# Answer template

# to the call for proposal on PIARC Special Project “Road related data and how to use it”

***Deadline for submission of proposals: January 24th, 2020***

**Executive Summary** [maximum 1 page]

**Table of contents** [The proposal should be developed based on this table of content. The 7 first points of this table of contents, including the executive summary, should be developed in a maximum of 20 pages. The whole document, including the appendices, should have a maximum of 50 pages. However, formats and/or layouts different to this Word file are welcome]

Executive Summary (maximum 1 page)

**1. Introduction to the tenderer organization/company** (maximum 2 pages, appendixes can be added).

**2. Understanding the Road related data and how to use it Special Project requirements**: project background, scope and objectives (maximum 1 page).

**3. Proposed methodology and approach**:

1. How will the study collect international information regarding road related data and their current use?
2. How will the study collect world-wide state-of-the-art sources, applications and business cases that deal with road infrastructure and traffic related data and how to use them?
3. How will the study identify data sources which are of interest and which criteria are used for this?
4. How will the study be structured in order to ensure a clear presentation and to show the potential of the use and deployment of data?
5. How will players around the world regarding the topic be identified?
6. How the study will analyze a business model from Road Administration perspective?
7. How the study will take into account LMIC reality to provide specific recommendations to them regarding road related data?
8. What will be the study milestones in terms of deliverables? What will be the approach for monitoring the progress and to include the inputs from the Project Oversight Team (POT)? It is recommended to organize monthly videoconference, and to share with the POT regularly intermediate deliverables asking for feedback.
9. How the management of the project will be organized including quality assurance and quality control without taking significant resources from the project.

**4. Key areas**:

- Data collection

- Consideration of LMIC realities, needs, challenges and opportunities.

**5. Work schedule** (please provide a definition of tasks and deliverables in a time frame).

**6. Budget:**

- Proposed budget for PIARC.

- Potential additional budget leveraged from other organisms.

- Working time included in the budget for different contributors of the proposed team.

- Presentation option in PIARC Council meeting: physical and virtual participation.

- Proposed schedule of invoicing and link to deliverables.

**7. Proposed experts, organization of the team and international network** (maximum a half page by individual, including their experience in the road sector, in the data sector, their international experience and their experience in LMIC, longer CVs and additional information can be added at the appendices of the proposal).

**8. Appendices**

*Reminder:* the 7 first points, including the executive summary, should develop in a maximum of 20 pages. The whole document should have a maximum of 50 pages including the appendices.