference regarding the procurement process for **Consultancy Services of Feasibility Study for National Data Center and Business Continuity Center in Tibar, Baucau and Balibo TENDER-RFP/206/MPIE-2025** which was held at National Procurement Commission's premises on the 24 February 2026 at 15:00 local time.



Hermingardo Albano Soares

Diretor-Executivo da Comissão Nacional de Aproveitamento (CNA)



Minutes of Pre-Proposal Conference

Consultancy Services of Feasibility Study for National Data Center and Business Continuity Center in Tibar, Baucau and Balibo TENDER-RFP/206/MPIE-2025

1. The Pre-Proposal Conference for the Consultancy Services of Feasibility Study for National Data Center and Business Continuity Center in Tibar, Baucau and Balibo, Timor-Leste held at 15:00 hours local time on 24 February 2026 at the Conference Room of the National Procurement Commission (NPC) at Avenida de Balide, Património do Estado, Dili, Timor-Leste. This meeting was attended by the representatives from the National Procurement Commission (NPC) and Ministry of Planning and Strategic Investment (MPIE) and interested consultants in venue.
2. Project identification: TENDER-RFP/206/MPIE-2025
Project owner: Ministry of Planning and Strategic Investment
Scope of the procedure: Consultancy Services of Feasibility Study for National Data Center and Business Continuity Center in Tibar, Baucau and Balibo
3. Ms. Odelia Hau, Junior Procurement Officer of NPC welcomed all the attendees of the meeting and gave a brief presentation on the key aspects of Request for Proposal (RFP) Document.
4. The questions and answers session of the meeting then proceeded immediately. Questions were handled by the representatives from NPC and MPIE. The Questions and Answers are attached as Clarification No. 1 and same clarification publish at designated websites.
5. At the end of the meeting, the NPC and MPIE representatives thanked all the attendees for their active participation in the meeting which was concluded at 15:30 hour's local time.

Attachment:

- Clarification No. 1
- PowerPoint Presentation



Ata de Conferência Prévia

Serviços de Consultoria para o Estudo de Viabilidade do Centro Nacional de Dados e do Centro de Continuidade de Negócios em Tibar, Baucau e Balibó TENDER-RFP/206/MPIE-2025

1. Aos 24 dias do mês de Fevereiro de 2026, pelas 15 horas, nas instalações da Comissão Nacional de Aproveitamento (CNA) sitas na Avenida de Balide, Património do Estado, Díli, Timor-Leste, o júri reuniu com a Entidade Adjudicante - Ministério do Planeamento e Investimento Estratégico (MPIE) - e as empresas candidatas para proceder à sessão de conferência prévia.
2. Identificação do procedimento: TENDER-RFP/206/MPIE-2025
Entidade Adjudicante: - Ministério do Planeamento e Investimento Estratégico
Objeto do procedimento: Serviços de Consultoria para o Estudo de Viabilidade do Centro Nacional de Dados e do Centro de Continuidade de Negócios em Tibar, Baucau e Balibó
3. De seguida, foi ministrada uma breve apresentação referente ao Programa de Procedimento e ao Caderno de Encargos pela Sra. Odelia Hau, Oficial Júnior de Aproveitamento da CNA. Os respetivos slides da apresentação encontram-se em anexo.
4. A sessão de perguntas e repostas – liderada pelos representantes da CNA e do MPIE - teve lugar imediatamente após a supracitada apresentação cujo registo se encontra em anexo no Esclarecimento nº 1 (sendo este devidamente publicado nos websites designados).
5. Por nada mais haver a tratar, a conferência prévia foi encerrada às 15h30m pelos representantes da CNA e do MPIE que agradeceram a presença de todos os participantes na mesma.

Anexo:

- Esclarecimento nº 1
- Apresentação de PowerPoint



**Consultancy Services of Feasibility Study for National Data Center and Business
Continuity Center in Tibar, Baucau and Balibo
TENDER-RFP/206/MPIE-2025**

Clarification No. 1
26 February 2026

S.N.	Questions/Queries	Answers/ Responses
1.	We kindly request clarification regarding Datasheet No. 16.1 (Financial Proposal), concerning the contingency amount of USD 58,433.50. Can we get confirmation about the contingency amount should be included within the BOQ (budgeting) or treated separately outside the BOQ?	The maximum available budget for this assignment shall not exceed US\$ 642,988.50, which is inclusive of all applicable taxes, profit, contingency provisions (USD 58,433.50), and all other related costs.

Hermingardo Albano Soares
Executive Director of National Procurement Commission (NPC)



Serviços de Consultoria para o Estudo de Viabilidade do Centro Nacional de Dados e do Centro de Continuidade de Negócios em Tibar, Baucau e Balibó
TENDER-RFP/206/MPIE-2025

ESCLARECIMENTO N.º 1
Data: 26 de Fevereiro de 2026

N.º	QUESTÕES	RESPOSTAS
1	Solicitamos esclarecimentos sobre a ficha de dados n.º 16.1 (proposta financeira), relativa ao montante de contingência de 58.433,50 USD. Podemos obter confirmação sobre se o montante de contingência deve ser incluído no BOQ (orçamentação) ou tratado separadamente fora do BOQ?	O orçamento máximo disponível para este projeto não deverá exceder US\$ 642.988,50 incluindo todos os impostos aplicáveis, lucros, contingência (US\$ 58.433,50) e demais despesas inerentes.



Hermingardo Albano Soares
Diretor-Executivo - Comissão Nacional de Aprovisionamento



REPÚBLICA DEMOCRÁTICA DE TIMOR-LESTE
MINISTÉRIO DO PLANEAMENTO E INVESTIMENTO
ESTRATÉGICO
COMISSÃO NACIONAL DE APROVISIONAMENTO



Comissão Nacional de Aproveitamento

**CONSULTANCY SERVICES OF FEASIBILITY STUDY FOR NATIONAL
DATA CENTER AND BUSSINESS CONTINUITY CENTER IN TIBAR,
BAUCAU AND BALIBO**

24 February 2026, 15:00 Hours

TENDER-RFP/206/MPIE-2025

IMPORTANT POINTS

CLAUSE

ITC 2.1 (Data Sheet)

Name of the Employer: Ministry of Planning and Strategic Investment (MPIE) of Government of Timor-Leste

Method of selection: Quality and Cost Base Selection (QCBS) in accordance with the Applicable Law, the Employer shall open the financial proposals of only the Consultants whose proposals meet the minimum passing scores based on the result of the Technical Evaluation

ELIGIBILITY

Participation in this proposal process is open to all interested international and national consultants.

ITC 9.1 (Data sheet)

Language

Proposals shall be submitted in English or Portuguese languages. (Only one Language)

All correspondence shall be in the English language.

ITC 14.1.4 (Data Sheet)

Maximum budget for the assignment: **US\$ 642,988.50** (Six Hundred Forty-Two Thousand Nine Hundred Eighty-Eight United States Dollars and Fifty Cents), **inclusive of all taxes profits, duties and other expenses.**

The Employer may disqualify the technical and financial proposal if an Evaluated Financial Proposal exceeds the maximum budget.

IMPORTANT POINTS

CLAUSE

ITC 12.1 (Data Sheet)

Proposal Validity

Proposals must remain valid for **180 calendar days** after the proposal submission deadline.

ITC 13.1 (Data Sheet)

Clarification of Request for Proposal

The contact information for requesting clarifications is:

Attention: Mr. Hermingardo Albano Soares, Executive Director - NPC

E-mail: jf@cna.gov.tl

cc: as@cna.gov.tl; ns@cna.gov.tl; rl@cna.gov.tl; jfr@cna.gov.tl; om@cna.gov.tl

Phone No.: (+670) 333 1101

Clarifications may be requested no later than **5 March 2026**.

ITC 17.1. (Data Sheet)

Electronic Submission of Proposals

The Consultants “**shall not**” have the option of submitting their Proposals electronically.

IMPORTANT POINTS

CLAUSE

ITC 17.7. and 17.9 (Data Sheet)

Deadline for the Submission of Proposals

The Proposals must be received at the address below no later than:

The Proposal submission address is:

Attention: **Mr. Hermingardo Albano Soares, Executive Director - NPC**

Address: **National Procurement Commission, Avenida de Balide, Dili, Timor-Leste**

Telephone: **(+670) 3331101**

Date: **24 March 2026**

Time: **15:00 Hours Local time**

ITC 19.1 (Data Sheet)

Opening of Technical Proposals

The time should be immediately after the time for the submission deadline

ITC 17.4 (Data Sheet)

Submission of Proposals

The Consultant must submit:

(a) **Technical Proposal:** one (1) original, two (2) copies and 1 soft copy.

(b) **Financial Proposal:** one (1) original, one (1) copy and 1 soft copy.

IMPORTANT POINTS

CLAUSE	
ITC 14.1.3 (Data Sheet)	<p>Minimum time-input of International Key Experts' is: 29 person-months.</p> <p>Minimum time-input of National Key Experts' is: 36 person-months.</p> <p>Administration / Support Staff : 18 Months</p>
ITC 16.2. (Data Sheet)	<p>Price Adjustment</p> <p>A price adjustment provision applies to remuneration rates: <u>No</u></p>
ITC 16.3 and 25 (Data Sheet)	<p>Taxes - Reference</p> <p>Information on the Consultant's tax obligations can be found at http://www.mof.gov.tl/</p> <p>The consultant shall pay local taxes without reimbursement by the Employer.</p> <p><u>Consultants should add all taxes, profits, duties and other expenses into their financial proposal.</u></p>
ITC 16.4	<p>Currency of Proposal</p> <p>The Financial Proposal shall be submitted in <u>United States Dollars (USD)</u> only.</p>

IMPORTANT POINTS

ITC & Data Sheet 10.1, 15.2

The format of the Technical Proposal to be submitted is: **Full Technical Proposal (FTP)**.

For FULL TECHNICAL PROPOSAL (FTP):

1st Inner Envelope with the Technical Proposal:

- (1) Power of Attorney to sign the Proposal
- (2) Proof of Legal Status and Eligibility*
- (3) TECH-1 (including Statement of Undertaking if required under Data Sheet 10.2)
- (4) TECH-2
- (5) TECH-3
- (6) TECH-4
- (7) TECH-5
- (8) TECH-6

2nd Inner Envelope with the Financial Proposal :

- (1) FIN-1
- (2) FIN-2
- (3) FIN-3
- (4) FIN-4

*Proof of legal status establish Consultant's legal capacity to enter into binding and enforceable contracts and shall be supported by the following or its equivalent as deemed acceptable by the Employer:

- Certificate of incorporation
- Partnerships duly organized
- Universities, institutions, public sector organizations, and non-government organizations that are not legally incorporated shall provide other documentation that establishes their legal capacity to enter into binding and enforceable contracts with the Employer (such as charter, statute, etc.).

Please refer to CHECKLIST OF REQUIRED FORMS in Section 3.

Submission of the Technical Proposal in incorrect format may lead to the Proposal being deemed non-responsive to the RFP requirements.

IMPORTANT POINTS

CLAUSE

ITC 21.1 (Data Sheet)	<p>Evaluation Criteria</p> <p>The evaluation criteria, sub-criteria, and point system are specified in the Summary and Personnel Evaluation Sheets that are attached to the Data Sheet.</p> <p>(APPENDIX 1 - SUMMARY EVALUATION SHEET)</p> <p>(APPENDIX 2 - PERSONNEL EVALUATION SHEET)</p> <p>The minimum technical score (St) required to pass is: 750 (maximum 1000 points)</p>
ITC 26.1 (Data Sheet)	<p><u>QCBS Only</u></p> <p>The lowest evaluated Financial Proposal (Fm) is given the maximum financial score (Sf) of 1000.</p> <p>The formula for determining the financial scores (Sf) of all other Proposals is calculated as follows:</p> <p>$Sf = 1000 \times Fm / F$, in which “Sf” is the financial score, “Fm” is the lowest ETP Evaluated Total Price (ETP), which is equal to the Adjusted Total Price (ATP) less the Non-competitive Component, i.e., provisional sums and contingency; and “F” is the ETP of the proposal under consideration.</p> <p>The weights given to the Technical (T) and Financial (P) Proposals are: T = 80, and P = 20</p> <p>Proposals are ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal; P = the weight given to the Financial Proposal; T + P = 1) as following:</p> <p>$S = St \times T\% + Sf \times P\%$.</p>

IMPORTANT POINTS

Rating		Rating Definition
Excellent	100%	Proposal <u>significantly exceeds</u> the sub - criteria requirements
Very Good	90 – 99%	Proposal marginally <u>exceeds</u> the sub - criteria requirements
Above Average	80 -89%	Proposal fully <u>meets</u> the sub - criteria requirements
Average	70 – 79%	Proposal partially meets the sub - criteria requirements
Below Average	1 – 69%	Proposal meets some sub - criteria requirements with deficiencies
Non-Complying	0%	Proposal either <u>does not comply with</u> the sub-criteria requirements or does not provide enough information

IMPORTANT POINTS

CLAUSE

ITC 16.1 (Data Sheet)

Financial Proposal

The sample list provided below is intended for guidance only. Items that are not applicable should be deleted; others may be added. If the Employer wants to set up maximum ceilings for unit rates of certain type of expenses, such ceilings should be indicated in the FIN forms:

- (1) a per diem allowance, including hotel, for experts for every day of absence from the home office for the purposes of the Services;
- (2) cost of travel by the most appropriate means of transport and the most direct practicable route;
- (3) cost of office accommodation, including overheads and back-stop support;
- (4) communications costs;
- (5) cost of purchase or rent or freight of any equipment required to be provided by the Consultants;
- (6) cost of reports production (including printing) and delivering to the Employer;
- (7) office support staff
- (8) insurance specific to the assignment (e.g., travel-related medical, professional liability, motor vehicle, third party, equipment, employer's liability, and workers compensation) unless such insurances are included in the overhead expenses.
- (9) other allowances where applicable

Provisional sums: NIL

Contingency: NIL

IMPORTANT POINTS

Clause: Conditions of Contract

GCC & SCC 14.1 (Expiration of Contract)

The total contract duration is 6 months.

GCC & SCC 39 (Taxes and Duties)

The Employer warrants that the Employer will deduct all applicable taxes on behalf of the Consultant, the Sub-Consultants and the Experts, and any local indirect taxes and other local taxes, duties, fees, levies, and other impositions imposed, under the applicable law in the country.

GCC & SCC 40.1 (Currency of Payment)

Any payment under this Contract shall be made in the **UNITED STATES DOLLARS.**

GCC & SCC 41.2.1 (Advance Payment)

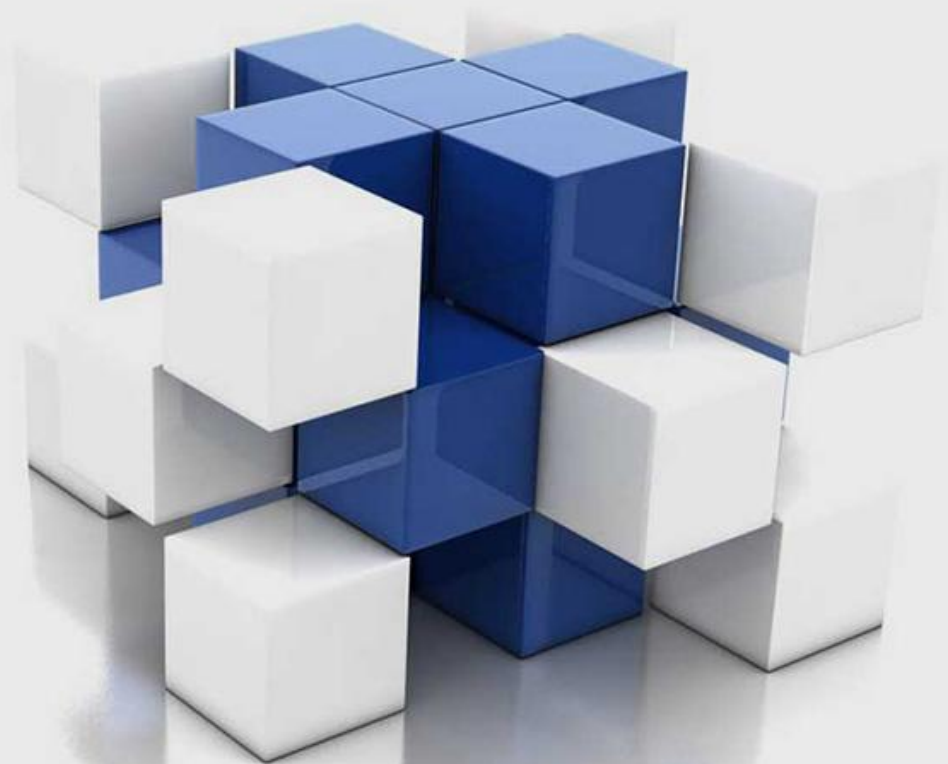
An advance payment of 15% in United State Dollars (USD) shall be made within 30 days after the receipt of an advance bank payment guarantee by the Employer.

The Payments will be executed as follows:

Milestone	Payment Percentage (%)	Description of Deliverable and Payment Date
Milestone 1 (Inception Report)	10%	within 30 days after acceptance by the Employer & up to 30 days to process payment
Milestone 2 (Monthly Report For 4 Months)	20%	Upon submission and acceptance by the Employer of the monthly report (20%/4 months). Payment within 30 days after acceptance & up to 30 days to process payment
Milestone 3 (Draft Final FS Report)	30%	Upon submission and acceptance by the Employer of the Draft Final Feasibility Study Report, including detailed technical, financial, and economic assessments, preliminary designs, and risk analysis. Payment within 30 days after acceptance & up to 30 days to process payment
Milestone 4 (Final Approved FS Report)	40%	Upon submission and final acceptance by the Employer of the Comprehensive Final Feasibility Study Report, incorporating all feedback and recommendations, and formal project close-out. Payment within 30 days after acceptance & up to 30 days to process payment

[Note: Total sum of all instalments shall not exceed the Contract price set up in SCC 38.1.]

The Employer will retain Five (5%) from each progress payment as Performance and Quality Guarantee for satisfactory Performance of the Contract. The total retention money will be payable after successful completion of the Contract.



THANK YOU

Question & Answer Session