



**PROCUREMENT OF CONSULTANCY SERVICES,
SOFTWARE COMPONENTS, LICENSES AND
PROFESSIONAL SERVICES TO IMPLEMENT
THE CLOUD-BASED PLATFORM-AS-A-SERVICE
ENVIRONMENT OF THE iGOV GOVERNMENT
COMMON PLATFORM**

BID REFERENCE NO.: BAC4IGOV-2015-10-047 (REBID)

APPROVED BUDGET FOR CONTRACT: PhP135,142,500.00

**Department of Science and Technology
INFORMATION AND COMMUNICATIONS TECHNOLOGY OFFICE
BIDS AND AWARDS COMMITTEE
FOR INTEGRATED GOVERNMENT PHILIPPINES
(BAC4IGOV)**

October 2015



REPUBLIC OF THE PHILIPPINES

DEPARTMENT OF SCIENCE AND TECHNOLOGY



INFORMATION AND
COMMUNICATIONS
TECHNOLOGY
OFFICE

BAC4IGOV-2015-10-047 (REBID)

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REQUEST FOR EXPRESSION OF INTEREST FOR CONSULTANCY SERVICES, SOFTWARE COMPONENTS, LICENSES AND PROFESSIONAL SERVICES TO IMPLEMENT THE CLOUD-BASED PLATFORM-AS-A- SERVICE ENVIRONMENT OF THE iGOV GOVERNMENT COMMON PLATFORM

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1. The **INFORMATION AND COMMUNICATIONS TECHNOLOGY OFFICE (ICT Office)**, through the 2015 GAA, intends to apply the sum of **One Hundred Thirty-Five Million One Hundred Forty-Two Thousand Five Hundred Pesos (PhP135, 142,500.00)** being the Approved Budget for the Contract (ABC) for **CONSULTANCY SERVICES, SOFTWARE COMPONENTS, LICENSES AND PROFESSIONAL SERVICES TO IMPLEMENT THE CLOUD-BASED PLATFORM-AS-A-SERVICE ENVIRONMENT OF THE iGOV GOVERNMENT COMMON PLATFORM**. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The ICT Office will hold a Pre-Eligibility Conference of all the contracts above on 15 October 2015 at Room 305, ICT Office Building, Carlos P. Garcia Avenue, UP Diliman, Quezon City starting from 10:00 AM which will be open to all interested consultants.
3. Interested consultants must submit their eligibility documents on or before 29 October 2015, 12 Noon at Information and Communications Technology Office, ICTO Building, C.P. Garcia Avenue, UP Diliman, Quezon City. Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion.
4. The BAC4IGOV shall draw up the short list of consultants from those who have submitted eligibility documents and have been determined as eligible in accordance with the provisions of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act", and its Implementing Rules and Regulations (IRR). The short list shall consist of not more than five (5) prospective bidders who will be entitled to submit bids. Minimum average rating to be considered for shortlisting is 80%. The criteria and rating system for short listing are:

	CRITERIA	DOCUMENTS	RATING SYSTEM			WEIGHT
1	Applicable Experience	SEC or DTI Registration or equivalent as certified by the embassy of the country where the principal office of the bidder is located	100%	-	5-9 years in business or more	35%
			80%	-	3-4 years in business	
			60%	-	1-2 years in business	
			20%	-	Less than 1 year in business	
2	Qualification of Personnel	Single Largest Completed Contract Similar to the Project in terms of size and complexity	100%	-	Completed contract as Main Contractor	40%
			80%	-	Completed contract as Partner Contractor	
			60%	-	Completed contract as Subcontractor	
3	Current Workload	Net Financial Contracting Capacity (NFCC) as computed based on submitted Audited Financial Statements and Statement of All On-Going	100%	-	NFCC is more than 100% of the ABC	25%
			80%	-	NFCC is 50% to 100% of the ABC	
			60%	-	NFCC is 25% to 49% of the ABC	
			40%	-	NFCC is 1% to 24% of the ABC	
TOTAL					100%	

Note: The prospective bidder's NFCC will be determined by the procuring entity based on their Audited Financial Statements and Statement of all ongoing government and private contracts.

- Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criterion as specified in the IRR of RA 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.



6. The Procuring Entity shall evaluate bids using the Quality-Cost Based Evaluation/Selection (QCBE/QCBS) procedure. Procuring Entity shall indicate the weights to be allocated for the Technical and Financial Proposals. The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.
7. **The contract shall be completed within thirty-four (34) months after the issuance of the Notice to Proceed.**
8. The Information and Communications Technology Office (ICT Office) reserves the right to reject any and all bids, annul the bidding process, or not award the contract at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

JENNIFER C. PACATANG

Head, ICT Office – BAC4IGOV Secretariat
Information and Communications Technology Office
Carlos P. Garcia Avenue, UP Diliman, Quezon City
Tel. No. 920-7420 or 920-0101 local 2631
Fax No. 920-7447
Email: bac4igov@icto.dost.gov.ph
Web: icto.dost.gov.ph and i.gov.ph

3 October 2015

DENIS F. VILLORENTE
Chairman, BAC4IGOV

1. Eligibility Criteria

- 1.1. The following persons/entities shall be allowed to participate in the bidding for Consulting Services:
 - (a) Duly licensed Filipino citizens/sole proprietorships;
 - (b) Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines;
 - (c) Corporations duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the outstanding capital stock belongs to citizens of the Philippines;
 - (d) Cooperatives duly organized under the laws of the Philippines, and of which at least sixty percent (60%) interest belongs to citizens of the Philippines; or
 - (e) Persons/entities forming themselves into a joint venture, *i.e.*, a group of two (2) or more persons/entities that intend to be jointly and severally responsible or liable for a particular contract: Provided, however, That Filipino ownership or interest thereof shall be at least sixty percent (60%). For this purpose, Filipino ownership or interest shall be based on the contributions of each of the members of the joint venture as specified in their JVA.
- 1.2. When the types and fields of Consulting Services involve the practice of professions regulated by law, those who will actually perform the services shall be Filipino citizens and registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions specified in the Eligibility Data Sheet (**EDS**).
- 1.3. If the Request for Expression of Interest allows participation of foreign consultants, prospective foreign bidders may be eligible subject to the qualifications stated in the **EDS**.
- 1.4. Government corporate entities may be eligible to participate only if they can establish that they (a) are legally and financially autonomous, (b) operate under commercial law, and (c) are not dependent agencies of the GOP or the Procuring Entity.

2. Eligibility Requirements

2.1. The following eligibility requirements shall be submitted on or before the date of the eligibility check specified in the Request for Expression of Interest and Clause 5 for purposes of determining eligibility of prospective bidders:

(a) Class "A" Documents –

Legal Documents

- (i) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives, or any proof of such registration as stated in the **EDS**;
- (ii) Mayor's permit issued by the city or municipality where the principal place of business of the prospective bidder is located;
- (iii) Valid and Current Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed approved by the BIR.

Technical Documents

- (iv) Statement of the prospective bidder of all its ongoing and completed government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the relevant period provided in the **EDS**. The statement shall include, for each contract, the following:
 - (iv.1) the name and location of the contract;
 - (iv.2) date of award of the contract;
 - (iv.3) type and brief description of consulting services;
 - (iv.4) consultant's role (whether main consultant, subcontractor, or partner in a JV)
 - (iv.5) amount of contract;

- (iv.6) contract duration; and
- (iv.7) certificate of satisfactory completion or equivalent document specified in the **EDS** issued by the client, in the case of a completed contract;
- (v) Statement of the consultant specifying its nationality and confirming that those who will actually perform the service are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions in accordance with Clause 1.2.

Financial Document

- (vi) The consultant's audited financial statements, showing, among others, the consultant's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.
- (b) Class "B" Document –
- Valid joint venture agreement (JVA), in case a joint venture is already in existence. In the absence of a JVA, duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful, shall be included in the bid. Failure to enter into a joint venture in the event of a contract award shall be ground for the forfeiture of the bid security. Each partner of the joint venture shall submit the legal eligibility documents. The submission of technical and financial documents by any of the joint venture partners constitutes compliance.
- 2.2. In the case of foreign consultants, the foregoing eligibility requirements under Class "A" Documents may be substituted by the appropriate equivalent documents, if any, issued by the foreign consultant's country.
- 2.3. The eligibility requirements or statements and all other documents to be submitted to the BAC must be in English. A translation of the documents in English certified by the appropriate embassy or consulate in the Philippines must accompany the eligibility requirements under Classes "A" and "B" Documents if they are in other foreign language.

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- 2.4. Prospective bidders may obtain a full range of expertise by associating with individual consultant(s) and/or other consultants or entities through a JV or subcontracting arrangements, as appropriate. However, subcontractors may only participate in the bid of one short listed consultant. Foreign Consultants shall seek the participation of Filipino Consultants by entering into a JV with, or subcontracting part of the project to, Filipino Consultants.
- 2.5. If a prospective bidder has previously secured a certification from the Procuring Entity to the effect that it has previously submitted the above-enumerated Class "A" Documents, the said certification may be submitted in lieu of the requirements enumerated in Clause 2.1 above.

3. Format and Signing of Eligibility Documents

- 3.1. Prospective bidders shall submit their eligibility documents through their duly authorized representative on or before the deadline specified in Clause 5.
- 3.2. Prospective bidders shall prepare an original and copies of the eligibility documents. In the event of any discrepancy between the original and the copies, the original shall prevail.
- 3.3. The eligibility documents, except for unamended printed literature, shall be signed, and each and every page thereof shall be initialed, by the duly authorized representative/s of the prospective bidder.
- 3.4. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the prospective bidder.

4. Sealing and Marking of Eligibility Documents

- 4.1. Unless otherwise indicated in the **EDS**, prospective bidders shall enclose their original eligibility documents described in Clause 2.1, in a sealed envelope marked "ORIGINAL – ELIGIBILITY DOCUMENTS". Each copy of shall be similarly sealed duly marking the envelopes as "COPY NO. ___ - ELIGIBILITY DOCUMENTS". These envelopes containing the original and the copies shall then be enclosed in one single envelope.
- 4.2. The original and the number of copies of the eligibility documents as indicated in the **EDS** shall be typed or written in indelible ink and shall be signed by the prospective bidder or its duly authorized representative/s.



- 4.3. All envelopes shall:
- (a) contain the name of the contract to be bid in capital letters;
 - (b) bear the name and address of the prospective bidder in capital letters;
 - (c) be addressed to the Procuring Entity's BAC specified in the **EDS**;
 - (d) bear the specific identification of this Project indicated in the **EDS**; and
 - (e) bear a warning "DO NOT OPEN BEFORE..." the date and time for the opening of eligibility documents, in accordance with Clause 5.
- 4.4. If the eligibility documents are not sealed and marked as required, the Procuring Entity will assume no responsibility for its misplacement or premature opening.

5. Deadline for Submission of Eligibility Documents

Eligibility documents must be received by the Procuring Entity's BAC at the address and on or before the date and time indicated in the Request for Expression of Interest and the **EDS**.

6. Late Submission of Eligibility Documents

Any eligibility documents submitted after the deadline for submission and receipt prescribed in Clause 5 shall be declared "Late" and shall not be accepted by the Procuring Entity.

7. Modification and Withdrawal of Eligibility Documents

- 7.1. The prospective bidder may modify its eligibility documents after it has been submitted; provided that the modification is received by the Procuring Entity prior to the deadline specified in Clause 5. The prospective bidder shall not be allowed to retrieve its original eligibility documents, but shall be allowed to submit another set equally sealed, properly identified, linked to its original bid marked as "ELIGIBILITY MODIFICATION" and stamped "received" by the BAC. Modifications received after the applicable deadline shall not be considered and shall be returned to the prospective bidder unopened.

- 7.2. A prospective bidder may, through a letter of withdrawal, withdraw its eligibility documents after it has been submitted, for valid and justifiable reason; provided that the letter of withdrawal is received by the Procuring Entity prior to the deadline prescribed for submission and receipt of eligibility documents.
- 7.3. Eligibility documents requested to be withdrawn in accordance with this Clause shall be returned unopened to the prospective bidder concerned. A prospective bidder may also express its intention not to participate in the bidding through a letter which should reach and be stamped by the BAC before the deadline for submission and receipt of eligibility documents. A prospective bidder that withdraws its eligibility documents shall not be permitted to submit another set, directly or indirectly, for the same project.

8. Opening and Preliminary Examination of Eligibility Documents

- 8.1. The Procuring Entity's BAC will open the envelopes containing the eligibility documents in the presence of the prospective bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the **EDS**. The prospective bidders' representatives who are present shall sign a register evidencing their attendance.
- 8.2. Letters of withdrawal shall be read out and recorded during the opening of eligibility documents and the envelope containing the corresponding withdrawn eligibility documents shall be returned unopened to the withdrawing prospective bidder. If the withdrawing prospective bidder's representative is present during the opening, the original eligibility documents and all copies thereof shall be returned to the representative during the opening of eligibility documents. If no representative is present, the eligibility documents shall be returned unopened by registered mail.
- 8.3. A prospective bidder determined as "ineligible" has seven (7) calendar days upon written notice or, if present at the time of the opening of eligibility documents, upon verbal notification, within which to file a request for reconsideration with the BAC: Provided, however, that the request for reconsideration shall not be granted if it is established that the finding of failure is due to the fault of the prospective bidder concerned: Provided, further, that the BAC shall decide on the request for reconsideration within seven (7) calendar days from receipt thereof. If a

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failed prospective bidder signifies his intent to file a request for reconsideration, in the case of a prospective bidder who is declared ineligible, the BAC shall hold the eligibility documents until such time that the request for reconsideration or protest has been resolved.

- 8.4. The eligibility documents envelopes and modifications, if any, shall be opened one at a time, and the following read out and recorded:
 - (a) the name of the prospective bidder;
 - (b) whether there is a modification or substitution; and
 - (c) the presence or absence of each document comprising the eligibility documents vis-à-vis a checklist of the required documents.
- 8.5. The eligibility of each prospective bidder shall be determined by examining each bidder's eligibility requirements or statements against a checklist of requirements, using non-discretionary "pass/fail" criterion, as stated in the Request for Expression of Interest, and shall be determined as either "eligible" or "ineligible." If a prospective bidder submits the specific eligibility document required, he shall be rated "passed" for that particular requirement. In this regard, failure to submit a requirement, or an incomplete or patently insufficient submission, shall be considered "failed" for the particular eligibility requirement concerned. If a prospective bidder is rated "passed" for all the eligibility requirements, he shall be considered eligible to participate in the bidding, and the BAC shall mark the set of eligibility documents of the prospective bidder concerned as "eligible." If a prospective bidder is rated "failed" in any of the eligibility requirements, he shall be considered ineligible to participate in the bidding, and the BAC shall mark the set of eligibility documents of the prospective bidder concerned as "ineligible." In either case, the BAC chairperson or his duly designated authority shall countersign the markings.

9. Short Listing of Consultants

- 9.1. Only prospective bidders whose submitted contracts are similar in nature and complexity to the contract to be bid as provided in the **EDS** shall be considered for short listing.
- 9.2. The BAC of the Procuring Entity shall draw up the short list of prospective bidders from those declared eligible using the detailed set of criteria and rating system to be used specified in the **EDS**.



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- 9.3. Short listed consultants shall be invited to participate in the bidding for this project through a Letter of Invitation to Bid issued by the BAC of the Procuring Entity.
- 9.4. Only bids from short listed bidders shall be opened and considered for award of contract. These short listed bidders, whether single entities or JVs, should confirm in their bids that the information contained in the submitted eligibility documents remains correct as of the date of bid submission.



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Section III. Eligibility Data Sheet

Eligibility Data Sheet

Eligibility Documents	
1.2	<p>The scope of the activities to be performed by the service provided will include:</p> <ol style="list-style-type: none"> 1. Design 2. Management and Related Services 3. Other Technical Services or Special Studies <p>Note: See Terms of Reference (TOR) (Section IV) for details</p>
1.3	<p>Foreign consultants may be eligible to participate in this Project, subject to the following qualifications:</p> <p>a) must be registered with the SEC and/or any agency authorized by the laws of the Philippines;</p> <p>b) when the types and fields of consulting services in which the foreign consultant wishes to engage involve the practice of regulated professions, the foreign consultant must be authorized by the appropriate GOP professional regulatory body specified in Clause 1.2 to engage in the practice of those professions and allied professions: <i>Provided, however,</i> That the limits of such authority shall be strictly observed.</p>
(i))	No additional Requirements.
(iv))	The Statement of All Ongoing and Completed Government and Private Contracts (Annex I-B), Single Largest Completed Contracts (Annex I-C) prior to the deadline for the submission and receipt of eligibility documents.
(iv.7)	<p>Acceptable proof of satisfactory completion of completed contracts:</p> <ol style="list-style-type: none"> a) Copy of End User's Acceptance; or b) Copy of Official Receipt/s. c) Certificate of Performance Evaluation (Annex I-D) showing a rating of at least Very Satisfactory issued by the bidder's Single Largest Completed Contract client
4.2	Each prospective bidder shall submit one (1) original and two (2) copies of its eligibility documents.
4.3(c))	Bids and Awards Committee for the Integrated Government Project Philippines (BAC4IGOV)

4.3(d))	PROCUREMENT OF CONSULTANCY SERVICES, SOFTWARE COMPONENTS, LICENSES AND PROFESSIONAL SERVICES TO IMPLEMENT THE CLOUD-BASED PLATFORM-AS-A-SERVICE ENVIRONMENT OF THE iGOV GOVERNMENT COMMON PLATFORM and BAC4IGOV 2015-10-047 (REBID)																																																
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9.2	<p>Criteria for Eligibility and Shortlisting</p> <table border="1" data-bbox="423 982 1461 1837"> <thead> <tr> <th></th> <th>CRITERIA</th> <th>DOCUMENTS</th> <th colspan="3">RATING SYSTEM</th> <th>WEIGHT</th> </tr> </thead> <tbody> <tr> <td rowspan="4">1</td> <td rowspan="4">Applicable Experience</td> <td rowspan="4">SEC or DTI Registration or equivalent as certified by the embassy of the country where the principal office of the bidder is located</td> <td>100%</td> <td>-</td> <td>5-9 years in business or more</td> <td rowspan="4">35%</td> </tr> <tr> <td>80%</td> <td>-</td> <td>3-4 years in business</td> </tr> <tr> <td>60%</td> <td>-</td> <td>1-2 years in business</td> </tr> <tr> <td>40%</td> <td>-</td> <td>Less than 1 year in business</td> </tr> <tr> <td rowspan="3">2</td> <td rowspan="3">Qualification of Personnel</td> <td rowspan="3">Single Largest Completed Contract Similar to the Project in terms of size and complexity</td> <td>100%</td> <td>-</td> <td>Completed contract as Main Contractor</td> <td rowspan="3">40%</td> </tr> <tr> <td>80%</td> <td>-</td> <td>Completed contract as Partner Contractor</td> </tr> <tr> <td>60%</td> <td>-</td> <td>Completed contract as Subcontractor</td> </tr> <tr> <td>3</td> <td>Current Workload</td> <td>Net Financial Contracting Capacity (NFCC) as computed</td> <td>100%</td> <td>-</td> <td>NFCC is more than 100% of the ABC</td> <td>25%</td> </tr> </tbody> </table>							CRITERIA	DOCUMENTS	RATING SYSTEM			WEIGHT	1	Applicable Experience	SEC or DTI Registration or equivalent as certified by the embassy of the country where the principal office of the bidder is located	100%	-	5-9 years in business or more	35%	80%	-	3-4 years in business	60%	-	1-2 years in business	40%	-	Less than 1 year in business	2	Qualification of Personnel	Single Largest Completed Contract Similar to the Project in terms of size and complexity	100%	-	Completed contract as Main Contractor	40%	80%	-	Completed contract as Partner Contractor	60%	-	Completed contract as Subcontractor	3	Current Workload	Net Financial Contracting Capacity (NFCC) as computed	100%	-	NFCC is more than 100% of the ABC	25%
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Note: The prospective bidder's NFCC will be determined by the procuring entity based on their Audited Financial Statements and Statement of all ongoing government and private contracts.



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Section IV. TERMS OF REFERENCE



Terms of Reference

PROCUREMENT OF CONSULTANCY SERVICES, SOFTWARE COMPONENTS, LICENSES AND PROFESSIONAL SERVICES TO IMPLEMENT THE CLOUD-BASED PLATFORM-AS-A-SERVICE ENVIRONMENT OF THE iGOV GOVERNMENT COMMON PLATFORM

As of 26 June 2015

1. BACKGROUND

The business *problem* we intend to solve, stated in the simplest of terms, is as follows:

"How will government share credible data and relevant information efficiently with each other on-demand?"

The *desired end* of the Government Common Platform or GCP is to provide a scalable, extensible, application agnostic, platform for government agencies to efficiently share and exchange data or information with each other. The desired end is to ensure that essential and mission critical data and information could be efficiently shared between authorized government agencies – regardless of source.

2. Objectives

- 2.1** Provide the *whole of government* a secure and standardized platform to govern and facilitate the secure exchange of credible and authoritative data and high-integrity information between executive branch government agencies, government owned and controlled corporations, between legislative and judicial branches of government, and all authorized parties;
- 2.2** Provide the *whole of government* access to essential software technology tools to develop, standardize and automate their processes and workflows using world-class and best-of-breed technologies;

3. Duration OF THE CONTRACT

Project Delivery Deadline – The full GCP Core Stack environment must be production ready no later than ten (10) months from date of issuance of Notice to Proceed (NTP) and two (2) year support provided under the SLA shall commence upon issuance of Certificate of User Acceptance.

4. PROJECT SCOPE

- 4.1** Services shall include design, development, delivery and implementation, training, and technical support conforming to a Service Level Agreement as approved by ASTI/ICTO.
- 4.2** Standard Implementation and Integration of the following core GCP (centralized management) applications:



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- 4.2.1** Development, Staging, Production, and Disaster Recovery environments of the Enterprise Core Stack: Application Server, SOA Middleware, Service Bus, Process Modeling, Rules and Policy Management, Activity Monitoring;
- 4.3** Design, Development, Testing and Deployment of the following GUI-based Portlet Applications:
 - 4.3.1** GCP Main Portal and Content Management
 - 4.3.2** GCP Inter-Connectivity Service Request System
 - 4.3.3** GCP Collaborative Group Administration System
 - 4.3.4** Integration with iGovPhil's Single Sign On and Public Key Infrastructure
- 4.4** Design and Implementation of WSDL/WADL API library (inclusive of technical documentation):
 - 4.4.1** Standard Web Service/APIs (SOAP and REST) – GCP Main Portal and Content Management to Middleware;
 - 4.4.2** Standard Web Service/APIs (SOAP and REST) – GCP Inter-Connectivity Service Request System to Middleware;
 - 4.4.3** Standard Web Service/APIs (SOAP and REST) – GCP Collaborative Group Administration System to Middleware;
 - 4.4.4** Standard Web Service/APIs (SOAP and REST) – Middleware to Third-Party Portal;
 - 4.4.5** Standard Web Service/APIs (SOAP and REST) – External applications to Middleware;
 - 4.4.6** Standard Web Service/APIs (SOAP and REST) – Middleware to all Enterprise NOSQL Database Contextual Registries;
 - 4.4.7** Standard Web Service/APIs (SOAP and REST) – Middleware to SMS/GSM Services;
- 4.5** Delivery of the following services:
 - 4.5.1** Setup, **configuration**, testing and deployment of the different standard services in the iGovPhil cloud environment as detailed in item **4.2**;

- 4.5.2** Configure the base collaborative group environment and packaging the service stacks into standard consumable and deployable GCP-generic virtual machine templates which will be deployed via the automated orchestration services of the GCP;
- 4.5.3** Fully-functional, fully-tested and user accepted portlet applications as detailed in item **4.3**;
- 4.5.4** Fully-functional, fully-tested and user accepted web services as detailed in item **4.4**;
- 4.6** Scope of Professional Services
- 4.6.1** The winning bidder shall ensure that all systems delivered are fully functional with an uptime of 99.9%, backed by an onsite service level agreement of 24x7, 4 hour response time. In order to ensure the availability and reliability of the systems delivered, the following are the minimum scope of services required:
- 4.6.2** Project *Management* - Project Management with weekly reporting starting from the project plan and inception report, the winning bidder shall ensure that it will have a team of project managers that are able to manage parallel implementations. Reporting is expected to be done on a weekly basis and documentation shall also be done by the winning bidder.
- 4.6.2.1** The bidder must include in his proposed implementation methodology an outline of an interim Change Management Plan and the proposed agile-based approach in developing the actual plan and its implementation.
- 4.6.2.2** The bidder must include in his proposed implementation details on its Agile Project Management Methodology which will be used to deliver the various components of this project. The project management methodology must encapsulate the project activity structure, task management and essential control mechanisms, quality assurance and control processes, communication plan, risk mitigation and intervention, as well as the requisite project organizational staffing to deliver on the objectives of the project.
- 4.6.2.3** Preference would be given to those that employ a software or tool-based Agile-Scrum project management methodology. The

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cost for licenses on the use of such tools shall be on account of the winning bidder.

4.6.2.4 The Change Management Plan should include formulation of operational policies for the maintenance by iGovPhil of the proposed solution. The plan should provide sufficient detail to enable iGovPhil to assess and scrutinize the effectiveness of such an approach in detail.

4.6.2.5 The proposal must also show examples of similar Change Management projects undertaken by the Bidder in the past that clearly shows the effectiveness of such an approach and methodology.

4.6.3 *Project Delivery Deadline* – The full GCP Enterprise Stack environment must be production ready no later than within ten (10) months from date of issuance of Notice to Proceed (NTP);

4.6.4 *Technical Documentation* – Technical Documentation – the winning bidder shall provide ASTI/ICTO with detailed documentation containing procedural details on the design, setup, configuration, integration, testing methods and results of every component of the implemented environment.

4.6.5 *System Integration* – The winning bidder shall ensure all components delivered in the bid are fully tested, documented, and delivered as fully integrated components. This means, each component must communicate with each other using well-documented APIs and/or WSDL components via the Enterprise Service Bus. Clustering, high availability, redundancy, and work load balancing are also to be implemented as part of the systems integration. The integrated system should also be able to access the internet and private intranets.

4.6.6 *API and WSDL template development* - The winning bidder must completely deliver both API and WSDL templates as defined in the in-scope section of this document. All source codes should be turned over to ASTI/ICTO. The winning bidder shall only use open standard development languages and protocols. In the event that using proprietary languages is unavoidable, the winning bidder shall, at no additional cost to ASTI/ICTO, provide the requisite training and support to equip post-production staff.

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- 4.6.7** *Implementation and Deployment* - All software developed must be implemented within the specified time of delivery and a go-live approach should be given. System go-live support will be delivered by the winning bidder to ASTI/ICTO and not to the public users.
- 4.6.8** *Technical Operations Support and Help Desk* – the winning bidder shall provide ASTI/ICTO with specialized onsite technical administration and specialist support resources for a period not less than 1 year from the date of deployment from the date following the issuance of the Certificate of User Acceptance.
- 4.6.9** *Business Continuity Support* - In the event of a disaster, the winning bidder should provide a 24 x 7 business continuity support with a recovery time objective of no more than 24 hours and a recovery or restore point objective of 2 hours.
- 4.6.10** *Training - General Provisions*
- 4.6.10.1** Bidders shall structure the training and capacity development programs related to this project into progressive modules covering basic, intermediate and advance topics of each training component supported by a comprehensive capacity and needs assessment/training needs assessment survey.
- 4.6.10.2** Each training module specified in the scope section of this document, must be delivered within 12 months from the date of NTP issuance covering basic to advanced subjects related to items specified in the scope section of this document.
- 4.6.10.3** Bidders shall include in their proposal a detailed training and capacity development plan supporting the production/operational readiness requirements of iGov for a minimum of 50 trainees for a minimum duration of five (5) sessions or forty (40) hours.
- 4.6.10.4** Winning bidders shall submit all courseware and related training materials of the planned training modules (basic, intermediate, and advanced) for the internal use of the iGov project in both printed and electronic format at no additional cost to the project.



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4.6.10.5 The delivery and logistics costs (instructor fees, materials, venue, and meals) of all training conducts shall be on account of the provider or winning bidder.

4.6.10.6 The winning bidder or provider shall provide for and setup all required equipment (workstations/laptops, servers, software, projectors, audio-visual devices) for use during training conducts, and shall provide for sufficient onsite technical support.

4.6.10.7 The winning bidder shall cover all event-related logistical costs (venue, meals, and honoraria of speakers) for training.

4.6.10.8 The iGov Program Office reserves the right to designate training attendees for all training programs.

4.6.11 Knowledge *Transfer*

4.6.11.1 The winning bidder shall submit a knowledge transfer plan containing technical details on the systems administration, configuration, testing, troubleshooting, and functional use of systems deployed into the GCP PaaS Cloud Environment;

4.6.11.2 The winning bidder shall conduct a series of technical orientation and knowledge transfer workshops to train iGov-ICTO teams on the components of the deployed solution;

4.6.12 Capacity *Development*

4.6.12.1 The winning bidder shall provide onsite technical specialist for each major component released to production for to support regular iGov GCP operations for a duration of not less than one (1) year from the date of deployment acceptance who shall be physically available during regular business hours throughout the entire period.

4.6.12.2 In the event of staffing attrition on the part of the winning bidder, the cost of training and educating technical specialists on the details of the deployed environment shall be on account of the winning bidder;

4.6.12.3 The winning bidder shall also setup the necessary technical help desk infrastructure (workstations/laptops, servers,

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software, projectors, audio-visual devices), and the technical staffing to man the technical help desk. Help desk support shall be made available daily from 6:00 am to 6:00 pm during regular working days;

5. FUNCTIONAL, OPERATIONAL AND SECURITY REQUIREMENTS

The design and implementation of the following components of the Government Common Platform (GCP) must, at the very least, conform to the following requirements:

5.1 GCP Main Portal and Content Management System

5.1.1 The GPC Main Portal must be made accessible via the iGovPhil Portal or via direct URL to a prescribed ICT Office subdomain;

5.1.2 Use Liferay 6.2 as its portal platform;

5.1.3 Integrated to the DOST Single Sign-On and PKI systems;

5.1.4 The GCP Main Portal will house the following features:

5.1.4.1 General descriptive content specific to the GCP and PeGIF;

5.1.4.2 Links to the various shared applications and shared libraries and dictionaries;

5.1.4.3 Secure login to the systems administration service functions of the GCP (for authorized users only);

5.1.5 The secure GCP Main Portal Administrative Service Functions shall include the following:

5.1.5.1 User Profile and Permissions Administration and Management (permissions will be made accessible to all components of the GCP);

5.1.5.2 Business Rules Definition, Administration and Management

5.1.5.3 Harmonized Dictionary of Terms and Meaning;

5.1.5.4 Approval Workflow Routing and Notification;

5.2 GCP Inter-Connectivity Service Request System

5.2.1 The GCP Inter-Connectivity Service Request System is an application that will handle the registration and processing of "connectivity requests" to available Contextual Registries;

5.2.2 It will capture registrant data and will provide the functions for requestors/users historical view of all request transactions and the respective disposition and status of each request;

5.2.3 It will feature an approval workflow that routes each requests to a predefined approval route (depending on the registry to be accessed), and display the status and disposition at every approval point of the workflow all of which will be made visible to each requestor via a graphical workflow view;

5.2.4 Use Liferay 6.2 as its portal platform;

5.3 GCP Collaborative Group Administration System

5.3.1 The GCP Collaborative Group Administration System serves as the primary UI-based console to setup, configure and deploy a Collaborative Group Environment;

5.3.2 It will serve as the centralized system to manage the group profile, membership and member permissions, business rules, workflow, and policy standards specific to each Collaborative Group that affect the sharing and exchanges of data between members of the group and with the whole of government;

5.3.3 Use Liferay 6.2 as its portal platform;

5.3.4 It will perform the following functions:

5.3.4.1 Group membership requests/registration management;

5.3.4.2 Group profile, preferences, and permissions management;

5.3.4.3 Group membership processing and approval workflow;

5.3.4.4 Virtual Machine environment request and approval, configuration, and administration

5.3.4.5 Automated Virtual Machine environment orchestration management for deploying full-stack VMI-based environments (development, staging, production)

5.4 Enterprise Service-Oriented Architecture (SOA) Suite, Enterprise Service Bus (ESB), and Enterprise Middleware Specifications

5.4.1 *Service Integration Functionality*

5.4.1.1 Must support Java Message Service (JMS) 1.1, Transmission Control Protocol (TCP), Secure Sockets Layer (SSL), User

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Datagram Protocol (UDP), Streaming Text Oriented Messaging Protocol (STOMP), network management systems (NMS), MQ Telemetry Transport (MQTT), Advanced Message Queueing Protocol (AMQP), multicast transport protocols, and other open standards;

- 5.4.1.2** Must support the following framework: Apache Camel, Apache CXF, and Apache ActiveMQ;
- 5.4.1.3** Must support dynamic configuration;
- 5.4.1.4** Must support hot deployment (deploy or update services while it is running);
- 5.4.1.5** Must support deployment of POJOs as dynamic services supporting Blueprint/Spring DM;
- 5.4.1.6** Ability to enable logging through multiple common logging APIs (SLF4, JCL, Avalon, Tomcat, OSGi);
- 5.4.1.7** Must support extensible shell console to manage runtime and control services' life cycle. Additionally, it can be dynamically extended to control custom features or functions of a deployed service and provide secure access to the ESB runtime console from any SSH client;
- 5.4.1.8** Must support access control to itself through JAAS, SSL encryption, and plug-in points to support custom and third party authentication providers, firewall, proxy servers, HTTP(S) tunneling, and DMZ products;
- 5.4.1.9** Ability to support load sharing across brokers and containers in a cluster as well as to failover cluster;
- 5.4.1.10** Must support Web and RESTful services;
- 5.4.1.11** The embedded framework must implement the JAX-WS Specification to ease the building of web services and provide the messaging engine with the following capabilities: Message Persistence, Guaranteed Delivery, Reliable Messaging, Dead Letter Support, Message Grouping, and Retroactive Consumers;
- 5.4.1.12** Able to validate digitally signed messages and sign these using the iGovPhil PKI;
- 5.4.1.13** Able to encrypt message payloads using the iGovPhil PKI digital certificates;

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5.4.1.14 Support for SAML, OAuth2 and integration with iGovPhil Single Sign On (SSO) federated identity management;

5.4.2 *Data Integration Functionality*

5.4.2.1 Must provide standards-based read/write access to heterogeneous data stores in real time;

5.4.2.2 Ability to consolidate data into a "single view" without the need to copy any data;

5.4.2.3 Ability to expose non-relational sources as relational;

5.4.2.4 Must provide centralized access control, and auditing through robust security infrastructure;

5.4.2.5 Must provide the GUI tool to simplify access to distributed data;

5.4.2.6 Must provide the GUI tool to simplify data structure and semantics transformation;

5.4.3 *Must support both structured (SQL), and non-structured (NOSQL) data sources:*

5.4.3.1 Technology Connectors: flat files, JSON, XML files, XML over HTTP, SOAP web services, REST web services, OData services;

5.4.3.2 Office productivity: Microsoft Excel, Microsoft Access, Google Spreadsheets, Open Document Formats, PDF/A, image formats (JPG, PNG);

5.4.3.3 Specialty data sources: LDAP, Active Directory;

5.4.3.4 Must support data consumers: SQL access via JDBC/ODBC, Xquery, Web Services, SOAP, REST and ODATA;

5.4.4 The runtime must be J2EE-based;

5.4.5 Must support several caching modes including materialized views, result set caching, and code table caching that provide performance improvement;

5.4.6 Must provide out-of-the-box (OOTB) query optimization engine;

5.4.7 The development environment or IDE must support: Modeling, Analyzing, Integrating, Resolving semantic differences, and Testing;

5.4.8 The tool must provide built-in project wizard to ease creation of integration projects;

5.5 Enterprise Application Server Specifications

5.5.1 Application server platform should support JDBC compliant databases such as Oracle, DB2, MS SQL, MySQL, etc.

5.5.2 Application server platform should have out-of-the-box (OOTB) Enterprise NoSQL database support;

5.5.3 Application server platform should support various Java Virtual Machine, including OpenJDK, Oracle JDK, IBM JDK, and HP JDK;

5.5.4 Application server platform should support Java 6 standards;

5.5.5 Application server software must support the following open standards and specifications: JSP, JSF, JSR-186/286, Servlet, EJB, JAX-WS, JMS, JNDI, JCA, JTA, JACC, JMX, J2EE Application Deployment, J2EE Management, JDBC, JAX-RPC, JAX-WS, WS-*, JMS, JPA, POJOs;

5.5.6 The Application Server must have a built-in HTTP session management module dedicated to managing session state in clustered environments;

5.5.7 Application server platform should support all Web Services Standards and APIs: Simple Object Access Protocol (SOAP), SOAP Message Transmission Optimization Mechanism (MTOM), XML-Binary Optimized Packaging (XOP), Web Services Description Language (WSDL), WS-I Basic Profile, WS-I Basic Security Profile, WS-Security, WS-Security Core, WS-Security Username Token Profile, WS-Security X.509 Token Profile, WS-Security SOAP with Attachments Token Profile, WS-Security SOAP Message Security, Universal Description Discovery and Integration (UDDI) Client, Java APO for XML Web Services Addressing (JAX-WSA), WS-Atomic Transaction, WS-Business Activity, WS-Coordination, WS-Security Policy, WS-Policy, WS-Policy Attachment, WS-I Attachments Profile, WS-Trust, Security Assertion Markup Languages (SAML), and XACML;

5.5.8 Application server platform should have an enterprise grade integrated development environment;

5.5.9 Application server platform should work with a wide range of JVM-based frameworks including Spring, Struts, and Google Web Toolkit (GWT), in order to support older applications;

- 5.5.10** Application server platform should have a high-availability clustering framework;
- 5.5.11** Application server platform should provide a foundation for highly scalable Java applications and services, with built-in features for failover, caching, intelligent load balancing, and distributed deployment;
- 5.5.12** The Application server software must include a means of automatic adaptation and self-tuning, allowing dynamic reallocation of application server resources from a common pool, depending on the application load;

5.6 Enterprise Business Process Management, Business Activity Monitoring, Business Rules Management and Complex Event Processing Specifications

5.6.1. Enterprise *Business Process Management*

- 5.6.1.1** The proposed product must be based on open standards to develop or deploy processes
- 5.6.1.2** The proposed solution must be able to handle the complexities and nuances of real-world business processes within the same unified BPM engine i.e. system-centric, human-centric, document centric, decision centric, social centric and analytics centric processes;
- 5.6.1.3** Provide a visual representation for viewing, creating, and editing processes via both IDE and web-based modelling tool;
- 5.6.1.4** Provide native support to execute BPMN 2.0;
- 5.6.1.5** A task service compliant with the WS-HumanTask specification is provided for tasks that need to be performed by human actors;
- 5.6.1.6** Ability to allow web-based modelling, service configuration, deployment and testing using web-based console;
- 5.6.1.7** Ability to support sub-processes and repeatable process;
- 5.6.1.8** The proposed product should provide an OOTB work list portal for process and task management;
- 5.6.1.9** Ability to design serial, parallel, and complex processes;

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- 5.6.1.10** Include a repository based on the popular git source code management system. The repository supports comprehensive and user-definable metadata for categorization of stored assets, along with fine-grained user access controls and version control for process models. It is accessible through the included authoring tools and from other applications via Java, SOAP, and REST APIs;
- 5.6.1.11** The proposed product should provide API / web service that allows other applications to access the work list;
- 5.6.1.12** Ability to allow users to view the history of the process instance of all work in progress;
- 5.6.1.13** Ability to allow users to view audit trail of the process instance of all work in progress;
- 5.6.1.14** Ability to integrate with other systems to access work tasks;
- 5.6.1.15** Ability to allow users to easily create web forms for their business processes by dragging and dropping controls from the UI palette in web-based console;
- 5.6.1.16** Support simulation and optimization of business processes with BP-Sim compliant graphical tooling;

5.6.2 *Business Activity Monitoring*

- 5.6.2.1** Must be a web-based dashboard application that provides business activity monitoring support for monitored key metrics, key performance indicators (KPI);
- 5.6.2.2** Must enable creation of custom dashboards over other data resources, which leaves the application relatively standalone;
- 5.6.2.3** Must support data retrieval from various sources such as supported databases, CSV files, etc.;
- 5.6.2.4** Must enable data from the data providers to be visualized in indicators, special panels, on pages as graphs or tables;
- 5.6.2.4** Must have flexible dashboards created using a dashboard designer;

5.6.3 *Business Rules Management Engine, Policy Management and Complex Event Processing Specifications*

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- 5.6.3.1** The BRMS's authoring module should be syntax friendly for technical programmers as well as business users;
- 5.6.3.2** Rules can be authored offline with tools such as Microsoft Excel and OpenOffice Calc;
- 5.6.3.3** Support if-then-else, decision tables, scorecards, and a guided rule editor that supports business-friendly Domain Specific Languages (DSL);
- 5.6.3.4** Allow technical rules to be written by technical audience using Java expression to express field constraints, functions, and consequences;
- 5.6.3.5** For technical users, an Eclipse-based IDE should be used for features such as syntax coloring, code completion, an outline view, and basic rule validation, error reporting, and debugging;
- 5.6.3.4** Allow business rules to be written by a non-technical audience using easy to use constructs such as a guided-editor, template-based rules, natural language expression and domain specific language;
- 5.6.3.5** For non-technical audience, a user friendly GUI based on Web 2.0 should be used for tasks such as rule searching, development, change, testing, and management of rules;
- 5.6.3.6** Rules created in IDE or web GUI can be published into the rule repository and be synchronized with either authoring environment. Provide multiple constructs for rule authoring, including:
 - 5.6.3.6.1** Logical/conditional functions: *when-then, and, or, not, eval, exists, collect, accumulate;*
 - 5.6.3.6.2** Arithmetic operations: *+, -, *, /*
 - 5.6.3.6.3** Numeric comparisons: *>, >=, <, <=*
 - 5.6.3.6.4** Functions: Date functions, string functions
 - 5.6.3.6.5** Decision tables: web-based and spreadsheet
- 5.6.3.7** Allow rule author to perform advanced control on the rule execution using these mechanisms:
 - 5.6.3.7.1** Rule prioritization (Saliency);
 - 5.6.3.7.2** Rule context (Context);

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- 5.6.3.7.3** Rule partitioning (Agenda Group);
- 5.6.3.7.4** Rule activation grouping (Activation Group);
- 5.6.3.7.5** Rule looping control (No-loop);
- 5.6.3.7.6** Rule effective and expiry dates (Effective Date, Expiry Date);
- 5.6.3.7.7** Rule orchestration;
- 5.6.3.8** The BRMS should have a centralized OOTB rule repository that provides the basis for storing and managing assets and its metadata within the BRMS. The repository should be accessible via HTTP and WebDAV;
- 5.6.3.9** Allow rule author to perform these functions with the repository:
 - 5.6.3.9.1** Add new assets - rules, groups of rules, decision tables, etc.;
 - 5.6.3.9.2** Commit changes made locally to the repository;
 - 5.6.3.9.3** Update local files with changes from repository;
 - 5.6.3.9.4** Show history;
 - 5.6.3.9.5** Compare version;
 - 5.6.3.9.6** Search asset based on text, attributes, status, category;
 - 5.6.3.9.7** Allow multiple versions of assets to be stored and managed, including allow viewing of past versions, audits of who made changes at what time, and return to previous versions if necessary;
- 5.6.3.10** Allow authorized user to perform deployment tasks such as:
 - 5.6.3.10.1** Promote an **asset**/package's status (e.g. from Dev to Test);
 - 5.6.3.10.2** Validate **configuration** of a rule package to check for error;
 - 5.6.3.10.3** Build a rule package;
 - 5.6.3.10.4** Create snapshot for rule package for deployment;
 - 5.6.3.10.5** View package source;

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- 5.6.3.11** Include easy-to-use, web-based tools for business users to manage the complete project life cycle;
- 5.6.3.12** Offer flexible deployment options and can be deployed as a centralized rules service accessed via REST, Java, or JMS APIs, or can be embedded directly within a Java application;
- 5.6.3.13** Implement the PHREAK algorithm, with extensions that provide OOTB Complex Event Processing (CEP) capabilities, enabling detection and awareness of real-time business events;
 - 5.6.3.13.1** Complex Event Processing should be able to support event detection in Cloud mode (non-time ordered) as well as Stream mode (time-ordered);
 - 5.6.3.13.2** Complex Event Processing should allow the following temporal relationship operators to be defined as part of the rule: Before, After, Meets, MetBy, Overlaps, OverlappedBy, Finishes, FinishedBy, Includes, Starts, StartedBy, Coincides, During;
 - 5.6.3.13.3** Complex Event Processing should allow sliding windows to be reasoned over a period of time or over a number of events;

5.6.4 *Enterprise Software Environment Specifications:*

- 5.6.4.1** The principal repository of the GCP will be an Enterprise NOSQL Database;
- 5.6.4.2** All enterprise components **specified** below will be required to interface with the NOSQL databases;
- 5.6.4.3** In situations where the enterprise stack should require an enterprise SQL database to setup-configure the stack, the required SQL database shall be provided with limited use component by the supplier without cost to the government. All such SQL database versions shall be enterprise grade. The use of community editions/trial versions shall not be allowed.
- 5.6.4.4** The cost of licenses/subscriptions for the use of integrated development environment (IDE) and source code control and versioning tools shall be on account of the supplier and without additional costs to the government.
- 5.6.4.5** Development Environment:

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Software Component	Cores	Transactions Per Minute (minimum)
Enterprise Application Server	4	19,200
Enterprise SOA Middleware	2	
Enterprise Service Bus	4	
Business Process Modeling	2	
Business Rules and Policy Management	2	
Business Activity Monitoring	2	

5.6.4.6 The development environment must be able to handle the activities of at least 50 concurrent developers simultaneously working on a minimum of 15 application instances using a centralized development environment;

5.6.4.7 Staging Environment:

Software Component	Cores	Transactions Per Minute (minimum)
Enterprise Application Server	4	19,200
Enterprise SOA Middleware	2	
Enterprise Service Bus	4	
Business Process Modeling	2	
Business Rules and Policy Management	2	
Business Activity Monitoring	2	

5.6.4.8 The staging environment will mirror the setup and configuration of the targeted production environment but with a reduced hardware configuration setting. The staging environment must be configured to serve an augmented function as an active failover environment in the event any component of the production environment fails;

5.7 Capabilities of the GCP Staging Environment Specifications

- 5.7.1 Provide authorized testers with the ability to select and auto-deploy configured environments from a VM snapshot containing the base enterprise stack inclusive of database instance, allowing them to manipulate settings and connections for which they are permitted to create or modify;
- 5.7.2 Provide seamless integration between all aspects of the GCP environment and iGovPhil's SSO and PKI security infrastructures;
- 5.7.3 Provide authorized testers the ability to create groups, define business rules, define and execute automated policies for sharing and data exchange, and so forth via its GUI and web services;
- 5.7.4 Provide system administrators to administer, monitor, mitigate, and/or intervene in every aspect that impacts the performance, integrity, and security of the GCP environment;

5.8 Licensing, and Support and Maintenance

- 5.8.1 The program itself and any part of the system thereof, must be licensed or subscribed in a way that grants the Government of the Republic of the Philippines a perpetual and unlimited use of the software, the ability to download and access the source code of the proposed software as part of entitlement without any other further restrictions including but not limited to the number of accounts, instances or end-users, whether the main components or auxiliary ones.
- 5.8.2 Annual support and maintenance, including updates or patches, phone, and email support shall be for two (2) years. On-site support shall be for one (1) year.
- 5.8.3 Production licenses, whether testing, staging or production shall only commence after successful completion of User Acceptance Tests, issuance of Certificate of User Acceptance and Service Level Agreement as approved by the ICT Office.

6. FIRM EXPERIENCE AND TEAM COMPOSITION REQUIREMENTS

- 6.1 Bidders must show considerable experience in the implementation of an enterprise-grade cloud-based PaaS (public or private, local or global) including the development of APIs and WSDL templates, implementation of an enterprise-grade middleware and ESB, development and deployment of web-based applications. Such experience should include multi-level, multi-site projects within the last 5 years.

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- 6.2** At least one member of the joint venture undertaking a significant portion of work (15% or greater of the estimated value of the contract) or undertaking major elements of work under this contract (software customization, maintenance, training, installation, support) must:
- 6.2.1** Have been operational in information communication technology or a related industry for at least three (3) years;
 - 6.2.2** Have satisfactorily and successfully participated in projects in the installation and implementation of private or public cloud-based PaaS services, as well as in the implementation of large and complex enterprise-grade cloud infrastructure;
- 6.3** The Bidder (its joint venture member, sub-contractors) should show relevant experience relative to the project, particularly in the implementation of an enterprise-grade cloud-based PaaS (public or private) including the development of APIs and WSDL templates, implementation of an enterprise-grade middleware and ESB, the development and deployment of web portals, portlets, and other web-based applications.
- 6.4** The bidder should have in place Quality Assurance Program in the implementation of IT projects. In line with this, the bidder is required to submit its Quality Assurance Plan and Methodology.
- 6.5** The bidder (its joint venture members, subcontractors) must specify the number of its staff and the skills qualifications that will be dedicated to the implementation of this project, and must be ready to submit/present/disclose the names of all resources with qualifications during the post-qualification process.
- 6.6** The Bidder must propose a team composed of experienced consultants in the field of Information technology with the applicable certifications (when applicable) for the software and databases and network devices. Preference is given to the nominated key staff who are regular full time employees of the Consultant or its associated firm/joint venture partner. The project team should include expertise and experience in the implementation of an enterprise-grade cloud-based PaaS (public or private, local or global) that includes the development of APIs and WSDL/WADL templates, implementation of an enterprise-grade middleware and ESB, the development and deployment of web portals, portlets, and other web-based applications. Such experience should include multi-level, multi-site projects within the last 3 years.
- 6.7** The Team Leader should have a minimum of ten (10) years of experience in the field of Information Technology with at least five (5) years of experience as Team Leader, or in a management role on similar projects. Preference is given to key staff who are full-time professional employees of the contractor, with at least three (3) years of experience in their area of specialization and in similar projects.

7. DOCUMENTATION

7.1 At a minimum, the following documentation documents are required to be submitted:

7.1.1 Design documents: Design proposal which includes functional specifications, technical specifications, security specifications, operational specifications, environmental specifications, network topology, proposed work program and schedule supported by Gantt charts and capacity planning guide.

7.1.2 Technical documents: installation and configuration manual, operations manual, user's manual, developer's documentation, API references, training materials, security management manual, database maintenance manual, and network administration manual.

8. REPORTS AND TIME SCHEDULE

	Milestones	Duration	Deliverables	Percentage of payment
1	Submission of signed non-disclosure agreement (NDA) and service level agreement (SLA)	Within one (1) week from issuance of Notice to Proceed (NTP)	Signed NDA and SLA	15 % Advance Payment for Mobilization
2	Submission of Inception Report	Within 15 calendar days from issuance of Notice to Proceed	Inception Report	
3	Submission of Design Proposal	Within 30 calendar days from the date of Acceptance of Inception Report	Approved Design Proposal (See Section 7.1.1)	15%
4	Start of Implementation Period	Within ten (10) months from the date of issuance of NTP	Installed, configured and deployed system for production use	
5	Submission of User Acceptance Test (UAT) Plan and All Technical Documents	Within six (6) months from the date of issuance of the NTP	Proposed UAT Plan, All Technical Documentation (as listed in Section 7.1.2), Source code and/or binary	

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	(ATD)		of all installed software, including implemented configuration files in CD or USB media	
6	Successful completion of UAT	Upon receipt of Approved UAT Plan, and Upon Issuance of Certificate of Acceptance of All Documentation	Approved UAT Plan, Certificate of Acceptance of All Technical Documentation, and Certificate of User Acceptance	50 %
7	Start of two (2) Year SLA	Upon issuance of Certificate of User Final Acceptance	Approved Service Level Agreement	
8	Conduct of Training	Upon issuance of Certificate of User Acceptance, and Approved Training Plan Within twelve (12) months from issuance of NTP	Approved Training Plan (See Section 4.6.10) Certificates issued to training participants Certificate that Training had been Completed	15 %
9	End of two (2) Year SLA		CERTIFICATE OF COMPLETION	20%

- 8.1** At the option of the bidder, the 20% retention money shall be released upon submission of a Bank Guarantee in the form prescribed in the Bidding Documents.
- 8.2** Any changes to the above reports and schedules shall only be valid upon written agreement by the winning bidder and ASTI/ICTO.
- 8.3** The supplier must be available for consulting following Philippine local time and business hours. References to date and time shall be based on Philippine Standard Time.

9. SERVICE LEVEL AGREEMENT

- 9.1** Technical support must be provided either on-site, via telephone or email to resolve technical and other related problems based on a Service Level Agreement

BAC4IGOV-2015-10-047 (REBID)

(SLA) with provisions for liquidated damages for non-compliance. Resolution must be delivered based on the following levels of severity:

9.1.1 Severity 4 Critical: Major system or component failure with critical impact on business processes specific to all staging-related systems. Service has stopped. The problem must be resolved immediately (within 4 hours).

9.1.2 Severity 3 High: Minor system or component failure with high impact on business processes specific to all staging-related systems. The service is running but performance has degraded. The problem must be resolved immediately (within 1 working day).

9.1.3 Severity 2 Moderate: Operational use exhibits signs of non-compliance with agreed functionality. The service is running but certain functions do not work as indicated. The problem must be resolved at the soonest time possible (within 5 working days).

9.1.4 Severity 1 Low: Service is running. Efficiencies would be achieved through desired improvements in the system components. Feature must be available in the next update.

9.2 ICT Office shall have the right to blacklist the service provider, execute redress and demand damages after three (3) instances of non-compliance at any given time during the contract period, of the above-mentioned SLA. One-tenth of one percent of the total amount paid from the total contract cost shall be imposed for every day or a fraction thereof of service unavailability in excess of the required days to resolve.

9.3 The service provider shall appoint a person possessing the necessary knowledge and technical expertise to serve as the single point of contact and shall be available at the time and manner indicated in the previous section to respond to queries or requests for technical support.

10. USER ACCEPTANCE

10.1 The procedure for User Acceptance Testing (UAT) shall be as follows:

10.1.1 Submit a UAT Test Plan subject to approval by ICT Office/ASTI or its designated approving officer which includes but is not limited to approved functional, operational, performance, security and environmental specifications and proposed date, location and methods for the conduct of UAT.

10.1.2 Submit all documentation before the conduct of UAT as listed in Section 7.

10.1.3 Verification of all documentation, including installed software components and submission of final drafts.

- 10.1.4** Conduct a UAT upon approval of the UAT Test Plan and issuance of Certificate of Acceptance of Documentation.
- 10.1.5** Revise documents based on the initial results of UAT if not successfully completed and issuance of Certificate of Acceptance of Documentation.
- 10.1.6** Issuance of a Certificate of User Acceptance upon successful completion of UAT.

11. WARRANTIES OF THE SERVICE PROVIDER

- 11.1** The service provider warrants that it shall conform strictly with the terms and conditions of this Terms of Reference.
- 11.2** The warranty period shall commence upon issuance of the Certificate of User Acceptance with the applicable period mentioned below:
 - 11.2.1** Twenty-four (24) months to cover software upgrades and technical support.
- 11.3** The service provider warrants that its personnel shall take all necessary precautions for the safety of persons and properties at or near their area of work and shall comply with all the standard and established safety regulations, rules and practices.
- 11.4** The service provider shall coordinate with the authorized and/or designated ICT Office/ASTI personnel in the performance of their jobs.
- 11.5** The service provider shall be liable for loss, damage or injury due directly or indirectly through the fault or negligence of its personnel. It shall assume full responsibility thereof and the ICT Office/ASTI shall be specifically released from any and all liabilities arising therefrom.

12. CONFIDENTIALITY OF DATA

- 12.1** The service provider shall document detailed procedures and techniques in identifying systems security risks and breaches and how such shall be handled.
- 12.2** All project staff of the service provider shall be required to sign a non-disclosure agreement immediately at the start of the project and before commencing work on the Inception Report.
- 12.3** All systems to which the project staff of the service provider shall be granted access to, its components, parts, specifications, data, ideas, technology, and technical and non-technical materials (collectively referred to here as "Proprietary Information") are confidential and proprietary to ICT Office/ASTI.
- 12.4** The service provider agrees to hold the Proprietary Information in strict confidence and further agrees not to reproduce, transcribe, or disclose the Proprietary Information to third parties without the prior written approval of the ICT Office/ASTI.



13. PRE-TERMINATION OF THE CONTRACT

- 13.1** The contract for the service may be pre-terminated by the ICT Office/ASTI for any violation of the terms of the contract. In case of pre-termination, the service provider shall be informed by the ICT Office/ASTI thirty (30) days prior to such pre-termination.
- 13.2** In case of pre-termination, the service provider shall be liable to forfeiture of Performance Security.
- 13.3** The ICT Office/ASTI shall have the right to blacklist the service provider in case of pre-termination.

Prepared by:

(SGD.) REYNALDO JOSEPH A. CALLAO JR.
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DOST-ASTI

(SGD.) DENNIS REYES, PH.D.
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DOST-ICT Office

Approved By:

(SGD.) ANTONETTE T. TORRES
iGovPhil Project Manager
DOST-ICT Office

PROCUREMENT OF CONSULTANCY SERVICES, SOFTWARE COMPONENTS, LICENSES AND PROFESSIONAL SERVICES TO IMPLEMENT THE CLOUD-BASED PLATFORM-AS-A-SERVICE ENVIRONMENT OF THE iGOV GOVERNMENT COMMON PLATFORM

BID REFERENCE NO.: BAC4IGOV-2015-10-047 (REBID)

APPROVED BUDGET FOR CONTRACT: PhP135,142,500.00

A. CRITERIA FOR ELIGIBILITY AND SHORTLISTING

	CRITERIA	DOCUMENTS	RATING SYSTEM		WEIGHT	
1	Applicable Experience	SEC or DTI Registration or equivalent as certified by the embassy of the country where the principal office of the bidder is located	100%	-	5-9 years in business or more	35%
			80%	-	3-4 years in business	
			60%	-	1-2 years in business	
			20%	-	Less than 1 year in business	
2	Qualification of Personnel	Single Largest Completed Contract Similar to the Project in terms of size and complexity	100%	-	Completed contract as Main Contractor	40%
			80%	-	Completed contract as Partner Contractor	
			60%	-	Completed contract as Subcontractor	
3	Current Workload	Net Financial Contracting Capacity (NFCC) as computed based on submitted Audited Financial Statements and Statement of All On-Going	100%	-	NFCC is more than 100% of the ABC	25%
			80%	-	NFCC is 50% to 100% of the ABC	
			60%	-	NFCC is 25% to 49% of the ABC	
			40%	-	NFCC is 1% to 24% of the ABC	
TOTAL					100%	

Note: NFCC is computed based on $(NFCC = (CA-CL) * K - \text{Outstanding portion of all ongoing contracts.}$

Where: K = 10

B. CRITERIA FOR QUALITY – COST BASED EVALUATION

	CRITERIA	BASIS/ DOCUMENTS	RATING SYSTEM			WEIGHT
a.	Ongoing projects related to similar contracts (Similar contracts means “design, development, installation, configuration and support of software systems and its implementation”)	(Per bidders submitted/listed on-on-going contracts. Must submit/attach Certified True Copy of NOA/contract/s	a.1) Number of similar on-going contracts			3%
			100%	-	3 or more projects	
			80%	-	2 projects	
			60%	-	1 project	
			0%	-	0 projects	
			a.2) Size of Similar On-going Contracts/ Projects			3%
			100%	-	At least 1 with 5,000 or more participants/users	
			80%	-	At least 1 with 3,000 to 4,999 participants/users	
			60%	-	At least 1 with 1,000 to 2,999 participants/users	
			40%	-	At least 1 project with less than 1,000 participants/users	
0%	-	0 projects				
b.	Successful experience in the design, implementation and support of service-oriented architecture based IT systems	(Per bidders submitted/listed completed contracts. Must submit attach Certified True Copy of the following for each listed contract	b.1) Value of Similar Completed Contracts with value of at least 100% of the ABC			3%
			100%	-	3 or more projects	
			80%	-	2 projects	
			60%	-	1 project	
			0%	-	0 projects	
			b.2) Number of Similar Completed Contracts/Projects			3%
			100%	-	3 or more projects	
			80%	-	2 projects	
			60%	-	1 project	
			0%	-	0 projects	
			b.3) Size of Similar Completed Contracts			3%
			100%	-	At least 1 with 20,000 or more participants/users	

BAC4IGOV-2015-10-047 (REBID)

			80%	-	At least 1 with 10,000 to 19,999 participants/users	
			60%	-	At least 1 with 5,000 to 9,999 participants/users	
			40%	-	At least 1 with 1,000 to 4,999 participants/users	
			20%	-	At least 1 project with less than 1,000 participants/users	
			0%	-	0 projects	
c.	Successful experience in design, implementation, operation and management of IT infrastructure	(Per bidders submitted/listed completed contracts. Must submit attach Certified True Copy of the following for each listed contract 1) Contract/PO, and 2) End-user's Acceptance , or Official Receipt (OR)	c.1) Number of similar completed contracts			4%
			100%	-	3 or more projects	
			80%	-	2 projects	
			60%	-	1 project	
			0%	-	0 projects	
			c.2) Size of similar completed contracts/projects			3%
			100%	-	At least 1 with 5,000 or more participants/users	
			80%	-	At least 1 with 3,000 to 4,999 participants/users	
			60%	-	At least 1 with 1,000 to 2,999 participants/users	
			40%	-	At least 1 project with less than 1,000 participants/users	
			0%	-	0 projects	
d.	Successful experience in planning and implantation of change management and capacity building	(Per bidders submitted/listed completed contracts. Must submit attach Certified True Copy of the following for each	d.1) Number of similar completed contracts			4%
			100%	-	3 or more projects	
			80%	-	2 projects	
			60%	-	1 project	
			0%	-	0 projects	
			d.2) Size of similar completed contracts/projects			4%

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	programs in Government/Public sector	listed contract 1) Contract/PO, and 2) End-user's Acceptance , or Official Receipt (OR)	100%	-	At least 1 with 5,000 or more participants/users		
			80%	-	At least 1 with 3,000 to 4,999 participants/users		
			60%	-	At least 1 with 1,000 to 2,999 participants/users		
			40%	-	At least 1 project with less than 1,000 participants/users		
			0%	-	0 projects		
e.	Qualification of Resident Project Manager to be assigned to the job vis-a-vis extent and complexity of undertaking	Curriculum Vitae, Certified True Copy of Diploma or Transcript of Records for the highest educational attainment	e.1) Qualification			3%	
			100%	-	Doctorate Degree		
			80%	-	Master's Degree		
			60%	-	Bachelor's Degree in Computer Science or IT		
			40%	-	Any other related field and relevant certifications		
					e.2) Overall Experience		3%
		100%	-	10 or more years experience in managing large and complex IT systems implementation			
		80%	-	7-9 years experience in managing large and complex IT systems implementation			
		60%	-	5-6 years experience in managing large and complex IT systems implementation			

BAC4IGOV-2015-10-047 (REBID)

			40%	-	2-4 years experience in managing large and complex IT systems implementation	
			0%	-	Less than 2 years experience in managing large and complex IT systems implementation	
		Background or work experience which would be verified during post-qualification or supported by certification issued by the client that they were engaged to work as described in the CV	e.3) Relevant experience			4%
			100%	-	At least one successful implementation for national/sub-national level as project manager	
			80%	-	At least one or more large and successful projects (similar size) in Government /Public Sector	
			60%	-	Experience in large and successful e-governance or IT Projects implementation in Government/public Sector	
			0%	-	No experience	
f.	Qualification of Domain Expert: Web Services Development using an Enterprise Service Bus (ESB) to be assigned to the job vis-a-vis extent and	Curriculum Vitae, Certified True Copy of Diploma or Transcript of Records for the highest educational attainment	f.1) Qualification			3%
			100%	-	Postgraduate in Computer Science or any IT related field	
			80%	-	Bachelor's Degree in Computer Science or IT	
			60%	-	Any other related field and relevant certifications	
	Background or	f.2) Overall Experience			3%	

BAC4IGOV-2015-10-047 (REBID)

	complexity of undertaking	work experience which would be verified during post-qualification or supported by certification issued by the client that they were engaged to work as described in the CV	100%	-	8 or more years of experience	
			80%	-	6-7 years experience	
			60%	-	4-5 years experience	
			40%	-	2-3 years experience	
			0%	-	Less than 2 years experience	
		Background or work experience which would be verified during post-qualification or supported by certification issued by the client that they were engaged to work as described in the CV	f.3) Relevant experience			4%
			100%	-	3 or more projects	
			80%	-	2 projects	
			60%	-	1 project	
			0%	-	0 projects	
g.	Qualification of Domain Expert: Business Process Management (BPM) to be assigned to the job vis-a-vis extent and complexity of undertaking	Curriculum Vitae, Certified True Copy of Diploma or Transcript of Records for the highest educational attainment	g.1) Qualification			3%
			100%	-	Postgraduate in Computer Science or any IT related field	
			80%	-	Bachelor's Degree in Computer Science or IT	
			60%	-	Any other related field and relevant certifications	
		Background or work experience which would be verified during post-qualification or supported by certification issued by the client that they were engaged to work as described in the	g.2) Overall Experience			3%
			100%	-	8 or more years of experience	
			80%	-	6-7 years experience	
			60%	-	4-5 years experience	
			40%	-	2-3 years experience	
			0%	-	Less than 2 years experience	

BAC4IGOV-2015-10-047 (REBID)

		CV				
		Background or work experience which would be verified during post-qualification or supported by certification issued by the client that they were engaged to work as described in the CV	g.3) Relevant experience		4%	
			100%	-		3 or more projects
			80%	-		2 projects
			60%	-		1 project
			0%	-		0 projects
h.	Qualification of Domain Expert: Business Rules Management to be assigned to the job vis-a-vis extent and complexity of undertaking	Curriculum Vitae, Certified True Copy of Diploma or Transcript of Records for the highest educational attainment	h.1) Qualification		3%	
			100%	-	Postgraduate in Computer Science or any IT related field	
			80%	-	Bachelor's Degree in Computer Science or IT	
			60%	-	Any other related field and relevant certifications	
		Background or work experience which would be verified during post-qualification or supported by certification issued by the client that they were engaged to work as described in the CV	h.2) Overall Experience		3%	
			100%	-	8 or more years of experience	
			80%	-	6-7 years experience	
			60%	-	4-5 years experience	
			40%	-	2-3 years experience	
			0%	-	Less than 2 years experience	
		Background or work experience which would be verified during post-qualification or supported by certification issued by the client that they were	h.3) Relevant experience		4%	
			100%	-		3 or more projects
			80%	-		2 projects
60%	-		1 project			
0%	-		0 projects			

BAC4IGOV-2015-10-047 (REBID)

		engaged to work as described in the CV					
i.	Qualification of Domain Expert: NOSQL Database Management to be assigned to the job vis-a-vis extent and complexity of undertaking	Curriculum Vitae, Certified True Copy of Diploma or Transcript of Records for the highest educational attainment	i.1) Qualification			3%	
			100%	-	Postgraduate in Computer Science or any IT related field		
			80%	-	Bachelor's Degree in Computer Science or IT		
			60%	-	Any other related field and relevant certifications		
		Background or work experience which would be verified during post-qualification or supported by certification issued by the client that they were engaged to work as described in the CV			i.2) Overall Experience		3%
		100%	-	8 or more years of experience			
		80%	-	6-7 years experience			
		60%	-	4-5 years experience			
		40%	-	2-3 years experience			
		0%	-	Less than 2 years experience			
		Background or work experience which would be verified during post-qualification or supported by certification issued by the client that they were engaged to work as described in the CV			i.3) Relevant experience		4%
		100%	-	3 or more projects			
		80%	-	2 projects			
60%	-	1 project					
			0%	-	0 projects		
j.	FINANCIAL BID	100%	-	Lowest Bid	20%		
		80%	-	2nd Lowest Bid			
		60%	-	3rd Lowest Bid			
		40%	-	4th Lowest Bid			
		20%	-	5th Lowest Bid			
		TOTAL				100%	



BAC4IGOV-2015-10-047 (REBID)

Section V. ELIGIBILITY FORMS



(Bidder's Company Letterhead)

Eligibility Documents Submission Form

[Date]

DENIS F. VILLORENTE
CHAIRPERSON
Bids and Awards Committee for iGovPhil Project
INFORMATION AND COMMUNICATIONS TECHNOLOGY OFFICE
ICT Office Bldg., Carlos P. Garcia Avenue
UP Diliman, Quezon City

Subject: CONSULTANCY SERVICES, SOFTWARE COMPONENTS, LICENSES AND PROFESSIONAL SERVICES TO IMPLEMENT THE CLOUD-BASED PLATFORM-AS-A-SERVICE ENVIRONMENT OF THE iGOV GOVERNMENT COMMON PLATFORM

Sir:

In connection with your Request for Expression of Interest dated *[insert date]* for **CONSULTANCY SERVICES, SOFTWARE COMPONENTS, LICENSES AND PROFESSIONAL SERVICES TO IMPLEMENT THE CLOUD-BASED PLATFORM-AS-A-SERVICE ENVIRONMENT OF THE iGOV GOVERNMENT COMMON PLATFORM DOCUMENTS**, *[Name of Consultant]* hereby expresses interest in participating in the eligibility and short listing for said Project and submits the attached eligibility documents in compliance with the Eligibility Documents therefor.

In line with this submission, we certify that:

- a) *[Name of Consultant]* is not blacklisted or barred from bidding by the GOP or any of its agencies, offices, corporations, or LGUs, including foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, and that each of the documents submit; and
- b) Each of the documents submitted herewith is an authentic copy of the original, complete, and all statements and information provided therein are true and correct.

We acknowledge and accept the Procuring Entity's right to inspect and audit all records relating to our submission irrespective of whether we are declared eligible and shortlisted or not.

Yours sincerely,
Signature
Name and Title of Authorized Signatory
Name of Consultant
Address



(Bidder's Company Letterhead)

CONSULTANCY SERVICES, SOFTWARE COMPONENTS, LICENSES AND PROFESSIONAL SERVICES TO IMPLEMENT THE CLOUD-BASED PLATFORM-AS-A-SERVICE ENVIRONMENT OF THE iGOV GOVERNMENT COMMON PLATFORM

BID REFERENCE NO.: BAC4IGOV-2015-10-047 (REBID)

APPROVED BUDGET FOR CONTRACT: PhP135,142,500.00

STATEMENT OF ALL ONGOING CONTRACTS AND COMPLETED CONTRACTS

1. All On-going Contracts (including Contracts awarded but not yet started, if any)

Name of Client	Title of Contract	Date of Award	Type and Brief Description of the Survey/Consulting Services	Consultant's Role (Main Proponent, Partner, Sub-Contractor)	Amount of Contract	Number of Participants	Completion Date

2. Completed Contracts

Name of Client	Title of Contract	Date of Award	Type and Brief Description of the Survey/Consulting Services	Consultant's Role (Main Proponent, Partner, Sub-Contractor)	Amount of Contract	Duration of Contact	Number of Participants	Proof of Completion and Satisfactory Completion

CERTIFIED CORRECT:

Name & Signature of Authorized Representative

Position

Date



(Bidder's Company Letterhead)

**CONSULTANCY SERVICES, SOFTWARE COMPONENTS, LICENSES AND PROFESSIONAL SERVICES TO IMPLEMENT THE CLOUD-BASED PLATFORM-AS-A-SERVICE ENVIRONMENT OF THE iGOV GOVERNMENT COMMON PLATFORM
BID REFERENCE NO.: BAC4IGOV-2015-10-047 (REBID)**

APPROVED BUDGET FOR CONTRACT: PhP135,142,500.00

Statement of Single Largest Completed Contract within the last five (5) years of similar nature amounting to at least fifty percent (50%) of the ABC

"Similar nature" means conduct of "design, development, installation, configuration and support of software systems and its implementation"

<i>(Please fill up required information)</i>	
1) Name of Client	
2) Title of Contract	
3) Date of Award	
4) Type and Brief Description of the Project	
5) Consultant's Role (Main Proponent, Partner, Sub-Contractor)	
6) Amount of the Contract	
7) Number of Users/participants	
8) Completion Date	

CERTIFIED CORRECT:

Name & Signature of Authorized Representative

Position

Date

Notes: For above cited contract, the following must be attached/ submitted:

- 1) Copy of Certificate of Performance Evaluation showing a rating of at least Very Satisfactory issued by bidder's client for above contracts (per Annex I-D)
- 2) Copy of contract or Notice to Proceed value of contract, scope of works, number of participants
- 3) Any of the following documents:
 - 3.1) End User's Acceptance; or
 - 3.2) Official Receipt/s



(Bidder's Client's Company Letterhead)

CERTIFICATE OF PERFORMANCE EVALUATION

[To be issued separately by the Bidder's client for the Single Largest Contract of similar nature)

This is to certify that _____ (Name of Company/Bidder) has performed consultancy services for our company/agency on _____ (specify consultancy project), with the following details

Value of Contract	:	
Contractor/ Consultant's Role (Main Proponent, Partner, Sub-Contractor)	:	
Number of Users/participants Sample Size Covered	:	
	:	
	:	

Based on our evaluation of their performance in completing the project, we give _____ (Name of Company/Bidder) the following rating:

Dimensions	RATING			
	EXCELLENT	VERY SATISFACTORY	SATISFACTORY	POOR
1) Competence				
2) Quality of Work				
3) Timeliness of Completion				
OVERALL RATING				

This Certification shall form part of the Eligibility Requirements in line with _____ (Name of Company/Bidder) participation in the bidding for CONSULTANCY SERVICES, SOFTWARE COMPONENTS, LICENSES AND PROFESSIONAL SERVICES TO IMPLEMENT THE CLOUD-BASED PLATFORM-AS-A-SERVICE ENVIRONMENT OF THE iGOV GOVERNMENT COMMON PLATFORM

Issued this _____ day of _____ 2014 in _____, Philippines

Name of Company (Bidder's Client)

Full Name of Authorized Representative

Address

Signature of Authorized Representative

Tel. No./Fax

E-mail Address



(Bidder's Company Letterhead)

CONSULTANCY SERVICES, SOFTWARE COMPONENTS, LICENSES AND PROFESSIONAL SERVICES TO IMPLEMENT THE CLOUD-BASED PLATFORM-AS-A-SERVICE ENVIRONMENT OF THE iGOV GOVERNMENT COMMON PLATFORM

BID REFERENCE NO.: BAC4IGOV-2015-10-047 (REBID)

APPROVED BUDGET FOR CONTRACT: PhP135,142,500.00

**CERTIFICATE OF NET FINANCIAL CONTRACTING CAPACITY
(PLEASE SHOW FIGURES AT HOW YOU ARRIVED AT THE NFCC)**

This is to certify that our **Net Financial Contracting Capacity (NFCC)** is **Philippine Pesos** _____ (**P** _____) which is at least equal to the total ceiling price we are bidding. The amount is computed as follows:

$$NFCC = (CA-CL) (K) - C$$

Where :

CA = Current Assets

CL = Current Liabilities

K = 10 for a contract duration of one year or less,

15 for a contract duration of more than one year up to two years and

20 for a contract duration of more than two years

C = value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract for this Project

Issued this _____ day of _____, 2014.

Name & Signature of Authorized Representative

Position

Date



(Bidder's Company Letterhead)

CONSULTANCY SERVICES, SOFTWARE COMPONENTS, LICENSES AND PROFESSIONAL SERVICES TO IMPLEMENT THE CLOUD-BASED PLATFORM-AS-A-SERVICE ENVIRONMENT OF THE iGOV GOVERNMENT COMMON PLATFORM

BID REFERENCE NO.: BAC4IGOV-2015-10-047 (REBID)

APPROVED BUDGET FOR CONTRACT: PhP135,142,500.00

STATEMENT OF THE CONSULTANT SPECIFYING ITS NATIONALITY AND CONFIRMING THE REGISTRATION OF PERSONNEL INVOLVED IN THE PRACTICE OF PROFESSIONS REGULATED BY LAW

Name of Client	Nationality	Regulatory Body (Indicate N/A if not applicable)

I hereby confirm that the above listed consultant/s, if required to be registered by the appropriate regulatory body, have done so in accordance with clause 1.2, section 2 of the bidding documents.

CERTIFIED CORRECT:

Name & Signature of Authorized Representative

Position

Date



(Bidder's Company Letterhead)

CONSULTANCY SERVICES, SOFTWARE COMPONENTS, LICENSES AND PROFESSIONAL SERVICES TO IMPLEMENT THE CLOUD-BASED PLATFORM-AS-A-SERVICE ENVIRONMENT OF THE iGOV GOVERNMENT COMMON PLATFORM

BID REFERENCE NO.: BAC4IGOV-2015-10-047 (REBID)

APPROVED BUDGET FOR CONTRACT: PhP135,142,500.00

PROTOCOL / UNDERTAKING OF AGREEMENT TO ENTER INTO JOINT VENTURE

This **PROTOCOL / UNDERTAKING OF AGREEMENT TO ENTER INTO JOINT VENTURE**, executed by:

_____ a sole proprietorship/partnership/corporation duly organized and existing under and by virtue of the laws of the Philippines, with offices located at _____, _____, representative herein by _____, _____, hereinafter referred to as "_____";

-and-

_____ a sole proprietorship/partnership/corporation duly organized and existing under and by virtue of the laws of the Philippines, with offices located at _____, _____, representative herein by _____, _____, hereinafter referred to as "_____";

-and-

_____ a sole proprietorship/partnership/corporation duly organized and existing under and by virtue of the laws of the Philippines, with offices located at _____, _____, representative herein by _____, _____, hereinafter referred to as "_____"; (hereinafter referred to collectively as "Parties")

For submission to the **Bids and Awards Committee for the Integrated Government Philippines Project (BAC4IGOV) of the Information and Communications Technology Office**, pursuant to **Section 23.1 (b)** of the Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) 9184.

WITNESSETH That:

WHEREAS, the Parties desire to participate as a Joint Venture in the public bidding that will be conducted by **the Information and Communications Technology Office**, pursuant Republic Act (R.A.) 9184 and its Implementing Rules and Regulations, with the following particulars:

Bid Reference No.	BAC4IGOV-2015-10-047 (REBID)
Name/Title of Procurement Project	CONSULTANCY SERVICES, SOFTWARE COMPONENTS, LICENSES AND PROFESSIONAL SERVICES TO IMPLEMENT THE CLOUD-BASED PLATFORM-AS-A-SERVICE ENVIRONMENT OF THE iGOV GOVERNMENT COMMON PLATFORM
Approved Budget for the Contract	PhP135,142,500.00



BAC4IGOV-2015-10-047 (REBID)

NOW THEREFORE, in consideration of the foregoing, the Parties undertake to enter into a **JOINT VENTURE** and sign a **Joint Venture Agreement** relative to the joint cooperation for this bid project, in the event that their bid successful, furnishing the **ICTO BAC4IGOV** copy thereof within **ten (10) calendar days** from receipt of Notice from the BAC4IGOV that our bid has the lowest calculated bid or highest rated responsive bid (as the case may be).

For the purposes of this bid project, and unless modified by the terms of the Joint Venture Agreement, the following party shall be the authorized representative of the JV:

CERTIFIED CORRECT:

Authorized Representative of the JV Partner: (I attached Secretary's Certificate)	Authorized Representative of the JV Partner: (I attached Secretary's Certificate)
_____ Name	_____ Name
_____ Date	_____ Date

Furthermore, the parties agree to be bound jointly and severally under the said Joint Venture Agreement;

THAT Finally, failure on our part of enter into the Joint Venture and/or sign the Joint Venture Agreement for any reason after the Notice of Award has been issued by shall be a ground for non-issuance by ICT Office of the Notice to Proceed, forfeiture of our bid security and such other administrative and/or civil liabilities as may be imposed by ICT Office under the provisions of R.A. 9184 and its Revised IRR, without any liability on the part of ICT Office.

This Undertaking shall form an integral part of our Eligibility documents for the above-cited project.

IN WITNESS WHEREOF, the parties have signed this Protocol/Undertaking on the date first above-written.

Bidder's Representative/Authorized Signature

SUBSCRIBED AND SWORN TO BEFORE ME this _____ day of _____ at _____, Philippines. Affiant exhibited to me his/her competent Evidence of Identity (as defined by the 2004 Rules on Notarial Practice _____ issued _____ at _____, Philippines.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. __, [date issued], [place issued]
IBP No. __, [date issued], [place issued]

Doc. No. _____
Page No. _____
Book No. _____
Series of _____



**ICT OFFICE BAC4IGOV
CHECKLIST OF REQUIREMENTS FOR BIDDERS**

Name of Company : _____
Project : **CONSULTANCY SERVICES, SOFTWARE COMPONENTS, LICENSES AND PROFESSIONAL SERVICES TO IMPLEMENT THE CLOUD-BASED PLATFORM-AS-A-SERVICE ENVIRONMENT OF THE iGOV GOVERNMENT COMMON PLATFORM**

Bid Ref No. BAC4IGOV-2015-10-047 (REBID)

APPROVED BUDGET FOR THE CONTRACT : PhP135,142,500.00

Ref. No.	Particulars	
ELIGIBILITY DOCUMENTS		
CLASS "A" DOCUMENTS		
12.1	Legal Documents	
	i. Registration certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives	
	ii. Business/Mayor's permit for 2015 issued by the city or municipality where the principal place of business of the prospective bidder is located	
	iii. Valid and Current Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.	
Technical Documents		
	iv. Eligibility Documents Submission Form	
	v. Statement of the prospective bidder of all its ongoing and completed government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the relevant period provided in the EDS . The statement shall include, for each contract, the following: a) the name and location of the contract; b) date of award of the contract; c) type and brief description of consulting services; d) consultant's role (whether main consultant, subcontractor, or partner in a JV) e) amount of contract; f) contract duration; and g) certificate of satisfactory completion or equivalent document specified in the EDS issued by the client, in the case of a completed contract;	
	vi. Statement of Single Largest Completed Contract within the last five (5) years of similar nature amounting to at least fifty percent (50%) of the ABC	
	vii. Certificate of Performance Evaluation issued by the bidder's client for the Single Largest Contract of similar nature	
	viii. Certificate of Net Financial Contracting Capacity	
	ix. Statement of the consultant specifying its nationality and confirming that those who will actually perform the service are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions in accordance with Clause 1.2.	



	<p>Financial Document</p> <p>x. The consultant's audited financial statements, showing, among others, the consultant's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission</p>	
CLASS "B" DOCUMENTS (FOR JOINT VENTURE)		
	<p>i. For Joint Ventures, bidder to submit either:</p> <ol style="list-style-type: none"> 1. Copy of the JOINT VENTURE AGREEMENT (JVA) in case the joint venture is already in existence, or 2. Copy of Protocol / Undertaking of Agreement to Enter into Joint Venture signed by all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful. (Annex III) <p><u>The JVA or the Protocol/Undertaking of Agreement to Enter into Joint Venture (Annex III) must include/specify the company/partner and the name of the office designated as authorized representative of the Joint Venture.</u></p> <p>For Joint Venture, the following documents must likewise be submitted:</p> <p>(a) For Joint Venture <u>Between Two (2) Local Companies</u>, each partner should submit:</p> <ol style="list-style-type: none"> 3. Registration Certificate from the Securities and Exchange Commission (SEC) for corporations, Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives; <ol style="list-style-type: none"> 1. Business/Mayor's permit for 2015 issued by the city or municipality where the principal place of business of the prospective bidder is located; 2. Valid and Current Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR. 	
	<p>For item (iv) to (vii) of the required eligibility documents, submission by any of the Joint Venture partner constitutes compliance.</p>	
NOTE:	<p>In case of inconsistency between the Checklist of Requirements for bidders and the provisions in the Instruction to bidders/Bid Data Sheet, the Instruction to bidders/Bid Data Sheet shall prevail</p>	