

PROCUREMENT OF IT EQUIPMENT AND SOFTWARE FOR 2017

BID BULLETIN NO. ITES 2017-001

This bid bulletin clarifies queries raised during the Pre-Bid Conference for the **Bidding for the Procurement of IT Equipment and Software 2017** held last 5 May 2017, and other matters relative to the bidding.

1. Queries/Questions by Prospective Bidders

Issues Raised	Clarification/s
1. Whether the HDMI Port can be excluded from the specifications since the Workstation with Xeon Processor has no video output.	HDMI port will still be included in the specification; however, bidders can opt to just include DP to HDMI adapters.
2. Whether it is possible to match the optical drive with the workstation in all-in-one since its speed is also 8x.	The original specification regarding optical drive as indicated in the Technical Specifications sheet (16x) will remain.
3. Whether the indicated specifications are for a full laser printer or just a barcode printer.	The specifications indicated are for barcode printer with laser printer technology.
4. Whether local brands that meet the required specifications would be acceptable.	Local brands are acceptable as long as they meet all required specifications including "Branded (Globally Known Brand)".
5. Whether the "Branded (Globally known Brand)" can be removed from the Technical Specifications of Lots A – Desktop All-in-one PC Configuration, B- Notebook PC and C – PC Workstation so that the manufacturer/supplier of local brands can participate in the bidding	As stated in Item #4, above, local brands are accepted and bidders carrying these brands are not precluded from participating in the bidding.
6. Whether the bidder can submit or include in their bid as proof that the products they will supply are globally known brand.	Bidders may submit such proof if they so desire, however, submission of product brochures is required to allow verification of technical specifications compliance.
7. Whether the ICT Standards would be acceptable as proof that the product is globally known brand, i.e. if the specific brand is included in the list of those who set the standards for IT then it is globally known brand.	Again, bidders may supplement their submissions with said proof but submission of product brochures will still be required.
8. Whether a display port can be provided in lieu of the VGA port for the All-In-One PC.	A display port may be provided instead as long as a display port to VGA adapter is included.
9. Inquiry on the warranty of optical mouse	Optical mouse must have three (3) years warranty.

10. Whether the VGA function is for extension only.	The VGA function is for extension of an additional monitor
11. On Note no. 5 of the Technical Specifications, "obligation for the warranty", why it's different from the presentation?	As stated on the TOR, "The obligation for the warranty shall be covered by retention money in an amount equivalent of at least one percent (1%) of every progress payment".
12. Whether there is a need for electrical works as part of the Data Center UPS scope of work.	Electrical works are part of the scope of work.
13. Inquiry on the NFCC	The reference of NFCC is the latest available Audited Financial Statements but not earlier than two (2) years before bid opening.
14. Whether the Delivery Schedule can be changed into 30-45 days upon receipt of Purchase Order.	Delivery schedule will be changed to from 30-45 days to 10-45 days upon receipt of Purchase Order
15. Whether they need to attach the Contracts indicated in the List of Completed and On-going Contracts	Only the single largest contract or two (2) contracts with an aggregate amount of at least 50% of the Approved Budget for the Contract (ABC) shall be attached.
16. Whether Lot L and M of Invitation to Bid are the same lot for the Bid Data Sheet and Technical Specification	Lot L will be for the Adobe Acrobat Pro and Lot M will be for the Data Center UPS as indicated in the Bid Data Sheet and Technical Specification.
17. Letter from Xitrix requesting that the special condition on " <i>Branded (Globally known Brand)</i> " be eliminated to enable local manufacturers of computers to participate in the bidding.	Please refer to Item# 4 above. Requiring a globally known brand is not a discrimination against local brands since there are local manufacturers of computers wherein their products are known globally. The website on World Intellectual Property Organization shows listing of brands in different countries; also, the Gartner List (US-based) evaluates brands quality-wise. This requirement is to ensure that products procured are of optimum or high quality since they meet global standards to prevent unwanted work disruption due to malfunctioning.

2. Other Clarifications from the BAC

- a. The bidders should be registered with PHILGEPS, otherwise the bidders will be rated failed in the submission of the Certificate of Registration, which shall result in declaring them as "ineligible".
- b. The bid documents can be accessed in the PHILGEPS and BCDA Websites.
- c. The bid bulletin shall be posted in PHILGEPS and BCDA websites on 15 May 2017. However, only those who purchased the bidding documents are entitled to directly receive a copy of the Bid Bulletin by email.
- d. The bidders have to purchase the bid documents before they are allowed to submit their bids. They can still purchase the document until the day of submission.

- e. The prospective bidders whose registration with PhilGEPS is under Platinum membership shall only submit their PhilGEPS Certificate of Registration. If the prospective bidder has not yet upgraded to Platinum membership, it shall submit the following class "A" documents:
 - i. Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives
 - ii. Valid Mayor's/Business permit
 - iii. Valid Tax clearance per E.O. 398, 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).
 - iv. Audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.
- f. The computation of the bid security shall be based on the Approved Budget for the Contract (ABC) depending on the form to be selected by the prospective bidder.
- g. The bidders may submit a notarized Bid Securing Declaration in lieu of other forms of bid security. It is important to note, however, that although the Bid Securing Declaration does not require cash, its enforcement shall include automatic blacklisting and payment of certain fines in the event that the bidder violates any of the conditions set forth in the bidding documents.
- h. The financial bid should not be more than the ABC, otherwise the bidder will be disqualified.
- i. NFCC Computation should be based on the audited Financial Statements for the year 2015 or 2016, whichever is available, using the computation provided in paragraph 5.5 of the Instruction to Bidders.
- j. The bidders are requested to use tabs in compiling their bid documents for quick and easy identification and verification.

3. Reminders from the BAC

- a. BCDA adheres to the "No-Contact Rule". All clarifications should be made in writing and addressed to the BAC-G Secretariat. Deadline of Clarification is at 5pm on 10 May 2017.
- b. Visiting or calling the members of the BAC, the TWG, the Secretariat or anyone working for BCDA is not allowed and will not be entertained.
- c. Dates, in the absence of any qualifications, are meant to be calendar days. Calendar days include Saturdays, Sundays and Holidays.
- d. **The deadline for the submission of bids for the Bidding for the Procurement of IT Equipment and Software for 2017 is on May 22, 2017 at 1:00 PM** at the BCDA Central Receiving and Releasing Area (CRRA) located at the 2nd Floor Bonifacio Technology Center, 31st St. cor. 2nd Avenue Bonifacio Global City, Taguig City. The computer system clock at the CRRA that is set to Philippine Standard Time (PhST) shall be used as reference in determining the time for the submission of bids. Hence, participating bidders are advised

to synchronize their timepieces with the said computer system clock. **Late bids or those submitted after 1:00 PM of 22 May 2017 shall not be accepted.**

- e. Bidders may submit their eligibility documents a day before the deadline for submission to avoid the possibility of being late for submission.
- f. **Bid opening shall be on May 22, 2017 at 2:00 PM** at the BCDA Corporate Center in the address indicated in item 3d. Bids will be opened in the presence of the Bidders. Although Bidders' attendance during the Opening of Bids is not compulsory, it is advised that bidders will send their representative to assist the BAC and answer clarifications, if any.
- g. Each and every page of the Bid Form must be appropriately signed by the bidders or the bidder's authorized representative. The notarized authorization should also be attached. Failure to do so shall be a ground for the rejection of the Bid.
- h. All licenses, permits and other required clearances should be valid at the time of the submission of bids and signing of the contract.
- i. The BAC expects the bidders to exercise due diligence in going through the bidding documents to be able to prepare their bids intelligently.
- j. The following documents are required to be NOTARIZED:
 - i. Omnibus Sworn Statement
 - ii. Bidder's Representative Authorization (as provided in Paragraph 2 of the Omnibus Sworn Statement)
 - iii. Bid Securing Declaration
- k. BCDA reserves the right to waive minor defects in forms and requirement as long as they do not affect the genuineness and authenticity of the documents submitted.
- l. BCDA reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

Please be reminded that all queries after the release of this Bid Bulletin will not be entertained.

All provisions, conditions and statements in the bidding documents inconsistent with this Bid Bulletin are either modified or rendered ineffective, as the case may be.

Issued on 15 May 2017.

BIDS AND AWARDS COMMITTEE FOR GOODS


AILEEN ANUNCIACION R. ZOSA
Chairperson

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