



Bids and Awards Committee

Bid Bulletin No. 1

Subscription to On-Line Document Retrieval System(Re-bidding)

All prospective bidders are hereby informed of the following:

AMENDMENTS:

Item No.	SEC Requirement	Amendments/Revisions
Page 39 Bid Data Sheet ITB Clause 5.4	<p>The Bidder must have completed, within the period specified in the Invitation to Bid and ITB Clause 12.1(a(ii), a single contract that is similar to this project at hand and whose value must be at least fifty percent (50%) of ABC.</p> <p>Bidder shall include in their bids:</p> <ol style="list-style-type: none"> 1) A photocopy of approved Contract/Purchase Order/Work Order; and 2) Certificate of Completion or Acceptance from bidder's client; of Official Receipts/s of the bidder covering the full amount of the contract. <p>For this purpose, similar contracts shall refer to the "Services rendered involving conversion to digital format; storage and retrieval; viewing; and printing"</p>	<p>The Bidder must have completed, within the period specified in the Invitation to Bid and ITB Clause 12.1(a(ii), a single contract that is similar to this project at hand and whose value must be at least fifty percent (50%) of ABC.</p> <p><u>In lieu of the above, the Bidder may opt to submit at least two (2) similar contracts, which the aggregate contract amount should be equivalent to at least fifty percent (50%) of the ABC, within five (5) years prior the deadline of submission and receipt of bids for this project. The largest of these similar contracts must be equivalent to at least (25%) of the ABC.</u></p> <p>Bidder shall include in their bids:</p> <ol style="list-style-type: none"> 1) A photocopy of approved Contract/Purchase Order/Work Order; and 2) Certificate of Completion or Acceptance from bidder's client; of Official Receipts/s of the bidder covering the full amount of the contract. <p>For this purpose, similar contracts shall refer to the "Services rendered involving conversion to digital format; storage and retrieval; viewing; and printing"</p>
Page 68 Section VII. Technical	<p>Proof of Concept- The Service Provider must be able to demonstrate an existing system similar to the SEC project supporting the following functionalities prior to the submission of bid documents:</p>	<p>Proof of Concept- The Service Provider must be able to demonstrate an existing system similar to the SEC project supporting the following functionalities <u>as part of the Post Qualification Process:</u></p>

<p>Specifications</p> <p>Item IX. Other Requirements</p>	<ol style="list-style-type: none"> 1. Document Conversion Facility 2. Document Retrieve Facility 3. Automatic Migration Process 4. Monitoring Facility During the Conversion Process 5. Computer Assisted Document Receipt Facility <p>A Certificate of Acceptance shall be issued by the end user after the POC upon compliant with the requirements stated above. The Certificate shall be attached to the bid documents prior to the opening of the Bids.</p> <p>The POC shall be conducted by the bidder with the Lowest Calculated Bid (LCB) as determined after bid opening. The schedule will be announced by the end-user.</p>	<ol style="list-style-type: none"> 1. Document Conversion Facility 2. Document Retrieve Facility 3. Automatic Migration Process 4. Monitoring Facility During the Conversion Process 5. Computer Assisted Document Receipt Facility <p>As <u>part of the Post-Qualification Process</u>, the bidder <u>declared as the Lowest Calculated Bid (LCB) shall be required to perform POC.</u></p> <p>A Certificate of <u>Acceptance</u>, issued by the end-user representative <u>shall</u> form part of the <u>Post-Qualification Documents</u>.</p> <p>In case the LCB failed to <u>meet</u> the requirement of the TOR, the 2nd LCB <u>shall perform</u> the POC and <u>so on and so forth</u>.</p>
--	---	---

CLARIFICATIONS

ITEMS	CLARIFICATION
Index Format	<p>Q: Will you show or provide the Index Format (e-PLDT)? It should be included in the TOR.</p> <p>-The SEC can provide the Index Format, the bidder can request before the Submission of Bids</p>
On-Line Document Retrieval System	<p>Q: Is it the same as SEC I-view (Vibal)?</p> <p>-It is an Alternative/Back up-system for SEC I-view.</p>
Legacy System	<p>Q: Is the Legacy System indicated in the TOR(e-PLDT)?</p> <p>-The SEC can show the prospective bidder/s, how the Legacy System (SEC I-view) works. The SEC will schedule a walk through for this, but first the bidders must secure the bidding documents.</p>
Single Largest Completed Contract	<p>Q: What contracts/projects can be indicated/stated as part of the Single Largest Completed Contract? If it's okay that aggregated contracts be accepted?</p> <p>-For this purpose similar contracts shall refer to the "Services rendered involving conversion to digital format, storage and retrieval; viewing; printing."</p> <p>-The BAC will allow an aggregated contract that has the four requirements.</p>

This Bid Bulletin No. 1 shall form an integral part of the Bid Document.

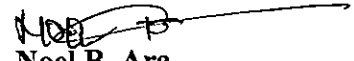
April 16, 2018

Prepared by:



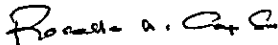
Christian Noel D. Castillo
BAC Secretariat
Representative

Reviewed by:



Noel B. Ara
End-User

Noted by:



Roseller N. Capila
Head, BAC Secretariat

Approved by:



Emmanuel Y. Artiza
BAC Chairman