



Dienst Justitiële Inrichtingen
Ministerie van Justitie en Veiligheid

Requirements

Annex 1

Prototype Automatic Arabic Dialect Recognition (A-ADR)

For the State of the Netherlands, Immigration and Naturalisation
Service (IND)

Reference : TN562514
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Introduction

These are the Requirements forming part of the Tender Documents. It contains the minimum requirements that you as the Contractor must meet during the performance of the Agreement. These minimum requirements are referred to as 'requirements' in this document.

You fully and unconditionally accept these Requirements by completing, signing and submitting Form B 'Tender Form and Statement of Agreement' with your Tender. Therefore, you do not need to answer the requirements yourself.

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1 General requirements

1.1 General requirements

#	Description
1.	The Contractor shall comply with applicable environmental and other laws and regulations relating to this Assignment.
2.	The AADR prototype must be developed as an entirely open-sourced tool under an appropriate license, to be determined by the Contracting Party. The license conditions should allow for another party to take over the development from Prototype to Final Solution.
3.	The Bid should be submitted in English.

2 Functional requirements

2.1 Prototype

#	Description
4.	The A-ADR prototype must be fully automatic, using state-of-the-art ADR technology
5.	The A-ADR prototype must be able to deal with .mp3 audio samples (at least 192 kbps) of spontaneous speech in spoken Arabic varieties (not Modern Standard Arabic).
6.	The A-ADR prototype must be able to handle as many spoken dialects of Arabic as possible, since the true origin of the speakers to be tested is unknown.
7.	The A-ADR prototype must be able to indicate the best matching language model at a broad level (e.g. Maghrebi – Levantine – Mesopotamian – Gulf – Egyptian), and (as a second step), at a more fine-grained level (e.g. towards country level).
8.	The A-ADR prototype must be flexible and allow for further training/finetuning with newly available datasets.

2.2 Mock up

#	Description
9.	The mock up must give a visualization of how the analysis results are presented to potential end users (e.g. asylum officers).
10.	The mock up must translate the analysis results into an understandable conclusion format fit for lay use.
11.	The mock up must show how the level of uncertainty of the result can be communicated to the user.

2.3 Datasets

#	Description
12.	Datasets to be used by the Contractor for training and testing must not infringe copyright law, privacy law or license agreements. Therefore, only datasets for which IND has given permission (following legal advice) may be used by the Contractor.
13.	Datasets to be used for training and testing are to be agreed upon during the first four months after the Agreement has been signed.
14.	Any cost (e.g. license costs) that comes with use of datasets will be carried by IND and should not to be included in the Pricing sheet.

2.4 Validation reports

#	Description
15.	Validation reports must include various technical performance evaluations, including visual ones.
16.	Validation reports must include determination of the correlation between the score and accuracy, including visualization.
17.	Validation reports must include testing for bias, fairness, and representativeness across diverse Arabic-speaking populations.

2.5 Documentation

#	Description
18.	The documentation must include technical documentation of the development and validation stages as required by the EU AI Act.
19.	The documentation must include data governance during the development and validation stages and must also include records about the origin of the data, original purpose of data collection, data preparation operations conducted such as labelling, cleaning operations.
20.	The documentation must include a risk management system as required by the EU AI Act.

3 Security requirements

3.1 Information security

#	Description
21.	The A-ADR prototype must be developed according to the principle 'Security-by-design'. Relevant aspects of this principle are listed below.
22.	Development activities must be based on a documented system development methodology, which addresses, among other things, standards and procedures for application development, the application of policies and regulations, and a project-based approach.
23.	When developing applications, the privacy and protection of personal data, where applicable, must be guaranteed in accordance with relevant laws and regulations.
24.	Read and write access to source code, development tools, and software libraries must be appropriately managed.
25.	Changes to systems within the development lifecycle must be controlled through the use of formal change control procedures.
26.	Information systems must be designed in such a way that data input, processing and output functions are validated (at the appropriate time) in the process for accuracy, timeliness and completeness in order to optimally support the business process.
27.	The development of applications including program code must be carried out using (industry) good practice, such as built-in software testing, and by individuals with the appropriate skills and tools, and should be reviewed.
28.	Training and test data must be carefully selected, protected, and controlled.
29.	Contractor must establish secure development environments for systems development and integration activities spanning the entire systems development lifecycle.
30.	The development methodology must be supported by a tool that provides the necessary facilities for effectively executing the development cycle.
31.	The project organization of Contractor must have formulated guidelines for control activities and reporting aimed at evaluating development activities, such as requirements, specifications and program code.
32.	The project organization of Contractor must have a process-oriented and efficient version control system in place during the system development process.
33.	The project organization of Contractor must have a quality assurance process in place to determine the reliable operation of the application development and maintenance process.
34.	A preventive vulnerability scan is performed by the Contractor towards the end of the Contract, taking into account security risk awareness documents such as the 'SANS/CWE top 25 most dangerous software errors' and the 'OWASP Top Ten Web Application Security Risks'.

3.2 AI act

#	Description
35.	The AADR prototype must be developed according to the principle 'AI Act-compliant-by-design'.
36.	The Prototype should have the potential to serve as back-end speech analysis system of licensed software for forensic application of an ADR system (Final Solution), which is considered to be a high-risk AI application (cf. Articles 9-15 of the EU AI Act).

3.3 Privacy and data protection

#	Description
37.	Any processing of personal data must be done in accordance with the General Data Protection Regulation (GDPR).
38.	Given that speech data could be considered as personal data at least in some cases, the necessary processing of voice recordings must be justifiable based on Article 6 of the GDPR and Art. 89 of the GDPR is applicable (processing for scientific purposes). Relevant criteria are listed below.
39.	The research project must be designed in accordance with the relevant methodological and ethical standards of the sector and in accordance with good practice.
40.	When developing the AI system, no more personal data may be processed than is necessary for the intended research.
41.	Proportionate retention periods, as defined in Article 5, paragraph 1, introductory sentence and point (e), GDPR, must be established. When determining retention periods, criteria such as the duration and purpose of the research must be taken into account.
42.	The result of processing for scientific purposes may only consist of aggregated data. This also means that the Prototype's AI models may only contain aggregated data.
43.	Staff should be trained to create privacy awareness among those who handle data used for scientific research and development of the Prototype.
44.	Measures must be taken to ensure that personal data are accurate and updated as needed, taking into account the purpose of the scientific research for which the datasets are processed (and also the purpose of the Final Solution). This includes validating the data that were used to train the Prototype against other (own) datasets.
45.	Technical and organizational measures must be taken to ensure that the scientific research complies with the foregoing. These include confidentiality agreements and confidentiality statements, (automatic) notifications of retention periods and checks on the deletion of personal data after the specified retention periods, functional separation, a strict division of access rights, limitations on access rights, and access logs.

4 Project Governance

4.1 Meetings and reports

#	Description
46.	Contractor and IND meet at least monthly (online) to discuss at least <ul style="list-style-type: none"> the progress of the project. decisions to be made during development. assessment of risks.
47.	Contractor submits written progress reports at least quarterly.

5 Financial requirements

5.1 Billing

#	Description
48.	The Contractor shall send the invoice electronically (XML) so that it can be received and processed, subject to the specifications given by the Contracting Authority.
49.	Invoicing takes place in accordance with Annex 7 'Leaflet E-invoicing to the central government (Rijksoverheid)'.
50.	The payment period is 30 days after receipt of an invoice. To meet the payment deadline, invoices should comply with set requirements.
51.	Invoices comply with all applicable legal requirements as a minimum. Invoices that do not comply with this will not be processed. To do business with the SSC DJI, additional requirements apply. You can find these via zaken doen met DJI ('doing business with DJI'). You must also meet these requirements.
52.	After award, further arrangements can be made regarding billing.