REPUBLIC OF THE PHILIPPINES
SOCIAL SECURITY SYSTEM
East Avenue, Diliman, Quezon City

Bids and Awards Committee (BAC) II

PROJECT	:	**SUPPLY, DELIVERY, INSTALLATION AND CONFIGURATION INTO OPERATIONAL STATE OF AN AUDIT SOLUTION (4 PC WORKSTATIONS AND 2 PERPETUAL PC-BASED AUDIT SOFTWARE LICENSES) (RE-ADVERTISEMENT)**
ITB NO.	:	**Goods 2020-012**
SUBJECT	:	**BID BULLETIN NO. 1**
DATE	:	**03 March 2020**

Details of the bidding, as advertised:

Advertisement:	Posting at Websites & Conspicuous Places – February 15 to 22, 2020
Approved Budget for the Contract (ABC) and Source of Fund	₱1,057,000.00 Broken down as follows: Hardware (Capital Outlay) - ₱274,000.00 Software (Capital Outlay) - ₱546,000.00 Software Maintenance/Support Services (MOOE) - ₱237,000.00 **2020 COB - Capital Outlay & MOOE**
Price of BD (non-refundable)	₱1,100.00
Delivery Period	Within forty-five (45) calendar days for the Supply, Delivery, Installation and Configuration upon receipt of Notice to Proceed

This addendum/Bid Bulletin No. 1 is issued to clarify, modify or amend items in the Bidding Documents (BD) as a result of the pre-bidding conference on 26 February 2020. This shall form an integral part of the BD.

Under Section 22.5.3 of the RIRR of RA 9184, it shall be the responsibility of all those who have properly secured the BD to inquire and secure Supplemental/Bid Bulletins that may be issued by the BAC.

1. **Schedule of activities as discussed in the Pre-bidding Conference:**

    • Deadline for the submission of written queries: Friday, 28 February 2020
    • Issuance of Bid Bulletin No. 1 – reply to written queries: Tuesday, 03 March 2020
    • **Submission and opening of 2 envelopes: Wednesday, 11 March 2019, 2:00 p.m. at the 2nd Floor Bidding Room, SSS Main Building, East Avenue, Diliman, Quezon City**

2. **Clarification/Amendments - Annex "A".**

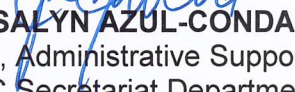3. **Documentary Requirements**

    a. **1st Envelope**

        a.1 PhilGEPS Certificate of Registration and membership.

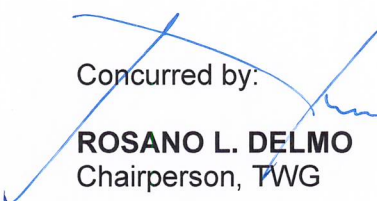   In case of uploaded document/s, which validity period had already expired, submit the updated document/s.

a.2 Statement of all its <u>Ongoing Government and Private Contracts</u>, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid;

a.3 Statement of at least two (2) completed contract similar to the project to be bid, **within five (5) years** prior to the submission and opening of bids with supporting documents and with the following conditions:

    a) The aggregate amount of which should be equivalent to at least fifty percent (50%) of the ABC for this Project; and

    b) The largest of these similar contracts must be equivalent to at least 25% of the ABC.

a.4 NFCC Computation or committed Line of Credit (form supplied)

a.5 JVA, in case of Joint Venture – Class "B" Documents (Each partner of the joint venture shall submit the legal eligibility documents. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance, except for SSS Clearance that must be complied by all JV partners);

a.6 Bid Security (2% of the ABC for Cash or Manager's/Cashier's Check payable to SSS or Bank Draft of the ABC, 5% of the ABC for Surety Bond **or** Bid Securing Declaration – form supplied).

a.7 Technical Documents – project requirements
- Section VI   – revised Schedule of Requirements (Annex A-1)
- Section VII   – revised Statement of Compliance with the Technical Specifications (Annex A-2)

a.8 Omnibus Sworn Statement (form supplied)

b. Checklist of the 2ⁿᵈ envelope:

b.1 Bid Form (form supplied) – pages 64 to 65
b.2 Bid Breakdown (form supplied) – pages 66

c. Additional Requirements to be submitted by the bidder with the Lowest Calculated Bid

c.1 2018 Income Tax Return filed through Electronic Filing and Payment System (EFPS) corresponding to the submitted Audited Financial Statement;
c.2 Quarterly VAT for the period April to September 2019;
c.3 Documents listed in the Platinum Membership and updates, if any;
- SEC/DTI Registration
- 2020 Mayor's Permit **or** 2019 Mayor's Permit and Proof of Application for Renewal
- Valid Tax Clearance
- 2018 Audited Financial Statement filed through EFPS

4. Awarding shall be made to the bidder with the <u>Lowest Calculated and Responsive Bid (LCRB).</u>

5. All documents that need notarization should be notarized by the Notary Public himself/herself who has the authority to do so for the current year.

6. Bidder must sign on each and every page of the Bid Proposal (1ˢᵗ and 2ⁿᵈ envelope).
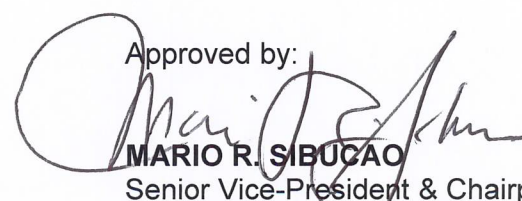
Supply, Delivery, Installation and Configuration into Operational State of an Audit Solution (4 PC Workstation and 2 Perpetual PC-Based Audit Software Licenses) (Re-Advertisement)

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Concurred by:

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Chairperson, TWG

Approved by:

MARIO R. SIBUCAO
Senior Vice-President & Chairperson
Bids and Awards Committee II

Annex "A"
BAC Resolution No. BB-2020-013
dated 03 March 2020

Supply, Delivery, Installation and Configuration into Operational State of an Audit Solution (4 PC Workstation and 2 Perpetual PC-Based Audit Software Licenses) (Re-Advertisement)

PROJECT : SUPPLY, DELIVERY, INSTALLATION AND CONFIGURATION INTO OPERATIONAL STATE OF AN AUDIT SOLUTION (4 PC WORKSTATIONS AND 2 PERPETUAL PC-BASED AUDIT SOFTWARE LICENSES) (RE-ADVERTISEMENT)

A. RESPONSES TO QUERIES/CLARIFICATIONS RAISED DURING THE PRE-BID CONFERENCE:

	Query/Clarifications	SSS Reply
1	On In-House Training Will the winning bidder provide the laptops/PC to be used during the training or SSS will provide the said equipment?	SSS will provide the computers for in-house training.

B. OTHER CLARIFICATIONS:

Other Clarifications		SSS Reply
III. TECHNICAL SPECIFICATIONS PC-based Audit Analytics		

Requirements	Technical Specifications	
Software Maintenance/ Support Services	The maintenance/support services for the Audit Analytics Software shall include all applicable software version upgrades, security patches and feature packs, and the related technical or remedial services such as configurations, problem diagnosis, troubleshooting, problem resolution, etc. that will ensure its continuous successful performance during the contract period. <u>The technical or remedial services shall be provided within 24 hours upon notification</u> by SSS of any incident of system malfunction or unsuccessful performance of the Audit Analytics Software.	The maintenance/support services for the Audit Analytics Software shall include all applicable software version upgrades, security patches and feature packs, and the related technical or remedial services such as configurations, problem diagnosis, troubleshooting, problem resolution, etc. that will ensure its continuous successful performance during the contract period. **The technical or remedial services shall be provided 24/7, upon notification within 24 hours** by SSS of any incident of system malfunction or unsuccessful performance of the Audit Analytics Software. **All applicable software version upgrades, security patches and feature packs should be FREE-OF-CHARGE to SSS.**
		This amends Section VII. Technical Specifications.

IV. HIGHLIGHTS OF THE BIDDING DOCUMENTS	
F. Working Hours	
2. **Maintenance/Support Services for the Audit Analytics Software** ➤ Within 24 hours upon notification by SSS of any incident of system malfunction or unsuccessful performance of the Audit Analytics Software.	**Maintenance/Support Services for the Audit Analytics Software** ➤ Within 24 hours upon notification by SSS of any incident of system malfunction or unsuccessful performance of the Audit Analytics Software. ➤ **24/7** **This amends Section VII. Technical Specifications.**
G. Mode of Payment/Payment Milestone **The Terms of Payment shall be as follows:** 2. **Second Year** ➤ <u>Full payment of Maintenance/Support Services after six (6) months</u> from the start of the 2nd year. 3. **Third Year** ➤ <u>Full payment of Maintenance/Support Services after six (6) months</u> from the start of the 3rd year.	Mode of Payment/Payment Milestone **The Terms of Payment shall be as follows:** 2. **Second Year** ➤ **Full Payment of Maintenance/Support Services shall be a month after the conduct of preventive maintenance** from the start of the 2nd year. 3. **Third Year** ➤ **Full Payment of Maintenance/Support Services shall be a month after the conduct of preventive maintenance** from the start of the 3rd year. **This amends Section V. Special Conditions of the Contract.**

IV. SCHEDULE OF REQUIREMENTS

Item No.	Description
1	**SUPPLY, DELIVERY, INSTALLATION AND CONFIGURATION INTO OPERATIONAL STATE OF AUDIT SOLUTION (4 PC WORKSTATIONS AND 2 PERPETUAL PC-BASED AUDIT SOFTWARE LICENSES)** 1.1 Supply and Delivery of 4 PC Workstations 1.2 Installation and configuration of Audit Software

	1.2.1 Connection to SSS Network 1.2.2 Connection to Oracle Database (M9000 10g and 11g) or Latest Database Server	1.2.2 Connection to Oracle Database (10g and 11g) or Latest Database Server
		This amends Section VI. Schedule of Requirements.

Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item No.	Description	Qty.	Total	Delivered, Weeks/Months
1	**SUPPLY, DELIVERY, INSTALLATION AND CONFIGURATION INTO OPERATIONAL STATE OF AN AUDIT SOLUTION (4 PC WORKSTATIONS AND 2 PERPETUAL PC-BASED AUDIT SOFTWARE LICENSES) (RE-ADVERTISEMENT).**	1 Lot	1 Lot	Within forty-five **(45)** calendar days upon receipt of the Notice to Proceed (Monday to Friday, 8:00 AM to 5:00 PM)
	1.1 Supply and Delivery of PC Workstations			
	1.2 Installation and configuration of Audit Software			
	1.2.1 Connection to SSS Network			
	1.2.2 Connection to Oracle Database (10g and 11g) or Latest Database Server			
2	**Documentation**			Within forty-five **(45)** calendar days upon receipt of the Notice to Proceed
	Users Operations Manual			
	• Hard Copies	At Least 1	At Least 1	
	• Soft Copies sent to the E-mail Account of Training Participants	At Least 15	At Least 15	
3	**Minimum Three (3)-Day In-house/Offsite Training**			To commence within the delivery period
	User's Training (Functionality) (Note: All costs related to the conduct of training shall be to the account of the vendor)	At least 15 pax	At least 15 pax	

Section VII. Technical Specifications

Bidders must state in the Statement of Compliance below either "**Comply**" or "**Not Comply**" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. 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 Bidders 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 provisions of **ITB** Clause 3.1(a)(ii) and/or **GCC** Clause 2.1(a)(ii).

Item	Specification	Statement of Compliance *(Please refer to Sec. III of the ITB, 12.1(b)(ii))*
1	**PC Workstations Requirements**	
1.1	**Processors** • Core i7 8th Generation or Higher Brand: _____ Model: _____ See attached literature or flyer: _____	
1.2	**Memory** • At least 16 GB 2400MHz DDR4 x2 (2 x4 GB DIMMs – Dual Channel) Brand: _____ Model: _____ See attached literature or flyer: _____	
1.3	**Storage** • At least 500 GB SSD • 2TB SATA HDD or Higher Brand: _____ Model: _____ See attached literature or flyer: _____	
1.4	**Video Card** • Dedicated 1 GB GDDRS Graphics Card or Higher Brand: _____ Model: _____ See attached literature or flyer: _____	

1.5	**Network Interface Card** • On-board Ethernet 10/100/1000 mbps	

1.6	**USB Port**
	• 6 On-board USB ports
	   ➢ At least 2 ports located at the front panel
	   ➢ At least 2 USB 3.0 ports
	
	Brand: _____
	Model: _____
	See attached literature or flyer: _____	

1.7	**Audio Port**
	• On-board Audio Ports
	   ➢ Audio-out
	   ➢ Headphone and microphone connector or combo on front panel
	
	Brand: _____
	Model: _____
	See attached literature or flyer: _____	

1.8	**Casing**
	   d. SFF Desktop: Maximum height is 4 inches
	   e. SFF Tower: Maximum width is 4 inches
	
	Brand: _____
	Model: _____
	See attached literature or flyer: _____	

1.9	**Display Monitor** • 23" Wide LED, 1920 x 1080, DVI or HDMI or Display Port Brand (if applicable): _____ Model (if applicable): _____ See attached literature or flyer: _____	
1.10	**Mouse** • USB Optical Wheel Mouse with Mouse Pad	
1.11	**Keyboard** • USB QWERTY – 104 Keys	

1.12	**Operating System** • Must be able to run SSS existing applications running on Windows 10 Professional (64-bit) OS and IE11/Edge. • Must be Original Equipment Manufacturer (OEM) License Brand (if applicable): _____ Model (if applicable): _____ See attached literature or flyer: _____	

1.13	**Warranty**
	• Three (3) years warranty with annual preventive and remedial services which shall take effect upon issuance of Certificate of Final Acceptance by SSS.
	
	The annual preventive and remedial services shall be provided to SSS during Monday to Friday at 8:00 AM to 5:00 PM.
	
	The following warranties shall be in addition to the expressed or implied warranties, as provided for under Item 17.3 of Section IV, "General Conditions of Contract", of the Philippine Bidding Documents:
	
	▪ All maintenance and technical support shall be available locally.
	
	▪ The frequency of preventive maintenance shall be on an annual basis. Where applicable, the preventive maintenance shall include standard cleaning, of the equipment to ensure that it is in optimum operating condition.
	
	▪ Remedial services shall include:
	
	    ➢ Replacement of units within the first seven (7) days of the warranty period if the hardware is reported defective.
	
	    ➢ Repairs/Replacement of parts within seven (7) days from the date of Notice of Incident.	

2	**PC-based Audit Software License**	
2.1	**File Access / Record Import / Data Extraction**	
2.1.1	• Extracts and reads different data formats and file structures (excel, text, dbase, etc.) from different data sources (Unix Server, Oracle Server, SQL Server, Local Machines, etc.)	
2.1.2	• Enables File Conversion (import/export) to other file formats (excel, text, dbase, etc.)	
2.1.3	• Extracts / imports data at a scheduled time	
2.1.4	• Adheres to database security during extraction/import of data or records	
2.1.5	• Imports ODBC – compliant data sources (Oracle, DB2 and SQL Server databases)	

2.1.6	• Verifies the quality of data imported	
2.1.7	• Prevents changes to imported data through read-only access	
2.1.8	• Prevents write-back of imported data to original source.	
2.2	**Data Analysis / Manipulation**	
2.2.1	• Has various data analytic functions (i.e., Summarize, Classify, Sort, Count, Index, Cross-tab, Stratify, Append, etc.)	
2.2.2	• Joins and relates data from imported/extracted records from databases or other sources	
2.2.3	• Matches records or data field by field based on assigned parameter/s	
2.2.4	• Performs Sampling, Statistical Analysis, Forecasting and other Arithmetical Computations	
2.2.5	• Computes the Standard Deviation and Margin of Error	
2.2.6	• Creates fields based on established criteria or conditional statement/s	
2.2.7	• Generates suspect/exception files based on established criteria or conditional statement/s	
2.2.8	• Searches for duplicate, gap records and null fields	
2.2.9	• Builds multi-conditional filter statements	
2.2.10	• Executes analytic commands thru scripting or coding	
2.2.11	• Captures analytic procedures/steps in a log for audit trail or supervisory review purposes	
2.2.12	• Captures series of commands/scripts for data import, preparation, analysis, reporting/exporting for future use and re-run	
2.2.13	• Requires low dependency on the knowledge for programming languages	
2.3	**Analytic Results / Print Files**	
2.3.1	• Generates customized reports and graphical presentation/visuals of analytic results	
2.3.2	• Indexes, sorts, merges and links or relates with other databases	

2.3.3	• Shares data analytic results or reports through export to common file types (MS Excel, Delimited Files, etc.)	
2.4	**Data Analytic Knowledge Support / Portal & Upgrade**	
2.4.1	• Provides global portal for knowledge/ideas sharing and downloading of commonly used scripts and script updates from vendor	
2.4.2	• Provides complimentary, online, on-demand based refresher training courses	
3	**Software Maintenance/Support Services** • The maintenance/support services for the Audit Analytics Software shall include all applicable software version upgrades, security patches and feature packs, and the related technical or remedial services such as configurations, problem diagnosis, troubleshooting, problem resolution, etc. that will ensure its continuous successful performance during the contract period. The technical or remedial services shall be provided 24/7, upon notification within 24 hours by SSS of any incident of system malfunction or unsuccessful performance of the Audit Analytics Software. • All applicable software version upgrades, security patches and feature packs should be FREE-OF-CHARGE to SSS.	

11.3	The terms of payment shall be as follows:
	
	a. First Year
	
	   • Full Payment of the Hardware and Software Licenses after Issuance of Certificate of Acceptance.
	
	b. Second Year
	
	   • Full payment of Maintenance/Support Services shall be a month after the conduct of preventive maintenance from the start of the 2nd year contract period.
	
	c. Third Year
	
	   • Full payment of Maintenance/Support Services shall be a month after the conduct of preventive maintenance from the start of the 3rd year contract period.

13.4(c)	No further instructions.
16.1	The inspections and tests that will be conducted are:

16.1 (continued)

A. DURING POST-QUALIFICATION

The SSS Technical Working Group (TWG) shall conduct site visits on the submitted similar contracts locally.

B. PERFORMANCE / ACCEPTANCE TESTING

For purposes of acceptance, the Supplier must supply, deliver, implement, and test all components of the proposed product services. (See Section VII. Technical Specification).

Activity	Requirement	Responsible Party
Configuration (Application Settings, Network and Database Connectivity)	Immediately after the Delivery of Hardware, Software and Licenses (within 45 Calendar Days from Notice to Proceed)	Supplier and SSS
Performance Testing	Within 15 Calendar Days immediately after the complete configuration (operational state)	IASG & SSS IT
Acceptance	10 Calendar Days After completion of Successful Performance Testing	IASG

Immediately upon successful completion of the Performance Testing and the Procured Item is found acceptable, SSS shall notify the Supplier in writing of acceptance of the product and authorize payment subject to the usual COA rules and regulations.

If successful completion of the performance period is not attained within sixty (60) calendar days from installation date, SSS shall have the option of terminating the contract or continuing the performance test.

However, in continuing the performance test, a daily penalty of 1/10 of