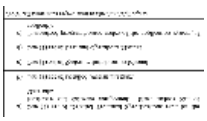
Item No.	QUERY	REPLY
1.	Section VII, Technical Specifications, Item 3, Documentation:  We would like to ask if the documentation listed above (Hard and Soft copies) will be part of our bid and will be submitted on the opening bid?	As required in Item 12.1(a) (vii) of the Bid Data Sheet (p. 30), the bidder shall provide the **Statement of Compliance** at the time of submission of the bid.
2.	This is in regards to the evaluation of the system with our existing client, we would like to request that our client's privacy and safety be also considered. Due to the current pandemic situation, visitors "may" not be honored by our existing client. In the best case scenario that our client agrees for a site visit and system inspection, we would like to request that this be by appointment and not a surprise visit.	Based on Section IV, General Conditions of Contract Item 16 on Inspections and Tests, quoted as follows: As a requirement in the Special Conditions of the Contract during the Post-Qualification, the SSS Technical Working Group shall conduct site visits to the bidder's existing installations. Prior permissions may however be obtained from the clients and the bidder shall make the arrangement.
3.	• We understand that there are calls for an extension of the delivery period, we would like to inform BAC that we are NOT agreeable to this request since our System is already compliant with RA 9184. • Section VI – Schedule of Requirements – The delivery period is 120 days (3 months?) - is it possible to extend this to (6++?) months? This is to accommodate: a. Possible customization in the processes flows which we discovered during the detailed business requirements gathering stage of the project, and; b. Consider the integration requirements with the other existing systems.	The delivery period is **150 calendar days** from the receipt of Notice to Proceed. This amends the following portions of the of the Bidding Document: Section I - Invitation to Bid (Delivery Completion Period); Section V - Special Conditions of Contract (Items 16.1.D.1.c and 16.1.D.3); Section VI – Schedule of Requirements (Items 1 to 4); and Section VII – Technical Specifications (Item V.g)
4.	In Section VII, Technical Specification, Item II Hardware and Consumables #1.3, states that the Data Collection Device must have internal storage, minimum of 16 GB. Why do you need a minimum of 16GB internal storage? Normally, only asset management application is installed on handheld and does not	A minimum of 8GB Internal Memory is acceptable. However, the data collection device must have an expansion slot that can hold a microSD/SD card of up to 32GB. The bidder shall provide a compatible 32GB microSD/SD for the collection data.

Item No.	QUERY	REPLY
	need 16GB. 8GB is enough. We recommend to make minimum of 8GB internal storage. Not to mention a 32GB SD card will be provided for DB Data.	This amends Section VII, Technical Specifications, Item II Hardware and Consumables, 1.
5.	In Section VII Technical Specification, Item II Hardware and Consumables, #2.2, states that the RFID Printer/Encoder of RFID Tags Assets must be capable of working distance of a minimum of 8cm. a. What do you mean by working distance of 8cm? Do you mean reading distance? b. If it is an RFID Printer, it does not need 8cm working/reading distance because the printer has built in UHF reader/writer, along with its printhead and it is calibrated to read RFID sticker at a very short range. c. We recommend removing this spec because all RFID printers available in the market will not comply with this. To validate my suggestion, you can check the specification of the different brands of UHF RFID Printers available over the internet/web. d. If this is NOT a RFID Printer, please validate that this is a USB RFID Reader/Writer? RFID Printer is different from a USB RFID reader/writer. A RFID Printer physically prints out on the RFID media/label surface and writes information on the RFID label's memory. On the other hand, a USB RFID reader/writer is only capable of writing information on the RFID's memory.	The requirement "Must be capable of working distance of a minimum of 8cm" is removed. This amends Section VII Technical Specification, Item II Hardware and Consumables, 2.
6.	In Section VII Technical Specification, Item II Hardware and Consumables, #2.3, states that the RFID Printer/Encoder of RFID Tags Asset must have contactless access. a. What do you mean by contactless access? Normally, RFID UHF Printer prints data on the face of the tag and at the same time, it encodes/write data on the RFID chip memory allocation. **b.** Do you mean that the RFID Printer must have a "Logical access control" wherein users can only print on the device if they will "tap" their smartcard staff ID?	The requirement "Must have contactless access" is amended to "Must be contactless RFID encoding". Contactless means no use of wires or cables when encoding data to the tag. This amends Section VII Technical Specification, Item II Hardware and Consumables, 2.
7.	In Section VII Technical Specification, Item II Hardware and Consumables, #3.0 RFID Asset Tag. a. In RFID UHF Technology, RFID Asset Tags are classified into two. These are RFID On-Metal tags and RFID Non-Metal Tag. This is because	a. The winning bidder must provide the following:

Item No.	QUERY	REPLY
	of RFID limitation to metal and liquid surfaces or environment. This only means that when you will put an RFID Non Metal Sticker tag to metal assets like steel cabinet, laptop, metal chairs, etc. the data collection device which in this case is a RFID Handheld Reader, will not be able to read or detect the tag from the metal assets. That is why it is very crucial to identify the materials of the assets needed to be tagged and procure the right RFID label for each asset type. For RFID limitations, you can further validate this over the web. b. Do you have preferred read range for the tag? c. In the market, price of RFID UHF metal tag is 3-6 times the cost of RFID UHF Non Metal tags. Given the current ABC for the RFID Tags which is ₱370,000 (unit cost is P12.33). This ABC/unit price for Tags can only accommodate RFID Non Metal Tags. d. If RFID Non Metal Tags will only be considered because of limited budget allocation, it would not comply with Section VII Technical Specification, Item II Hardware and consumbles, #3.3 because our RFID Non Metal tags would surely not work with Metal Materials. May we suggest that given the budget limitations, you may acquire non-metal RFID labels only for this bid and have a different bidding for the non metal labels. In Section VII Technical Specification, Item II Hardware and Consumbles, #3.1 states that the RFID Asset Tags must be tamper proof (sticker will be damaged when removed). e. When we say that sticker will be damaged when removed, it is not tamper-proof. Instead, we call it Tamper-evident. Do you mean tamper-evident? Normally, only RFID non-metal tag/label has this feature (Tamper-evident) while RFID on-metal labels does not have this feature since these labels are thicker and are robustly constructed.	• 2,000 pcs of RFID On-Metal tags • 22,000 pcs of RFID non-metal tags However, total amount must not exceed P370,000. b. None. c. Noted. d. Refer to reply in “a”. e. The asset tags must withstand a maximum life of 10 years and should not be easily removed whether it is tamper-proof or tamper-evident. This amends Section VII Technical Specification, Item II Hardware and Consumables, 3.
8.	What other future systems will the PIMS be integrating to in the future?	The in-house created Human Resource Management System.
9.	How many master data (assets/consumable items) currently do you handle?	• Furniture and Equipment around 16,500 • CAPEX around 18,000

Item No.	QUERY	REPLY
10.	How many suppliers do you have?	There is no definite number of suppliers because procurement is open to all who are willing and capable to join any procurement activities of the government.
11.	Average Number of Purchase Order per month	Based on 2019, monthly average of 657 PO/JO/LO/APR systemwide.
12.	Average number of Goods Receipt (receiving of goods/services) per month	Based on 2019, monthly average of 150 Goods Receipt.
13.	Average number of Supplier's Invoice per month	Based on 2019, monthly average of 200 DVs with multiple invoices per DV.
14.	How many branches will implement the procurement & inventory management?	• Competitive Bidding shall be implemented in the Main Office. • Alternative modes of procurement shall be implemented in the Main Office and 19 divisions nationwide. • Inventory management shall be implemented in the Main Office and 177 Branches.
15.	Do you have your own / rented warehouses? How many?	We have 1 warehouse for supplies but all 177 branches are considered mini warehouses.
16.	Do you sell an item? Need to issue an invoice / OR?	No, we only sell during the disposal stage.
17.	• List of priority forms and reports. • What are the expected procurement related forms?	Please refer to Annex B of the Bidding Documents. Refer to Item 22 for related forms
18.	Can we utilize the existing SAP system (add on provisions for Materials Management and Fixed Asset accounting to fulfill the functional requirements of the system?	No. The requirement is to provide a procurement and inventory management system that is **compliant** with the requirement of the **Republic Act 9184** (Government Procurement Reform Act) and its Implementing Rules and Regulations.
19.	Are you open to a cloud or on-premise solution?	This is an on-premise solution.

Item No.	QUERY	REPLY
20.	Can you describe the functions / tasks of the 80 users who will be using the system?	The following are the functions of the users, among others: • Preparation of Bids and Awards Committee related documents; • Encoding of all the Procurement Requests (PR) and updating of status of each project; • Preparation of RFQ, PO/JO/LO, Summary of Canvass, Summary of Evaluation of Proposals, Disbursement Vouchers with Computation Sheet including progress billings; • Review and Approval of transactions/ Processes/activities; • Monitoring of contracts, performance bond, variation orders/amendment to order, etc; • Inventory taking and management of supplies and assets from the time of receipt to disposal.
21.	Procurement Management Function/Module – 1.2.3 What are the expected alternative modes of procurement?	Under Rule XVI of the IRR of RA 9184, the alternative modes of procurement based on RA 9184 are the following: 1. Limited Source Bidding 2. Direct Contracting 3. Repeat Order 4. Shopping 5. Negotiated Procurement a. Two-Failed Biddings b. Emergency Cases c. Take-over of Contracts d. Adjacent or Contiguous e. Agency-to-Agency f. Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services g. Highly Technical Consultants h. Defense Cooperation Agreement i. Small Value Procurement j. Lease of Real Property and Venue k. NGO Participation l. Community Participation m. UN Agencies, International Organization or International Financing Institutions

Item No.	QUERY	REPLY
22.	Procurement Management Function/Module – 1.4.0 What are the expected procurement related forms?	Procurement related forms currently used, among others – • Procurement Request • Request for Quotations • Summary of Canvass (Sealed and Open) • Summary of Evaluation of Proposals • Endorsement form to BAC for Award • Purchase/Job/Letter Order • Penalty Computation Form • Bid Form • Form Letters to Bidders/Suppliers • Disbursement Voucher
23.	B. Procurement Management Function/Module – 1.5. Is there a sample computation for the computation of the liquidated damages, retention money, applicable taxes? Can this be a customized functionality?	1. Liquidated damages as defined in Sections IV and V, item 19. In case of delay or failure to deliver the deliverables and perform the services within the required period, the Bidder shall be liable for damages for the delay and shall pay SSS liquidated damages, not by way of penalty, an amount equivalent to one tenth (1/10) of one (1) percent (0.001) of the cost of unperformed portion for every day of delay until actual delivery or performance and acceptance by SSS. 2. Retention money as defined in p. 40 is retention money in an amount equivalent to at least one percent (1%) but shall not exceed five percent (5%) of every progress payment. 3. As withholding agent, SSS deducts the required taxes for VAT and EWT based on the Withholding Tax on Government Money Payments of the BIR.
24.	Amendment to Item 17.3 of Section V, Special Conditions of the Contract.	A One-year (1) warranty is required on all delivered goods and shall take effect immediately upon issuance of Certificate of Final Acceptance of the project by the SSS. The warranty shall be covered by, at the Supplier's option, either retention money in an amount equivalent to five percent (5%) of every progress payment, or a special bank guarantee equivalent to five percent (5%) of the total Contract Price. Vendor's obligations under the required warranty are specified in Section VII –

Item No.	QUERY	REPLY
		Technical Specifications – "Warranty Requirements and Preventive and Remedial Requirements Within the Warranty Period".
25.	Project Management Services – There is a requirement to submit resume's of the project team. This may not hold as people can be assigned to another project before the PIMS project starts depending on when it will be awarded and actually start, only then can the team composition be finalized/firmed – is this possible? Can any of the project team members whose resume's were provided in the bid be changed after the project has started?	Part of the evaluation are the resume of the Project Manager and the support staff. Therefore, it is required that they will be the one who will compose the implementing team. However, in case of any change in the team composition, a resume shall be required of the new member, for evaluation and approval by the procuring entity.
26.	Annex A – List of email notifications and System alerts – what would be the trigger to initiate and send the automatic email notification?	Every end of activity, triggered by the user/actor of the activity.
27.	Annex B – List of Reports for Generation – there is a note that there is a template format, can template(samples) be provided? - this is to assess if there are existing standard reports and if not we hope to estimate the amount of effort to customize the report	Standard Reports are those required by the Government Procurement Policy Board (GPPB) such as the Procurement Monitoring Report and the Agency Procurement Compliance and Performance Indicator (APCPI) System. Others are regular summary reports as a result of the processed transactions, or as required by management. Template will be provided to the winning bidder.
28.	Section VII.1.1.2 - What is the existing Virtual Environment	Hyper-Converged Infrastructure running on Windows Server 2019 Datacenter.
29.	10.1 – PAYMENT MILESTONE (we suggest the following payment): 1. 100% for licenses 2. 50% for Implementation upon approval of Project Implementation Plan 3. Remaining 50% upon final product acceptance	We maintain the payment milestone as stated in the Bidding Document.
30.	What are the existing HR modules?	HR modules that will integrate with the PIMS are the database on the names of employees and their employee number for accountability purposes.

Item No.	QUERY	REPLY
31.	What is the required level of details? Does it include the following? 1. Number of resources to be hired? 2. Projected expense per resource including new hires? 3. Projected mandated government increase for all employees including new hires? 4. What is the level of Budgeting/planning? Is it per resource and per expense entries per Cost center? Or just per resource per cost Center? Example of per resource per cost center per expense: Salaries and Wages xxxx Telephone Expense xxxx Clothing Allowance xxxx Example of per resource per cost center (lump of all GL expenses) Juan Dela Cruz - Cost Center xxxx	As stated in #30, the integration with the HR module is for accountability purposes and should not include the HR module per se.
32.	Please provide us number of existing of employees and projected growth in the next 5 to 10 years?	Currently, it is 7,000 employees but with no expected projected growth in the next 5 to 10 years.
33.	Is Actual vs Budget per resource needed? If yes, Is it on per expense per employee level or per employee per center level?	Yes. On a per project basis.
34.	If we have a JVA partner that is a foreign vendor, can that foreign partner submit documents without notarization but only with the signature of their authorized signatory with the company seal, owing to their country's lockdown caused by COVID19? Can we perhaps further have the documents notarized here in the Philippines?	Yes, pursuant to Item No. 6, GPPB Resolution 009-2020 dated 07 May 2020. Documents must be signed by the authorized representative/s or local partner appointed as such through a Special Power of Attorney from the country of origin. Please note that as part of post qualification, the genuineness and authenticity of the documents will be evaluated. The authority of the notary public as well as the proper execution of the documents will be checked.

Item No.	QUERY	REPLY
35.	Section VII. Technical Specifications p. 60 The proposed system must be compatible with SSS existing Windows Server 2019 Datacenter Operating System and shall be hosted in a virtualized environment. 1. Who will provide the hardware where the solution will be hosted? 2. Who will provide the software (OS, DBMS, virtualization) licenses? 3. What will be used as the OS, DBMS & Virtualization implementation?	The hardware will be provided by SSS. Since SSS will provide the hardware, the operating system and the virtualization implementation is with SSS. Database Licenses, if any, shall be provided by the bidder at no extra cost to the SSS.
36.	Must be capable of Web-based access using different browsers, such as but not limited to, Microsoft Internet Explorer 11, Microsoft Edge, and Google Chrome. 1. To confirm, the preferred solution is web-based 2. If it is a web app, will the solution be accessible internally or publicly? 3. If it is to be published publicly, do you manage the DNS? Do you have a public static IP Address?	Yes, the solution shall be web-based to be accessible internally by authorized SSS personnel.
37.	Must be capable to interface with SSS existing and future application systems. • IBM Budget Information System • SAP Financial Accounting System • Office 365 Directory • IBM Records Management System • Internally developed Human Resource Management System with Oracle database 1. If there are integration requirements, may we know what are the existing system's OS, DBMS, and Software Languages for integration effort? 2. If there are integration requirements with existing systems, will the procuring entity be able to provide testing environment?	Java-based application system running on Unix and Oracle DB environment Possible.
38.	Must have facility to replicate data to Disaster Recovery (DR) system. If there are DR Requirements, may we know if the procuring entity has available secondary site where the DR can be established?	Yes.
39.	Section VII. Technical Specifications p. 61. Must provide necessary licenses for at least eighty (80) users. 1. How many users/devices will be accessing the solution to be provided?	At least 80 users. Users are located in multiple locations.

Item No.	QUERY	REPLY
	2. Are the users located in one central location or multiple location? 3. If users are in multiple location, how many locations do you have? and approximately how many users per site?	Approximately 5 users per site in at least 5 sites.
40.	Must have capability for email notifications and system alerts. (See Annex "A" – List of Email Notifications and System Alerts). If there are requirements for email notifications, may we ask if you have an existing email server (SMTP) to cater the email sending?	Yes.
41.	Section VII. Technical Specifications II. HARDWARE AND CONSUMABLES p 62 Data Collection Device RFID Printer/Encoder of RFID Asset Tags RFID Asset Tag May we know where the hardware will be delivered?	All hardware and consumables will be delivered in SSS Main Office.
42.	Section VII. Technical Specifications documentation p. 63 a) One (1) set of Detailed Technical Specifications b) Each for the Hardware and Software component. Must include Bill of Materials. c) One (1) set of Detailed System Diagram d) One (1) set of System Administration Manual e) One (1) set of User and Operations Manual f) Customized program/source codes of the application system, if applicable Note: All Items must be provided in Hard and Soft copies May we know where the hardware will be delivered?	All documentations will be delivered in the Main Office. See response from item no. 41.
43.	Section VII. Technical Specifications IV. TRAINING AND TRANSFER OF TECHNOLOGY Are there any requirements where the training will be held?	Training will be conducted through MS Teams.
44.	Section VII. Technical Specifications V. PROJECT MANAGEMENT SERVICES a) The bidder shall provide a Project Manager (PM) who will oversee the implementation of the project. The bidder shall submit his/her resume. Will the procuring entity be providing a single point of person during the duration of the project especially during the deployment at data center sites? The nominated SPOC is expected to execute	Yes, there will also be a Project Manager in SSS for the implementation of the project.

Item No.	QUERY	REPLY
	internal coordination with their IT Team for any assistance required by the Proponent	
45.	Section VII. Technical Specifications VI. ONE (1) YEAR WARRANTY 1. May we ask scope of sites for this warranty period? 2. Is it acceptable to the procuring entity if the issue reporting (ticketing system) is accessible 24/7 and response & resolution be between 8AM - 6PM within Proponent operational hours? 3. Is it acceptable to the procuring entity, if after the acceptance of the project, all Proponent access will be revoked, and that procuring entity's System Administrators push the patches/updates/software fixes to production servers?	Warranty is for both the Hardware and Software which are located in the Main Office.
46.	Service Report Requirement Remedial Services Can the report be contained in the Incident Ticket or Service Request ticket accessible thru the ticketing system instead of traditional hardcopy forms/reports	No, service report in hardcopy is required by SSS IT Resource Management Department to keep track of the Service Provider's contractual obligations.
47.	Section VII. Technical Specifications VII. TWO (2) YEAR MAINTENANCE SERVICES May we know the sites covered by the maintenance services Is it amenable to the procuring entity if we propose a different SLA? Is the 24 hours working/calendar? Does this mean after 100 mandays, application support can end during the 2-year maintenance period and that only HW is applicable during the remaining days?	The project site is at SSS Main Office, East Avenue, Diliman, Quezon City No calendar No. Maintenance services is for both hardware and software for two (2) years.
48.	1.3. Must be capable of Web based access using different browsers, such as but not limited to, Microsoft Internet Explorer 11, Microsoft Edge, and Google Chrome. Will you allow ground up development? If yes, can we develop using ASP .NET or Java technologies?	The standard is Java technologies.

Item No.	QUERY	REPLY
49.	DASHBOARD AND REPORT GENERATION FUNCTION/ MODULE Do you have a preferred analytics tool for this requirement?	None.
50.	Section II BDS The Bidder must have completed, within five (5) years prior to the submission and opening of bids, a single contract that is similar to this Project, and the value of which, adjusted, if necessary, by the Bidder to current prices using the Philippine Statistics Authority (PSA) consumer index, must be equivalent to at least fifty percent (50%) of the ABC. For this purpose, similar contracts shall refer to Supply, Delivery, Installation and Configuration into operational state of a Procurement and Inventory Management System Can the Bidder submit accumulated projects? At least 2 completed contracts?	No, this bid requires a single largest completed contract.
51.	PhilGEPS Certificate of Registration and membership in accordance with Section 8.5.2 of the 2016 Revised IRR of RA 9184. For procurement to be performed overseas, it shall be subject to the Guidelines to be issued by the GPPB. Given the situation of ECQ-GCQ Our PhilGEPS updated certificate hasn't been released by PHILGEPS. With this can we submit our unexpired PhilGEPS certificate plus the attachments for reference that we have updated attachments?	Yes.
52.	Submission of Bids on July 16, 2020 Is this a personal submission or have an option to submit Online?	It should be personal/manual submission.
53.	May we know what is the basis of the five (5) years completed project for the similar contract? Is it the date of completion or the contract date?	Date of Contract completion.
54.	Due to the skeletal workforce of our team that was reported to our office, would it be possible to request for an extension of the bid submission?	Bid submission will proceed as announced.