

SUPPLEMENTAL BID BULLETIN

**Republic of the Philippines
PHILIPPINE INTERNATIONAL CONVENTION CENTER
PICC Complex, 1307 Pasay City
BIDS AND AWARDS COMMITTEE (BAC)**

March 21, 2024

**THREE (3) – YEAR SUPPORT/ MAINTENANCE AND HOSTING SERVICE
OF PICC WEBSITE**

ADDENDUM NO. 01

This Addendum is issued to amend/revise certain provisions of the Bid Documents for the above-captioned procurement. Said amendments are as follows:

I. Section III- Bid Data Sheet has been revised to read as follows:

- ITB Clause 5.3

- For this purpose, a similar contract shall refer to support/maintenance and hosting service **of a Website.**

The Bidder must have completed within the last five (5) years a single contract that is similar to this requirement, the amount of which shall be at least fifty percent (50%) of the ABC.

- ITB Clause 20.2

- **a. Certified Photocopy of the CY 2022 Income and Business Tax Returns with proof of payment;**

II. Section V

- Warranty and Support **have been deleted and transferred to Section VII under general conditions**

III. Section VI- Schedule of Requirements

- Contractor shall complete the installation, configuration and propagation of Website Hosting Service for 45 Calendar days

- The contract period for the support and maintenance will be three (3) years from June 1, 2024 to March 31, 2027 (**transferred to Section VII**).

IV. Section VII- Technical Specifications have been revised to read as follows:

- **I. DESCRIPTIONS OF THE PROJECT:**
- **II. GENERAL CONDITIONS:**

1. The contract period for the support and maintenance will be three (3) years from June 1, 2024, to March 31, 2027.

2. Provide minor upgrading services

- **III. WARRANTY AND SUPPORT**

- Three (3) year warranty and support **on software**

V. Section VIII-Checklist of Technical and Financial Documents has been changed to read as:

- **I. TECHNICAL COMPONENT ENVELOPE**

- Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR; If any of the documents in Annex "A" **has** expired, the updated document shall be submitted during post-qualification;

The corrected copies are attached. Bidders are advised to replace their original copies with the corrected copies.

For guidance and information of all concerned.


MELPIN A. GONZAGA
Chairman

Received by:

(Signature over printed name)

Telephone/Fax No. _____

Date: _____

Name of Company: _____

Bid Data Sheet

ITB Clause	
5	<p>The following persons shall be eligible to participate in this bidding:</p> <ul style="list-style-type: none"> a. Duly licensed Filipino citizens/sole proprietorships; b. Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines; c. Corporations duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the of the outstanding capital stock belongs to citizens of the Philippines; d. Cooperatives duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines; e. Must be in the business of Website Development for not less than five (5) years.
5.3	<p>For this purpose, similar contract shall refer to support/maintenance and hosting service <i>of a Website</i>.</p> <p>The Bidder must have completed within the last five (5) years a single contract that is similar to this requirement, the amount of which shall be at least fifty percent (50%) of the ABC.</p>
7.1	Sub-contracting is not allowed
8	The PICC will hold a pre-bid conference on March 20, 2024 at 11:00 a.m.
12	Not applicable
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ul style="list-style-type: none"> a. The amount of not less than ₱32,700.00, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. The amount of not less than ₱81,750.00 if bid security is in Surety Bond.
15	<p>Sealing and Marking of Bids</p> <p>Each Bidder shall submit the original and one (1) copy of the first and second components of its Bid.</p>
16.1	<p>The address for submission of bids is:</p> <p style="text-align: center;">PICC-Bids and Awards Committee (BAC) Secretariat Ground floor, Delegation Building PICC Complex, 1307 Pasay City</p> <p>The deadline for submission of bids is April 4, 2024 at 10:30 a.m.</p>

17.1	<p>The place of bid</p> <p style="text-align: center;">BAC CONFERENCE ROOM Function Room B, 2nd Floor, Secretariat Building PICC Complex, 1307 Pasay City</p> <p>The date and time of bid opening is April 4, 2024 at 11:00 a.m.</p> <p>In case the Bids cannot be opened as scheduled due to justifiable reasons, the BAC shall take custody of the Bids submitted and the opening of Bids shall be at 2:00 p.m. of the next working day.</p>
19.2	<p>Total ABC is ONE MILLION SIX HUNDRED THIRTY-FIVE THOUSAND PESOS (PhP1,635,000.00), VAT Inclusive.</p>
20.2	<p>Within a non-extendible period of five (5) calendar days from receipt by the bidder of the notice from the BAC that it submitted the LCB, the Bidder shall submit the following documentary requirements:</p> <ol style="list-style-type: none"> a. Certified Photocopy of the CY 2022 Income and Business Tax Returns <i>with proof of payment</i>; b. Sections III, and V of the bid documents, signed on each and every page by the bidder's authorized representative; c. Company profile with sketch of office location; and d. Certificate of Satisfactory Completion & Acceptance of previous PICC projects undertaken within the last five (5) years, if any.
21.2	<p>No additional requirement</p>

6	The period for correction of defects is seven (7) calendar days upon receipt of notice from PICC project-in-charge.
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Technical Specifications

Item	Specification	Statement of Compliance
	<p style="text-align: center;">TERMS OF REFERENCE</p> <p><u>Project Title:</u> Three (3) year Support / Maintenance and Hosting service of PICC Website</p> <p><u>I. Descriptions of the Project:</u></p> <p>The Project is to ensure that the PICC website is consistently accessible on the internet. This includes necessary updates and maintenance that will establish online and will facilitate effortless user interaction.</p> <p><u>Scope of Works/Services:</u></p> <ul style="list-style-type: none"> • Modification of Event Calendar Layout • Modification of the source code in the Plan Your Event Page by updating the rates and venue capacities • Search Engine Optimization (3 Months) • Hosting Cloud Service, including PICC Virtual Tour (1 Dedicated Server) • Mandated Data Privacy Act/ARTA requirements for Government • Website Maintenance <ul style="list-style-type: none"> - Page Modification (Edit/Delete) - Post Modification (Edit/Delete) - Image / Video Upload - Plugin Update - Basic Image Editing - Backup – Restore - Uptime Monitoring - Email Troubleshooting • Offer training for at least five (5) end-users which must be performed by trained individuals. <p><u>II. General Conditions:</u></p> <ol style="list-style-type: none"> 1. <i>The contract period for the support and maintenance will be three (3) years from June 1, 2024, to March 31, 2027</i> 2. <i>Provide minor upgrading services</i> <p><u>III. Warranty and support:</u></p> <ul style="list-style-type: none"> • The contractor shall provide maintenance service level agreement which includes a dedicated website programmer for the duration of the contract. • Warranty include minor software upgrade. 	

<ul style="list-style-type: none"> • <i>Three (3) year warranty and support on software</i> 	
<p style="text-align: center;">STATEMENT OF COMPLIANCE</p> <p><i>Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered.</i></p>	

Note:

Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) **in accordance with Section 8.5.2 of the IRR. If any of the documents in Annex "A" has expired, the updated document shall be submitted during post-qualification;**

Technical Documents

- (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid (**Annex "A"**); **and**
- (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents (**Section "B"**); **and**
- (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission or Original copy of Notarized Bid Securing Declaration (**Annex C"**); **and**
- (e) Conformity with the Technical Specifications (**Section VII**- signed on each and every page), which includes production/delivery schedule, manpower requirements, and/or after-sales/parts (**Section VI**), if applicable; **and**
- (f) Original duly signed Omnibus Sworn Statement (OSS) **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder (**Annex "D"**).

Financial Documents

- (g) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) (**Annex "E"**) or A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

- (h) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

II. FINANCIAL COMPONENT ENVELOPE

- (i) Original of duly signed and accomplished Financial Bid Form;

Other documentary requirements under RA No. 9184 (as applicable)

- (j) [For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos] Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- (k) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.