

MINUTES OF DISCUSSIONS
PRELIMINARY SURVEY
ON THE PROJECT FOR THE IMPROVEMENT OF MEDIA EDUCATION EQUIPMENTS OF
SCHOOL OF RADIO AND TELEVISION
IN MONGOLIA

In response to a request from the government of Mongolia (hereinafter referred to as "Mongolia"), the Japan International Cooperation Agency (hereinafter referred to as "JICA") decided to conduct a Preliminary Survey on the Project for the Improvement of Media Education Equipments of School of Radio and Television (hereinafter referred to as "the Project") and entrusted the survey to Japan International Cooperation System (hereinafter referred to as "JICS").

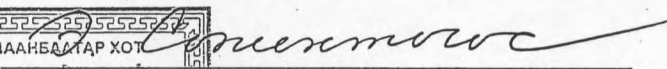
JICA sent to Mongolia the Preliminary Survey Team (hereinafter referred to as "the Team"), which is scheduled to stay in the country from September 21 to September 30, 2009.

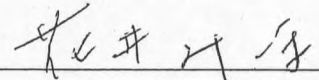
The Team discussed with the officials concerned of the Government of Mongolia and confirmed the details of the request. The main points discussed are described as attached herewith.

It should be noted that the implementation of the Preliminary Survey does not imply any decision or commitment by JICA to extend its grant for the Project at this stage.

Ulaanbaatar, September 29, 2009




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Attachment

I. Title of the Project

The title of the Project is "The Project for the Improvement of Media Education Equipments of School of Radio and Television"

II. Objective (s) of the Project

The objective of the Project is to contribute to modernizing and expanding the repertoire of equipment in order to have a national facility that responds to international standards.

III. Items requested by Mongolia

1. Project site

The site of the Project is the School of Radio and Television.

2. Procurement of Equipment

The details of the requested items are listed in Annex-1.

3. Installation work (s) of Media Education Equipment

4. Consultant Services

Tender Documentation, Supporting works for Tender in Japan, and Supervision of the Project.

IV. Executing Agencies, Coordination Mechanisms

Executing Agency: The School of Radio and Television

Responsible Agency: The School of Radio and Television

V. Japan's Grant Aid Scheme

1. The Mongolian side understands the Japan's Grant Aid Scheme, as described in Annex-2.

In addition, the Team explained and the Mongolian side confirmed

- 1) The consultant of the Project will be recommended by JICA,
- 2) The consultant services are limited to supporting and supervisory works in Japan, due to the budget limitation of the Grant,
- 3) The tender of the Project will be held in Japan in the presence of the representative(s) of Mongolia. However, the cost of attending the tender from Mongolia shall not be covered by the Grant. When there is no representative of Mongolia in Japan, the Government of Mongolia or its designated authority shall entrust the consultant to hold the tender of the Project.

2. The Mongolian side will take the necessary measures described in Annex-3, for smooth implementation of the Project, as a general condition for the Japanese Grant Aid to be implemented.



VI. Other relevant issues

1. Responsibilities of the Recipient Country

The both parties confirmed that the School of Radio and Television shall promptly make preparations for the following in the case that the Government of Japan decides to conduct the Project appraisal and the Mongolian side consent the Project equipment list presented through the Embassy of Japan.

- (1) To appoint a representative of Government of Mongolia to witness the tender before its notification.
- (2) To secure the fiscal 2011 budget necessary for the renovating 'Education studio'.
- (3) To remove existing equipment and make power supply and room setting ready for the equipment to be procured before its arrival to Mongolia.
- (4) To secure necessary budget for above.
- (5) To assign technical staff during the installation works of the procured equipment.
- (6) To secure the budget necessary for the purchase of spare parts, repair and to use/maintain the equipment effectively and properly.

2. Publicity on the Cultural Grant Aid

The following activities will be carried out in recognition of the valuable contribution made by the people and government of Japan to the cultural development of the Mongolian people:

- (1) To place a Japanese ODA insignia on the donated equipment
- (2) To place a commemorative plate at the studio entrance to the School of Radio and Television
- (3) To hold a handover ceremony
- (4) To conduct a public recognition through the mass media in the country
- (5) To conduct a public appreciation through the web site of the School of Radio and Television

END



The List of Equipment Requested

The priorities "A, B, C" are given for each item of equipment as below.

NO.	DESCRIPTION	SPECIFICATION	Final Q'ty	Priority
A	TV STUDIO SYSTEM			
A-1	STUDIO CAMERA SYSTEM		4	A
A-1-1	3-CCD DIGITAL VIDEO CAMERA		4	A
-1		Type		
-2		CCD Image Device		
-3		Equipped		
-a				
		1.5inch viewfinder		
A-1-2	CAMERA HANDLE		4	A
A-1-3	TRIPOD ADAPTOR		4	A
A-1-4	EXTERNAL MICROPHONE		4	A
A-1-5	CAMERA CONTROL UNIT		4	A
-1		Type of Cameracable		
		Multi wire cable or TRIAX		
A-1-6	INTERCOM HEADSET		6	A
-1		Type		
		Single earphone and mic		
A-1-7	CAMERA ADAPTOR		4	A
-1		Type of Cameracable		
		Multi wire cable or TRIAX		
A-1-8	5" VIEWFINDER		4	A
		Monitor size		
		≥5inch		
A-1-8	CAMERA CABLE		4	A
-1		Type of Cameracable		
-2		Length		
		25m - 30m		
A-1-9	LENS SYSTEM		4	
A-1-10	LENS(X17)		4	A
-1		Zoom a Ratio		
		≥17 x		
-2		Operation		
		Servo Zoom		
-3		Accessories		
		UV filter x1		
-a				
		Lens Zoom Remote Controller		
-b				
		Lens Focus Remote Controller		
A-2	TRIPOD WITH DOLLY		4	A
-1		Head		
-2		Material		
		Carbon or Aluminum		
-3		Camera Load Capacity		
		≥ 12kg		
-4		Tripod		
-5		adjust range		
		low ≤ 60cm- high ≥ 150cm		
-6		Accessories		
-a				
		Spreader		
-b				
		Dolly		
-c				
		Pan bar		
A-3	VIDEO SWITCHER		1	A
-1		Type		
		4:2:2 digital component video switcher		
-2		Video Input		
		≥ 8 (75 ohms. SDI and Analogue)		
-3		Interface		
		Tally, GPI, DME, Switcher		
-4		Function		
		Chromakey, DME, Wipe		
-5		Component		
		Unit, Control panel, Option		
-6		Accessories		
		UPS		
-a				
		3D DVE OPTION CARD		
-b				
		EXTERNAL MONITOR		
-c				
		ANALOG INPUT/OUTPUT		
A-4	WFM/VEC MONITOR		1	A
-1		Type		
		waveform/vector monitor		
-2		Function		
		color or B/W monitor		
-3		Display		
		≥ 4inch		
A-5	DV RECORDER (PAL)		2	A
-1		Recording Format		
		4:2:2 Component Digital(HDV or P2)		
-2		Analog In/Out		
		Composite, Component		
-3		Digital Video Interface		
		SDI (In/Out)		
-4		Digital Audio Interface		
		AES/EBU (BNC x 2)		
-5		S/N (video)		
		≥ 55 dB		
-6		Accessories		
		Rack Mount Kit		
-7		Media		
		Tape x 20 or Memory card x4		

NO.	DESCRIPTION	SPECIFICATION	Final Q'ty	Priority
A-6	SYNC GENERATOR		1	A
-1		Inputs	Analog Composite and SDI	
		Output	Analog Composite and SDI	
		Function	GENLOCK Signal	
A-7	JIB ARM SYSTEM		1	B
-1		Type	Manual operation and Camera mount type	
-2		Camera Load Capacity	≥10kg ≤20kg	
-3		Vertical Camera height	≥1.7m	
-4		Function	360 degree rotation	
-5		Equipped		
-a			Dolly	
A-8	TRACKING RAIL SYSTEM		1	B
-1		Type	Tripod rail	
-2		Material	Aluminum	
-3		Load Capacity	≥ 60kg	
-4		Equipped		
-a			CURVE RAIL	
-b			EXTEND RAIL	
A-9	CAMERA STABILIZER		1	B
-1		Type	Suspension video camera stabilizer	
-2		Material	Aluminum	
-3		Load Capacity	≥4kg	
-4		Equipped		
-a			SUPPORT SYSTEM	
-b			PRO CAMERA STABILIZATION SYSTEM	
A-10	DVD RECORDER		1	C
-1		Type	Multi Format DVD deck	
-2		Digital Audio out	PCM, Dolby Digital, DTS, MPEG	
-3		Video recording format	MPEG2	
-4		Video I/O	Composite, Component	
-5		Equipped	Remote control, TV tuner	
A-11	MODULAR SYSTEM		1	A
-1		Type	Card type or separate type	
		FRAME (10 MODULE INP	≥4output	
		DECODER(A/D)	DECODER(A/D)	
		SDI VDA CARD	≥4output	
		ENCODER	ENCODER	
		ANALOG VDA (6 OUTPU	≥4output	
		PDA CARD	≥4output	
		Accessories		
			DIGITAL VIDEO PATCH WITH PATCH CORD	
			AUDIO PATCH WITH PATCH CORD	
A-12	MONITOR 23" LCD		2	A
-1		Screen size	23inch - 25inch LCD or plasma	
-2		Input signal	SDI or Analog (Composite/Components)	
-3		Resolution	≥1024 x 768 dots	
-4		Accessories (If necessary)		
-a			Monitor stand	
A-13	MONITOR 14" LCD		6	A
-1		Screen size	13inch - 15inch LCD or plasma	
-2		Input signal	SDI or Analog (Composite/Components)	
-3		Resolution	≥640 x 480 dots	
-4		Accessories (If necessary)		
-a			Monitor stand	
A-14	AUDIO MIXER 16 CHANNEL		1	A
-1		Input	≥16-ch. mono + 2-stereo	
-2		Output	Aux, Group, Mix, Mono, Matrix, PFL	
-3		Dynamic Range	≥90dB	
-4		Audio level indicator	VU meter or LED bar graph meter display	
-5		Equipped	Power supply Unit	

NO.	DESCRIPTION	SPECIFICATION	Final Q'ty	Priority
A-15	AUDIO MONITOR WITH AMP		2	B
-1		Type 2way (L+R= set)		
-2		Power ≥ 10W		
A-16	WIRELESS PIN MICROPHONE		2	B
-1		Type / Directivity Pin mic with transmitter / Uni-directional		
-2		Power supply Battery		
A-17	STUDIO TELEPROMPTER		1	B
-1		Type Camera Mounted type TV prompter		
-2		Input signal SDI or Analog (Composite/Components)		
-3		Resolution ≥640 x 480 dots		
-4		Accessories (If necessary)		
-a		Monitor stand		
A-18	DISC RECORDER		1	C
-1		Type Multi Format DVD deck		
-2		Digital Audio out PCM, Dolby Digital, DTS, MPEG		
-3		Video recording format MPEG2		
-4		Video I/O Composite, Component		
-5		Equipped Remote control, TV tuner		
A-19	INTERCOM SYSTEM (4CH)		1	C
-1		Type Four-Channel Main Station with Interface for camera		
-2		Main mic Gooseneck Microphone		
-3		Interface 4-Wire Interface		
-4		Head station Four-Channel Headset Station		
-5		Belt type Single Channel-Belt pack		
-6		Head set Communication Head Sets		
A-20	SYSTEM RACK /INSTALLATION MATERIAL		2	C
-1		Type EIA SYSTEM RACK		
-2		Material Steel or aluminum		
-3		Height ≥120cm		
-4		Equipped		
-a		Side cover		
-b		AVR		
A-21	HEAD PHONES		4	C
-1		Type Dynamic, Closed or sealed		
A-22	MIC. STAND		4	B
-1		Material Carbon or Aluminum		
-2		adjust range low ≤ 60cm- high ≥ 150cm		
A-23	DYNAMIC MICROPHONES		4	B
-1		Directivity Cardioid or Omni-directional		
A-24	WIRELESS MIC		2	C
-1		Transmission Power min 5mW - max 30mW		
-2		Type portable size		
-3		Power supply Battery		
A-25	WIRELESS TUNER		2	C
-1		Tuner Space diversity		
-2		Type Pocket size (Camera mount type)		
-3		Power supply DC or Battery		
A-26	42" LCD MONITOR		1	C
-1		Screen size 23inch - 25inch LCD or plasma		
-2		Input signal SDI or Analog (Composite/Components)		
-3		Resolution ≥1024 x 768 dots		
-4		Accessories (If necessary)		
-a		Monitor stand		

NO.	DESCRIPTION	SPECIFICATION	Final Q'ty	Priority
B	TV STUDIO LIGHTING SYSTEM			
B-1	FLOODLIGHT		6	B
-1	Type	Flood lamp \geq (4Pcs)		
-2	Lamp	Fluorescent lamp (\geq 45W)		
-3	Accessories	AC cable, Safety wire,4-leaf barndoor,spear lamp		
B-2	FLOODLIGHT		6	B
-1	Type	Flood lamp \geq (6Pcs)		
-2	Lamp	Fluorescent lamp (\geq 45W)		
-3	Accessories	AC cable, Safety wire,4-leaf barndoor,spear lamp		
B-3	STUDIO LIGHT 1000W		2	B
-1	Type	Fresnel Lens Spotlight		
-2	Lamp	Halogen (\geq 1000W)		
-3	Accessories	AC cable, Safety wire,4-leaf barndoor,spear lamp		
B-4	STUDIO LIGHT 1500W		4	B
-1	Type	Fresnel Lens Spotlight		
-2	Lamp	Halogen (\geq 1500W)		
-3	Accessories	AC cable, Safety wire,4-leaf barndoor,spear lamp		
B-5	STUDIO LIGHT 2000W		4	B
-1	Type	Fresnel Lens Spotlight		
-2	Lamp	Halogen (\geq 2000W)		
-3	Accessories	AC cable, Safety wire,4-leaf barndoor,spear lamp		
B-6	MOBILE LIGHTING CONTROL SYSTEM		1	B
-1	Channel	\geq 12		
-2	Power supply	AC380V 3phase		
-3	Accessories	mobile rack		
B-7	HANGERPANTA		18	B
-1	Material	Aluminum		
-2	adjust range	low \leq 60cm- high \geq 150cm		
B-8	STAND		4	B
-1	Material	Aluminum		
-2	adjust range	low \leq 60cm- high \geq 140cm		
B-9	INSTALLATION CABLES & CONNECTORS		1	B
-1	Contents	Cable , connetor		

NO.	DESCRIPTION	SPECIFICATION	Final Q'ty	Priority
C	ENG CAMERA AND EDITING SYSTEM			
C-1	1/3" CCD DIGITAL CAMCORDER		3	A
-1	Type of camcorder	include. Zoom lens, LCD Viewfinder, microphone		
-2	CCD Image Device	≥ 1/3" CCD x 3		
-3	Zoom lens	≥ X10 (Optical)		
-4	Camcorder weight	≤2.0kg		
-5	Accessories			
-a		VTR Tape(≥40 min)		
-b		Battery Charger		
-c		Carrying case		
-d		Small Lighting system for Camcorder		
-e		CARRY CASE		
-f		MEMORY CARD		
-g		WIRELESS MIC WITH TUNER		
-h		ZOOM LENS (WIDE)		
-i		RAIN JACKET		
C-2	TRIPOD		3	A
-1	Camera Load Capacity	≥5kg		
-2	Tilt Angle	+90° to -75° even with max. payload		
-3	Height	Approx 560~1,600mm		
C-3	NON LINEAR EDITING SYSTEM		3	A
-1	CPU	≥3.4Ghz		
-2	MEMORY	≥4 GB		
-3	Add System HDD	≥HDD 200GB x4		
-4	Display	≥19inch LCD Display		
-5	Equipped			
-a		DVD-RW		
-b		Gigabit Ethernet		
-c		Editing Keyboard		
-e		Editing Software		
-f		SDI input / output		
-g		≥19inch LCD Display		
C-4	CCD DIGITAL CAMCORDER		3	A
-1	Type of camcorder	include. Zoom lens, LCD Viewfinder, microphone		
-2	CCD Image Device	≥ 1/4" CCD x1		
-3	Zoom lens	≥ X10 (Optical)		
-4	Camcorder weight	≤2.0kg		
-5	VTR Recording Format	4:2:0 or 4:1:1 Component Digital (25 Mb/s)		
-6	Record media Width	1/4 inch HDV or P2		
-7	Accessories			
-a		VTR Tape(≥40 min) or Media		
-b		Battery Charger		
-c		Carrying case		
-d		Small Lighting system for Camcorder		
-e		WIRELESS MIC WITH TUNER		
C-5	DIGITAL SLR CAMERA		3	A
-1	Type	Full size CCD		
-2	Accessories			
-a		DIGITAL SLR CAMERA		
-b		WIDE ZOOM LENS		
-c		SPEED LIGHT		
-d		SPARE BATTERY FOR DIGITAL CAMERA		
-e		MEMORY:16GB		
D	CLASS PRESENTATION DEVICES			
D-1	LCD PROJECTOR		5	C
-1	Description	LCD Projector for Computer & Video Signals		
-2	Resolution	XGA (1024 x 768)		
-3	Brightness	2000 ANSI Lumens		
-4	Video Signals	NTSC, PAL, SECAM, NTSC4.43, PAL-M, PAL-M		
D-2	SCREEN		5	C
-1	Description	LCD Projector Screen		
-2	Type	Scroll type		
-3	Size	2000 x 1600 mm		

JAPAN'S GRANT AID

The Government of Japan (hereinafter referred to as "the GOJ") is implementing the organizational reforms to improve the quality of ODA operations, and as a part of this realignment, a new JICA law was entered into effect on October 1, 2008. Based on the law and the decision of the GOJ, JICA has become the executing agency of the Grant Aid for General Projects, for Fisheries and for Cultural Cooperation, etc.

The Grant Aid is non-reimbursable fund to a recipient country to procure facilities, equipment and services (engineering services and transportation of the products, etc.) for economic and social development of the country under principles in accordance with the relevant laws and regulations of Japan. The Grant Aid is not supplied through the donation of materials as such.

1. Grant Aid Procedures


The Japanese Grant Aid is conducted as follows-

- Preparatory (Preliminary) Survey (hereinafter referred to as "the Survey")
 - The Survey conducted by JICA
- Appraisal & Approval
 - Appraisal by the GOJ and JICA, and Approval by the Japanese Cabinet
- Determination of Implementation
 - The Notes exchanged between the GOJ and a recipient country
- Grant Agreement (hereinafter referred to as "the G/A")
 - Agreement concluded between JICA and the recipient country
- Implementation
 - Implementation of the Project on the basis of the G/A

2. Preliminary Survey

(1) Contents of the Survey

The aim of the Survey is to provide a basic document necessary for the appraisal of the Project by JICA and the GOJ. The contents of the Survey are as follows:

- Confirmation of the background, objectives, and benefits of the Project and also institutional capacity of agencies concerned of the recipient country necessary for the implementation of the Project.
 - Evaluation of the appropriateness of the Project to be implemented under the Grant Aid
- 

Scheme from a technical, financial, social and economic point of view.

- Confirmation of items agreed on by both parties concerning the basic concept of the Project.
- Preparation of a basic design (a list of equipment) of the Project.
- Estimation of costs of the Project.

The contents of the original request by the recipient country are not necessarily approved in their initial form as the contents of the Grant Aid project. The Basic Design (final equipment list for appraisal) of the Project is confirmed considering the guidelines of the Japan's Grant Aid scheme.

JICA requests the Government of the recipient country to take whatever measures are necessary to ensure its self-reliance in the implementation of the Project. Such measures must be guaranteed even though they may fall outside of the jurisdiction of the organization in the recipient country actually implementing the Project. Therefore, the implementation of the Project is confirmed by all relevant organizations of the recipient country.

(2) Selection of Consultants

For smooth implementation of the Survey, JICA uses (a) registered consulting firm(s). JICA selects (a) firm(s) based on proposals submitted by interested firms.

(3) Result of the Survey

The Report on the Survey is reviewed by JICA, and after the appropriateness of the Project is confirmed, JICA recommends the GOJ to appraise the implementation of the Project.

3. Japan's Grant Aid Scheme

(1) The E/N and the G/A

After the Project is approved by the Cabinet of Japan, the Exchange of Notes (hereinafter referred to as "the E/N") will be signed between the GOJ and the Government of the recipient country to make a pledge for assistance, which is followed by the conclusion of the G/A between JICA and the Government of the recipient country to define the necessary articles to implement the Project, such as payment conditions, responsibilities of the Government of the recipient country, and procurement conditions.

(2) Selection of Consultants

The consultant firm(s) used for the Survey will be recommended by JICA to the recipient country to also work on the Project's implementation after the E/N and the G/A, in order to maintain technical consistency.

(3) Eligible source country

Under the Japanese Grant Aid, in principle, Japanese products and services, including transportation, or those of the recipient country are to be purchased. When JICA and the Government of the recipient country or its designated authority deem it necessary, the Grant Aid may be used for the purchase of the products or services of a third country. However, the prime contractors, namely, constructing and procurement firms, and the prime consulting firm are limited to "Japanese nationals".

(4) Necessity of "Verification"

The Government of the recipient country or its designated authority will conclude contracts denominated in Japanese yen with Japanese nationals. Those contracts shall be verified by JICA. This "Verification" is deemed necessary to secure accountability to Japanese taxpayers.

(5) Major undertakings to be taken by the Government of the Recipient Country

In the implementation of the Grant Aid Project, the recipient country is required to undertake such necessary measures as Annex-3.

(6) "Proper Use"

The Government of the recipient country is required to maintain and use the facilities constructed and the equipment purchased under the Grant Aid properly and effectively and to assign staff necessary for this operation and maintenance as well as to bear all the expenses other than those covered by the Grant Aid.

(7) "Export and Re-export"

The products purchased under the Grant Aid should not be exported or re-exported from the recipient country.

(8) Banking Arrangements (B/A)

- a) The Government of the recipient country or its designated authority should open an account in the name of the Government of the recipient country in a bank in Japan (hereinafter referred to as "the Bank"). JICA will execute the Grant Aid by making

payments in Japanese yen to cover the obligations incurred by the Government of the recipient country or its designated authority under the Verified Contracts.

- b) The payments will be made when payment requests are presented by the Bank to JICA under the Authorization to Pay (A/P) issued by the Government of the recipient country or its designated authority.

(9) Authorization to Pay (A/P)

The Government of the recipient country should bear an advising commission of the Authorization to Pay and payment commissions to the Bank.

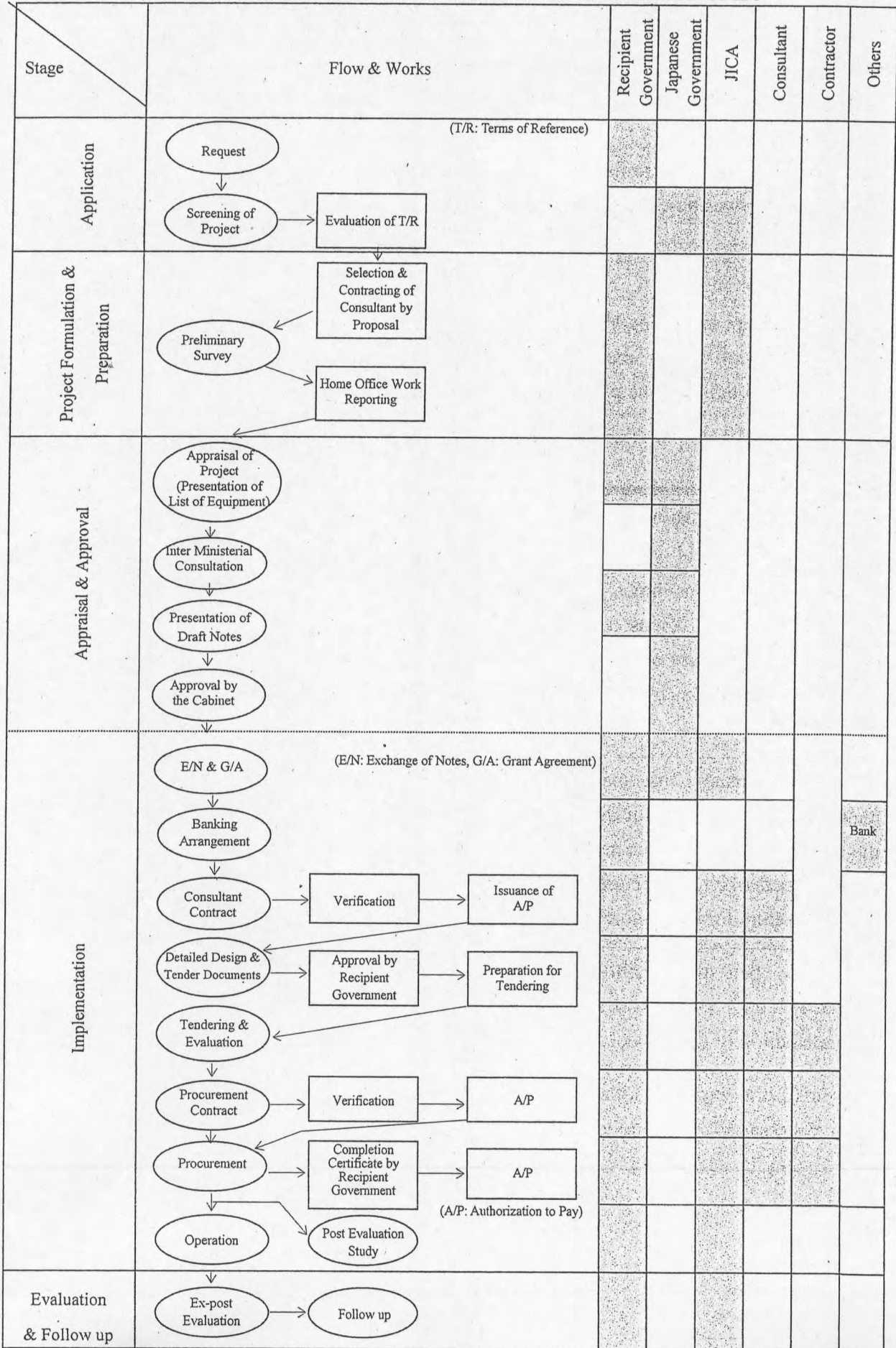
(10) Social and Environmental Considerations

A recipient country must ensure the social and environmental considerations for the Project and must follow the environmental regulation of the recipient country and JICA socio-environmental guideline.

(End)



FLOW CHART OF JAPAN'S GRANT AID PROCEDURES



Major Undertakings to be taken by the recipient government

NO	Items	To be covered by the Grant	To be covered by the Recipient
1	To bear the following commissions to a bank of Japan for the banking services based upon the Banking Arrangement		●
	1) Advising commission of Authorization to Pay		●
	2) Payment commission		●
2	To ensure prompt unloading and customs clearance at ports of disembarkation in the recipient country and to assist internal transportation of the products therein		●
	1) Marine(Air) transportation of the products from Japan to the recipient country	●	
	2) Internal transportation from the ports of disembarkation to the project site	●	
3	To ensure that customs duties, internal taxes and other fiscal levies which may be imposed in the recipient country with respect to the purchase of the products and the services be exempted or be borne by the Authority without using the Grant		●
4	To accord Japanese nationals whose services may be required in connection with the supply of the products and the services under the verified contract such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work		●
5	To ensure that the facilities and the equipment be maintained and used properly and effectively for the implementation of the Project		●
6	To bear all the expenses, other than those covered by the Grant, necessary for the implementation of the Project		●