



**SPECIAL BIDS AND AWARDS COMMITTEE FOR THE INTEGRATED
GOVERNMENT PHILIPPINES PROJECT (BAC4IGOV)**

Supplemental Bid Bulletin No. 1

Procurement of Webtrust Audit for Certificate Services

Bid Reference No.: BAC4IGOV-2016-05-004

Please be advised of the changes in the schedule of the Submission and Opening of Bids for this project:

Activity	Previous Schedule	Revised Schedule
Submission of Bids	6 June 2016 12 Noon	10 June 2016 12 Noon
Bid Opening	6 June 2016 1 PM	10 June 2016 1 PM

After considering the queries, clarifications, recommendations and suggestions, the BAC4IGOV hereby decides to include, revise, amend, delete and/or adapt the following provisions:

ITEM NO.	QUERY	BAC4IGOV'S RESPONSE
1	<p>Page 4 of the Invitation to Bid item #5 which states the following:</p> <p>A prospective bidder should have completed within the last five (5) years from the date of submission and receipt of bids at least one (1) single contract of similar nature amounting to at least fifty percent (50% of the ABC. For this project, "similar in nature" shall mean Conduct of Information Systems Audit.</p> <p>Discussion: A single contract of similar nature amounting to at least 25% of the ABC is allowed. Likewise, an aggregate contract (from various contract from same client) representing 25% of the ABC is also acceptable provided the service is similar in nature which is the</p>	<p>This provision is amended. Please refer to table below.</p>



	conduct of information systems audit.	
2	Annex V page 116 - item, brand and model is not applicable for web trust audit for certificate service	Yes. Please refer to attached Revised Annex V as of 3 June 2016.
3	Annex VIII-A is also not applicable for web trust audit for certificate service.	Yes. This form is deleted.
4	Annex VIII-B is also not applicable for web trust audit for certificate service.	Yes. This form is deleted.
5	For the release of retention of payment, a guarantee bond can be issued by the service provider.	Yes.
6	<p>Further, would you also allow the following as part of bid item#5:</p> <p>An aggregate contract from various client representing 25% of the ABC is also acceptable provided the service is similar in nature which is the conduct of information systems audit.</p> <p>Our firm provides various information system audit from different clients simultaneously in a given year. We believe the objective and spirit of the provision is to determine if we have the capacity to deliver the extent of the projects in terms of cost, time and quality.</p>	This provision is amended. Please refer to table below.

<u>ORIGINAL PROVISION</u>	<u>AMENDED PROVISION</u>
Section I. Invitation to Bid	
5.	
A prospective Bidder should have completed within the last five (5) years from the date of submission and receipt of bids at least one (1) single contract of similar nature amounting to at least fifty percent (50%) of the ABC.	A prospective Bidder should have completed within the last five (5) years from the date of submission and receipt of bids at least one (1) single contract of similar nature amounting to at least fifty percent (50%) of the ABC <u>OR at least two (2) contracts of similar nature,</u>



	<p><u>the aggregate amount of which should be equivalent to at least fifty (50%) of the ABC, the largest of these contracts must be equivalent to at least twenty five (25%) of the ABC.</u></p>
<p align="center">Section III. Bid Data Sheet 12.1</p>	
<p>Statement of Completed Single Largest Contract from January 2011 up to the day before the deadline for the submission bids of similar in nature equivalent to at least fifty percent (50%) of the ABC. Annex I-A</p>	<p>Statement of Completed Single Largest Contract from January 2011 up to the day before the deadline for the submission bids of similar in nature equivalent to at least fifty percent (50%) of the ABC OR Statement of At Least (2) Completed Contracts from January 2011 up to the day before the deadline for the submission of bids of similar in nature, the Aggregate of Which Should be Equivalent to at least Fifty Percent (50%) of the ABC, and the Largest of These Similar Contract Must be Equivalent to at Least Twenty Five Percent (25%) of the ABC, (Annex I-A);</p>
<p align="center">Section VIII. Bidding Forms Annex I-A</p>	
<p>STATEMENT OF SINGLE (1) LARGEST COMPLETED CONTRACT OF SIMILAR NATURE WITHIN THE LAST FIVE (5) YEARS FROM DATE OF SUBMISSION AND RECEIPT OF BIDS AMOUNTING TO AT LEAST FIFTY PERCENT (50%) OF THE APPROVED BUDGET OF THE CONTRACT (ABC)</p>	<p>STATEMENT OF SINGLE (1) LARGEST COMPLETED CONTRACT OF SIMILAR NATURE WITHIN THE LAST FIVE (5) YEARS FROM DATE OF SUBMISSION AND RECEIPT OF BIDS AMOUNTING TO AT LEAST FIFTY PERCENT (50%) OF THE ABC OR <u>STATEMENT OF AT LEAST TWO (2) COMPLETED CONTRACTS OF SIMILAR NATURE WITHIN THE LAST FIVE (5) YEARS FROM THE DATE OF SUBMISSION AND RECEIPT OF BIDS, THE AGGREGATE OF WHICH SHOULD BE EQUIVALENT TO AT LEAST FIFTY PERCENT (50%) OF THE ABC, AND THE LARGEST OF THESE SIMILAR</u></p>



	<u>CONTRACT MUST BE EQUIVALENT TO AT LEAST TWENTY FIVE PERCENT (25%) OF THE ABC</u>
Section VIII. Bidding Forms	
Annex V Technical Bid Form Line No. 2.	<u>Line No. 2. is deleted.</u>
Annex VIII-A For Goods Offered From Abroad	<u>This form is deleted.</u>
Annex VIII-B For Goods Offered From Within the Philippines	<u>This form is deleted.</u>

All terms, conditions and instructions to bidders specified in the Bidding Documents inconsistent with this Bid Bulletin are hereby superseded and modified accordingly.

Please use the following forms attached in this Supplemental Bid Bulletin:

- Revised Annex I-A as of 3 June 2016 Statement Of Single (1) Largest Completed Contract Of Similar Nature Within The Last Five (5) Years From Date Of Submission And Receipt Of Bids Amounting To At Least Fifty Percent (50%) Of The Approved Budget For The Contract (ABC) OR Statement Of At Least Two (2) Completed Contracts Of Similar Nature Within The Last Five (5) Years From The Date Of Submission And Receipt Of Bids, The Aggregate Of Which Should Be Equivalent To At Least Fifty Percent (50%) Of The ABC, And The Largest Of These Similar Contracts Must Be Equivalent To At Least Twenty Five Percent (25%) Of The ABC
- Revised Annex V Technical Bid Form as of 3 June 2016
- Revised Checklist of Requirements as of 3 June 2016

For information and guidance of all concerned.

Issued this 3rd day of May 2016.

(SGD.) DENIS F. VILLORENTE
Chairperson, BAC4IGOV



Revised Annex I-A as of 3 June 2016
(Bidder's Company Letterhead)

PROCUREMENT OF WEBTRUST AUDIT FOR CERTIFICATE SERVICE
BAC4IGOV-2016-05-004

STATEMENT OF SINGLE (1) LARGEST COMPLETED CONTRACT OF SIMILAR NATURE WITHIN THE LAST FIVE (5) YEARS FROM DATE OF SUBMISSION AND RECEIPT OF BIDS AMOUNTING TO AT LEAST FIFTY PERCENT (50%) OF THE ABC

OR

STATEMENT OF AT LEAST TWO (2) COMPLETED CONTRACTS OF SIMILAR NATURE WITHIN THE LAST FIVE (5) YEARS FROM THE DATE OF SUBMISSION AND RECEIPT OF BIDS, THE AGGREGATE OF WHICH SHOULD BE EQUIVALENT TO AT LEAST FIFTY PERCENT (50%) OF THE ABC OF THE LOT BEING BID, AND THE LARGEST OF THESE SIMILAR CONTRACT MUST BE EQUIVALENT TO AT LEAST TWENTY FIVE PERCENT (25%) OF THE ABC

Name of Client	Name of Contract	Date of the Contract	Kinds of Goods	Value of Contracts	Date of Completion	Official Receipt No. & Date OR End User's Acceptance Date

CERTIFIED CORRECT:

Name & Signature of Authorized Representative

Position

Date

Instructions:

1. Cut Off Date as of: (i) Up to the day before the deadline of submission of bids.
2. In the column under "Dates", indicate the dates of Delivery/End-User's Acceptance and Official Receipt No.
3. Name of Contract column, indicates the Nature/Scope of the Contract for the ICT Office to determine the relevance of the entry with the Procurement at hand.



Revised Annex V as of 3 June 2016
(page 1 of 4)

PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.

INFORMATION AND COMMUNICATIONS TECHNOLOGY OFFICE

PROCUREMENT OF WEBTRUST AUDIT FOR CERTIFICATE SERVICE

BAC4IGOV-2016-05-004

TECHNICAL BID FORM

INSTRUCTION TO THE SUPPLIER: Indicate "**COMPLY**" (per line number) under **Bidder's Statement of Compliance** if Bidder can meet the technical specifications and project requirements. DO NOT LEAVE ANY BLANK. A "YES" or "NO" ENTRY WILL NOT BE ACCEPTED. FAILURE TO CONFORM WILL RESULT IN A RATING OF "FAILED".

Line No.:	Project Requirements	Bidder's Statement of Compliance
1	ICT Office's Section VII Technical Specifications For the Procurement of Webtrust Audit for Certificate Service	

BIDDER'S UNDERTAKING

I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable hereby OFFER to (supply/deliver/perform) the above described items.

I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security **within ten (10) calendar days** from receipt of the Notice of Award.

Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.

Name of Company (in print)
Signature of Company Authorized Representative
Name and Designation (in print)
Date



Revised Annex V as of 3 June 2016
(page 2 of 4)

PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.		
INFORMATION AND COMMUNICATIONS TECHNOLOGY OFFICE		
PROCUREMENT OF WEBTRUST AUDIT FOR CERTIFICATE SERVICE		
BAC4IGOV-2016-05-004		
TECHNICAL BID FORM		
INSTRUCTION TO THE SUPPLIER: Indicate " COMPLY " (per line number) under Bidder's Statement of Compliance if Bidder can meet the technical specifications and project requirements. DO NOT LEAVE ANY BLANK. A "YES" or "NO" ENTRY WILL NOT BE ACCEPTED. FAILURE TO CONFORM WILL RESULT IN A RATING OF "FAILED".		
Line No.:	Other Requirements	Bidder's Statement of Compliance
2	Bidder has no overdue deliveries or unperformed services intended for the ICT Office	
3	Bidder did not participate as consultant in the preparation of the design or technical specifications of the GOODS as subject of the bid	
BIDDER'S UNDERTAKING		
I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable hereby OFFER to (supply/deliver/perform) the above described items.		
I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award.		
Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.		
Name of Company (in print)		
Signature of Company Authorized Representative		
Name and Designation (in print)		
Date		



Revised Annex V as of 3 June 2016
(page 3 of 4)

PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.		
INFORMATION AND COMMUNICATIONS TECHNOLOGY OFFICE		
PROCUREMENT OF WEBTRUST AUDIT FOR CERTIFICATE SERVICE		
BAC4IGOV-2016-05-004		
TECHNICAL BID FORM		
INSTRUCTION TO THE SUPPLIER: Indicate "COMPLY" (per line number) under Bidder's Statement of Compliance if Bidder can meet the technical specifications and project requirements. DO NOT LEAVE ANY BLANK. A "YES" or "NO" ENTRY WILL NOT BE ACCEPTED. FAILURE TO CONFORM WILL RESULT IN A RATING OF "FAILED".		
Line No.:	Project Requirements If Awarded the Contract	Bidder's Statement of Compliance
4	Delivery Place ICT Office, CP Garcia Avenue, UP Diliman, Quezon City	
5	Contract Duration Within three (3) years from receipt of Notice to Proceed. See Technical specifications for detailed deliverables	
<p style="text-align: center;">BIDDER'S UNDERTAKING</p> <p>I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable hereby OFFER to (supply/deliver/perform) the above described items.</p> <p>I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award.</p> <p>Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.</p>		
Name of Company (in print)		
Signature of Company Authorized Representative		
Name and Designation (in print)		
Date		



Revised Annex V as of 3 June 2016
(page 4 of 4)

PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.
INFORMATION AND COMMUNICATIONS TECHNOLOGY OFFICE
PROCUREMENT OF WEBTRUST AUDIT FOR CERTIFICATE SERVICE
BAC4IGOV-2016-05-004
TECHNICAL BID FORM

INSTRUCTION TO THE SUPPLIER: Indicate "**COMPLY**" (per line number) under **Bidder's Statement of Compliance** if Bidder can meet the technical specifications and project requirements. DO NOT LEAVE ANY BLANK. A "YES" or "NO" ENTRY WILL NOT BE ACCEPTED. FAILURE TO CONFORM WILL RESULT IN A RATING OF "FAILED".

Line No.:	Project Requirements If Awarded the Contract	Bidder's Statement of Compliance
6	Warranty Warranty Certificate issued for Three Years in favor of the ICT Office.	

BIDDER'S UNDERTAKING

I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable hereby OFFER to (supply/deliver/perform) the above described items.

I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security **within ten (10) calendar days** from receipt of the Notice of Award.

Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.

Name of Company (in print)
Signature of Company Authorized Representative
Name and Designation (in print)
Date



**ICT OFFICE BAC4IGOV
REVISED CHECKLIST OF REQUIREMENTS FOR BIDDERS AS OF 3 JUNE 2016**

Name of Company : _____
Name of Project : **Procurement of Webtrust Audit for Certificate Service**
Bid Reference No. : **BAC4IGOV-2016-05-004**
ABC : **₱10,000,000.00**

Ref. No.	Particulars	
ENVELOPE 1: ELIGIBILITY AND TECHNICAL DOCUMENTS		
ELIGIBILITY DOCUMENTS		
CLASS "A" DOCUMENTS		
12.1	(a.1.) ELIGIBILITY 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 2016 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.	
	iv. Statement of all its Ongoing (including awarded contract/s not yet started, if any) and Completed Contracts within the last three (3) Years, (Annex I)	
	v. Statement of Completed Single Largest Contract from January 2010 up to the day before the deadline for the submission of bids of similar in nature equivalent to at least fifty percent (50%) of the ABC or Statement of at least Two (2) Completed Contracts of Similar nature within from January 2011 up to day before the deadline for the submission of similar in nature, the aggregate of which should be at least fifty percent (50%) of the ABC and the largest of these similar contracts must be equivalent to at least twenty five percent (25%) of the ABC. Revised Annex I-A as of 3 June 2016	
	vi. Copy of 2015 Annual Income Tax Return submitted through BIR's Electronic Filing and Payment System (EFPS) together with the following Audited Financial Statements for 2015 and 2014 (in comparative form or separate reports): a) Copy of Independent Auditor's Report; b) Balance Sheet (Statement of Financial Position); c) Income Statement (Statement of Comprehensive Income); Each of the above statements must have stamped " received " by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions	
	vii. Duly signed Net Financial Contracting Capacity Computation (NFCC) per Annex II , in accordance with ITB Clause 5.5 NFCC = [(Current Assets minus Current Liabilities) (K)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract to be bid. Where: 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.	
	<p>Notes:</p> <ol style="list-style-type: none"> The values of the bidder's current assets and current liabilities shall be based on the data submitted to BIR through its Electronic Filing and Payment System. Value of all outstanding or uncompleted contracts refers those listed in Annex-I. The detailed computation using the required formula must be shown as provided above. 	
CLASS "B" DOCUMENTS (FOR JOINT VENTURE)		
	<p>i. For Joint Ventures, Bidder to submit either:</p> <ol style="list-style-type: none"> Copy of the JOINT VENTURE AGREEMENT (JVA) in case the joint venture is already in existence, or 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>For Joint Venture Between Two (2) Local Companies, each partner should submit:</p> <ol style="list-style-type: none"> 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; Business/Mayor's permit for 2016 issued by the city or municipality where the principal place of business of the prospective bidder is located; Valid and Current Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR. 	
	For item (iv) to (vii) of the required eligibility documents, submission by any of the Joint Venture partner constitutes compliance.	

TECHNICAL DOCUMENTS											
12.1 (b)(i)	<p>Bid security shall be issued in favor of the INFORMATION AND COMMUNICATIONS TECHNOLOGY OFFICE (ICT Office) valid at least one hundred twenty (120) days after date of bid opening in any of the following forms:</p> <ol style="list-style-type: none"> BID SECURING DECLARATION per Annex IV; or Cashier's / Manager's Check equivalent to at least 2% of ABC issued by a Local or Universal or Local Commercial Bank. 										
	<table border="1"> <thead> <tr> <th>Description</th> <th>Qty</th> <th>ICT Office ABC Total Price</th> <th>Bid Security: Cash, Cashier's / Manager's Check, (2%) (P)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Description	Qty	ICT Office ABC Total Price	Bid Security: Cash, Cashier's / Manager's Check, (2%) (P)						
Description	Qty	ICT Office ABC Total Price	Bid Security: Cash, Cashier's / Manager's Check, (2%) (P)								



	Procurement of Webtrust Audit for Certificate Service	1 Lot	10,000,0000.00	200,000.00	
12.1 (b)(ii)	Duly signed and completed Technical Bid Form. Bidder must use, accomplish and submit the Technical Bid Form hereto attached as Revised Annex V as of 3 June 2016.				
12.1 (b)(x)	Proof of Authority of the Bidder's authorized representative/s: a) FOR SOLE PROPRIETORSHIP (IF OWNER OPTS TO APPOINT A REPRESENTATIVE): Duly notarized Special Power of Attorney b) FOR CORPORATIONS, COOPERATIVE OR THE MEMBERS OF THE JOINT VENTURE: Duly notarized Secretary's Certificate evidencing the authority of the designated representative/s. IN THE CASE OF UNINCORPORATED JOINT VENTURE: Each member shall submit a separate Special Power of Attorney and/or Secretary's Certificate evidencing the authority of the designated representative/s.				
12.1 (b)(xi)	Omnibus Sworn Statements using the form prescribed. (Annex VI)				
	a) Authority of the designated representative				
	b) Non-inclusion of blacklist or under suspension status				
	c) Authenticity of Submitted Documents				
	d) Authority to validate Submitted Documents				
	e) Disclosure of Relations				
	f) Compliance with existing labor laws and standards				
	g) Bidder's Responsibility				
	h) Did not pay any form of consideration				
	i) Company Official Contact Reference				
12.1 (b)(xii)	Compliance with the Schedule of Requirements as per Section VI				
12.1 (b)(xiii)	Compliance with the Technical Specifications as per Section VII				
ENVELOPE 2: FINANCIAL DOCUMENTS					
13.1 (a)	Completed and signed Financial Bid Form. Bidder must use, accomplish and submit Financial Bid Form hereto attached Annex VII.				
	Description	Qty	ABC P (VAT Inclusive)		
			Total		
	Procurement of Webtrust Audit for Certificate Service	1 Lot	10,000,0000.00		



	The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted. Further, the sum of bid for each item indicated in the Detailed Financial Breakdown per Annex VII-A must be equal to the signed and submitted Financial Bid Form per Annex VII.	
13.1 (a)	Detailed Financial Breakdown per Annex VII-A	
13.1 (b)	If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a Certification from the DTI, SEC or CDA to be enclosed pursuant to the Revised IRR of R.A. 9184.	
NOTE:	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	