

NO: \_\_\_\_\_

**SUPPLEMENTAL/BID BULLETIN NO. 5**

**TITLE** : SUBSCRIPTION OF MANAGED ELECTRONIC MAIL (EMAIL) SERVICES WITH VIDEO CONFERENCING SOLUTION FOR DSWD  
**ITB NO.** : GOP/20-DSWD-007-A  
**DATE** : 27 APRIL 2020

This Supplemental/ Bid Bulletin is issued to all prospective bidders announcing changes in the Bidding Documents and procurement schedule, to wit:

**I. Section II. Instructions to Bidders**

Particulars	From	To
20. Sealing and Marking of Bids*	20.4 All envelopes shall: (a) x x x (b) x x x (c) be addressed to the procuring Entity's BAC in accordance with <b>ITB Clause 1.1;</b> (d) x x x (e) x x x	20.4 All envelopes shall: (a) x x x (b) x x x (c) be addressed to the procuring Entity's BAC in accordance with <b>ITB Clause 21;</b> (d) x x x (e) x x x

\* - per GPPB Resolution No. 29-2017

**II. Section III. Bid Data Sheet**

Particulars	From	To
ITB Clause 1.1.*	The Procuring Entity is <b>Department of Social Welfare and Development (DSWD) – Information and Communications Technology Management Service (ICTMS).</b>  The name of the Contract is <b>Subscription of Managed Electronic Mail (Email) Services with Video Conferencing Solution for DSWD.</b>  The identification number of the Contract is <b>ITB No. GOP/20-DSWD-007-A.</b>	The Procuring Entity is <b>Department of Social Welfare and Development (DSWD) – Information and Communications Technology Management Service (ICTMS).</b>

<p>ITB Clause 1.2.*</p>	<p>The lot and reference are:</p> <p><b>Subscription of Managed Electronic Mail (Email) Services with Video Conferencing Solution for DSWD</b></p> <p><b>ITB No. GOP/20-DSWD-007-A</b></p>	<p>The name of the Contract is <b>Subscription of Managed Electronic Mail (Email) Services with Video Conferencing Solution for DSWD.</b></p> <p>The identification number of the Contract is <b>ITB No. GOP/20-DSWD-007-A.</b></p> <p>The lot and reference is:</p> <p><b>Subscription of Managed Electronic Mail (Email) Services with Video Conferencing Solution for DSWD</b></p>
<p>ITB Clause 12.1(a)*</p>	<p>ITB Clause <b>12.1(a)</b></p>	<p>ITB Clause <b>12.1</b></p>
<p>ITB Clause 29.2</p>	<ol style="list-style-type: none"> <li>1) x x x</li> <li>2) x x x</li> <li>3) Original and notarized certification that the Service Provider have at least five (5) years of experience in deploying any ICT subscription services;</li> <li>4) Original and notarized certification certification that the Service Provider have at least (3) successful email service deployments or any ICT managed services or ICT subscription services with a proof of satisfactory from its clients;</li> <li>5) Certification that the Service Provider have certified deployment specialists (with curriculum vitae and training certificates) to perform the professional implementation requirements on-site;</li> <li>6) Certification that the Service Provider have capable trainers (with curriculum vitae and training certificates) to deliver professional training services to end users and IT administrators;</li> </ol>	<ol style="list-style-type: none"> <li>1) x x x</li> <li>2) x x x</li> <li>3) <b>Certification that the Service Provider has at least five (5) years of experience in deploying large-scale IT projects to at least organizations with more than 2,000 users (Original and notarized);</b></li> <li>4) <b>Certification that the Service Provider has at least (3) successful IT project deployments within the last five (5) years with proof of satisfactory from its clients;</b></li> <li>5) <b>Certification that the Service Provider has experienced IT personnel (with curriculum vitae and training certificates) to perform the IT project implementation requirements on-site;</b></li> <li>6) <b>Certification that the Service Provider has certified IT administrators (with curriculum vitae and training certificates) to architect the technical deployment and</b></li> </ol>

	<p>7) Original and notarized certification that the Service Provider have a certified Partner of the Email Service Provider being offered;</p> <p>8) Original and notarized certification that the Service Provider have a premier partner (or equivalent) vendor for email and productivity services; and,</p> <p>9) ISO 27018, ISO 27017, ISO 27001, ISO SOC 2/3 and SSAE 16/ISAE 3402 Type II Certified (<i>Certified True Copy</i>).</p>	<p><b>configuration activities of the project;</b></p> <p><b>7) Certification that the Service Provider have capable trainers (with curriculum vitae and training certificates) to deliver training services to End-users and IT administrators;</b></p> <p><b>8) Certification that the Service Provider will ensure that “the same as the current” email services and solutions will be provided to DSWD to ensure that existing messages and files of users will be preserved and no migration will be done to ensure business continuity (Original and notarized);</b></p> <p><b>9) Certification that the Service Provider is a supported reseller of the Principal (Original and notarized); and,</b></p> <p><b>10) ISO 27018, ISO 27017, ISO 27001, ISO SOC 2/3 and SSAE 16/ISAE 3402 Type II Certified (Certified True Copy).</b></p>
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\* - per GPPB Resolution No. 29-2017

**III. Section IV. General Conditions of Contract**

Particulars	From	To
10. Payment*	10.1. Payments shall be made only upon a certification by the HoPE to the effect that the Goods have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted. Except with the prior approval of the President no payment shall be made for services not yet rendered or for supplies and materials not yet delivered under this Contract. Ten percent (10%) of the amount of each payment shall be	10.1. Payments shall be made only upon a certification by the HoPE to the effect that the Goods have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted. Except with the prior approval of the President no payment shall be made for services not yet rendered or for supplies and materials not yet delivered under this Contract. <b>At least one percent (1%) but shall not exceed five percent</b>

	retained by the Procuring Entity to cover the Supplier's warranty obligations under this Contract as described in GCC Clause 17.	<b>(5%)</b> of the amount of each payment shall be retained by the Procuring Entity to cover the Supplier's warranty obligations under this Contract as described in GCC Clause 17.
17. Warranty*	17.3. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier for a minimum period specified in the <b>SCC</b> . The obligation for the warranty shall be covered by, at the Supplier's option, either retention money in an amount equivalent to at least one percent (1%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) of the total Contract Price or other such amount if so specified in the <b>SCC</b> . The said amounts shall only be released after the lapse of the warranty period specified in the <b>SCC</b> ; provided, however, that the Supplies delivered are free from patent and latent defects and all the conditions imposed under this Contract have been fully met.	17.3. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier for a minimum period specified in the <b>SCC</b> . The obligation for the warranty shall be covered by, at the Supplier's option, either retention money in an amount equivalent to at least one percent (1%) <b>but shall not exceed five percent (5%)</b> of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) <b>but shall not exceed five percent (5%)</b> of the total Contract Price or other such amount if so specified in the <b>SCC</b> . The said amounts shall only be released after the lapse of the warranty period specified in the <b>SCC</b> ; provided, however, that the Supplies delivered are free from patent and latent defects and all the conditions imposed under this Contract have been fully met.

\* - per GPPB Resolution No. 29-2017

#### IV. Section VI. Schedule of Requirements

Particulars	From	To
Terms of Payment	Milestone 4: <ul style="list-style-type: none"> <li>• 23 sets of Video Conferencing Devices</li> <li>• Customization and pilot deployment of customized systems</li> </ul>	<b>Milestone 4:</b> <ul style="list-style-type: none"> <li>• <b>23 sets of Video Conferencing Devices</b></li> </ul>

**V. Section VII. Technical Specifications**

Particulars	From	To
1.3. Additional Customization - May Use the Cloud Based Collaboration Tools and Resources or Other Solution Preferable Hosted on the Same Cloud Provider of the Email	1.3.1. Customized Conference Room Scheduling and Management 5.3.1.1. x x x 5.3.1.1.1. x x x 5.3.1.1.2. x x x 5.3.1.1.3. x x x 5.3.1.1.4. x x x	<b>&lt; delete Item 1.3., 1.3.1. and its sub-items 1.3.1.1., 1.3.1.1.1. to 1.3.1.1.4. &gt;</b>
	5.3.2. Customized Visitors Management Solution 5.3.2.1. x x x 5.3.2.2. x x x 5.3.2.3. x x x 5.3.2.4. x x x 5.3.2.5. x x x 5.3.2.6. x x x 5.3.2.7. x x x 5.3.2.8. x x x 5.3.2.9. x x x	<b>&lt; delete Item 1.3.2. and its sub-items 1.3.2.1. to 1.3.2.9. &gt;</b>
	5.3.3. Customized Client Appointment System 5.3.3.1. x x x 5.3.3.2. x x x 5.3.3.3. x x x 5.3.3.4. x x x 5.3.3.5. x x x 5.3.3.6. x x x 5.3.3.7. x x x 5.3.3.8. x x x	<b>&lt; delete Item 1.3.3. and its sub-items 1.3.3.1. to 1.3.3.8. &gt;</b>
	5.3.4. Customized Staff Location Finder 5.3.4.1. x x x 5.3.4.2. x x x 5.3.4.3. x x x 5.3.4.4. x x x 5.3.4.5. x x x 5.3.4.6. x x x 5.3.4.7. x x x	<b>&lt; delete Item 1.3.4. and its sub-items 1.3.4.1. to 1.3.4.8. &gt;</b>

**VI. Deadline for the Submission and Receipt of Bids**

The schedule for the deadline for the submission and receipt of bids is moved from 29 April 2020 to **06 May 2020 at 09:00 AM**. Bids must be delivered to the BAC Secretariat Office, Ground Floor, DSWD Central Office. **Late Bids will not be accepted.**

The Bid Opening will immediately follow after the deadline of submission and receipt of bids, to be held at the Office of the Undersecretary for Disaster Response Management Group (OUS-DRMG) Conference Room, Room 202, Directors Dormitory, DSWD Central Office, IBP Road, Constitution Hills, Quezon City.

**VII. Issuance of Bidding Documents**

The issuance of bidding documents is extended until **06 May 2020 at 08:00 AM.**

This Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.

*(Original Signed)*  
**U/SEC. FELICISIMO C. BUDIONGAN**  
*Chairperson, Bids and Awards Committee*

**Please accomplish the portion below and send it to facsimile no. (02) 951-7116 or email at [bacsec@dswd.gov.ph](mailto:bacsec@dswd.gov.ph).**

**RECEIVED BY** : \_\_\_\_\_ **DATE:** \_\_\_\_\_  
(SIGNATURE OVER PRINTED NAME)

**DESIGNATION** : \_\_\_\_\_

**COMPANY** : \_\_\_\_\_