SUPPLEMENTAL/BID BULLETIN (SBB) NO. 1

This SBB No. 1 dated May 19, 2023 for **Project No. DBM-2023-22, "Managed Services for the Development, Installation, and Configuration of the Envisioned Convergent Gov Hub, LGU Single Portal, and Portal Integration of the Department of Budget and Management,"** is issued pursuant to Section 22.5 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, to clarify, modify or amend items in the Bidding Documents. Accordingly, this shall form an integral part of the Bidding Documents.

PARTICULARS				AMENDMENTS			
Eligibility Data Sheet				**Eligibility Data Sheet**			
Eligibility Documents				**Eligibility Documents**			
xxx				**xxx**			
9.2	**xxx**			**9.2**	**xxx**		
	To qualify for shortlisting, the prospective bidder should achieve an overall minimum score of 61.35 points.				To qualify for shortlisting, the prospective bidder should achieve an overall minimum score of ~~61.35~~ **60.35** points.		
	No.	**Evaluation Criteria**	**Max Score**		**No.**	**Evaluation Criteria**	**Max Score**
	xxx				**xxx**		
	1.2	The Firm and its proposed solution must be in the Gartner's Leaders Quadrant			1.2	~~The Firm and its proposed solution must be in the Gartner's Leaders Quadrant~~ **THE SOLUTION**	

		PARTICULARS					AMENDMENTS	
							IMPLEMENTED, DEVELOPED, AND ENHANCED IN ATLEAST ONE OF THE PROJECTS IN THE TPF10. STATEMENT OF ALL GOVERNMENT AND PRIVATE CONTRACTS COMPLETED WHICH ARE SIMILAR IN NATURE MUST BE IN THE GARTNER'S LEADERS QUADRANT FOR FULL LIFE CYCLE API MANAGEMENT BASED ON THE LATEST MAGIC QUADRANT REPORT AS OF 2022	
		With more than 11 consecutive years based on the Latest Gartner Magic Quadrant report					With more than 11 consecutive years **IN THE LEADERS QUADRANT** based on the Latest Gartner Magic	

	PARTICULARS					AMENDMENTS	
						Quadrant report **AS OF 2022**	
	With 6 - 10 years consecutive years based on the Latest Gartner Magic Quadrant report					With 6 - 10 years consecutive years **IN THE LEADERS QUADRANT** based on the Latest Gartner Magic Quadrant report **AS OF 2022**	
	With five 5 consecutive years based on the Latest Gartner Magic Quadrant report					With five 5 consecutive years **IN THE LEADERS QUADRANT** based on the Latest Gartner Magic Quadrant report **AS OF 2022**	
xxx					xxx		
2	**Qualification of the Key Personnel who may be assigned to the job visa-vis extent and complexity of the undertaking***	50			2	**Qualification of the Key Personnel who may be assigned to the job visa-vis extent and complexity of the undertaking***	50
xxx					xxx		
2.3	Agile Technical Lead*				2.3	Agile Technical Lead*	
xxx							
2.3.5	Certifications / Trainings				2.3.5	**EXPERIENCE AS PROJECT MANAGER**	
xxx						**MORE THAN THREE (3) YEARS OF**	

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PARTICULARS					AMENDMENTS			
							EXPERIENCE AS PROJECT MANAGER	
							THREE YEARS OF EXPERIENCE AS PROJECT MANAGER	
						2.3.5 **2.3.6**	Certifications / Trainings	
						xxx		
	2.4	Technical Lead *				**2.4**	Technical Lead *	
						xxx		
	xxx					2.4.5	**EXPERIENCE IN FINANCIAL MANAGEMENT**	
							MORE THAN THREE (3) YEARS OF EXPERIENCE IN FINANCIAL MANAGEMENT	
							THREE YEARS OF EXPERIENCE IN FINANCIAL MANAGEMENT	
	2.4.5	Certifications / Trainings				2.4.5 **2.4.6**	Certifications / Trainings	
Bid Data Sheet					**Bid Data Sheet**			

PARTICULARS				AMENDMENTS		
ITB Clause				**ITB Clause**		
xxx				**xxx**		
25.3	For the evaluation of the Technical Proposal, the following numerical weight and the minimum required points for each criterion shall be used: xxx The minimum points required to pass is 66.79 points/100 points.			**25.3**	For the evaluation of the Technical Proposal, the following numerical weight and the minimum required points for each criterion shall be used: xxx The minimum points required to pass is ~~66.79~~ **66.73** points/100 points.		

PARTICULARS

Criteria	SCORE
xxx	
B. Work Experience (related to the project)	
xxx	
Agile Technical Lead	
xxx	
Technical Lead	
xxx	
II. Applicable Experience of the Firm	30
xxx	

AMENDMENTS

Criteria	SCORE
xxx	
B. Work Experience (related to the project)	
xxx	
Agile Technical Lead	
EXPERIENCE AS PROJECT MANAGER	
MORE THAN THREE (3) YEARS OF EXPERIENCE AS PROJECT MANAGER	
THREE YEARS OF EXPERIENCE AS PROJECT MANAGER	
xxx	
Technical Lead	
EXPERIENCE IN FINANCIAL MANAGEMENT	

PARTICULARS		AMENDMENTS	
		MORE THAN THREE (3) YEARS OF EXPERIENCE IN FINANCIAL MANAGEMENT	
		THREE YEARS OF EXPERIENCE IN FINANCIAL MANAGEMENT	
		xxx	
B. The Firm and its proposed solution must be in the Gartner's Leaders Quadrant		B. ~~The Firm and its proposed solution must be in the Gartner's Leaders Quadrant~~ **THE SOLUTION IMPLEMENTED, DEVELOPED, AND ENHANCED IN ATLEAST ONE OF THE PROJECTS IN *THE TPF10. STATEMENT OF ALL GOVERNMENT AND PRIVATE CONTRACTS COMPLETED WHICH ARE SIMILAR IN NATURE* MUST BE IN THE GARTNER'S LEADERS QUADRANT FOR FULL LIFE CYCLE API MANAGEMENT BASED ON THE LATEST MAGIC QUADRANT REPORT AS OF 2022**	
With more than 11 consecutive years based on the Latest Gartner Magic Quadrant report		With more than 11 consecutive years **IN THE LEADERS QUADRANT** based on the Latest Gartner Magic Quadrant report **AS OF 2022**	
With 6 to 10 years consecutive years based on the Latest Gartner Magic Quadrant report		With 6 - 10 years consecutive years **IN THE LEADERS QUADRANT** based on the Latest Gartner Magic Quadrant report **AS OF 2022**	
With five 5 consecutive years based on the Latest Gartner Magic Quadrant report			

PARTICULARS		AMENDMENTS		
		With five 5 consecutive years **IN THE LEADERS QUADRANT** based on the Latest Gartner Magic Quadrant report **AS OF 2022**		
Section VI. Terms of Reference xxx **4.1 System Analysis and Cyber Security Assessment in line with the setting up of Convergent Gov Hub, LGU Single Portal, and Portal Integration** xxx 4.1.2 Analyze user requirements, determine the needs of the business unit and align application design with business goals; xxx		**Section VI. Terms of Reference** xxx **4.1 System Analysis and Cyber Security Assessment in line with the setting up of Convergent Gov Hub, LGU Single Portal, and Portal Integration** xxx 4.1.2 Analyze user requirements, determine the needs of the business unit and align application design with business goals;**. THE FINANCIAL SYSTEMS TARGETED TO BE INTEGRATED UNDER THE CONVERGENT GOV HUB, LGU SINGLE PORTAL, AND PORTAL INTEGRATION, ARE AS FOLLOWS:** • **NATIONAL GOVERNMENT COLLECTION & MODIFIED DISBURSEMENT SYSTEM (NGCDS)** • **ELECTRONIC NEW GOVERNMENT ACCOUNTING SYSTEM (ENGAS)** • **ONLINE SUBMISSION OF BUDGET PROPOSAL (OSBP)** • **BUDGET PREPARATION MANAGEMENT SYSTEM (BPMS)** • **UNIFIED REPORTING SYSTEM (URS)** • **MODERNIZED PHILIPPINE GOVERNMENT ELECTRONIC PROCUREMENT SYSTEM (MPHILGEPS)** • **BUDGET AND TREASURY MANAGEMENT SYSTEM (BTMS)**		

PARTICULARS		AMENDMENTS
		THIS HOWEVER MAY BE SUBJECT TO CHANGE DEPENDING ON THE PRIORITIZATION AND ASSESSMENT BY THE ENTERPRISE ARCHITECT AND SOLUTION ARCHITECT; xxx **5. Qualification Requirements** xxx
5. Qualification Requirements xxx 5.2 The Firm and its proposed solution must be in the Gartner's Leaders Quadrant for Full Life Cycle API Management for at least five (5) consecutive years based on the Latest Gartner Magic Quadrant report as of 2021; xxx		5.2 ~~The Firm and its proposed solution must be in the Gartner's Leaders Quadrant for Full Life Cycle API Management for at least five (5) consecutive years based on the Latest Gartner Magic Quadrant report as of 2021;~~ **THE SOLUTION IMPLEMENTED, DEVELOPED, AND ENHANCED IN ATLEAST ONE OF THE PROJECTS IN THE TPF10. STATEMENT OF ALL GOVERNMENT AND PRIVATE CONTRACTS COMPLETED WHICH ARE SIMILAR IN NATURE MUST BE IN THE GARTNER'S LEADERS QUADRANT FOR FULL LIFE CYCLE API MANAGEMENT FOR AT LEAST FIVE (5) CONSECUTIVE YEARS BASED ON THE LATEST MAGIC QUADRANT REPORT AS OF 2022;** xxx
7. Obligations of the Procuring Entity 7.1 The DBM shall provide the necessary resources for the personnel to be deployed which shall include workstations, internet connection, utilities, office		**7. Obligations of the Procuring Entity** 7.1 The DBM shall provide the necessary resources for the personnel to be deployed which shall include workstations, internet connection, utilities, office access, repository access, admin access, **API TOOL, BACKEND**

PARTICULARS	AMENDMENTS
access, repository access, admin access, and database access as may be necessary to perform the deliverables for the project	**SOFTWARE**, and database access as may be necessary to perform the deliverables for the project

<div align="center">xxx</div>

<div align="center">xxx</div>

9. Service Level Agreement

9. Service Level Agreement

Component	Description	Liquidated Damages
Services Availability during the User Acceptance Test (UAT) in the third (3rd) tranche and twelve (12) months warranty period	The CONTRACTOR shall maintain the Services at an availability level of 99.95% to be measured 24x7, with an allowable downtime of thirty (30) minutes per month	1/10th of 1% of the total remaining amount shall be imposed for every hour of systems/solutions unavailability in excess of thirty (30) minutes downtime per month. Any portion of an hour that exceeds the thirty (30) minutes of allowable downtime for liquidated damages can be determined by the formula below. ((Downtime per min.) / (60 min.)) X (1/10) X (1%) X (Total Remaining Amount) = Liquidated Damages
Technical Support during the User Acceptance Test (UAT) in the third (3rd) tranche and	Resolve every problem on both software and hardware components mentioned above within	1/10th of 1% of the total contract price shall be imposed for every hour of delay.

Component	Description	Liquidated Damages
Services Availability during the User Acceptance Test (UAT) in the third (3rd) tranche ~~and twelve (12) months warranty period~~	The CONTRACTOR shall maintain the Services at an availability level of 99.95% to be measured 24x7, with an allowable downtime of thirty (30) minutes per month	1/10th of 1% of the total remaining amount shall be imposed for every hour of systems/solutions unavailability in excess of thirty (30) minutes downtime per month. Any portion of an hour that exceeds the thirty (30) minutes of allowable downtime for liquidated damages can be determined by the formula below. ((Downtime per min.) / (60 min.)) X (1/10) X (1%) X (Total Remaining Amount) = Liquidated Damages
Technical Support during the User Acceptance Test (UAT) in the third (3rd) tranche ~~and~~	Resolve every problem on both software and hardware components mentioned above within	1/10th of 1% of the total contract price shall be imposed for every hour of delay.

PARTICULARS				AMENDMENTS		
twelve (12) months warranty period	four (4) hours after it was reported during the project period. It shall refer to a condition wherein the reported problem is resolved by the CONTRACTOR to the satisfaction of the DBM.			~~twelve (12) months warranty period~~	four (4) hours after it was reported during the project period. It shall refer to a condition wherein the reported problem is resolved by the CONTRACTOR to the satisfaction of the DBM.	
Provision of system backup during the twelve (12) months warranty period	Must provide back-up and restore services.	1/10th of 1% of the total contract price shall be imposed for every day of every backup that are not performed.		~~Provision of system backup during the twelve (12) months warranty period~~	~~Must provide back-up and restore services regular when necessary (Item 6- Obligations of Service Provider)~~	~~1/10th of 1% of the total contract price shall be imposed for every day of every backup that are not performed.~~
Systems Administration during the User Acceptance	Shall be able to resolve administration and operation (Systems,	1/10th of 1% of the total contract price shall be imposed for every hour of delay.		Systems Administration during the User	Shall be able to resolve administration and operation	1/10th of 1% of the total contract price shall be imposed for every hour of delay.

PARTICULARS				AMENDMENTS		
Test (UAT) in the third (3rd) tranche and twelve (12) months warranty period	Database, Network, and Back-up) issues raised within four (4) hours after it was reported at Help Desk Facility.			Acceptance Test (UAT) in the third (3rd) tranche ~~and twelve (12) months warranty period~~	(Systems, Database, Network, and Back-up) issues raised within four (4) hours after it was reported at Help Desk Facility.	
Provision of Reports and Deliverable in Annex A.2	Must provide monthly Technical and Service Reports to be submitted every first week of the subsequent month. If the Consultant fails to deliver any or all of the Services within the period(s) specified in this Contract, the Procuring Entity shall, without	1/10th of 1% of the total contract price shall be imposed for every day of delay.		Provision of Reports and Deliverable in Annex A.2	Must provide monthly Technical and Service Reports to be submitted every first week of the subsequent month. If the Consultant fails to deliver any or all of the Services within the period(s) specified in this Contract, the Procuring Entity shall,	1/10th of 1% of the total contract price shall be imposed for every day of delay.

PARTICULARS				AMENDMENTS	
	prejudice to its other remedies under this Contract and under the Applicable Law, deduct from the contract price, as liquidated damages, a sum equivalent to one-tenth of one percent (1%) of the price of the unperformed portion of the Services for each day of delay based on the approved contract schedule up to a maximum deduction of ten percent (10%) of the contract price. Once the maximum is			without prejudice to its other remedies under this Contract and under the Applicable Law, deduct from the contract price, as liquidated damages, a sum equivalent to one-tenth of one percent (1%) of the price of the unperformed portion of the Services for each day of delay based on the approved contract schedule up to a maximum deduction of ten percent (10%) of the contract price. Once the	

PARTICULARS		AMENDMENTS	
reached, the Procuring Entity may consider termination of this Contract.		maximum is reached, the Procuring Entity may consider termination of this Contract.	

11.   Confidentiality of Data and Ownership of Source Code

xxx

11.5 Service Provider warrants that all services provided under this agreement will be performed in a professional manner consistent with Government standards. In the event that any services provided by Service Provider are found to be defective or fail to meet the agreed upon specifications, Service Provider agrees to promptly correct such defects at no additional cost to the Department of Budget and Management (DBM). This warranty is valid for a period of one (1) year after completion of the Convergent Hub, LGU Single Portal, and Portal Integration. Any claims for breach of this warranty must be made in writing within (1) year of discovery of the defect.

11.   Confidentiality of Data and Ownership of Source Code

xxx

11.5 Service Provider warrants that all services provided under this agreement will be performed in a professional manner consistent with Government standards. In the event that any services provided by Service Provider are found to be defective or fail to meet the agreed upon specifications, Service Provider agrees to promptly correct such defects at no additional cost to the Department of Budget and Management (DBM). **THE SERVICE PROVIDER WARRANTS OR ENSURES THAT THEY SHALL BE LIABLE IN CASE OF STRUCTURAL DEFECTS/FAILURES AS PROVIDED IN SECTION 62.2.3.1 OF THE IRR AND/OR PECUNIARY CIVIL LIABILITY AND DAMAGES.** This warranty is valid for a period of one (1) year after ~~completion~~ **ACCEPTANCE** of the Convergent Hub, LGU Single Portal, and Portal Integration. Any claims for breach of this warranty must be made in writing within (1) year of discovery of the defect.

PARTICULARS						AMENDMENTS				
Annex A. 1 **Qualification and Responsibilities of the Personnel to be Deployed for the Project**						**Annex A. 1** **Qualification and Responsibilities of the Personnel to be Deployed for the Project**				
No.	**Particulars**	**Resource Count**	**Qualifications**	**Tasks**		**No.**	**Particulars**	**Resource Count**	**Qualifications**	**Tasks**
	xxx						**Xxx**			
	xxx					**4.**	**Technical Lead**	**xxx**	**Xxx**	**xxx**
4.	**Technical Lead**	**xxx**	**xxx**	**xxx** Writing progress reports and delivering presentations to the relevant stakeholders xxx					**At least three (3) years of experience in financial management.** xxx	Writing progress reports and delivering presentations to the relevant stakeholders **Act as a Financial Analyst that will analyze and overseeing the integration and simple solution dashboards are inherent in the tasks of the leads** xxx
5.	**Agile Technical Lead**	**xxx**	**xxx**	**xxx** Addressing disruptions in the solutions delivery		**5.**	**Agile Technical Lead**	**xxx**	**xxx** **At least three (3) years of experience in project management.**	**xxx** Addressing disruptions in the solutions delivery **Primary focus is on the technical aspects of the project, consider the workload, responsibilities, and skill sets required for each role, and ensure that the team has the necessary support and**

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		guidance to successfully deliver the project. Act as a Project Manager that is responsible for overseeing the successful delivery of a project, from project inception to its final termination. This versatile role requires a combination of technical expertise, leadership skills, and a deep understanding of agile methodologies.
		Note: **Attached is the TPF 10. Statement of all Government and Private Contracts Completed which are Similar in Nature (Revised) which should be used as part of the Bidding Documents to be submitted by the bidders**.

PARTICULARS	AMENDMENTS
Queries: 1. In relation to the TOR, Item 5.2, provides that the proposed solution must be in the Gartner's Leaders Quadrant for Full Life Cycle API Management for at least five (5) consecutive years based on the latest Gartner Magic Quadrant report as of 2021. Please provide clarification as this means certifying today a solution that will happen in the next 3 to 4 months. 2. What will be the technology stack for the Application Programming Interfaces? 3. For the development of Convergent Hub and Portal Integration, may we be clarified on how many financial management systems will be connected/integrated?	**Clarifications:** 1. The Revised Terms of Reference provides that the solution implemented, developed, and enhanced in at least one of the projects in the *TPF 10. Statement of All Government and Private Contracts Completed which are Similar in Nature* must be in the Garters Leaders Quadrant for Full Life Cycle API Management for at least five (5) consecutive years based on the latest Magic Quadrant Report as of 2022. 2. The technology stack for the API cannot be identified at the moment. It is currently being procured under a separate project entitled- **Subscription to Application Programming Interface (API) Management Platform**. 3. The Revised Terms of Reference provides that Seven (7) financial systems are targeted to be integrated under the Convergent Gov Hub, LGU single portal, and Portal Integration, as follows: • National Government Collection & Modified Disbursement System (NGCDS) • Electronic New Government Accounting System (eNGAS) • Online Submission of Budget Proposal (OSBP) • Budget Preparation Management System (BPMS) • Unified Reporting System (URS) • Modernized Philippine Government Electronic Procurement System (mPhilGEPS) • Budget and Treasury Management System (BTMS) This however may be subject to change depending on the prioritization and assessment by the enterprise architect and solution architect.

PARTICULARS		AMENDMENTS
Qualification and Responsibilities of the Personnel to be Deployed for the Project 4. In relation to Annex A. 2- List of Deliverables, the 1st Tranche includes Project Management. It was however noted that there is no Project manager among the 24-professional staff. In line with this, who would take on the Project Management role? 5. In relation to Item 4.4 Portal Integration where the development, installation, and configuration of data visualization and query portal integrating all the existing public financial management systems and stand-alone systems of Oversight Agencies, National Government Agencies, Government-Owned and Controlled Corporations (GOCCs), and Local Government Units; who would take on the role of Financial Analyst in overseeing the integration and simple solution dashboard? 6. In relation to Annex A. 1, for those professional staff requiring The Open Group Architecture Framework (TOGAF) Certification, what version will be accepted? **Deliverables under the Project** 7. In relation to Annex A.2. (List of Deliverable), for the submission of Inception Report, prior to its submission, would there be a pre-assessment of the financial systems?		4. The Agile Technical Lead be the Project Manager for the project. Please refer to the Revised Annex A. 1 (Qualification and Responsibilities of the Personnel to be Deployed for the Project). 5. The Technical Lead will be the financial analyst who will oversee the integration and simple solution dashboards. Please refer to the Revised Annex A. 1 (Qualification and Responsibilities of the Personnel to be Deployed for the Project). 6.Any valid version of the TOGAF Certification will be accepted. 7.Yes. A pre- assessment of financial systems would be required prior to the submission of the Inception Report as indicated in Item 8. Terms of Payment. You may also refer to the Revised Annex A.2 (List of Deliverable)

PARTICULARS		AMENDMENTS
Documentary Requirements 8. Do you accept Blind CVs?		8. No. We will not accept blind CV. The bidders shall submit the complete details required under the TPF 6. Format of Curriculum Vitae (CV) for proposed Professional Staff.
Timeline 9. In relation to Item 6.4 of the Terms of Reference, can the deployment of the resources be extended from 14 calendar days to 30 calendar days from the Notice to Proceed?		9. The timeline for the deployment of resources will be retained.
10. In line with the schedule of bid submission, may we request for a two-week extension?		10. The deadline for the Submission of Eligibility Documents as indicated in Section 1 (Request for Expression of Interest). Item 4 will be retained on May 26, 2023 at 9:30 am.
11. Can the development for the Convergent Hub, LGU Single Portal, and Portal Integration be extended for another 2 months?		11. No. the timeline for the development shall be retained.
Obligation of the Service Provider and the Procuring Entity 12. Would the required tools for the project be provided by the DBM?		12. The required tools for the projects will be provided by the DBM consistent with the revised Terms of Reference, specifically Item 7.1, provides that the DBM shall provide the necessary resources for the personnel to be deployed which shall include workstations, internet connection, utilities, office access, repository access, admin access, **API tool, backend software**, and database access as may be necessary to perform the deliverables for the project.

PARTICULARS		AMENDMENTS
Service Warranty 13. When does the 12-month warranty starts?		13.Consistent with item 11.5 of the Terms of Reference, the warranty is valid for a period of one (1) year after acceptance of the convergent Hub, LGU Single Portal, and Portal Integration.
Scope of the Project 14. Does the Php 54,000,000 Approved Budget for the Contract include professional services, licenses of software, and infrastructure.		14. Yes, the ABC includes already the professional services, licenses of software, and infrastructure.

Other matters:

➢ The "No Contact Rule" shall be strictly observed. Bidders are not allowed to communicate with any member of the Bids and Awards Committee, Technical Working Group or Secretariat effective July 4, 2023 right after the opening of bids.

➢ For guidance and information of all concerned.

ANDREA CELENE M. MAGTALAS
Director IV
Vice Chairperson, DBM-BAC

Section VI. Terms of Reference
(Revised)

1.   **Project Title**

Managed Services for the Development, Installation and Configuration of the Envisioned Convergent Gov Hub, LGU Single Portal, and Portal Integration of the Department of Budget and Management (DBM).

2.   **Objective**

The objective of the project is to assist the DBM in the development, installation, and configuration of the following systems:

> 2.1 **Convergent Gov Hub.** Aims to enable the (a) integration of various stand-alone systems and data sources into a single central core; (b) allow multiple functions to work in a single device or platform; and (c) simplify the consolidation of fiscal information for the oversight and implementing agencies.

> 2.2 **LGU Single Portal.** A centralized doorway to the functionalities for the Local Government Units' (LGUs) public financial management (PFM) systems, features include portal integration and data visualization of LGU fiscal operations.

> 2.3 **Portal Integration**. Aims to integrate and simplify workflow of existing DBM Systems and other identified systems through a single user interface.

3.   **Duration of the Contract**

The Contract Period for the project is twelve (12) months upon the issuance of the Notice to Proceed (NTP) and can be renewed thereafter, subject to applicable procurement guidelines.

4.   **Scope of Work**

The Service Provider shall undertake the following:

> 4.1   **System Analysis and Cyber Security Assessment in line with the setting up of Convergent Gov Hub, LGU Single Portal, and Portal Integration**

> > 4.1.1 Evaluate and strategize business processes to support efficient business transition and operations across the entire roll-out of the project;

> > 4.1.2 Analyze user requirements, determine the needs of the business unit and align application design with business goals. The actual number of systems to be connected may vary in the actual project implementation because it will depend on the prioritization and assessment by the Enterprise Architect and Solution Architect;

4.1.3 Conduct analysis of all Public Financial Management (PFM) systems identified as pilot systems for the Convergent Hub, as approved by the PFM Committee[1];

4.1.4 Design and develop a system that is easy to navigate to provide better user experience;

4.1.5 Develop high-performance applications by writing testable, reusable, and efficient codes;

4.1.6 Assess and monitor network and security performance;

4.1.7 Implement effective security protocols and data protection measures;

4.1.8 Establish and maintain security measures to detect potential cyberattacks on LGU Portal and Convergent Hub;

4.1.9 Oversee and recommend upgrades of software or hardware;

4.1.10 Install, upgrade and monitor all software and hardware;

4.1.11 Run efficient diagnostic tests, repairing defects, and providing technical support; and

4.1.12 Debug and resolves technical problems that arise.

4.2 **Convergent Gov Hub**

4.2.1 Development, installation, and configuration of Convergent Gov Hub enabled by Application Programming Interfaces (API) for systems supporting PFM functions, namely, budget management, procurement, budget execution, cash management and accounting while providing support and maintenance until the project is fully operational;

4.2.2 Ensure that existing PFM stand-alone systems of National Government Agencies (NGAs) are connected and are working properly through the Convergent Hub;

4.2.3 Ensure seamless development of APIs for integration of stand-alone systems;

4.2.4 Ensure the connectivity of the Convergent Hub to all stand-alone PFM systems of NGAs; and

4.2.5 Propose appropriate data hosting environment and services for the Convergent Gov Hub that are effective from ideation, design, approval, building and deployment, management, and governance

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[1] *The DBM serves as the Chair of the PFM Committee.*

4.3   LGU Single Portal

    4.3.1   Development, installation, configuration of LGU Single Portal while providing support and maintenance.

    4.3.2   Development, installation, and configuration of Portal for Local Government Support Funds (LGSFs) and National Tax Allotment releases under the implementation of the Mandanas-Garcia Ruling;

    4.3.3   Propose appropriate data hosting environment and services for the LGU Single Portal that are effective from ideation, design, approval, building and deployment, management, and governance.

4.4   Portal Integration

    4.4.1   Development, installation, and configuration of data visualization and query portal integrating all the existing public financial management systems and stand-alone systems of Oversight Agencies, NGAs, Government-Owned and Controlled Corporations (GOCCs), and LGUs;

    4.4.2   Maintain DBM's services and applications for future integration to facilitate interoperability between the convergent hub and external Financial standalone systems.

    4.4.3   Propose appropriate data hosting environment and services for the Portal Integration that are effective from ideation, design, approval, building and deployment, management, and governance.

4.5   Training and Knowledge Transfer

    4.5.1   Submission of Training Report/s on the deployment of Convergent Gov Hub, LGU Single Portal, and Portal Integration;

    4.5.2   Conduct of Trainings among the stakeholders, namely, oversight agencies, NGAs, GOCCs, and LGUs on the Convergent Gov Hub, LGU Single Portal, and Portal Integration;

    4.5.3   Submission of Users Manuals of the Convergent Gov Hub, LGU Single Portal, and Portal Integration; and

    4.5.4   Knowledge transfer and turnover of source codes of the Convergent Gov Hub, LGU Single Portal, and Portal Integration to the Department of Budget and Management (DBM) after testing and acceptance.

5.   **Qualification Requirements**

The managed services for the Development, Installation, and Configuration of the Convergent Gov Hub, LGU Single Portal, and Portal Integration of DBM shall be undertaken by a reputable Information Technology (IT) Firm. The firm, shall have the following qualifications:

5.1 Must be in the Information Technology business for at least Fifteen (15) years based on the Bureau Internal Revenue (BIR) Certificate of Registration (COR BIR Form 2303);

5.2 The solution implemented, developed, and enhanced in a similar contract in the *Statement of all Government and Private Contracts Completed which are similar in Nature* must be in the Gartner's Leaders Quadrant for Full Life Cycle API Management for at least five (5) consecutive years based on the Latest Gartner Magic Quadrant report as of 2021;

5.3 Must have received at least ten (10) technology-related awards and/or recognitions from 2000 to 2022 based on certifications validated and authenticated by the recognized body;

5.4 Must have at least 100 practicing technical IT professionals based on certified Human Resource documents;

5.5 The service provider shall mobilize/ deploy the following 24 personnel for the project within the Philippines based on the qualifications itemized in Annex A.1 :

No.	Resource	Resource Count
1	Enterprise Architect	1
2	Solution Architect	1
3	Agile Technical Lead	1
4	Technical Lead	1
5	Data Architect	1
6	API Developer	4
7	Front End Developer	4
8	Back End Developer	4
9	Testers	2
10	BPM Developer	2
11	RPA Developer	1
12	Network Administrator	1
13	Security Administrator	1

6. **Obligations of the Service Provider**

6.1 The Service Provider shall conform strictly with the terms and conditions of this Terms of Reference and report directly to the Office of the Functional Group Head of the ICT Group / Chief Information Officer (OCIO) of DBM.

6.2 Deployment of personnel for the project should either be onsite or offsite. Three (3) personnel are required to report onsite namely Technical Lead, Agile Lead, and Tester from 8:00 AM to 5:00 PM. All personnel that are off-site should be available from 8:00AM - 5:00PM, unless there is a need to accomplish in the DBM office.

6.3 Equipment, such as laptops and other peripherals should be provided by the Service Provider.

6.4 Timeline and deployment process to on-board resources should not be more than 14 calendar days after NTP.

6.5   Replacement of personnel due to resignation or separation from the firm should not be more than thirty (30) calendar days.

6.6   The Service Provider shall submit a Project Management Plan to provide a framework for project planning, communications, reporting, procedural and contractual activities. Weekly status reports shall be submitted accordingly.

6.7   The Service Provider shall submit a counterpart work plan detailing the tasks to be undertaken for the delivery of the outputs. The service provider should comply with the weekly, monthly, and quarterly deliverables.

7.   **Obligations of the Procuring Entity**

7.1   The DBM shall provide the necessary resources for the personnel to be deployed which shall include workstations, internet connection, utilities, office access, repository access, admin access, API tool, backend software, and database access as may be necessary to perform the deliverables for the project.

7.2   The DBM shall be responsible for managing the day-to-day activities and deliverables of each personnel to ensure timely and quality accomplishment.

7.3   The DBM shall orient the personnel on the DBM's policies, procedures, and work assignment.

8.   **Terms of Payment**

The schedule of payment shall be based on the following milestones:

Schedule of Payment	Amount to be paid to Consultant	Milestones	Date of Submission of Deliverables
First Tranche	15% of total project cost	Submission of the system analysis and approval of the Inception Report by the DBM OCIO, including the accomplishment of deliverables itemized in Annex A.2.	Within 30 calendar days from receipt of the Notice to Proceed
Second Tranche	30% of total project cost	First drafts of the Architecture Reports of the following: 1. Convergent Gov Hub enabled by the API and Budget Management, Treasury Management, Accounting, Procurement and Budget Utilization. 2. Configuration of LGU Single Portal. 3. Portal Integration Including the accomplishment of deliverables itemized in Annex A.2.	Within 60 calendar days from the acceptance and approval of the Inception Report
Third Tranche	30% of total project cost	Developed and Tested Convergent Hub, LGU Single Portal, and Portal Integration Upon approval of the developed and tested system, submission of the Architecture Reports and approval thereof by the DBM OCIO, including the accomplishment of the deliverables itemized in Annex A.2	Within 60 calendar days from the acceptance of First Draft of the Architecture Reports

Fourth Tranche	25% of total project cost	Training, Knowledge Transfer and turnover of source code as itemized in Annex A.2.	Within 30 calendar days from OCIO approval of the Architecture Reports

9. Service Level Agreement

DBM shall maintain a Service Level Agreement (SLA) with the Service Provider with provisions for liquidated damages for their non-compliance.

Component	Description	Liquidated Damages
Services Availability during the User Acceptance Test (UAT) in the third (3rd) tranche	The CONTRACTOR shall maintain the Services at an availability level of 99.95% to be measured 24x7, with an allowable downtime of thirty (30) minutes per month	1/10th of 1% of the total remaining amount shall be imposed for every hour of systems/solutions unavailability in excess of thirty (30) minutes downtime per month. Any portion of an hour that exceeds the thirty (30) minutes of allowable downtime for liquidated damages can be determined by the formula below. ((Downtime per min.) / (60 min.)) X (1/10) X (1%) X (Total Remaining Amount) = Liquidated Damages
Technical Support during the User Acceptance Test (UAT) in the third (3rd) tranche	Resolve every problem on both software and hardware components mentioned above within four (4) hours after it was reported during the project period. It shall refer to a condition wherein the reported problem is resolved by the CONTRACTOR to the satisfaction of the DBM.	1/10th of 1% of the total contract price shall be imposed for every hour of delay.
Systems Administration during the User Acceptance Test (UAT) in the third (3rd) tranche	Shall be able to resolve administration and operation (Systems, Database, Network, and Back-up) issues raised within four (4) hours after it was reported at Help Desk Facility.	1/10th of 1% of the total contract price shall be imposed for every hour of delay.
Provision of Reports and Deliverable in Annex A.2	Must provide monthly Technical and Service Reports to be submitted every first week of the subsequent month. If the Consultant fails to deliver any or all of the Services within the period(s) specified in this Contract, the Procuring Entity shall, without prejudice to its other remedies under this Contract and under the Applicable Law, deduct from the contract price, as liquidated damages, a sum equivalent to one-tenth of one percent (1%) of the price of the unperformed portion of the Services for each day of delay based on the approved contract schedule up to a maximum deduction of ten percent (10%) of the contract price. Once the maximum is reached, the Procuring Entity may consider termination of this Contract.	1/10th of 1% of the total contract price shall be imposed for every day of delay.

9.1 Liquidated damages shall be charged against any money due or which may become due to the contractor, or collected from any securities or warranties posted by the contractor.

10. **Performance Expectations from the Service Provider**

   10.1   The consultants to be engaged for this project shall undertake the activities/tasks with the highest standards of professional and ethical competence and integrity.

   The consultants shall not engage in any activity or action, or make any kind of public pronouncement which may adversely affect the Implementation of the Project.

11. **Confidentiality of Data and Ownership of Source Code**

   11.1   All technical staff assigned by the Service Provider shall be required to sign a Non-Disclosure Agreement (NDA).

   11.2   The DBM Enterprise Network System, its components, parts and all products, products samples and specifications, data, ideas, technology, and technical/non-technical materials, all or any which may be derived from any of the foregoing are strictly confidential.

   11.3   The Service Provider agrees to hold all the foregoing information in strict confidence. The contractor shall not reproduce or disclose any confidential information to third parties without the prior written approval of the DBM.

   11.4   All modules developed by the Service Provider for the Project should be turned-over to DBM, including all components necessary to run and support the solution (i.e. source code, configuration file).

   11.5   Service Provider warrants that all services provided under this agreement will be performed in a professional manner consistent with Government standards. In the event that any services provided by Service Provider are found to be defective or fail to meet the agreed upon specifications, Service Provider agrees to promptly correct such defects at no additional cost to the Department of Budget and Management (DBM). The Service provider warrants or ensures that they shall be liable in case of Structural Defects/Failures as provided in Section 62.2.3.1 of the IRR and/or pecuniary civil liability and damages. This warranty is valid for a period of one (1) year after acceptance of the Convergent Hub, LGU Single Portal, and Portal Integration. Any claims for breach of this warranty must be made in writing within (1) year of discovery of the defect.

   11.6   Upon acceptance by DBM of the fully tested and fully developed Convergent Gov Hub, LGU Single Portal, and Portal Integration, the source code and pertinent documentation shall be turned over to the DBM Office of the Chief Information Officer (OCIO).

Annex A.1
Qualification and Responsibilities of the Personnel to be Deployed for the Project

No.	Particulars	Resource Count	Qualifications	Tasks
1.	Enterprise Architect	One (1)	At least a Bachelor's Degree in Information Technology related courses such as Computer Science, Information Technology, Computer Engineering, Information Science, Data Science and/or Business and Management related courses such as Business and Management, Accountancy, Banking and Finance, and Business Management. Must have certifications on Enterprise Architecture like TOGAF or Zachman. Must have at least ten (10) years of experience in the IT industry; Must have experience in providing enterprise architecture solutions to Public/Private	Conduct of an evaluation of the enterprise architecture for validation with project management and IT development teams for possible improvements in terms of the solutions;
				Evaluate of the applicability of emerging technologies to the existing architecture and the solution architecture; Lead a team and communicate with key IT stakeholders and develop a technology roadmap
				Conduct of risk assessment on the DBM's existing systems and system architecture;
				Develop vision, strategy and architecture to support a discipline ensuring the architecture meets the company business and technology strategy

No.	Particulars	Resource Count	Qualifications	Tasks
			Industry based on the project certification documents	Envision and create a blueprint of the structure and operations of the organization Collaborate across various architecture domains such as Business, Application, Information, Technology, Risk, etc. to integrate artifacts into architecture modeling tools. Lead the development of an implementation plan for the enterprise architecture based on business requirements and IT strategies. Maintain the Enterprise Architecture roadmap & architecture view
				Participate in solution designing for roadmap projects and change requests/new projects. Review and provide architectural inputs for the solution design as & when requested by the program management team. Assist program management team in Business Case creation, Solution Concept Creation & technical sections of the RFPs/RFIs.
				Develop and refine all Enterprise Architecture artifacts & Technology Standards to build Architecture Content Repository.

No.	Particulars	Resource Count	Qualifications	Tasks
				Oversee Enterprise Architecture implementation, continuous improvement and ongoing refinement activities.
				Management of non-functional requirements and compliance;
				Conduct of capability building sessions using models, visualization and decomposition in describing the solution's common elements such as context, structure, behavior, system allocations and communications;
2.	Solutions Architect	One (1)	At least a Bachelor's Degree in Information Technology related courses such as Computer Science, Information Technology, Computer Engineering, Information Science, Data Science and/or Business and Management related courses such as Business and	Conduct of an evaluation of the system architecture and software architecture design for validation with project management and IT development teams for possible improvements in terms of the solutions;

No.	Particulars	Resource Count	Qualifications	Tasks
			Management, Accountancy, Banking and Finance, and Business Management. At least five (5) years of experience in the IT industry; Such experience includes the ff: ● Experience in providing solution architecture solutions to Public/Private Industry based on the project certification documents ● Preferably with two (2) years of experience in cybersecurity based on project certificates ● Certified Information Security Manager (CISM) or Certified Information Systems Auditor (CISA).	Mapping of the DBM's ICT and functional requirements and the operational environment that will be covered by the software solution/s; Performs business process management, and recommends re-engineering, if necessary; Conduct of design thinking workshops to develop the understanding of the DBM's business requirements; Assessment of the DBM's needs and existing systems to enable the selection of the appropriate technology for the envisioned solution/s; Evaluation of the applicability of emerging technologies to the existing architecture and the solution architecture; Assistance in the management of technology market scanning for projects to be procured for the solution by tracking the technology across the supplier landscape, evaluation and selection of suppliers and alignment of the technical solutions across the supply chain;
				Conduct of risk assessment on the DBM's existing systems and system architecture;

				Creation of a comprehensive and scalable architecture for the software solution/s to address the strategic requirements of the DBM digital transformation and the envisioned integrated financial management information systems (IFMIS) as well as the DBM systems and the Unified Accounts Code Structure (UACS);
				Creation of an architectural vision and roadmap by defining the future-state solution architecture, and show milestones and deliverables in the Solution Roadmap to evolve from the current architecture;
				Identification of value streams and agile release trains (ARTs) to propose the creation of organizational structures that promote the desired future-state architecture;
				Definition of the solution's structure and evolving its contents through collaboration and coordination with stakeholders involved in the DBM's systems and business requirements to bridge the gap between technical and non-technical experts involved in the ICT projects;
				Collaboration with the enterprise architects, data architects, architecture teams, and solutions management and delivery teams to define and build the solution architectural runway;
				Analysis of the business impact of the solution and technical details to the DBM's business processes;

No.	Particulars	Resource Count	Qualifications	Tasks
				Provision of guidance to the project management team or the solutions delivery unit or a similar DBM's unit to enable continuous delivery and ensure that the solution is architected to support the DBM's business needs and objectives; Provision of clear strategies throughout the whole software development process for the solution/s; Management of non-functional requirements and compliance;
				Conduct of capability building sessions using models, visualization and decomposition in describing the solution's common elements such as context, structure, behavior, system allocations and communications;
				Responsible for the development, integration and delivery of cyber security services on the LGU Portal and Convergent Hub, and discover any indicators of compromise that may not have been detected by the organization. Responsible for the Compromise Assessment Process for the Preparation, Event and Alert gathering and

No.	Particulars	Resource Count	Qualifications	Tasks
				Analysis, Threat Hunting, Findings and Recommendations
3.	Data Architect	One (1)	At least a Bachelor's Degree in Information Technology related courses such as Computer Science, Information Technology, Computer Engineering, Information Science, Data Science and/or Business and Management related courses such as Business and Management, Accountancy, Banking and Finance, and Business Management.	Conduct of an evaluation of the data architecture for validation with project management and IT development teams for possible improvements in terms of the solutions;
			At least five (5) years of experience in the IT industry	Mapping of the DBM's ICT and functional requirements and the operational environment covered by the data architecture;
			Such experience includes the ff: ● At least three (3) years of proven experience in architecting and implementing Business Intelligence and data warehouse platforms, Master Data Management, data integration and OLTP database solutions ● Experience in providing data architecture solutions to Public/Private Industry ● Must have IT related training within the last five (5) years. IT related training would pertain to: IT Infrastructure Trainings, Programming and Database Trainings, Enterprise Business Applications Trainings, Desktop Applications Trainings, or Cyber Security	Conduct of design thinking workshops to develop the understanding of the DBM's business requirements; Performs business process management, and recommends re-engineering, if necessary; Assessment of the DBM's needs and existing data architecture to enable the selection of the appropriate technology for the envisioned data architecture; Evaluation of the applicability of emerging technologies to the existing architecture and the solution architecture; Lead a team and communicate with key IT stakeholders and develop a technology roadmap Conduct of risk assessment on the DBM's existing systems and system architecture;

No.	Particulars	Resource Count	Qualifications	Tasks
			Trainings, Software or Application Trainings, Data management/structure trainings based on the certified true copy of recent training certificates	Prepare accurate database design and architecture reports for the management that is in line with business process

Identifying data sources, both internal and external, and working out a plan for data management that is aligned with organizational data strategy.

Conducting a continuous audit of data management system performance, refine whenever required, and report immediately any breach or loopholes to the stakeholders.

Monitor the system performance by performing regular tests, troubleshooting, and integrating new features.

Work closely with stakeholders involved in the DBM's systems and business requirements to collect and translate information requirements into data to develop data-centric solutions.

Continuously improve the quality, consistency, accessibility, and security of our database across company needs.

Management of non-functional requirements and compliance;

Conduct of capability building sessions using models, visualization and decomposition in describing the |

No.	Particulars	Resource Count	Qualifications	Tasks
				solution's common elements such as context, structure, behavior, system allocations and communications; Mapping of key Enterprise data-entities to business capabilities and applications
4.	Technical Lead	One (1)	At least five (5) years of experience in the IT industry At least five (5) years of experience in application and web-based development and services At least three (3) years of experience in implementing cloud-based applications At least three (3) years of experience in leading database, front-end, and back-end frameworks, and technologies Must have IT related training within the last five (5) years. IT related training would pertain to: IT Infrastructure Trainings, Programming and Database Trainings, Enterprise Business Applications Trainings, Desktop Applications Trainings, or Cyber Security Trainings, Software or Application Trainings, Data management/structure trainings based on the certified true copy of recent training certificates At least three (3) years of experience in	Determine project requirements and develop work schedules for the team Delegating tasks and overseeing the technical team into achieving daily, weekly, and monthly goals Liaise and coordinate with team members, end-users, and management to ensure projects are completed to standards Identifying risks and forming contingency plans as soon as possible Analyzing existing operations and scheduling training sessions and meetings to discuss improvements Performs troubleshooting as needed Writing progress reports and delivering presentations to the relevant stakeholders Act as a Financial Analyst that will analyze and overseeing the integration and simple solution dashboards are inherent in the tasks of the leads

No.	Particulars	Resource Count	Qualifications	Tasks
			financial management.	
5.	Agile Technical Lead	One (1)	At least four (4) years of experience as Senior Developer for Agile Software Development At least five (5) years of experience in the IT industry At least five (5) years of experience as a Manager or a Team Leader At least three (3) years of experience in managing on-premises or cloud-based application projects Certified Agile Scrum Master based on certifications Must have IT related training within the last five (5) years. IT related training would pertain to: IT Infrastructure Trainings, Programming and Database Trainings, Enterprise Business Applications Trainings, Desktop Applications Trainings, or Cyber Security Trainings, Software or Application Trainings, Data management/structure trainings based on the certified true copy of recent training certificates At least three (3) years of experience as project manager.	Coaching the Scrum team to observe Agile practices and self-organization Using collaborative tools for the scrum team and its activities Identifying and resolving impediments that hinder project progress towards the goal Performing coordination and stakeholder engagement activities among the product owner, the scum team, and the stakeholders Addressing disruptions in the solutions delivery Primary focus is on the technical aspects of the project, consider the workload, responsibilities, and skill sets required for each role, and ensure that the team has the necessary support and guidance to successfully deliver the project. Act as a Project Manager that is responsible for overseeing the successful delivery of a project, from project inception to its final termination. This versatile role requires a combination of technical expertise, leadership skills, and a deep understanding of agile methodologies.

No.	Particulars	Resource Count	Qualifications	Tasks
6.	API Developer	Four (4)	At least five (4) years of experience in the IT industry Such experience includes the ff: ● At least three (3) years of experience in application and web-based development and services ● At least three (3) years of experience in development and services for integration and APIs ● Have worked on at least five (5) projects using API integration and industry-standard solutions ● At least one (1) training certificate related to latest API Management solutions and framework ● At least three (3) years of experience in development using Agile Methodology development	Using Agile Methodology development and writing microservices and APIs NodeJS technology API development, web services, and microservices (RESTful, SOAP) Develop high-performance applications by writing testable, reusable, and efficient codes Implement effective security protocols and data protection measures Run diagnostic tests, repairing defects, and providing technical support
7.	Front End Developer	Four (4)	Development and services for front-end application design execution using leading technologies. Such experience includes the following: ● Must have worked on at least three (3) projects as a front-end developer	Develop services for front-end application design execution using leading technologies Develop implementing highly responsive user interface components using leading front-end framework concepts Write application interface codes

No.	Particulars	Resource Count	Qualifications	Tasks
			● Must have at least one (1) training certificate related to latest front-end solutions and framework ● Must be experienced in ReactJS technology and frameworks Must have IT related training within the last five (5) years. IT related training would pertain to: IT Infrastructure Trainings, Programming and Database Trainings, Enterprise Business Applications Trainings, Desktop Applications Trainings, or Cyber Security Trainings, Software or Application Trainings, Data management/structure trainings based on the certified true copy of recent training certificates	Troubleshoot interface software and debugging application codes Develop and implement front-end architecture to support user interface concepts Develop front-end prototypes using a collaborative user interface design tool to support UI concepts. Monitor and improve front-end application performance through code optimization Document application changes and development updates
8.	Back End Developer	Four (4)	Must have at least three (3) years of experience in the IT industry Such experience includes the ff: ● Must have at least two (2) years of experience in application and web-based development and services ● Must have at least two (2) years of experience in development and services for back-end application's business logic design execution using leading technologies ● Must have worked on at least three (3) projects as a back-end developer	Design, develop, coding, test, enhance, and fix bugs Analyze user requirements and apply it to application design Define application objectives and functionalities Align application designs with business goals Debug and resolve technical issues that arise Produce detailed design documentation Recommend changes to existing codes as necessary

No.	Particulars	Resource Count	Qualifications	Tasks
			● Must have at least one (1) training certificate related to latest back-end solutions and framework Must have IT related training within the last five (5) years. IT related training would pertain to: IT Infrastructure Trainings, Programming and Database Trainings, Enterprise Business Applications Trainings, Desktop Applications Trainings, or Cyber Security Trainings, Software or Application Trainings, Data management/structure trainings based on the certified true copy of recent training certificates	
9.	Testers	Two (2)	Must have at least two (2) years of relevant work experience in development and/or testing role Such experience includes the ff: ● Must have strong knowledge/practical exposure to development/scripting languages and environments (e.g. C#, Java, C++, PHP, etc.) ● Must have strong knowledge/practical exposure to both Relational and NoSQL DMBs ● Must be knowledgeable of automated testing tools, (e.g. QTP, Rational Robot, etc.) Must have IT related training within the last five (5) years. IT related training would	Overall testing of UI and functional issues Test for possible bugs encountered Coordinate with the developers for possible changes to be made

No.	Particulars	Resource Count	Qualifications	Tasks
			pertain to: IT Infrastructure Trainings, Programming and Database Trainings, Enterprise Business Applications Trainings, Desktop Applications Trainings, or Cyber Security Trainings, Software or Application Trainings, Data management/structure trainings based on the certified true copy of recent training certificates	
10.	BPM Developer	Two (2)	Must have at least three (3) years of experience in the IT industry Must have at least two (2) years of experience in business process management and development Must have IT related training within the last five (5) years. IT related training would pertain to: IT Infrastructure Trainings, Programming and Database Trainings, Enterprise Business Applications Trainings, Desktop Applications Trainings, or Cyber Security Trainings, Software or Application Trainings, Data management/structure trainings based on the certified true copy of recent training certificates	Perform Business Process Management (BPM) on the identified systems Collaborate with system owners, technical team, and functional team to design, implement, test, and validate a system Work with business analysts to understand desired system requirements and write functional and technical specifications
11.	RPA Developer	One (1)	Must have at least three (3) years of experience in the IT industry Must have at least two (2) years of experience in robotic process automation or automation	Design, develop, test automation workflows Work on minor bug fixes Perform basic and advanced programming on RPA

No.	Particulars	Resource Count	Qualifications	Tasks
			Must have IT related training within the last five (5) years. IT related training would pertain to: IT Infrastructure Trainings, Programming and Database Trainings, Enterprise Business Applications Trainings, Desktop Applications Trainings, or Cyber Security Trainings, Software or Application Trainings, Data management/structure trainings based on the certified true copy of recent training certificates	
12.	Network Administrator	One (1)	Must have at least three (3) years of experience in the IT industry Such experience includes the ff: ● Must have at least two (2) years of experience in network administration ● Must be able to ensure the stable operation of the computer networks Must have IT related training within the last five (5) years. IT related training would pertain to: IT Infrastructure Trainings, Programming and Database Trainings, Enterprise Business Applications Trainings, Desktop Applications Trainings, or Cyber Security Trainings, Software or Application Trainings, Data management/structure trainings based on the certified true copy of recent training certificates	Planning, developing, installing, configuring, maintaining, supporting, and optimizing all network hardware, software, and communication links. Plan, develop, install, configure, maintain, support and optimize all network hardware, software and communication links. Install and integrate new server hardware and applications Monitor network performance and test for vulnerabilities.

No.	Particulars	Resource Count	Qualifications	Tasks
13.	Security Administrator	One (1)	Must have at least three (3) years of experience in the IT industry Must have at least two (2) years of experience security administration Must have IT related training within the last five (5) years. IT related training would pertain to: IT Infrastructure Trainings, Programming and Database Trainings, Enterprise Business Applications Trainings, Desktop Applications Trainings, or Cyber Security Trainings, Software or Application Trainings, Data management/structure trainings based on the certified true copy of recent training certificates	Support Active Directory servers or any user-based systems Plan and manage all the migrations and upgrades related to Active Directory and Domain controllers. Interpret requirements, performs highly complex analyses and presents options and recommendations to obtain desired results on Windows and AD

Annex A.2
List of Deliverables

Tranche	Deliverables	Remarks

1st Tranche	1. Submission and acceptance of approved Inception Report
	2. DBM Enterprise Architecture Evaluation Report
	3. Environmental Scanning Report
	4. Design Thinking Workshops and Completion Reports
	5. Business Process Management Report for the Overall Enterprise
	6. Technology Roadmap
	7. Risk Assessment Report
	8. Enterprise Architecture Report on the DBM Digital Transformation
	9. Enterprise Architecture Report on the IFMIS
	10. Enterprise Architecture Report on the DBM Systems
	11. Enterprise Architecture Report on the UACS
	12. Implementation Plan
	13. Change Management Plan
	14. Project Management
	15. Capability Building Plan
	   ● DBM System / Software Architecture Evaluation Report
	16. Technology Solutions Map / Report
	   ● Risk Assessment Report
	   ● Solution Architecture Report/s on the DBM Digital Transformation
	17. Solution Architecture Report on the IFMIS systems
	18. Solution Architecture Report on DBM Internal Systems
	19. Solution Architecture Report on the UACS
	20. Solution Cost Management Plan
	21. Solution Roadmap for the DBM Digital Transformation
	22. Solution Roadmap for the IFMIS systems
	23. Solution Roadmap for the DBM Internal Systems
		For documentation and reports, two (2) hard copies and a soft copy in PDF format must be submitted by the contractor via email to the DBM OCIO.

	24. Solution Roadmap for the UACS 25. Stakeholder Engagement Plan 26. Business Impact Analysis Report on the Solution 27. Mentoring Sessions with project team and stakeholders 28. Architecture Reports on DBM Digital Transformation 29. Architecture Report for the IFMIS 30. Architecture Reports for the DBM System 31. Architecture Report for the UACS ● Work Plan Report for the data management 32. Audit Report on the Data Management System performance of the DBM System 33. Audit Report on the Data Management System performance of the UACS 34. Recommend solutions to improve new and existing database systems.	

2nd Tranche	1. First drafts of approved Architecture Reports of the following:
	    ● Convergent Gov Hub enabled by the API and Budget Management, Treasury Management, Accounting, Procurement and Budget Utilization.
	    ● Configuration of LGU Single Portal.
	    ● Portal Integration
	2. Functional and Technical Requirements Specifications for the Enterprise Architecture
	3. Enterprise Blueprint or Roadmap for the DBM Digital Transformation
	4. Enterprise Blueprint or Roadmap for the IFMIS
	5. Enterprise Blueprint or Roadmap for the DBM Systems
	6. Enterprise Blueprint for the UACS
	7. Recommendations for solution components of the enterprise architecture and roadmap
	8. Functional and Technical Requirements Specifications for the Solution's Architecture
	9. Functional and Technical Requirements Specifications for the Data Architecture
	10. Mapping of Enterprise data Report on DBM Digital Transformation
	11. Mapping of Enterprise data Report for the IFMIS
	12. Mapping of Enterprise data Reports for the DBM System
	13. Mapping of Enterprise data Report for the UACS
		For documentation and reports, two (2) hard copies and a soft copy in PDF format must be submitted by the contractor via email to the DBM OCIO.

3rd Tranche	1. Developed, Tested and Approved Convergent Hub, LGU Single Portal and Portal	For documentation and reports,

	Integration
	2. User Acceptance Report
	3. Enterprise Architecture Content Repository
	4. Work Schedule
	5. Tasking Plan
	6. Design Thinking Workshops and similar activities
	7. Risk Management Plan
	8. Training Plan
	9. Pertinent Reports
	10. Scrum Work Plan
	11. Stakeholder Engagement Plan and Reports
	   ● Updated Change Management Plan and Reports
	   ● Pertinent manuals, reports and documentation
	12. Testing Reports
	   ● BPM Reports and other pertinent reports
	13. Network Performance Reports and other pertinent reports
	   ● Security Reports and pertinent reports
		two (2) hard copies and a soft copy in PDF format must be submitted by the contractor via email to the DBM OCIO.

4th Tranche	1. Training 2. Knowledge Transfer 3. Turnover Source Code 4. Final Version of documents and Manuals 5. Turn-over of Documents and Reports	For documentation and reports, two (2) hard copies and a soft copy in PDF format must be submitted by the contractor via email to the DBM OCIO.

**TPF 10. Statement of all Government and Private Contracts
Completed which are Similar in Nature
(Revised)**

Business Name: _____

Business Address:_____

Name of Client/Contact Person/Contact Number/Email Address	Date of the Contract	Kinds of Consulting Services	Amount of Contract	Date of Delivery	End User's Acceptance or Official Receipt(s) Issued for the Contract	Details of the Solution implemented, developed, or enhanced	
						Is the solution under the Leaders Quadrant in the? Gartner's' Magic Quadrant (Yes/ No)	Duration to which the solution is found in the Leaders Quadrant
Government							
Private							

Submitted by   : _____
                          (Printed Name and Signature)

Designation   : _____

Date   : _____

Instructions:

a)   Projects should be completed within five (5) years immediately preceding July 4, 2023.

b)   Completed contract:

(i)   Similar contracts shall refer to Design and implementation of a web-based integrated information technology (IT) portal/hub, integrating at least two (2) financial management systems in the public or private sector.

(ii)   If there is no similar completed contract in a year, state **none** or equivalent term. This shall not be a basis for disqualification.

c)   In line with the *Details of the Solution implemented, developed, or enhanced*, the bidder shall provide a copy of the Gartner Magic Quadrant report as of 2022 and other supporting documents.