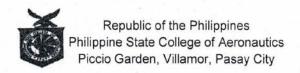BIDS AND AWARDS COMMITTEE

Bid Bulletin No. 1

Procurement of Document Management Solution with Hardware
PB2024-Goods - 16

This Supplemental Bid Bulletin No. 1 dated September 9, 2024 is being issued to clarify, modify or amend items in the Bidding Documents.

The following items in the Bidding Documents for the **Procurement of Document Management Solution with Hardware** as discussed and agreed during the pre-bid conference held last August 30, 2024 are hereby revised/amended:

1. **Section I: Invitation to Bid**

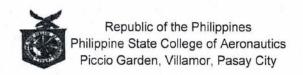| From...	To...
2. The **Philippine State College of Aeronautics** now invites bids for the above Procurement Project. **Delivery of the Goods is required within ~~Ninety (90)~~ days upon receipt of Notice to Proceed.** Bidders should have completed, within **two (2) years** from the date of submission and receipt of bids, a contract similar to the Project.	2. The **Philippine State College of Aeronautics** now invites bids for the above Procurement Project. **Delivery of the Goods is required within One Hundred Twenty (120) days upon receipt of Notice to Proceed.** Bidders should have completed, within **two (2) years** from the date of submission and receipt of bids, a contract similar to the Project.
5. A complete set of Bidding Documents may be acquired by interested Bidders starting on *August 21, 2024* from the given address and website(s) below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of* **Fifteen ~~Million~~ Pesos, PhP 15,000.00.**	5. A complete set of Bidding Documents may be acquired by interested Bidders starting on *August 21, 2024* from the given address and website(s) below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of* **Fifteen thousand Pesos, PhP 15,000.00.**

2. Section VI Schedule of Requirements

From...	To...
Delivered, Weeks/Months	**Delivered, Weeks/Months**
30 days upon receipt of NTP	120 days upon receipt of NTP (all deliverables)

3. Section VII: Technical Specification

From...	To...
Warranty:	**Warranty:** One year technical support

4. The following were the discussions during the prebid conference:

a. The bidder inquired regarding the requirement that the provider must show track record of running a DMS/Digitalization service for schools for at least 3 years. Mr. Aron J. Alojado, the end-user, explained that he wanted to award the contract for the project to a winning bidder who has the undoubtful expertise in providing Digitalization Management System (DMS) and to have a system that operate smoothly.

b. The bidder also clarified the requirement that the DMS system must be fully integrated with the existing School Information System of the College. Mr. Alojado reiterated that he wants the DMS operates smoothly with the College's School Information System.

c. It was also discussed that the College will provide the process to the winning bidder.

d. The bidders are instructed to provide a detailed breakdown of their financial bid. The BAC wanted to see the composition of the bid. It was also agreed that the bid must include the manpower requirement of the project and the Curriculum Vitae of each personnel must be included in the documents.

e. The BAC and the bidders agreed to have a presentation of POC, proof of concept, on September 10, 2024, 9:00 am at the Virtual Room. It was also made clear that the said presentation is not a mandatory requirement and it is not a ground for disqualification of the bidder.

f. Bidders are requested to submit also a *flashdrive* containing the scanned copies of their eligibility/technical documents as reflected also in the checklist presented in the Bidding Document.

5. Announcement for the New Schedule of the Submission and Opening of Bids

Through this Bid Bulletin, all prospective bidders and observers are hereby informed that the submission and opening of bids for the project is moved from September 13, 2024 to September 16, 2024.

Original Schedule	New Schedule
Deadline for Submission of Bids ~~September 13, 2024~~ 1:00 pm BAC Office	**Deadline for Submission of Bids** September 16, 2024 1:00 pm BAC Office
Opening of Bids ~~September 13, 2024~~ 1:30 pm PhilSCA Multi – Purpose Hall	**Opening of Bids** September 16, 2024 1:30 pm PhilSCA Multi – Purpose Hall

6. Additional Inquiries from the bidders

Inquiries:	Answer from the end-user:
A. The cloud base referring under this section is a public or private cloud? If pertaining to private cloud, is it hosted on a dedicated infrastructure, either on-premises or at a service provider data center?	The term "cloud-based" refers to a public cloud that meets general requirements.
C. What kind of certification requirement from cloud provider/hosting company related to DMS solution? Is it authorization certificate only with justification that DMS application will run or work using cloud deployment?	The cloud provider's certification requirement is a partnership certification, as well as a certification that the DMS is fully functional on their cloud.
E. Beside of using open source platform for DMS, can you consider a licensed platform in order to addressed possible security issues and vulnerabilities?	As specified in the technical specification, the back-end language should be PHP, but you may use JavaScript and the like for the interactivity of the DMS. The provider should be aware of the PHP vulnerabilities and take action on their end.
F. Is this related to DMS solution migration from cloud to bare metal platforms?	The procurement process focuses on acquiring a DMS solution and digitizing our physical copy documents. Currently, we don't have any DMS, either on-premise or cloud-based. The DMS should run either on cloud or on an on-premise server.
G. The expected deployment of DMS solution will be on both cloud (via cloud	The deployment would take place on an on-premise server utilizing our hypervisor.

hosting) and cloud on- prem?	
K. What are those school information systems or platform required for DMS integration? Does it have API that can be used for integration?	Currently we have ISMS provided by Pinnacle Technologies Inc., and APIs will be provided for the integration of the DMS and ISMS.
Does the requested back-up and restore solution is manual or automated?	The backup should be automatic or time triggered backup, and the restore process should be manual
To be able to deliver the 30,000 pages per day, can we provide additional components e.g., high-speed scanner as an addition to the overhead camera to deliver the 30,000 pages per day?	To be able to deliver 30,000 pages per day, the provider may add additional resources, such as human resources or a high-speed scanner.
What will be the use case of 2D/3D barcode?	The bar or QR code scanner will be used in searching and indexing of the documents for faster and more efficient processing.

This Supplemental Bid Bulletin No. 1 shall form part of the Bid Documents. Any provision in the Bid Documents inconsistent herewith is hereby amended, modified, and superseded accordingly.

For the information and guidance of all concerned.

Issued this 9th day of September, 2024 in the City of Pasay.

MR. DARBY P. ESPERANZATE
Chairman, Bids & Awards Committee