

REPUBLIC OF THE PHILIPPINES DEPARTMENT OF BUDGET AND MANAGEMENT GENERAL SOLANO STREET, SAN MIGUEL, MANILA

BIDDING DOCUMENTS FOR THE DBM DATA CENTER REFRESH AND SUPPORT SERVICES

PROJECT ID No.: DBM-2019-42

CHECKLIST OF ELIGIBILITY AND TECHNICAL DOCUMENTS FOR SUBMISSION

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lass	"А" Досил	<u>ents</u>
(1)	Legal Doc	uments
		PhilGEPS Registration Certificate (Platinum Membership with Annex A)
		Note: If PhilGEPS Platinum Certificate of Registration is not available or the Annex A is not updated, the following shall be submitted, together with the PhilGEPS Certificate of Registration:
		 a) SEC/DTI Registration Certificate b) Valid and Current Mayor's Permit c) Tax Clearance Certificate d) Latest Audited Financial Statements stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year
		* In case the PhilGEPS Platinum Certificate of Registration is not available during bid submission, it shall be submitted as a post-qualification requirement, in accordance with Section 34.2 of the 2016 Revised IRR of R.A. No. 9184.
(2)	Technical	Documents
		Statement of all Ongoing Private and Government Contracts, Including Contracts Awarded but not yet Started, if any
	Ц	Statement of Single Largest Completed Contract, which is similar in nature, within two (2) years from the date of submission and receipt of bids.
		Photocopy of Single Largest Completed Contract or Purchase Order (at least 50% of the ABC)
		 Certificate of Completion or Acceptance from the Bidder's client or Official Receipt
		Bid Security in any of the following forms:
		 Cash or cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank (2% of the ABC); or

Commission; or

• Bid Securing Declaration

• Surety bond (5% of the ABC) with a Certificate from the Insurance

		Compliance with Section VI. Schedule of Requirements
		Compliance with Section VII. Technical Specifications
		Omnibus Sworn Statement
	П	Authority of the Signatory
(3)	Financial I	Documents
	Π	Net Financial Contracting Capacity (NFCC) computation or Committee Line of Credit
Class '	"B" Docum	<u>ents</u>
		JVA or the Duly Notarized Statement in accordance with Section 23.1(b) of the 2016 Revised IRR, if applicable
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In addition, the following shall also be submitted as part of the Technical Documents --

Copy of certificates for the following Certified Professionals/Engineers for the Diesel Generator Set, In-Row Cooling System, Fire Suppression System, Integrated Data Center Monitoring System and Network Attached Storage installation, configuration, testing and commissioning:

- Certified Competency in Operation and Maintenance of Dicsel Generator;
- Certified Diesel Generator Set Specialist or its equivalent;
- · Electrical Engineer;
- Mechanical Engineer;
- Certified Cooling System Specialist or its equivalent;
- Fire Suppression System Engineer or its equivalent; and
- · Certified Data Center Professional

Copy of the Philippine Contractors Accreditation Board (PCAB) license classification in all of the following

- Fire Protection Works;
- Air-conditioning Works;
- · Communication Facilities; and
- Electrical Works

^{*} Any discrepancy between the requirements stated in the Checklist and the requirements specified in the Bidding Documents, the latter shall prevail.

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Section I. Invitation to Bid



REPUBLIC OF THE PHILIPPINES DEPARTMENT OF BUDGET AND MANAGEMENT

GENERAL SOLANO STREET, SAN MIGUEL, MANILA

INVITATION TO BID DBM DATA CENTER REFRESH AND SUPPORT SERVICES

- 1. The Department of Budget and Management (DBM), through the authorized appropriations under the FY 2019 General Appropriations Act, intends to apply the sum of Sixty Six Million Two Hundred Thousand Pesos (P66,200,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for the Project, "DBM Data Center Refresh and Support Services." Bids received in excess of the ABC shall be automatically rejected at bid opening.
- 2. The DBM now invites bids for the Project, "DBM Data Center Refresh and Support Services." Delivery of the Goods shall be in accordance with the Delivery Schedule under Section VI. Schedule of Requirements. Bidders should have completed, within two (2) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
- 3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184, otherwise known as the "Government Procurement Reform Act."
 - 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, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.
- 4. Interested bidders may obtain further information from the DBM-Bids and Awards Committee (BAC) Secretariat and inspect the Bidding Documents at the address given below during office hours from 9:00 a.m. to 4:00 p.m.
- 5. A complete set of Bidding Documents may be acquired by interested Bidders on November 12, 2019 from the address below and upon payment of a fee in the amount of Fifty Thousand Pesos (P50,000.00).
 - It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

- 6. The DBM will hold a Pre-bid Conference on November 19, 2019, 11:00 a.m., at the BAC Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila, which shall be open to all interested parties.
- 7. Bids must be duly received by the BAC Secretariat at the address below on or before December 3, 2019, 9:00 a.m. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in the ITB Clause 18.

Bid opening shall be on December 3, 2019, 9:00 a.m., at the BAC Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

- 8. The DBM reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
- 9. For further information, please refer to:

DBM-BAC Secretariat
BAC Conference Room
Department of Budget and Management
Ground Floor, DBM Building III, General Solano St., San Miguel, Manila
Telefax No. 8657-3300 local 3115

Email address: procurement@dbm.gov.ph

ACHILLES GERARD C. BRAVO

Section II. Instructions to Bidders

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General

Scope of Bid

- 1.1. The Procuring Entity named in the **BDS** invites bids for the supply and delivery of the Goods as described in Section VII. Technical Specifications.
- 1.2. The name, identification, and number of lots specific to this bidding are provided in the **BDS**. The contracting strategy and basis of evaluation of lots is described in ITB Clause 28.

2. Source of Funds

The Procuring Entity has a budget or has received funds from the Funding Source named in the <u>BDS</u>, and in the amount indicated in the <u>BDS</u>. It intends to apply part of the funds received for the Project, as defined in the <u>BDS</u>, to cover eligible payments under the contract.

3. Corrupt, Fraudulent, Collusive, and Coercive Practices

- 3.1. Unless otherwise specified in the <u>BDS</u>, the Procuring Entity as well as the bidders and suppliers shall observe the highest standard of ethics during the procurement and execution of the contract. In pursuance of this policy, the Procuring Entity:
 - defines, for purposes of this provision, the terms set forth below as follows:
 - (i) "corrupt practice" means behavior on the part of officials in the public or private sectors by which they improperly and unlawfully enrich themselves, others, or induce others to do so, by misusing the position in which they are placed, and includes the offering, giving, receiving, or soliciting of anything of value to influence the action of any such official in the procurement process or in contract execution; entering, on behalf of the government, into any contract or transaction manifestly and grossly disadvantageous to the same, whether or not the public officer profited or will profit thereby, and similar acts as provided in RA 3019.
 - (ii) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring Entity, and includes collusive practices among Bidders (prior to or after bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive the Procuring Entity of the benefits of free and open competition.
 - (iii) "collusive practices" means a scheme or arrangement between two or more Bidders, with or without the knowledge of the

Procuring Entity, designed to establish bid prices at artificial, non-competitive levels.

- (iv) "coercive practices" means harming or threatening to harm, directly or indirectly, persons, or their property to influence their participation in a procurement process, or affect the execution of a contract;
- (v) "obstructive practice" is
 - (aa) deliberately destroying, falsifying, altering concealing of evidence material to an administrative proceedings or investigation or making false statements to investigators in order to materially impede an administrative proceedings or investigation of the Procuring Entity or any foreign government/foreign or international financing institution into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters to the administrative proceedings investigation or from pursuing such proceedings or investigation; or
 - (bb) acts intended to materially impede the exercise of the inspection and audit rights of the Procuring Entity or any foreign government/foreign or international financing institution herein.
- (b) will reject a proposal for award if it determines that the Bidder recommended for award has engaged in any of the practices mentioned in this Clause for purposes of competing for the contract.
- 3.2. Further, the Procuring Entity will seek to impose the maximum civil, administrative, and/or criminal penalties available under applicable laws on individuals and organizations deemed to be involved in any of the practices mentioned in ITB Clause 3.1(a).
- 3.3. Furthermore, the Funding Source and the Procuring Entity reserve the right to inspect and audit records and accounts of a bidder or supplier in the bidding for and performance of a contract themselves or through independent auditors as reflected in the GCC Clause 3.

4. Conflict of Interest

4.1. All Bidders found to have conflicting interests shall be disqualified to participate in the procurement at hand, without prejudice to the imposition of appropriate administrative, civil, and criminal sanctions. A Bidder may be considered to have conflicting interests with another Bidder in any of the events described in paragraphs (a) through (c) below and a general conflict of

interest in any of the circumstances set out in paragraphs (d) through (g) below:

- (a) A Bidder has controlling shareholders in common with another Bidder;
- (b) A Bidder receives or has received any direct or indirect subsidy from any other Bidder;
- (c) A Bidder has the same legal representative as that of another Bidder for purposes of this bid;
- (d) A Bidder has a relationship, directly or through third parties, that puts them in a position to have access to information about or influence on the bid of another Bidder or influence the decisions of the Procuring Entity regarding this bidding process;
- (e) A Bidder submits more than one bid in this bidding process. However, this does not limit the participation of subcontractors in more than one bid;
- (f) A Bidder who participated as a consultant in the preparation of the design or technical specifications of the Goods and related services that are the subject of the bid; or
- (g) A Bidder who lends, or temporarily seconds, its personnel to firms or organizations which are engaged in consulting services for the preparation related to procurement for or implementation of the project, if the personnel would be involved in any capacity on the same project.
- 4.2. In accordance with Section 47 of the IRR of RA 9184, all Bidding Documents shall be accompanied by a sworn affidavit of the Bidder that it is not related to the Head of the Procuring Entity (HoPE), members of the Bids and Awards Committee (BAC), members of the Technical Working Group (TWG), members of the BAC Secretariat, the head of the Project Management Office (PMO) or the end-user unit, and the project consultants, by consanguinity or affinity up to the third civil degree. On the part of the Bidder, this Clause shall apply to the following persons:
 - (a) If the Bidder is an individual or a sole proprietorship, to the Bidder himself;
 - (b) If the Bidder is a partnership, to all its officers and members;
 - (c) If the Bidder is a corporation, to all its officers, directors, and controlling stockholders;
 - (d) If the Bidder is a cooperative, to all its officers, directors, and controlling shareholders or members; and

(e) If the Bidder is a joint venture (JV), the provisions of items (a), (b), (c), or (d) of this Clause shall correspondingly apply to each of the members of the said JV, as may be appropriate.

Relationship of the nature described above or failure to comply with this Clause will result in the automatic disqualification of a Bidder.

5. Eligible Bidders

- 5.1. Unless otherwise provided in the **BDS**, the following persons shall be eligible to participate in this bidding:
 - (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
 - (c) Persons/entities forming themselves into a Joint Venture (JV), *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 of the JV concerned shall be at least sixty percent (60%).
- 5.2. Foreign bidders may be eligible to participate when any of the following circumstances exist, as specified in the **BDS**:
 - (a) When a Treaty or International or Executive Agreement as provided in Section 4 of RA 9184 and its IRR allow foreign bidders to participate;
 - (b) Citizens, corporations, or associations of a country, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
 - (c) When the Goods sought to be procured are not available from local suppliers; or
 - (d) When there is a need to prevent situations that defeat competition or restrain trade.
- 5.3. Government owned or -controlled corporations (GOCCs) 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 attached agencies of the Procuring Entity.

5.4. Unless otherwise provided in the <u>BDS</u>, the Bidder must have completed a Single Largest Completed Contract (SLCC) similar to the Project and the value of which, adjusted, if necessary, by the Bidder to current prices using the Philippine Statistics Authority (PSA) consumer price index, must be at least equivalent to a percentage of the ABC stated in the <u>BDS</u>.

For this purpose, contracts similar to the Project shall be those described in the **BDS**, and completed within the relevant period stated in the Invitation to Bid and ITB Clause 12.1(a)(ii).

5.5. The Bidder must submit a computation of its Net Financial Contracting Capacity (NFCC), which must be at least equal to the ABC to be bid, calculated as follows:

NFCC = [(Current assets minus current liabilities) (15)] 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.

The values of the domestic bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements submitted to the BIR.

For purposes of computing the foreign bidders' NFCC, the value of the current assets and current liabilities shall be based on their audited financial statements prepared in accordance with international financial reporting standards.

If the prospective bidder opts to submit a committed Line of Credit, it must be at least equal to ten percent (10%) of the ABC to be bid. If issued by a foreign universal or commercial bank, it shall be confirmed or authenticated by a local universal or commercial bank.

6. Bidder's Responsibilities

- 6.1. The Bidder or its duly authorized representative shall submit a sworn statement in the form prescribed in Section VIII. Bidding Forms as required in ITB Clause 12.1(b)(iii).
- 6.2. The Bidder is responsible for the following:
 - (a) Having taken steps to carefully examine all of the Bidding Documents;
 - (b) Having acknowledged all conditions, local or otherwise, affecting the implementation of the contract;
 - (c) Having made an estimate of the facilities available and needed for the contract to be bid, if any;
 - (d) Having complied with its responsibility to inquire or secure Supplemental/Bid Bulletin(s) as provided under ITB Clause 10.4.

- (e) Ensuring that it 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 GPPB;
- (f) Ensuring that each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
- (g) Authorizing the HoPE or its duly authorized representative/s to verify all the documents submitted;
- (h) Ensuring that the signatory is the duly authorized representative of the Bidder, and granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the Bidder in the bidding, with the duly notarized Secretary's Certificate attesting to such fact, if the Bidder is a corporation, partnership, cooperative, or joint venture;
- (i) Complying with the disclosure provision under Section 47 of RA 9184 and its IRR in relation to other provisions of RA 3019;
- (j) Complying with existing labor laws and standards, in the case of procurement of services; Moreover, bidder undertakes to:
 - (i) Ensure the entitlement of workers to wages, hours of work, safety and health and other prevailing conditions of work as established by national laws, rules and regulations; or collective bargaining agreement; or arbitration award, if and when applicable.

In case there is a finding by the Procuring Entity or the DOLE of underpayment or non-payment of workers' wage and wage-related benefits, bidder agrees that the performance security or portion of the contract amount shall be withheld in favor of the complaining workers pursuant to appropriate provisions of Republic Act No. 9184 without prejudice to the institution of appropriate actions under the Labor Code, as amended, and other social legislations.

(ii) Comply with occupational safety and health standards and to correct deficiencies, if any.

In case of imminent danger, injury or death of the worker, bidder undertakes to suspend contract implementation pending clearance to proceed from the DOLE Regional Office and to comply with Work Stoppage Order; and

- (iii) Inform the workers of their conditions of work, labor clauses under the contract specifying wages, hours of work and other benefits under prevailing national laws, rules and regulations; or collective bargaining agreement; or arbitration award, if and when applicable, through posting in two (2) conspicuous places in the establishment's premises; and
- (k) Ensuring that it did not give or pay, directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

Failure to observe any of the above responsibilities shall be at the risk of the Bidder concerned.

- 6.3. The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Documents.
- 6.4. It shall be the sole responsibility of the Bidder to determine and to satisfy itself by such means as it considers necessary or desirable as to all matters pertaining to the contract to be bid, including: (a) the location and the nature of this Project; (b) climatic conditions; (c) transportation facilities; and (d) other factors that may affect the cost, duration, and execution or implementation of this Project.
- 6.5. The Procuring Entity shall not assume any responsibility regarding erroneous interpretations or conclusions by the prospective or eligible bidder out of the data furnished by the procuring entity. However, the Procuring Entity shall ensure that all information in the Bidding Documents, including bid/supplemental bid bulletin/s issued, are correct and consistent.
- 6.6. Before submitting their bids, the Bidder is deemed to have become familiar with all existing laws, decrees, ordinances, acts and regulations of the Philippines which may affect this Project in any way.
- 6.7. The Bidder shall bear all costs associated with the preparation and submission of his bid, and the Procuring Entity will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- 6.8. The Bidder should note that the Procuring Entity will accept bids only from those that have paid the applicable fee for the Bidding Documents at the office indicated in the Invitation to Bid.

7. Origin of Goods

Unless otherwise indicated in the <u>BDS</u>, there is no restriction on the origin of goods other than those prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, subject to **ITB** Clause 27.1.

8. Subcontracts

- 8.1. Unless otherwise specified in the <u>BDS</u>, the Bidder may subcontract portions of the Goods to an extent as may be approved by the Procuring Entity and stated in the <u>BDS</u>. However, subcontracting of any portion shall not relieve the Bidder from any liability or obligation that may arise from the contract for this Project.
- 8.2. Subcontractors must submit the documentary requirements under ITB Clause 12 and comply with the eligibility criteria specified in the <u>BDS</u>. In the event that any subcontractor is found by the Procuring Entity to be ineligible, the subcontracting of such portion of the Goods shall be disallowed.
- 8.3. The Bidder may identify the subcontractor to whom a portion of the Goods will be subcontracted at any stage of the bidding process or during contract implementation. If the Bidder opts to disclose the name of the subcontractor during bid submission, the Bidder shall include the required documents as part of the technical component of its bid.

Contents of Bidding Documents

9. Pre-Bid Conference

- 9.1. (a) If so specified in the <u>BDS</u>, a pre-bid conference shall be held at the venue and on the date indicated therein, to clarify and address the Bidders' questions on the technical and financial components of this Project.
 - (b) The pre-bid conference shall be held at least twelve (12) calendar days before the deadline for the submission and receipt of bids, but not earlier than seven (7) calendar days from the posting of the invitation to bid/bidding documents in the PhilGEPS website. If the Procuring Entity determines that, by reason of the method, nature, or complexity of the contract to be bid, or when international participation will be more advantageous to the GOP, a longer period for the preparation of bids is necessary, the pre-bid conference shall be held at least thirty (30) calendar days before the deadline for the submission and receipt of bids, as specified in the **BDS**.
- 9.2. Bidders are encouraged to attend the pre-bid conference to ensure that they fully understand the Procuring Entity's requirements. Non-attendance of the Bidder will in no way prejudice its bid; however, the Bidder is expected to know the changes and/or amendments to the Bidding Documents as recorded in the minutes of the pre-bid conference and the Supplemental/Bid Bulletin. The minutes of the pre-bid conference shall be recorded and prepared not later than five (5) calendar days after the pre-bid conference. The minutes shall be made available to prospective bidders not later than five (5) days upon written request.
- 9.3 Decisions of the BAC amending any provision of the bidding documents shall be issued in writing through a Supplemental/Bid Bulletin at least seven (7) calendar days before the deadline for the submission and receipt of bids.

10. Clarification and Amendment of Bidding Documents

- 10.1. Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such request must be in writing and submitted to the Procuring Entity at the address indicated in the <u>BDS</u> at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.
- 10.2. The BAC shall respond to the said request by issuing a Supplemental/Bid Bulletin, to be made available to all those who have properly secured the Bidding Documents, at least seven (7) calendar days before the deadline for the submission and receipt of Bids.
- 10.3. Supplemental/Bid Bulletins may also be issued upon the Procuring Entity's initiative for purposes of clarifying or modifying any provision of the Bidding Documents not later than seven (7) calendar days before the deadline for the submission and receipt of Bids. Any modification to the Bidding Documents shall be identified as an amendment.
- 10.4. Any Supplemental/Bid Bulletin issued by the BAC shall also be posted in the PhilGEPS and the website of the Procuring Entity concerned, if available, and at any conspicuous place in the premises of the Procuring Entity concerned. It shall be the responsibility of all Bidders who have properly secured the Bidding Documents to inquire and secure Supplemental/Bid Bulletins that may be issued by the BAC. However, Bidders who have submitted bids before the issuance of the Supplemental/Bid Bulletin must be informed and allowed to modify or withdraw their bids in accordance with ITB Clause 23.

Preparation of Bids

11. Language of Bids

The eligibility requirements or statements, the bids, and all other documents to be submitted to the BAC must be in English. If the eligibility requirements or statements, the bids, and all other documents submitted to the BAC are in foreign language other than English, it must be accompanied by a translation of the documents in English. The documents shall be translated by the relevant foreign government agency, the foreign government agency authorized to translate documents, or a registered translator in the foreign bidder's country; and shall be authenticated by the appropriate Philippine foreign service establishment/post or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. The English translation shall govern, for purposes of interpretation of the bid.

12. Documents Comprising the Bid: Eligibility and Technical Components

12.1. Unless otherwise indicated in the <u>BDS</u>, the first envelope shall contain the following eligibility and technical documents:

(a) Eligibility Documents –

Class "A" Documents:

- (i) PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of the IRR, except for foreign bidders participating in the procurement by a Philippine Foreign Service Office or Post, which shall submit their eligibility documents under Section 23.1 of the IRR, provided, that the winning bidder shall register with the PhilGEPS in accordance with section 37.1.4 of the IRR.
- (ii) Statement of all its ongoing 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; and

Statement of the Bidder's SLCC similar to the contract to be bid, in accordance with ITB Clause 5.4, within the relevant period as provided in the <u>BDS</u>.

The two statements required shall indicate for each contract the following:

- (ii,1) name of the contract;
- (ii.2) date of the contract;
- (ii.3) contract duration;
- (ii.4) owner's name and address;
- (ii.5) kinds of Goods;
- (ii.6) For Statement of Ongoing Contracts amount of contract and value of outstanding contracts;
- (ii.7) For Statement of SLCC amount of completed contracts, adjusted by the Bidder to current prices using PSA's consumer price index, if necessary for the purpose of meeting the SLCC requirement;
- (ii.8) date of delivery; and
- (ii.9) end user's acceptance or official receipt(s) or sales invoice issued for the contract, if completed, which shall be attached to the statements.
- (iii) NFCC computation in accordance with ITB Clause 5.5 or a committed Line of Credit from a universal or commercial bank.

Class "B" Document:

(iv) If applicable, the Joint Venture Agreement (JVA) in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners in accordance with Section 23.1(b) of the IRR.

(b) Technical Documents -

- (i) Bid security in accordance with **ITB** Clause 18. If the Bidder opts to submit the bid security in the form of:
 - (i.1) a bank draft/guarantee or an irrevocable letter of credit issued by a foreign bank, it shall be accompanied by a confirmation from a Universal or Commercial Bank; or
 - (i.2) a surety bond, it shall be accompanied by a certification by the Insurance Commission that the surety or insurance company is authorized to issue such instruments:
- (ii) Conformity with technical specifications, as enumerated and specified in Sections VI and VII of the Bidding Documents;
- (iii) Sworn statement in accordance with Section 25.3 of the IRR of RA 9184 and using the form prescribed in Section VIII. Bidding Forms.
- (iv) For foreign bidders claiming eligibility by reason of their country's extension of reciprocal rights to Filipinos, a certification from the relevant government office of their country stating that Filipinos are allowed to participate in their government procurement activities for the same item or product.

13. Documents Comprising the Bid: Financial Component

- 13.1. Unless otherwise stated in the <u>BDS</u>, the financial component of the bid shall contain the following:
 - (a) Financial Bid Form, which includes bid prices and the applicable Price Schedules, in accordance with ITB Clauses 15.1 and 15.4;
 - (b) If the Bidder claims preference as a Domestic Bidder, a certification from the DTI issued in accordance with ITB Clause 27, unless otherwise provided in the **BDS**; and
 - (c) Any other document related to the financial component of the bid as stated in the **BDS**.

- 13.2. (a) Unless otherwise stated in the <u>BDS</u>, all bids that exceed the ABC shall not be accepted.
 - (b) Unless otherwise indicated in the <u>BDS</u>, for foreign-funded procurement, a coiling may be applied to bid prices provided the following conditions are met:
 - (i) Bidding Documents are obtainable free of charge on a freely accessible website. If payment of Bidding Documents is required by the procuring entity, payment could be made upon the submission of bids.
 - (ii) The procuring entity has procedures in place to ensure that the ABC is based on recent estimates made by the responsible unit of the procuring entity and that the estimates reflect the quality, supervision and risk and inflationary factors, as well as prevailing market prices, associated with the types of works or goods to be procured.
 - (iii) The procuring entity has trained cost estimators on estimating prices and analyzing bid variances.
 - (iv) The procuring entity has established a system to monitor and report bid prices relative to ABC and engineer's/procuring entity's estimate.
 - (v) The procuring entity has established a monitoring and evaluation system for contract implementation to provide a feedback on actual total costs of goods and works.

14. Alternative Bids

- 14.1 Alternative Bids shall be rejected. For this purpose, alternative bid is an offer made by a Bidder in addition or as a substitute to its original bid which may be included as part of its original bid or submitted separately therewith for purposes of bidding. A bid with options is considered an alternative bid regardless of whether said bid proposal is contained in a single envelope or submitted in two (2) or more separate bid envelopes.
- 14.2 Each Bidder shall submit only one Bid, either individually or as a partner in a JV. A Bidder who submits or participates in more than one bid (other than as a subcontractor if a subcontractor is permitted to participate in more than one bid) will cause all the proposals with the Bidder's participation to be disqualified. This shall be without prejudice to any applicable criminal, civil and administrative penalties that may be imposed upon the persons and entities concerned.

15. Bid Prices

- 15.1. The Bidder shall complete the appropriate Schedule of Prices included herein, stating the unit prices, total price per item, the total amount and the expected countries of origin of the Goods to be supplied under this Project.
- 15.2. The Bidder shall fill in rates and prices for all items of the Goods described in the Schedule of Prices. Bids not addressing or providing all of the required items in the Bidding Documents including, where applicable, Schedule of Prices, shall be considered non-responsive and, thus, automatically disqualified. In this regard, where a required item is provided, but no price is indicated, the same shall be considered as non-responsive, but specifying a zero (0) or a dash (-) for the said item would mean that it is being offered for free to the Government, except those required by law or regulations to be accomplished.
- 15.3. The terms Ex Works (EXW), Cost, Insurance and Freight (CIF), Cost and Insurance Paid to (CIP), Delivered Duty Paid (DDP), and other trade terms used to describe the obligations of the parties, shall be governed by the rules prescribed in the current edition of the International Commercial Terms (INCOTERMS) published by the International Chamber of Commerce, Paris.
- 15.4. Prices indicated on the Price Schedule shall be entered separately in the following manner:
 - (a) For Goods offered from within the Procuring Entity's country:
 - (i) The price of the Goods quoted EXW (ex works, ex factory, ex warehouse, ex showroom, or off-the-shelf, as applicable);
 - (ii) The cost of all customs duties and sales and other taxes already paid or payable;
 - (iii) The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - (iv) The price of other (incidental) services, if any, listed in the BDS.
 - (b) For Goods offered from abroad:
 - (i) Unless otherwise stated in the <u>BDS</u>, the price of the Goods shall be quoted DDP with the place of destination in the Philippines as specified in the <u>BDS</u>. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - (ii) The price of other (incidental) services, if any, listed in the <u>BDS</u>.

- (c) For Services, based on the form which may be prescribed by the Procuring Entity, in accordance with existing laws, rules and regulations
- 15.5. Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation or price escalation on any account. A bid submitted with an adjustable price quotation shall be treated as non-responsive and shall be rejected, pursuant to ITB Clause 24.

All bid prices for the given scope of work in the contract as awarded shall be considered as fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances. Upon the recommendation of the Procuring Entity, price escalation may be allowed in extraordinary circumstances as may be determined by the National Economic and Development Authority in accordance with the Civil Code of the Philippines, and upon approval by the GPPB. Nevertheless, in cases where the cost of the awarded contract is affected by any applicable new laws, ordinances, regulations, or other acts of the GOP, promulgated after the date of bid opening, a contract price adjustment shall be made or appropriate relief shall be applied on a no loss-no gain basis.

16. Bid Currencies

- 16.1. Prices shall be quoted in the following currencies:
 - (a) For Goods that the Bidder will supply from within the Philippines, the prices shall be quoted in Philippine Pesos.
 - (b) For Goods that the Bidder will supply from outside the Philippines, the prices may be quoted in the currency(ies) stated in the <u>BDS</u>. However, for purposes of bid evaluation, bids denominated in foreign currencies shall be converted to Philippine currency based on the exchange rate as published in the *Bangko Sentral ng Pilipinas* (BSP) reference rate bulletin on the day of the bid opening.
- 16.2. If so allowed in accordance with TTB Clause 16.1, the Procuring Entity for purposes of bid evaluation and comparing the bid prices will convert the amounts in various currencies in which the bid price is expressed to Philippine Pesos at the foregoing exchange rates.
- 16.3. Unless otherwise specified in the <u>BDS</u>, payment of the contract price shall be made in Philippine Pesos.

17. Bid Validity

- 17.1. Bids shall remain valid for the period specified in the <u>BDS</u> which shall not exceed one hundred twenty (120) calendar days from the date of the opening of bids.
- 17.2. In exceptional circumstances, prior to the expiration of the bid validity period, the Procuring Entity may request Bidders to extend the period of validity of

their bids. The request and the responses shall be made in writing. The bid security described in ITB Clause 18 should also be extended corresponding to the extension of the bid validity period at the least. A Bidder may refuse the request without forfeiting its bid security, but his bid shall no longer be considered for further evaluation and award. A Bidder granting the request shall not be required or permitted to modify its bid.

18. Bid Security

18.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount stated in the <u>BDS</u>, which shall be not less than the percentage of the ABC in accordance with the following schedule:

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Form of Bid Security	Amount of Bid Security (Not Less than the Percentage of the ABC)
 (a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank. For biddings conducted by LGUs, the Cashier's/Manager's Check may be issued by other banks certified by the BSP as authorized to issue such financial instrument. (b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank. For biddings conducted by LGUs, Bank Draft/Guarantee, or Irrevocable Letter of Credit may be issued by other banks certified by the BSP as authorized to issue such financial instrument. 	Two percent (2%)
(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Five percent (5%)

The Bid Securing Declaration mentioned above is an undertaking which states, among others, that the Bidder shall enter into contract with the procuring entity and furnish the performance security required under ITB Clause 33.2, within ten (10) calendar days from receipt of the Notice of Award, and commits to pay the corresponding amount as fine, and be suspended for a period of time from being qualified to participate in any government procurement activity in the event it violates any of the conditions stated therein as provided in the guidelines issued by the GPPB.

- 18.2. The bid security should be valid for the period specified in the <u>BDS</u>. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.
- 18.3. No bid securities shall be returned to Bidders after the opening of bids and before contract signing, except to those that failed or declared as post-disqualified, upon submission of a written waiver of their right to file a request for reconsideration and/or protest, or upon the lapse of the reglementary period to file a request for reconsideration or protest. Without prejudice on its forfeiture, bid securities shall be returned only after the Bidder with the Lowest Calculated Responsive Bid (LCRB) has signed the contract and furnished the performance security, but in no case later than the expiration of the bid security validity period indicated in ITB Clause 18.2.
- 18.4. Upon signing and execution of the contract pursuant to ITB Clause 32, and the posting of the performance security pursuant to ITB Clause 33, the successful Bidder's bid security will be discharged, but in no case later than the bid security validity period as indicated in the ITB Clause 18.2.
- 18.5. The bid security may be forfeited:
 - (a) if a Bidder:
 - (i) withdraws its bid during the period of bid validity specified in ITB Clause 17;
 - (ii) does not accept the correction of errors pursuant to ITB Clause 28.3(b);
 - (iii) has a finding against the veracity of any of the documents submitted as stated in ITB Clause 29.2;
 - (iv) submission of eligibility requirements containing false information or falsified documents;
 - (v) submission of bids that contain false information or falsified documents, or the concealment of such information in the bids in order to influence the outcome of eligibility screening or any other stage of the public bidding;
 - (vi) allowing the use of one's name, or using the name of another for purposes of public bidding;

- (vii) withdrawal of a bid, or refusal to accept an award, or enter into contract with the Government without justifiable cause, after the Bidder had been adjudged as having submitted the LCRB;
- (viii) refusal or failure to post the required performance security within the prescribed time;
- (ix) refusal to clarify or validate in writing its bid during postqualification within a period of seven (7) calendar days from receipt of the request for clarification:
- (x) any documented attempt by a Bidder to unduly influence the outcome of the bidding in his favor;
- (xi) failure of the potential joint venture partners to enter into the joint venture after the bid is declared successful; or
- (xii) all other acts that tend to defeat the purpose of the competitive bidding, such as habitually withdrawing from bidding, submitting late Bids or patently insufficient bid, for at least three (3) times within a year, except for valid reasons.
- (b) if the successful Bidder:
 - fails to sign the contract in accordance with ITB Clause 32; or
 - (ii) fails to furnish performance security in accordance with ITB Clause 33.

19. Format and Signing of Bids

- 19.1. Bidders shall submit their bids through their duly authorized representative using the appropriate forms provided in Section VIII. Bidding Forms on or before the deadline specified in the ITB Clauses 21 in two (2) separate sealed bid envelopes, and which shall be submitted simultaneously. The first shall contain the technical component of the bid, including the eligibility requirements under ITB Clause 12.1, and the second shall contain the financial component of the bid. This shall also be observed for each lot in the case of lot procurement.
- 19.2. Forms as mentioned in **ITB** Clause 19.1 must be completed without any alterations to their format, and no substitute form shall be accepted. All blank spaces shall be filled in with the information requested.
- 19.3. The Bidder shall prepare and submit an original of the first and second envelopes as described in ITB Clauses 12 and 13. In addition, the Bidder shall submit copies of the first and second envelopes. In the event of any discrepancy between the original and the copies, the original shall prevail.
- 19.4. Each and every page of the Bid Form, including the Schedule of Prices, under Section VIII hereof, shall be signed by the duly authorized representative/s of the Bidder. Failure to do so shall be a ground for the rejection of the bid.

19.5. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the Bidder.

20. Sealing and Marking of Bids

- 20.1. Bidders shall enclose their original eligibility and technical documents described in ITB Clause 12 in one scaled envelope marked "ORIGINAL TECHNICAL COMPONENT", and the original of their financial component in another sealed envelope marked "ORIGINAL FINANCIAL COMPONENT", scaling them all in an outer envelope marked "ORIGINAL BID".
- 20.2. Each copy of the first and second envelopes shall be similarly sealed duly marking the inner envelopes as "COPY NO. ___ TECHNICAL COMPONENT" and "COPY NO. ___ FINANCIAL COMPONENT" and the outer envelope as "COPY NO. ___", respectively. These envelopes containing the original and the copies shall then be enclosed in one single envelope.
- 20.3. The original and the number of copies of the Bid as indicated in the <u>BDS</u> shall be typed or written in ink and shall be signed by the Bidder or its duly authorized representative/s.
- 20.4. All envelopes shall:
 - (a) contain the name of the contract to be bid in capital letters;
 - (b) bear the name and address of the Bidder in capital letters;
 - (e) be addressed to the Procuring Entity's BAC in accordance with **ITB** Clause 1.1:
 - (d) bear the specific identification of this bidding process indicated in the ITB Clause 1.2; and
 - (e) bear a warning "DO NOT OPEN BEFORE..." the date and time for the opening of bids, in accordance with ITB Clause 21.
- 20.5. Bid envelopes that are not properly sealed and marked, as required in the bidding documents, shall not be rejected, but the Bidder or its duly authorized representative shall acknowledge such condition of the bid as submitted. The BAC or the Procuring Entity shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked bid, or for its premature opening.

Submission and Opening of Bids

21. Deadline for Submission of Bids

Bids must be received by the Procuring Entity's BAC at the address and on or before the date and time indicated in the **BDS**.

22. Late Bids

Any bid submitted after the deadline for submission and receipt of bids prescribed by the Procuring Entity, pursuant to ITB Clause 21, shall be declared "Late" and shall not be accepted by the Procuring Entity. The BAC shall record in the minutes of bid submission and opening, the Bidder's name, its representative and the time the late bid was submitted.

23. Modification and Withdrawal of Bids

- 23.1. The Bidder may modify its bid after it has been submitted; provided that the modification is received by the Procuring Entity prior to the deadline prescribed for submission and receipt of bids. The Bidder shall not be allowed to retrieve its original bid, but shall be allowed to submit another bid equally sealed and properly identified in accordance with ITB Clause 20, linked to its original bid marked as "TECHNICAL MODIFICATION" or "FINANCIAL MODIFICATION" and stamped "received" by the BAC. Bid modifications received after the applicable deadline shall not be considered and shall be returned to the Bidder unopened.
- 23.2 A Bidder may, through a Letter of Withdrawal, withdraw its bid 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 bids. The Letter of Withdrawal must be executed by the duly authorized representative of the Bidder identified in the Omnibus Sworn Statement, a copy of which should be attached to the letter.
- 23.3. Bids requested to be withdrawn in accordance with ITB Clause 23.1 shall be returned unopened to the Bidders. A Bidder, who has acquired the bidding documents, 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 bids. A Bidder that withdraws its bid shall not be permitted to submit another bid, directly or indirectly, for the same contract.
- 23.4. No bid may be modified after the deadline for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Financial Bid Form. Withdrawal of a bid during this interval shall result in the forfeiture of the Bidder's bid security, pursuant to ITB Clause 18.5, and the imposition of administrative, civil and criminal sanctions as prescribed by RA 9184 and its IRR.

24. Opening and Preliminary Examination of Bids

24.1. The BAC shall open the bids in public, immediately after the deadline for the submission and receipt of bids, as specified in the <u>BDS</u>. In case the Bids cannot be opened as scheduled due to justifiable reasons, the BAC shall take custody of the Bids submitted and reschedule the opening of Bids on the next working day or at the soonest possible time through the issuance of a Notice of

- Postponement to be posted in the PhilGEPS website and the website of the Procuring Entity concerned.
- 24.2. Unless otherwise specified in the <u>BDS</u>, the BAC shall open the first bid envelopes and determine each Bidder's compliance with the documents prescribed in ITB Clause 12, using a non-discretionary "pass/fail" criterion. If a Bidder submits the required document, it shall be rated "passed" for that particular requirement. In this regard, bids that fail to include any requirement or are incomplete or patently insufficient shall be considered as "failed". Otherwise, the BAC shall rate the said first bid envelope as "passed".
- 24.3. Unless otherwise specified in the <u>BDS</u>, immediately after determining compliance with the requirements in the first envelope, the BAC shall forthwith open the second bid envelope of each remaining eligible bidder whose first bid envelope was rated "passed". The second envelope of each complying bidder shall be opened within the same day. In case one or more of the requirements in the second envelope of a particular bid is missing, incomplete or patently insufficient, and/or if the submitted total bid price exceeds the ABC unless otherwise provided in ITB Clause 13.2, the BAC shall rate the bid concerned as "failed". Only bids that are determined to contain all the bid requirements for both components shall be rated "passed" and shall immediately be considered for evaluation and comparison.
- 24.4. Letters of Withdrawal shall be read out and recorded during bid opening, and the envelope containing the corresponding withdrawn bid shall be returned to the Bidder unopened.
- 24.5. All members of the BAC who are present during bid opening shall initial every page of the original copies of all bids received and opened.
- 24.6. In the case of an eligible foreign bidder as described in ITB Clause 5, the following Class "A" Documents may be substituted with the appropriate equivalent documents, if any, issued by the country of the foreign Bidder concerned, which shall likewise be uploaded and maintained in the PhilGEPS in accordance with Section 8.5.2 of the IRR:
 - (a) Registration certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives;
 - (b) Mayor's/Business permit issued by the local government where the principal place of business of the bidder is located; and
 - (c) Audited Financial Statements showing, among others, the prospective bidder's total and current assets and habilities stamped "received" by the Bureau of Internal Revenue or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two years from the date of bid submission.
- 24.7. Each partner of a joint venture agreement shall likewise submit the requirements in ITB Clause 12.1(a)(i). Submission of documents required

- under ITB Clauses 12.1(a)(ii) to 12.1(a)(iii) by any of the joint venture partners constitutes compliance.
- 24.8. The Procuring Entity shall prepare the minutes of the proceedings of the bid opening that shall include, as a minimum: (a) names of Bidders, their bid price (per lot, if applicable, and/or including discount, if any), bid security, findings of preliminary examination, and whether there is a withdrawal or modification; and (b) attendance sheet. The BAC members shall sign the abstract of bids as read.
- 24.8 The bidders or their duly authorized representatives may attend the opening of bids. The BAC shall ensure the integrity, security, and confidentiality of all submitted bids. The Abstract of Bids as read and the minutes of the bid opening shall be made available to the public upon written request and payment of a specified fee to recover cost of materials.
- 24.9 To ensure transparency and accurate representation of the bid submission, the BAC Secretariat shall notify in writing all bidders whose bids it has received through its PhilGEPS-registered physical address or official e-mail address. The notice shall be issued within seven (7) calendar days from the date of the bid opening.

Evaluation and Comparison of Bids

25. Process to be Confidential

- 25.1. Members of the BAC, including its staff and personnel, as well as its Secretariat and TWG, are prohibited from making or accepting any kind of communication with any bidder regarding the evaluation of their bids until the issuance of the Notice of Award, unless otherwise allowed in the case of ITB Clause 26.
- 25.2. Any effort by a bidder to influence the Procuring Entity in the Procuring Entity's decision in respect of bid evaluation, bid comparison or contract award will result in the rejection of the Bidder's bid.

26. Clarification of Bids

To assist in the evaluation, comparison, and post-qualification of the bids, the Procuring Entity may ask in writing any Bidder for a clarification of its bid. All responses to requests for clarification shall be in writing. Any clarification submitted by a Bidder in respect to its bid and that is not in response to a request by the Procuring Entity shall not be considered.

27. Domestic Preference

27.1. Unless otherwise stated in the **BDS**, the Procuring Entity will grant a margin of preference for the purpose of comparison of bids in accordance with the following:

- (a) The preference shall be applied when the lowest Foreign Bid is lower than the lowest bid offered by a Domestic Bidder.
- (b) For evaluation purposes, the lowest Foreign Bid shall be increased by fifteen percent (15%).
- (c) In the event that the lowest bid offered by a Domestic Bidder does not exceed the lowest Foreign Bid as increased, then the Procuring Entity shall award the contract to the Domestic Bidder at the amount of the lowest Foreign Bid.
- (d) If the Domestic Bidder refuses to accept the award of contract at the amount of the Foreign Bid within two (2) calendar days from receipt of written advice from the BAC, the Procuring Entity shall award to the bidder offering the Foreign Bid, subject to post-qualification and submission of all the documentary requirements under these Bidding Documents.
- 27.2. A Bidder may be granted preference as a Domestic Bidder subject to the certification from the DTI that the Bidder is offering unmanufactured articles, materials or supplies of the growth or production of the Philippines, or manufactured articles, materials, or supplies manufactured or to be manufactured in the Philippines substantially from articles, materials, or supplies of the growth, production, or manufacture, as the case may be, of the Philippines.

28. Detailed Evaluation and Comparison of Bids

- 28.1. The Procuring Entity will undertake the detailed evaluation and comparison of bids which have passed the opening and preliminary examination of bids, pursuant to ITB Clause 24, in order to determine the Lowest Calculated Bid.
- 28.2. The Lowest Calculated Bid shall be determined in two steps:
 - (a) The detailed evaluation of the financial component of the bids, to establish the correct calculated prices of the bids; and
 - (b) The ranking of the total bid prices as so calculated from the lowest to the highest. The bid with the lowest price shall be identified as the Lowest Calculated Bid.
- 28.3. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all bids rated "passed," using non-discretionary pass/fail criteria. The BAC shall consider the following in the evaluation of bids:
 - (a) <u>Completeness of the bid.</u> Unless the <u>BDS</u> allows partial bids, bids not addressing or providing all of the required items in the Schedule of Requirements including, where applicable, Schedule of Prices, shall be considered non-responsive and, thus, automatically disqualified. In this regard, where a required item is provided, but no price is indicated, the same shall be considered as non-responsive, but specifying a zero (0)

- or a dash (-) for the said item would mean that it is being offered for free to the Procuring Entity, except those required by law or regulations to be provided for; and
- (b) <u>Arithmetical corrections.</u> Consider computational errors and omissions to enable proper comparison of all cligible bids. It may also consider bid modifications. Any adjustment shall be calculated in monetary terms to determine the calculated prices.
- 28.4. Based on the detailed evaluation of bids, those that comply with the above-mentioned requirements shall be ranked in the ascending order of their total calculated bid prices, as evaluated and corrected for computational errors, discounts and other modifications, to identify the Lowest Calculated Bid. Total calculated bid prices, as evaluated and corrected for computational errors, discounts and other modifications, which exceed the ABC shall not be considered, unless otherwise indicated in the **BDS**.
- 28.5. The Procuring Entity's evaluation of bids shall be based on the bid price quoted in the Bid Form, which includes the Schedule of Prices.
- 28.6. Bids shall be evaluated on an equal footing to ensure fair competition. For this purpose, all bidders shall be required to include in their bids the cost of all taxes, such as, but not limited to, value added tax (VAT), income tax, local taxes, and other fiscal levies and duties which shall be itemized in the bid form and reflected in the detailed estimates. Such bids, including said taxes, shall be the basis for bid evaluation and comparison.
- 28.7. If so indicated pursuant to ITB Clause 1.2, Bids are being invited for individual lots or for any combination thereof, provided that all Bids and combinations of Bids shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid prices quoted shall correspond to all items specified for each lot and to all quantities specified for each item of a lot. Bid Security as required by ITB Clause 18 shall be submitted for each contract (lot) separately. The basis for evaluation of lots is specified in BDS Clause 28.3.

29. Post-Qualification

- 29.1. The BAC shall determine to its satisfaction whether the Bidder that is evaluated as having submitted the Lowest Calculated Bid complies with and is responsive to all the requirements and conditions specified in ITB Clauses 5, 12, and 13.
- 29.2. Within a non-extendible period of five (5) calendar days from receipt by the bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the <u>BDS</u>.

Failure to submit any of the post-qualification requirements on time, or a finding against the veracity thereof, shall disqualify the bidder for award. Provided in the event that a finding against the veracity of any of the documents submitted is made, it shall cause the forfeiture of the bid security in accordance with Section 69 of the IRR of RA 9184.

- 29.3. The determination shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted pursuant to ITB Clauses 12 and 13, as well as other information as the Procuring Entity deems necessary and appropriate, using a non-discretionary "pass/fail" criterion, which shall be completed within a period of twelve (12) calendar days.
- 29.4. If the BAC determines that the Bidder with the Lowest Calculated Bid passes all the criteria for post-qualification, it shall declare the said bid as the LCRB, and recommend to the HoPE the award of contract to the said Bidder at its submitted price or its calculated bid price, whichever is lower.
- 29.5. A negative determination shall result in rejection of the Bidder's Bid, in which event the Procuring Entity shall proceed to the next Lowest Calculated Bid with a fresh period to make a similar determination of that Bidder's capabilities to perform satisfactorily. If the second Bidder, however, fails the post qualification, the procedure for post qualification shall be repeated for the Bidder with the next Lowest Calculated Bid, and so on until the LCRB is determined for recommendation for contract award.
- 29.6. Within a period not exceeding fifteen (15) calendar days from the determination by the BAC of the LCRB and the recommendation to award the contract, the HoPE or his duly authorized representative shall approve or disapprove the said recommendation.
- 29.7. In the event of disapproval, which shall be based on valid, reasonable, and justifiable grounds as provided for under Section 41 of the IRR of RA 9184, the HoPE shall notify the BAC and the Bidder in writing of such decision and the grounds for it. When applicable, the BAC shall conduct a post-qualification of the Bidder with the next Lowest Calculated Bid. A request for reconsideration may be filed by the bidder with the HoPE in accordance with Section 37.1.3 of the IRR of RA 9184.

30. Reservation Clause

30.1. Notwithstanding the eligibility or post-qualification of a Bidder, the Procuring Entity concerned reserves the right to review its qualifications at any stage of the procurement process if it has reasonable grounds to believe that a misrepresentation has been made by the said Bidder, or that there has been a change in the Bidder's capability to undertake the project from the time it submitted its eligibility requirements. Should such review uncover any misrepresentation made in the eligibility and bidding requirements, statements or documents, or any changes in the situation of the Bidder which will affect its capability to undertake the project so that it fails the preset eligibility or bid evaluation criteria, the Procuring Entity shall consider the said Bidder as

ineligible and shall disqualify it from submitting a bid or from obtaining an award or contract.

- 30.2. Based on the following grounds, the Procuring Entity reserves the right to reject any and all bids, declare a Failure of Bidding at any time prior to the contract award, or not to award the contract, without thereby incurring any liability, and make no assurance that a contract shall be entered into as a result of the bidding:
 - (a) If there is *prima facie* evidence of collusion between appropriate public officers or employees of the Procuring Entity, or between the BAC and any of the Bidders, or if the collusion is between or among the bidders themselves, or between a Bidder and a third party, including any act which restricts, suppresses or nullifies or tends to restrict, suppress or nullify competition;
 - (b) If the Procuring Entity's BAC is found to have failed in following the prescribed bidding procedures; or
 - (c) For any justifiable and reasonable ground where the award of the contract will not redound to the benefit of the GOP as follows:
 - (i) If the physical and economic conditions have significantly changed so as to render the project no longer economically, financially or technically feasible as determined by the HoPE;
 - (ii) If the project is no longer necessary as determined by the HoPE; and
 - (iii) If the source of funds for the project has been withheld or reduced through no fault of the Procuring Entity.
- 30.3. In addition, the Procuring Entity may likewise declare a failure of bidding when:
 - (a) No bids are received;
 - (b) All prospective Bidders are declared ineligible;
 - (c) All bids fail to comply with all the bid requirements or fail postqualification; or
 - (d) The bidder with the LCRB refuses, without justifiable cause to accept the award of contract, and no award is made in accordance with Section 40 of the IRR of RA 9184.

Award of Contract

31. Contract Award

- 31.1. Subject to ITB Clause 29, the HoPH or its duly authorized representative shall award the contract to the Bidder whose bid has been determined to be the LCRB.
- 31.2. Prior to the expiration of the period of bid validity, the Procuring Entity shall notify the successful Bidder in writing that its bid has been accepted, through a Notice of Award duly received by the Bidder or its representative personally or sent by registered mail or ielectronically, receipt of which must be confirmed in writing within two (2) days by the Bidder with the LCRB and submitted personally or sent by registered mail or electronically to the Procuring Entity.
- 31.3. Notwithstanding the issuance of the Notice of Award, award of contract shall be subject to the following conditions:
 - (a) Submission of the following documents within ten (10) calendar days from receipt of the Notice of Award:
 - (i) Valid JVA, if applicable; or
 - (ii) In the case of procurement by a Philippine Foreign Service Office or Post, the PhilGEPS Registration Number of the winning foreign Bidder;
 - (b) Posting of the performance security in accordance with ITB Clause 33;
 - (c) Signing of the contract as provided in ITB Clause 32; and
 - (d) Approval by higher authority, if required, as provided in Section 37.3 of the IRR of RA 9184.
- 31.4. At the time of contract award, the Procuring Entity shall not increase or decrease the quantity of goods originally specified in Section VI. Schedule of Requirements.

32. Signing of the Contract

- 32.1. At the same time as the Procuring Entity notifies the successful Bidder that its bid has been accepted, the Procuring Entity shall send the Contract Form to the Bidder, which contract has been provided in the Bidding Documents, incorporating therein all agreements between the parties.
- 32.2. Within ten (10) calendar days from receipt of the Notice of Award, the successful Bidder shall post the required performance security, sign and date the contract and return it to the Procuring Entity.

- 32.3. The Procuring Entity shall enter into contract with the successful Bidder within the same ten (10) calendar day period provided that all the documentary requirements are complied with.
- 32.4. The following documents shall form part of the contract:
 - (a) Contract Agreement;
 - (b) Bidding Documents;
 - (c) Winning bidder's bid, including the Technical and Financial Proposals, and all other documents/statements submitted (e.g., bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
 - (d) Performance Security;
 - (e) Notice of Award of Contract; and
 - (f) Other contract documents that may be required by existing laws and/or specified in the **BDS**.

33. Performance Security

- 33.1. To guarantee the faithful performance by the winning Bidder of its obligations under the contract, it shall post a performance security within a maximum period of ten (10) calendar days from the receipt of the Notice of Award from the Procuring Entity and in no case later than the signing of the contract.
- 33.2. The Performance Security shall be denominated in Philippine Pesos and posted in favor of the Procuring Entity in an amount not less than the percentage of the total contract price in accordance with the following schedule:

Form of Performance Security	Amount of Performance Security (Not less than the Percentage of the Total Contract Price)
(a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank. For biddings conducted by the LGUs, the Cashier's/Manager's Check may be issued by other banks certified by the BSP as authorized to issue such financial instrument.	Five percent (5%)

draft/guarantee (b) Bank irrevocable letter of eredit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank. For biddings conducted by the LGUs.the BankDraft/ Guarantee or Irrevocable Letter of Credit may be issued by other banks certified by the BSP as authorized to issue *šuch* financial instrument. (c) Surety bond callable upon demand issued by a surety or insurance company ďulv. Thirty percent (30%) certified by the Insurance Commission as authorized to issue such security.

33.3. Failure of the successful Bidder to comply with the above-mentioned requirement shall constitute sufficient ground for the annulment of the award and forfeiture of the bid security, in which event the Procuring Entity shall have a fresh period to initiate and complete the post qualification of the second Lowest Calculated Bid. The procedure shall be repeated until the LCRB is identified and selected for recommendation of contract award. However if no Bidder passed post-qualification, the BAC shall declare the bidding a failure and conduct a re-bidding with re-advertisement, if necessary.

34. Notice to Proceed

Within seven (7) calendar days from the date of approval of the contract by the appropriate government approving authority, the Procuring Entity shall issue the Notice to Proceed (NTP) together with a copy or copies of the approved contract to the successful Bidder. All notices called for by the terms of the contract shall be effective only at the time of receipt thereof by the successful Bidder.

35. Protest Mechanism

Decisions of the procuring entity at any stage of the procurement process may be questioned in accordance with Section 55 of the IRR of RA 9184.

Section III. Bid Data Sheet

Bid Data Sheet

ITB Clause		
1.1	The Procuring Entity is the Department of Budget and Management.	
1.2	This bidding shall only have one (1) lot, as follows:	
	"DBM Data Center Refresh and Support Services"	
2	The Funding Source is:	
	The Government of the Philippines (GOP) through the authorized appropriations under the FY 2019 General Appropriations Act in the amount of Sixty Six Million Two Hundred Thousand Pesos (P66,200,000.00).	
	The name of the Project is "DBM Data Center Refresh and Support Services"	
3,1	No further instructions.	
5,1	No further instructions.	
5.2	Foreign bidders, except those falling under ITB Clause 5.2(b), may not participate in this Project.	
5.4	The Bidder must have completed, within the period specified in the Invitation to Bid and ITB Clause 12.1(a)(ii), a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.	
	Bidders shall include in their bids:	
	 a photocopy of Single Largest Completed Contract or Purchase Order; and 	
	2. the corresponding proof of completion, which could either be:	
	(i) Certificate of Final Acceptance/Completion from the bidder's client; or	
	(ii) Official Receipt or Sales Invoice of the bidder covering the full amount of the contract.	
	Failure to submit a copy of the Single Largest Completed Contract with proof of completion is a valid ground for disqualification of the bidder.	
	Similar contract shall refer to project involving the supply, delivery, installation, testing, and commissioning or rehabilitation of data center equipments and components with preventive maintenance or warranty.	
7	No further instructions.	
8.1	Subcontracting is not allowed.	
8.2	Not applicable.	

9.1	The Procuring Entity will hold a Pre-bid Conference for this Project on November 19, 2019, 11:00 a.m., at the BAC Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila.
10.1	The Procuring Entity's address is:
	Department of Budget and Management DBM Bldg. III, General Solano St. San Miguel, Manila
12.1(a)	No further instructions.
12.1(a)(i)	For corporations/partnerships, the following may also be submitted: latest articles of incorporation/partnerships, by-laws, or amendments thereto, duly approved by the Securities and Exchange Commission.
	If the bidder is not a PhilGEPS Platinum Member, the following shall be submitted:
	a) SEC/DTI Registration Certificateb) Valid Mayor's Permit
	 c) Tax Clearance Certificate d) Audited Financial Statements stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year
	In case of recently expired Mayor's/Business permit, it shall be accepted together with its official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post qualification requirement in accordance with Section 34.2 of the IRR of R.A. No. 9184.
12.1(a)(ii)	The bidder's SLCC similar to the contract to be bid should have been completed within two (2) years prior to the deadline for the submission and receipt of bids.
12.1(b)(iii)	Notarization of this document shall comply with the 2004 Rules on Notarial Practice which limits competent evidence of identity to the following:
	(i) identification documents issued by an official agency bearing the photograph and signature of the individual (i.e., passport, driver's license, SSS ID, GSIS c-card, etc.); and
	(ii) the oath of affirmation of one credible witness not privy to the instrument, document or transaction who is personally known to the notary public and who personally knows the individual and shows to the notary public documentary identification.
13.1	No additional requirements.

13.2	The ABC is Sixty Six Million Two Hundred Thousand Pesos (P66,200,000.00). Any bid with a financial component exceeding this amount shall not be accepted.
15.1	The bidder shall fill in the necessary information and round off rates and prices to the nearest two decimal points.
15.4(a)(iv)	No incidental services are required.
15.4(b)	No incidental services are required.
16.1(b)	The bid prices for goods supplied from outside of the Philippines shall be quoted in Philippine Peso.
16.3	Not applicable.
17.1	Bids will be valid until April 1, 2020.
18.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:
	1. The amount of not less than P1,324,000.00 [2% of ABC], if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or
	2. The amount of not less than P3,310,000.00 [5% of ABC] if bid security is in Surety Bond.
18.2	The bid security shall be valid until April 1, 2020.
20.3	Each Bidder shall submit one (1) original and two (2) duplicate copies of the first and second components of its bid.
21	The address for submission of bids is at the BAC Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila.
	The deadline for submission of bids is December 3, 2019, 9:00 a.m.
	Late bids shall not be accepted.
24.1	The place of bid opening is at the BAC Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila.
	The date and time of bid opening is December 3, 2019, 9:00 a.m.
24.2	No further instructions.
24.3	No further instructions.
27.1	No further instructions.
28.3(a)	Partial bid is not allowed. The goods are grouped in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.
28.4	No further instructions.
	<u> </u>

29.2	The following shall be submitted in addition to those specified under Section 29.2 of the GCC:
	Latest Income and Business Tax Returns, filed and paid through the Electronic Filing and Payments System (EFPS), consisting of the following:
1	 2018 Income Tax Return with proof of payment; and VAT Returns (Form 2550M and 2550Q) or Percentage Tax Returns (2551M) with proof of payment covering the months from May 2019 to October 2019.
	*In case the PhilGEPS Platinum Certificate of Registration is not available during bid submission, it shall be submitted as a post-qualification requirement, in accordance with Section 34.2 of the 2016 Revised IRR of R.A. No. 9184.
	** In case the valid Mayor's Permit is not available during bid submission, it shall be submitted as a post-qualification requirement, in accordance with Section 34.2 of the 2016 Revised IRR of R.A. No. 9184.
32.4(f)	No additional requirement.

Section IV. General Conditions of Contract

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1. Definitions

- 1.1. In this Contract, the following terms shall be interpreted as indicated:
 - (a) "The Contract" means the agreement entered into between the Procuring Entity and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - (b) "The Contract Price" means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
 - (c) "The Goods" means all of the supplies, equipment, machinery, spare parts, other materials and/or general support services which the Supplier is required to provide to the Procuring Entity under the Contract.
 - (d) "The Services" means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract.
 - (e) "GCC" means the General Conditions of Contract contained in this Section.
 - (f) "SCC" means the Special Conditions of Contract.
 - (g) "The Procuring Entity" means the organization purchasing the Goods, as named in the <u>SCC</u>.
 - (h) "The Procuring Entity's country" is the Philippines.
 - (i) "The Supplier" means the individual contractor, manufacturer distributor, or firm supplying/manufacturing the Goods and Services under this Contract and named in the SCC.
 - The "Funding Source" means the organization named in the <u>SCC</u>.
 - (k) "The Project Site," where applicable, means the place or places named in the <u>SCC</u>.
 - "Day" means calendar day.
 - (m) The "Effective Date" of the contract will be the date of signing the contract, however the Supplier shall commence performance of its obligations only upon receipt of the Notice to Proceed and copy of the approved contract.

(n) "Verified Report" refers to the report submitted by the Implementing Unit to the Hol'E setting forth its findings as to the existence of grounds or causes for termination and explicitly stating its recommendation for the issuance of a Notice to Terminate.

2. Corrupt, Fraudulent, Collusive, and Coercive Practices

- 2.1. Unless otherwise provided in the <u>SCC</u>, the Procuring Entity as well as the bidders, contractors, or suppliers shall observe the highest standard of ethics during the procurement and execution of this Contract. In pursuance of this policy, the Procuring Entity:
 - (a) defines, for the purposes of this provision, the terms set forth below as follows:
 - (i) "corrupt practice" means behavior on the part of officials in the public or private sectors by which they improperly and unlawfully enrich themselves, others, or induce others to do so, by misusing the position in which they are placed, and it includes the offering, giving, receiving, or soliciting of anything of value to influence the action of any such official in the procurement process or in contract execution; entering, on behalf of the Government, into any contract or transaction manifestly and grossly disadvantageous to the same, whether or not the public officer profited or will profit thereby, and similar acts as provided in Republic Act 3019.
 - (ii) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring Entity, and includes collusive practices among Bidders (prior to or after bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive the Procuring Entity of the benefits of free and open competition.
 - (iii) "collusive practices" means a scheme or arrangement between two or more Bidders, with or without the knowledge of the Procuring Entity, designed to establish bid prices at artificial, non-competitive levels.
 - (iv) "coercive practices" means harming or threatening to harm, directly or indirectly, persons, or their property to influence their participation in a procurement process, or affect the execution of a contract;
 - (v) "obstructive practice" is
 - (aa) deliberately destroying, falsifying, altering or concealing of evidence material to an administrative proceedings or investigation or making false statements to investigators in order to materially impede an

administrative proceedings or investigation of the Procuring Entity or any foreign government/foreign or international financing institution into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the administrative proceedings or investigation or from pursuing such proceedings or investigation; or

- (bb) acts intended to materially impede the exercise of the inspection and audit rights of the Procuring Entity or any foreign government/foreign or international financing institution herein.
- (b) will reject a proposal for award if it determines that the Bidder recommended for award has engaged in any of the practices mentioned in this Clause for purposes of competing for the contract.
- 2.2. Further the Funding Source, Borrower or Procuring Entity, as appropriate, will seek to impose the maximum civil, administrative and/or criminal penalties available under the applicable law on individuals and organizations deemed to be involved with any of the practices mentioned in GCC Clause 2.1(a).

3. Inspection and Audit by the Funding Source

The Supplier shall permit the Funding Source to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the Funding Source, if so required by the Funding Source.

4. Governing Law and Language

- 4.1. This Contract shall be interpreted in accordance with the laws of the Republic of the Philippines.
- 4.2. This Contract has been executed in the English language, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract. All correspondence and other documents pertaining to this Contract exchanged by the parties shall be written in English.

Notices

5.1. Any notice, request, or consent required or permitted to be given or made pursuant to this Contract shall be in writing. Any such notice, request, or consent shall be deemed to have been given or made when received by the concerned party, either in person or through an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, or facsimile to such Party at the address specified in the SCC, which shall be effective when delivered and duly received or on the notice's effective date, whichever is later.

5.2. A Party may change its address for notice hereunder by giving the other Party notice of such change pursuant to the provisions listed in the <u>SCC</u> for GCC Clause 5.1.

6. Scope of Contract

- 6.1. The Goods and Related Services to be provided shall be as specified in Section VI. Schedule of Requirements.
- 6.2. This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. Any additional requirements for the completion of this Contract shall be provided in the <u>SCC</u>.

7. Subcontracting

- 7.1. Subcontracting of any portion of the Goods, if allowed in the BDS, does not relieve the Supplier of any liability or obligation under this Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants or workmen as fully as if these were the Supplier's own acts, defaults, or negligence, or those of its agents, servants or workmen.
- 7.2. If subcontracting is allowed, the Supplier may identify its subcontractor during contract implementation. Subcontractors disclosed and identified during the bidding may be changed during the implementation of this Contract. In either case, subcontractors must submit the documentary requirements under ITB Clause 12 and comply with the eligibility criteria specified in the **BDS**. In the event that any subcontractor is found by the Procuring Entity to be ineligible, the subcontracting of such portion of the Goods shall be disallowed.

8. Procuring Entity's Responsibilities

- 8.1. Whenever the performance of the obligations in this Contract requires that the Supplier obtain permits, approvals, import, and other licenses from local public authorities, the Procuring Entity shall, if so needed by the Supplier, make its best effort to assist the Supplier in complying with such requirements in a timely and expeditious manner.
- 8.2. The Procuring Entity shall pay all costs involved in the performance of its responsibilities in accordance with GCC Clause 6.

9. Prices

9.1. For the given scope of work in this Contract as awarded, all bid prices are considered fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances and upon prior approval of the GPPB in accordance with Section 61 of R.A. 9184 and its IRR or except as provided in this Clause.

9.2. Prices charged by the Supplier for Goods delivered and/or services performed under this Contract shall not vary from the prices quoted by the Supplier in its bid, with the exception of any change in price resulting from a Change Order issued in accordance with GCC Clause 29.

10. Payment

- 10.1. Payments shall be made only upon a certification by the HoPE to the effect that the Goods have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted. Except with the prior approval of the President no payment shall be made for services not yet rendered or for supplies and materials not yet delivered under this Contract. Ten percent (10%) of the amount of each payment shall be retained by the Procuring Entity to cover the Supplier's warranty obligations under this Contract as described in GCC Clause 17.
- 10.2. The Supplier's request(s) for payment shall be made to the Procuring Entity in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and/or Services performed, and by documents submitted pursuant to the SCC provision for GCC Clause 6.2, and upon fulfillment of other obligations stipulated in this Contract.
- 10.3. Pursuant to GCC Clause 10.2, payments shall be made promptly by the Procuring Entity, but in no case later than sixty (60) days after submission of an invoice or claim by the Supplier. Payments shall be in accordance with the schedule stated in the SCC.
- 10.4. Unless otherwise provided in the <u>SCC</u>, the currency in which payment is made to the Supplier under this Contract shall be in Philippine Pesos.
- 10.5. Unless otherwise provided in the <u>SCC</u>, payments using Letter of Credit (LC), in accordance with the Guidelines issued by the GPPB, is allowed. For this purpose, the amount of provisional sum is indicated in the <u>SCC</u>. All charges for the opening of the LC and/or incidental expenses thereto shall be for the account of the Supplier.

11. Advance Payment and Terms of Payment

- 11.). Advance payment shall be made only after prior approval of the President, and shall not exceed fifteen percent: (15%) of the Contract amount, unless otherwise directed by the President or in cases allowed under Annex "D" of RA 9184.
- 11.2. All progress payments shall first be charged against the advance payment until the latter has been fully exhausted.
- 11.3. For Goods supplied from abroad, unless otherwise indicated in the <u>SCC</u>, the terms of payment shall be as follows:
 - (a) On Contract Signature: Fifteen Percent (15%) of the Contract Price shall be paid within sixty (60) days from signing of the Contract and upon submission of a claim and a bank guarantee for the equivalent

amount valid until the Goods are delivered and in the form provided in Section VIII. Bidding Forms.

- (b) On Delivery: Sixty-five percent (65%) of the Contract Price shall be paid to the Supplier within sixty (60) days after the date of receipt of the Goods and upon submission of the documents (i) through (vi) specified in the SCC provision on Delivery and Documents.
- (c) On Acceptance: The remaining twenty percent (20%) of the Contract Price shall be paid to the Supplier within sixty (60) days after the date of submission of the acceptance and inspection certificate for the respective delivery issued by the Procuring Entity's authorized representative. In the event that no inspection or acceptance certificate is issued by the Procuring Entity's authorized representative within forty five (45) days of the date shown on the delivery receipt, the Supplier shall have the right to claim payment of the remaining twenty percent (20%) subject to the Procuring Entity's own verification of the reason(s) for the failure to issue documents (vii) and (viii) as described in the SCC provision on Delivery and Documents.

12. Taxes and Duties

The Supplier, whether local or foreign, shall be entirely responsible for all the necessary taxes, stamp duties, license fees, and other such levies imposed for the completion of this Contract.

13. Performance Security

- 13.1. Within ten (10) calendar days from receipt of the Notice of Award from the Procuring Entity but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any the forms prescribed in the ITB Clause 33.2.
- 13.2. The performance security posted in favor of the Procuring Entity shall be forfeited in the event it is established that the winning bidder is in default in any of its obligations under the contract.
- 13.3. The performance security shall remain valid until issuance by the Procuring Entity of the Certificate of Final Acceptance.
- 13.4. The performance security may be released by the Procuring Entity and returned to the Supplier after the issuance of the Certificate of Final Acceptance subject to the following conditions:
 - (a) There are no pending claims against the Supplier or the surety company filed by the Procuring Entity;
 - (b) The Supplier has no pending claims for labor and materials filed against it; and
 - (c) Other terms specified in the <u>SCC</u>.

13.5. In case of a reduction of the contract value, the Procuring Entity shall allow a proportional reduction in the original performance security, provided that any such reduction is more than ten percent (10%) and that the aggregate of such reductions is not more than fifty percent (50%) of the original performance security.

14. Use of Contract Documents and Information

- 14.1. The Supplier shall not, except for purposes of performing the obligations in this Contract, without the Procuring Entity's prior written consent, disclose this Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring Entity. Any such disclosure shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.
- 14.2. Any document, other than this Contract itself, enumerated in **GCC** Clause 14.1 shall remain the property of the Procuring Entity and shall be returned (all copies) to the Procuring Entity on completion of the Supplier's performance under this Contract if so required by the Procuring Entity.

15. Standards

The Goods provided under this Contract shall conform to the standards mentioned in Section VII. Technical Specifications; and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods' country of origin. Such standards shall be the latest issued by the institution concerned.

16. Inspection and Tests

- 16.1. The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring Entity. The <u>SCC</u> Section VII. Technical Specifications shall specify what inspections and/or tests the Procuring Entity requires and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.
- 16.2. If applicable, the inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring Entity. The Supplier shall provide the Procuring Entity with results of such inspections and tests.
- 16.3. The Procuring Entity or its designated representative shall be entitled to attend the tests and/or inspections referred to in this Clause provided that the Procuring Entity shall bear all of its own costs and expenses incurred in connection with such attendance including, but not limited to, all traveling and board and lodging expenses.

- 16.4. The Procuring Entity may reject any Goods or any part thereof that fail to pass any test and/or inspection or do not conform to the specifications. The Supplier shall either rectify or replace such rejected Goods or parts thereof or make alterations necessary to meet the specifications at no cost to the Procuring Entity, and shall repeat the test and/or inspection, at no cost to the Procuring Entity, upon giving a notice pursuant to GCC Clause 5.
- 16.5. The Supplier agrees that neither the execution of a test and/or inspection of the Goods or any part thereof, nor the attendance by the Procuring Entity or its representative, shall release the Supplier from any warranties or other obligations under this Contract.

17. Warranty

- 17.1. The Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials, except when the technical specifications required by the Procuring Entity provides otherwise.
- 17.2. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship or from any act or omission of the Supplier that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.
- 17.3. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier for a minimum period specified in the SCC. The obligation for the warranty shall be covered by, at the Supplier's option, either retention money in an amount equivalent to at least one percent (1%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) of the total Contract Price or other such amount if so specified in the SCC. The said amounts shall only be released after the lapse of the warranty period specified in the SCC; provided, however, that the Supplies delivered are free from patent and latent defects and all the conditions imposed under this Contract have been fully met.
- 17.4. The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, within the period specified in the <u>SCC</u> and with all reasonable speed, repair or replace the defective Goods or parts thereof, without cost to the Procuring Entity.
- 17.5. If the Supplier, having been notified, fails to remedy the defect(s) within the period specified in GCC Clause 17.4, the Procuring Entity may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Procuring Entity may have against the Supplier under the Contract and under the applicable law.

18. Delays in the Supplier's Performance

- 18.1. Delivery of the Goods and/or performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring Entity in Section VI. Schedule of Requirements.
- 18.2. If at any time during the performance of this Contract, the Supplier or its Subcontractor(s) should encounter conditions impeding timely delivery of the Goods and/or performance of Services, the Supplier shall promptly notify the Procuring Entity in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, and upon causes provided for under GCC Clause 22, the Procuring Entity shall evaluate the situation and may extend the Supplier's time for performance, in which case the extension shall be ratified by the parties by amendment of Contract.
- 18.3. Except as provided under GCC Clause 22, a delay by the Supplier in the performance of its obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 19, unless an extension of time is agreed upon pursuant to GCC Clause 29 without the application of liquidated damages.

19. Liquidated Damages

Subject to GCC Clauses 18 and 22, if the Supplier fails to satisfactorily deliver any or all of the Goods and/or to perform the Services within the period(s) specified in this Contract inclusive of duly granted time extensions if any, 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, the applicable rate of one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay until actual delivery or performance. The maximum deduction shall be ten percent (10%) of the amount of contract. Once the maximum is reached, the Procuring Entity may rescind or terminate the Contract pursuant to GCC Clause 23, without prejudice to other courses of action and remedies open to it.

20. Settlement of Disputes

- 20.1. If any dispute or difference of any kind whatsoever shall arise between the Procuring Entity and the Supplier in connection with or arising out of this Contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 20.2. If after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Procuring Entity or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given.
- 20.3. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be

- settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under this Contract.
- 20.4. In the case of a dispute between the Procuring Entity and the Supplier, the dispute shall be resolved in accordance with Republic Act 9285 ("R.A. 9285"), otherwise known as the "Alternative Dispute Resolution Act of 2004."
- 20.5. Notwithstanding any reference to arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and the Procuring Entity shall pay the Supplier any monies due the Supplier.

21. Liability of the Supplier

- 21.1. The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines, subject to additional provisions, if any, set forth in the SCC.
- 21.2. Except in cases of criminal negligence or willful misconduct, and in the case of infringement of patent rights, if applicable, the aggregate liability of the Supplier to the Procuring Entity shall not exceed the total Contract Price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

22. Force Majeure

- 22.1. The Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that the Supplier's delay in performance or other failure to perform its obligations under the Contract is the result of a force majeure.
- 22.2. For purposes of this Contract the terms "force majeure" and "fortuitous event" may be used interchangeably. In this regard, a fortuitous event or force majeure shall be interpreted to mean an event which the Supplier could not have foreseen, or which though foreseen, was inevitable. It shall not include ordinary unfavorable weather conditions; and any other cause the effects of which could have been avoided with the exercise of reasonable diligence by the Supplier. Such events may include, but not limited to, acts of the Procuring Entity in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
- 22.3. If a *force majeure* situation arises, the Supplier shall promptly notify the Procuring Entity in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring Entity in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the *force majeure*.

23. Termination for Default

- 23.1. The Procuring Entity shall terminate this Contract for default when any of the following conditions attends its implementation:
 - (a) Outside of *force majeure*, the Supplier fails to deliver or perform any or all of the Goods within the period(s) specified in the contract, or within any extension thereof granted by the Procuring Entity pursuant to a request made by the Supplier prior to the delay, and such failure amounts to at least ten percent (10%) of the contact price;
 - (b) As a result of *force majeure*, the Supplier is unable to deliver or perform any or all of the Goods, amounting to at least ten percent (10%) of the contract price, for a period of not less than sixty (60) calendar days after receipt of the notice from the Procuring Entity stating that the circumstance of force majeure is deemed to have ceased; or
 - (e) The Supplier fails to perform any other obligation under the Contract.
- 23.2. In the event the Procuring Entity terminates this Contract in whole or in part, for any of the reasons provided under GCC Clauses 23 to 26, the Procuring Entity may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Procuring Entity for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of this Contract to the extent not terminated.
- 23.3. In case the delay in the delivery of the Goods and/or performance of the Services exceeds a time duration equivalent to ten percent (10%) of the specified contract time plus any time extension duly granted to the Supplier, the Procuring Entity may terminate this Contract, forfeit the Supplier's performance security and award the same to a qualified Supplier.

24. Termination for Insolvency

The Procuring Entity shall terminate this Contract if the Supplier is declared bankrupt or insolvent as determined with finality by a court of competent jurisdiction. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring Entity and/or the Supplier.

25. Termination for Convenience

25.1. The Procuring Entity may terminate this Contract, in whole or in part, at any time for its convenience. The HoPE may terminate a contract for the convenience of the Government if he has determined the existence of conditions that make Project Implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous event(s) or changes in law and national government policies.

- 25.2. The Goods that have been delivered and/or performed or are ready for delivery or performance within thirty (30) calendar days after the Supplier's receipt of Notice to Terminate shall be accepted by the Procuring Entity at the contract terms and prices. For Goods not yet performed and/or ready for delivery, the Procuring Entity may elect:
 - (a) to have any portion delivered and/or performed and paid at the contract terms and prices; and/or
 - (b) to cancel the remainder and pay to the Supplier an agreed amount for partially completed and/or performed goods and for materials and parts previously procured by the Supplier.
- 25.3. If the Supplier suffers loss in its initial performance of the terminated contract, such as purchase of raw materials for goods specially manufactured for the Procuring Entity which cannot be sold in open market, it shall be allowed to recover partially from this Contract, on a quantum meruit basis. Before recovery may be made, the fact of loss must be established under oath by the Supplier to the satisfaction of the Procuring Entity before recovery may be made.

26. Termination for Unlawful Acts

- 26.1. The Procuring Entity may terminate this Contract in case it is determined prima facie that the Supplier has engaged, before or during the implementation of this Contract, in unlawful deeds and behaviors relative to contract acquisition and implementation. Unlawful acts include, but are not limited to, the following:
 - (a) Corrupt, fraudulent, and coercive practices as defined in **ITB** Clause 3.1(a);
 - (b) Drawing up or using forged documents;
 - (c) Using adulterated materials, means or methods, or engaging in production contrary to rules of science or the trade; and
 - (d) Any other act analogous to the foregoing.

27. Procedures for Termination of Contracts

- 27.1. The following provisions shall govern the procedures for termination of this Contract:
 - (a) Upon receipt of a written report of acts or causes which may constitute ground(s) for termination as aforementioned, or upon its own initiative, the Implementing Unit shall, within a period of seven (7) calendar days, verify the existence of such ground(s) and cause the execution of a Verified Report, with all relevant evidence attached;

- (b) Upon recommendation by the Implementing Unit, the HoPE shall terminate this Contract only by a written notice to the Supplier conveying the termination of this Contract. The notice shall state:
 - (i) that this Contract is being terminated for any of the ground(s) afore-mentioned, and a statement of the acts that constitute the ground(s) constituting the same;
 - (ii) the extent of termination, whether in whole or in part;
 - (iii) an instruction to the Supplier to show cause as to why this Contract should not be terminated; and
 - (iv) special instructions of the Procuring Entity, if any.
- (c) The Notice to Terminate shall be accompanied by a copy of the Verified Report;
- (d) Within a period of seven (7) calendar days from receipt of the Notice of Termination, the Supplier shall submit to the HoPE a verified position paper stating why this Contract should not be terminated. If the Supplier fails to show cause after the lapse of the seven (7) day period, either by inaction or by default, the HoPE shall issue an order terminating this Contract;
- (e) The Procuring Entity may, at any time before receipt of the Supplier's verified position paper described in item (d) above withdraw the Notice to Terminate if it is determined that certain items or works subject of the notice had been completed, delivered, or performed before the Supplier's receipt of the notice;
- (f) Within a non-extendible period of ten (10) calendar days from receipt of the verified position paper, the HoPE shall decide whether or not to terminate this Contract. It shall serve a written notice to the Supplier of its decision and, unless otherwise provided, this Contract is deemed terminated from receipt of the Supplier of the notice of decision. The termination shall only be based on the ground(s) stated in the Notice to Terminate;
- (g) The HoPE may create a Contract Termination Review Committee (CTRC) to assist him in the discharge of this function. All decisions recommended by the CTRC shall be subject to the approval of the HoPE; and
- (h) The Supplier must serve a written notice to the Procuring Entity of its intention to terminate the contract at least thirty (30) calendar days before its intended termination. The Contract is deemed terminated if it is not resumed in thirty (30) calendar days after the receipt of such notice by the Procuring Entity.

28. Assignment of Rights

The Supplier shall not assign his rights or obligations under this Contract, in whole or in part, except with the Procuring Entity's prior written consent.

29. Contract Amendment

Subject to applicable laws, no variation in or modification of the terms of this Contract shall be made except by written amendment signed by the parties.

30. Application

These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of this Contract.

Section V. Special Conditions of Contract

Special Conditions of Contract

GCC Clause	:		
1.1(g)	The Procuring Entity is the Department of Budget and Management (DBM).		
1.1(i)	The Supplier is		
1.I(j)	The Funding Source is:		
	The Government of the Philippines (GOP) through the authorized appropriations under the FY 2019 General Appropriations Act in the amount of Sixty Six Million Two Hundred Thousand Pesos (P66,200,000.00).		
1.1(k)	The Project Site is:		
	Department of Budget and Management General Solano St. San Miguel, Manila.		
2.1	No further instructions.		
5.1	The Procuring Entity's address for Notices is:		
	Department of Budget and Management Information and Communications Technology Systems Service (ICTSS) 3 rd Floor, DBM Building II General Solano St., San Miguel, Manila Tel No. (02)657-3300 loc. 2356 Contact Person: Andrea Celene M. Magtalas Director IV, ICTSS		
	The Supplier's address for Notices is:		
6.2	The delivery schedule as indicated in Section VI. Schedule of Requirements may be modified at the option of the Procuring Entity, with prior due notice, written or verbal, to the Supplier.		
10.3	Terms of Payment shall be in accordance with the provision under item IX of the Annex "A."		
10.4	Not applicable.		
10.5	Payment using LC is not allowed.		
11.3	Maintain the GCC Clause.		
13.4(c)	No further instructions.		
15	No further instructions.		
16.1	The quantity of the Goods delivered to DBM shall be inspected by the Procuring Entity. However, inspection and approval as to the acceptability of the Goods vis-à-vis its compliance with the technical		

	specifications and its order and condition, will be done with prior notice, written or verbal, to the authorized representative of the Supplier. The inspection will push through as scheduled even in the absence of the Supplier's representative, if the latter was duly notified. In which case, the result of the inspection conducted by the Procuring Entity shall be final and binding upon the Supplier.
17.3	In order to assure that manufacturing defects shall be corrected by the
	supplier, a warranty security shall be required from the contract awarded for a minimum period of one (1) year from the date of acceptance by the DBM-ICTSS.
17.4	As indicated under item V. Scope of Work of the Annex "A"
19.0	The imposition of liquidated damages in all instances shall be in accordance with item VI. Service Level Agreement of the Annex "A"
	The imposition of liquidated damages in all instances shall be automatic, except upon prior request for extension and approval thereof by the Procuring Entity before the scheduled delivery date.
	Any request for extension not acted upon before delivery date shall be considered denied.
21.1	The Supplier shall be responsible and liable for the cost of repair due to damages caused by its own staff while implementing the project.

Section VI. Schedule of Requirements

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

Delivery Da		-·····	
1. Delivery, Installation, Testing and Commissioning of Diesel Generator Set, In Row Cooling System, NOVEC Fire Suppression System, Network Attached Storage and Integrated Data Center Monitoring System (see attached Annex "A," item II, 2.1). 2. Comprehensive preventive maintenance services to the various Data Center (DC) components (see attached Annex "A," item II, 2.2). 3. Submission of copy of certificates for the following Certified Professionals/Engineers for the Diesel Generator Set, In-Row Cooling System, Fire Suppression System, Integrated Data Center Monitoring System and Network Attached Storage installation, configuration, testing and commissioning: • Certified Competency in Operation and Maintenance of Diesel Generator; • Certified Diesel Generator Set Specialist or its equivalent; • Electrical Engineer; • Mechanical Engineer; • Certified Cooling System Specialist or its equivalent; • Fire Suppression System Engineer or its equivalent; and	Item	Description Deliver	v Date
Generator Set, In Row Cooling System, NOVEC Fire Suppression System, Notwork Attached Storage and Integrated Data Center Monitoring System (see attached Annex "A," item II, 2.1). 2. Comprehensive preventive maintenance services to the various Data Center (DC) components (see attached Annex "A," item II, 2.2). 3. Submission of copy of certificates for the following Certified Professionals/Engineers for the Diesel Generator Set, In-Row Cooling System, Fire Suppression System, Integrated Data Center Monitoring System and Network Attached Storage installation, configuration, testing and commissioning: • Certified Competency in Operation and Maintenance of Diesel Generator; • Certified Diesel Generator Set Specialist or its equivalent; • Electrical Engineer; • Mechanical Engineer; • Mechanical Engineer; • Certified Cooling System Specialist or its equivalent; • Fire Suppression System Engineer or its cquivalent; and			
Suppression System, Network Attached Storage and Integrated Data Center Monitoring System (see attached Annex "A," item II, 2.1). 2. Comprehensive preventive maintenance services to the various Data Center (DC) components (see attached Annex "A," item II, 2.2). 3. Submission of copy of certificates for the following Certified Professionals/Engineers for the Diesel Generator Set, In-Row Cooling System, Fire Suppression System, Integrated Data Center Monitoring System and Network Attached Storage installation, configuration, testing and commissioning: • Certified Competency in Operation and Maintenance of Diesel Generator; • Certified Diesel Generator Set Specialist or its equivalent; • Electrical Engineer; • Mechanical Engineer; • Mechanical Engineer; • Certified Cooling System Specialist or its equivalent; • Fire Suppression System Engineer or its equivalent; and			
Data Center Monitoring System (see attached Annex "A," item II, 2.1). 2. Comprehensive preventive maintenance services to the various Data Center (DC) components (see attached Annex "A," item II, 2.2). 3. Submission of copy of certificates for the following Certified Professionals/Engineers for the Diesel Generator Set, In-Row Cooling System, Fire Suppression System, Integrated Data Center Monitoring System and Network Attached Storage installation, configuration, testing and commissioning: • Certified Competency in Operation and Maintenance of Diesel Generator; • Certified Diesel Generator Set Specialist or its equivalent; • Electrical Engineer; • Mechanical Engineer; • Certified Cooling System Specialist or its equivalent; • Fire Suppression System Engineer or its equivalent; and			ptof
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2.2). 3. Submission of copy of certificates for the following Certified Professionals/Engineers for the Diesel Generator Set, In-Row Cooling System, Fire Suppression System, Integrated Data Center Monitoring System and Network Attached Storage installation, configuration, testing and commissioning: • Certified Competency in Operation and Maintenance of Diesel Generator; • Certified Diesel Generator Set Specialist or its equivalent; • Electrical Engineer; • Mechanical Engineer; • Certified Cooling System Specialist or its equivalent; • Fire Suppression System Engineer or its equivalent; and	2.		
Acceptance from DBM ICTSS 3. Submission of copy of certificates for the following Certified Professionals/Engineers for the Diesel Generator Set, In-Row Cooling System, Fire Suppression System, Integrated Data Center Monitoring System and Network Attached Storage installation, configuration, testing and commissioning: • Certified Competency in Operation and Maintenance of Diesel Generator; • Certified Diesel Generator Set Specialist or its equivalent; • Electrical Engineer; • Mechanical Engineer; • Certified Cooling System Specialist or its equivalent; • Fire Suppression System Engineer or its cquivalent; and		Data Center (DC) components (see attached Annex "A," item II, (12) m	onths
Submission of copy of certificates for the following Certified Professionals/Engineers for the Diesel Generator Set, In-Row Cooling System, Fire Suppression System, Integrated Data Center Monitoring System and Network Attached Storage installation, configuration, testing and commissioning: • Certified Competency in Operation and Maintenance of Diesel Generator; • Certified Diesel Generator Set Specialist or its equivalent; • Electrical Engineer; • Mechanical Engineer; • Certified Cooling System Specialist or its equivalent; • Fire Suppression System Engineer or its cquivalent; and		2.2). after th	e Final
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3. Submission of copy of certificates for the following Certified Professionals/Engineers for the Diesel Generator Set, In-Row Cooling System, Fire Suppression System, Integrated Data Center Monitoring System and Network Attached Storage installation, configuration, testing and commissioning: • Certified Competency in Operation and Maintenance of Diesel Generator; • Certified Diesel Generator Set Specialist or its equivalent; • Electrical Engineer; • Mechanical Engineer; • Mechanical Engineer; • Certified Cooling System Specialist or its equivalent; • Fire Suppression System Engineer or its equivalent; and		from I	DBM-
Professionals/Engineers for the Diesel Generator Set, In-Row Cooling System, Fire Suppression System, Integrated Data Center Monitoring System and Network Attached Storage installation, configuration, testing and commissioning: • Certified Competency in Operation and Maintenance of Diesel Generator; • Certified Diesel Generator Set Specialist or its equivalent; • Electrical Engineer; • Mechanical Engineer; • Certified Cooling System Specialist or its equivalent; • Fire Suppression System Engineer or its equivalent; and		ICT	rss
Cooling System, Fire Suppression System, Integrated Data Center Monitoring System and Network Attached Storage installation, configuration, testing and commissioning: Certified Competency in Operation and Maintenance of Diesel Generator; Certified Diesel Generator Set Specialist or its equivalent; Electrical Engineer; Mechanical Engineer; Certified Cooling System Specialist or its equivalent; Fire Suppression System Engineer or its equivalent; and	3.	±+	
Center Monitoring System and Network Attached Storage installation, configuration, testing and commissioning: Certified Competency in Operation and Maintenance of Diesel Generator; Certified Diesel Generator Set Specialist or its equivalent; Electrical Engineer; Mechanical Engineer; Certified Cooling System Specialist or its equivalent; Fire Suppression System Engineer or its equivalent; and		, ,	
installation, configuration, testing and commissioning: Certified Competency in Operation and Maintenance of Diesel Generator; Certified Diesel Generator Set Specialist or its equivalent; Electrical Engineer; Mechanical Engineer; Certified Cooling System Specialist or its equivalent; Fire Suppression System Engineer or its equivalent; and			
 Certified Competency in Operation and Maintenance of Diesel Generator; Certified Diesel Generator Set Specialist or its equivalent; Electrical Engineer; Mechanical Engineer; Certified Cooling System Specialist or its equivalent; Fire Suppression System Engineer or its equivalent; and 		- -	
Maintenance of Diesel Generator; Certified Diesel Generator Set Specialist or its equivalent; Electrical Engineer; Mechanical Engineer; Certified Cooling System Specialist or its equivalent; Fire Suppression System Engineer or its equivalent; and			
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or its equivalent; Electrical Engineer; Mechanical Engineer; Certified Cooling System Specialist or its equivalent; Fire Suppression System Engineer or its equivalent; and			
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ļ ;	Suppression and Integra	ted DC Monitoring System	and Network	Item V, 5.10 of
	Attached Storage.	:		the Annex "A"

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder Signature Over Printed Name of Representative Date

Section VII. Technical Specifications

Bidders must state here either "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification."

	Specifications	Bidder's Statement of Compliance
I.	Objective (see attached Annex A, item II)	
III.	Delivery Period (see attached Annex A, item III) Specifications (see attached Annex A, item IV)	
IV.	Scope of Work (see attached Annex A, item V)	
v.	Service Level Agreement (see attached Annex A, item VI)	
VĮ.	Warranties of the Contractor (see attached Annex A, item VII)	
VII.	Confidentiality of Data (see attached Annex A, item VIII)	
VIII.	Terms of Payment (see attached Annex A, item IX)	
IX.	Pre-Termination of Contract (see attached Annex A, item X)	

I hereby certify to comply with all the above Technical Specifications.		
Name of Company/Bidder	Signature Over Printed Name of Representative	Date

TECHNICAL SPECIFICATION

I. PROJECT TITLE

DBM Data Center Refresh and Support Services

II. OBJECTIVE

- 2.1 Equipment refresh for the following:
 - 2.1.1 One (1) unit of 500 kVA Diesel Generator Set
 - 2.1.2 Six (6) units of In Row Cooling System
 - 2.1.3 One (1) set of NOVEC fire suppression system.
 - 2.1.4 One (1) lot of Integrated Data Center Monitoring System
 - 2.1.5 One (1) unit of Network Attached Storage
- 2.2 To provide regular preventive maintenance services to the various Data Center (DC) components:
 - 2.2.1 Data Center Power Components
 - 2.2.2 Surveillance System
 - 2.2.3 Biometric Access Control System
 - 2.2.4 Racks, Patch Panels and Cablings
 - 2.2.5 Eaton Uninterrupted Power Supply (UPS)

IN. DELIVERY PERIOD

- 3.1 The delivery, installation, testing and commissioning of Diesel Generator Set, In Row Cooling System, NOVEC Fire Suppression System, Integrated Data Center Monitoring System and Network Attached Storage shall be within five (5) months from receipt of the Notice to Proceed (NTP).
- 3.2 The comprehensive preventive maintenance services to the various Data Center (DC) components shall be within 12 months from final acceptance of DBM-ICTSS.

IV. SPECIFICATIONS

- 4.1 One (1) unit of 500 kVA Standby Diesel Generator Set with the following minimum specifications:
 - 4.1.1 Diesel Engine
 - No: of Cylinders : 6 cylinders, 4 cycle, in-line
 - Displacement: 19.0 L.
 - Cooling: water cooled and turbo charged after-cooled, Diesel Engine
 - Capacity: Minimum 600 BHP @ 1800 RPM under NTP conditions
 - Engine designed to run continuously, confirming to BS: 5514/ DIN-6271/IS 10002/ ISO – 3046-1, ISO 8528-1. With an overload capacity of 10% for one hour in any 12 hours continuous operation at Prime Rating.
 - 4.1.2 The engine shall be complete with the following accessories:
 - Heat Exchanger
 - Corrosion inhibitor coolant
 - Paper element filters for fuel, lube oil and by-pass
 - Flywheel to single bearing alternator with housing.
 - Dry type air cleaners and vacuum indicators
 - PT Self Adjusting direct fuel injection system

- Silencer
- Stainless steel exhaust flexible bellows
- Electronic Control panel with digital governor suitable for synchronization.
- Electric Starter
- Battery charging alternator
- Electronic Instrument panel (Displaying the following):
 - Battery Voltage
 - Coolant Water Temperature
 - Lubricating Oil Pressure
 - Engine Speed
 - Engine Hours
- Safety control, trip and indicator for:
 - High water temperature (HWT)
 - Low lube oil pressure (LLOP).
 - Over speed stop
- Air inlet system, Charging system, Control system, Exhaust system.
- 4.1.3 Efficiency: 90% or higher Performance Guarantee Certificate (Specifically indicated from Authorized agency for Certification) to be provided by the supplier for Type approval and conformity of production testing of Diesel Generator set.
- 4.1.4 Alternator confirming to BS:5000/ IS:4722 with standard design with IP 23 Protection, suitably rated at 400KW / 500KVA at 0.8pf, 133/230, 3 phase, 4 Wires, 60 Hz., 1800 RPM, self excited (brushless excitation) and self regulated, Band of Voltage Regulation +/-1.5% of rated voltage (from no load to full load) and Class "H" Insulation. Alternator should be mounted on a common single base frame and coupled directly to the engine.
- 4.1.5 Base Frame: Sturdy, fabricated / welded construction, made out of high quality Steel section suitable for mounting the engine and alternator. The base frame shall be suitably designed to simplify transportation, handling and slinging. Shall have provision for levelling adjustments, as required during installation. An 8 hour belly fuel tank should also be provided within base frame.
- 4.1.6 Weather proof GenSet Enclosure with the following minimum specifications:
 - Weather Proof style enclosure.
 - Reduces noise radiated from installed equipment.
 - Rated to a wind load of 120mph.
 - Roof load equal to 40 lbs/ft2
 - Distributed floor load to 200 lbs/ft2.
 - Basic structure meets all seismic requirements.
- 4.1.7 Cubicle type, floor mounting Control Panel, with dust and vermin proof for accommodating the following:
 - Suitable Molded Case Circuit Breaker, Ammeter with Selector switch
 - Voltmeter with Selector Switch, 500 Volts
 - Frequency Meter
 - KWH Meter
 - KW Meter
 - Current Transformers
 - Indicating Lamps for Supply "ON" & Load "ON"
 - Instrument fuses

- 4.1.8 A 24 Hour capacity Fuel Tank should be located nearest to the DG set enclosure to ensure free flow of Diesel. Transferring of diesel fuel from Storage Tank to the Belly Tank should be fully automated.
- 4.1.9 Suitable Dry type Batteries of Standard Make with leads and Terminals shall be part of the equipment. The pack shall be suitably positioned and modular withdraw able to ease of servicing. The Battery pack shall be minimum 100 AH, Lower capacity battery pack.
- 4.1.10 Noise level of 65 dbA at a distance of 3 meter under free field condition and adhere to the guidelines of DENR (Department of Environment and Natural Resources) Operating Capacity of Air Pollution Source Equipment (APSE).
- 4.1.11 Provision to log essential parameters at 1 minute interval shall be provided along with Optional Data logger.
- 4.1.12 Desirable maximum ambient temperature without derating: Base level 48°C but not less than 45°C, considering peak summer temperature.
- 4.1.13 Lube oil System: Complete with cooling system, oil temperature monitor, filtration system up to 20 microns, level indicator and fume disposal system to be provided. Fuel system with primary and secondary fuel filter, fuel pump.
- 4.1,14 Automatic and Manual Changeover (Transfer) Switches ATS / MTS with the following features:
 - The products conform to IEC60947-6-1, IEC60947-1, IEC60947-3, GB/T14048.1 2008, GB/T14048, High-Rise Bulldings Fire Norms, Architectural Design Fire Norms, Emergency Lighting Design Guide and Civil Electrical Design Specifications.
 - Small in size for easy installation.
 - Self-input and self-restoring /self-input without self-restoring/ automatic or manual.
 - Choice of 3 Pole and 4 Pole units.
 - Running parameters can be adjusted.
 - Rated voltage is 230-240 V.
 - Rated current is from 10A to 3200A.
- 4.1.15 All materials, fittings, pipes, conduits, electrical wires, feeder lines, appliances, used in electrical installations, shall conform to the Philippine Electrical Code and other applicable local codes of the Philippines.
- 4.2 Six (6) units of branded and brand new (one brand) Flexible In-Row Cooling System up to 40 KW with the following minimum specifications:
 - 4.2.1 CABINET CONSTRUCTION
 - Exterior panels shall be 18 gauge steel with 3.7 ib/ft3 (60 kg/m3) density foam
 insulation. Insulation complies with UL94. Front and rear exterior panels shall be 18
 gauge perforated steel, and equipped with a keyed lock to provide a means of
 securing access to the internal components of the unit.
 - The frame shall be constructed of 16 gauge formed sleel welded for maximum strength. Alt units shall provide maintenance from the front and rear, allowing units to be placed within a row of racks.
 - All exterior panels and frame shall be powder coated for durability and attractive finish.
 - Units shall include casters and leveling feet to allow ease of installation in the row and provide a means to level the equipment with adjacent IT racks.

4.2.2 Variable speed fan assembly

- Variable speed fans: The unit is equipped with at least two variable speed,
 electronically commutated, 400-mm backward incline fans complete with inlet volute.
- Fan protection: discharge finger guard. Outlet of the fan should include a cage type finger guard.

4.2.3 MICROPROCESSOR CONTROLLER

- Monitoring and Configuration: The master display shall allow monitoring and configuration of the air conditioning unit through a menu-based control. Functions include status reporting, set-up, and temperature set points. Three LEDs report the operational status of the connected air conditioning unit.
- Controls: The microprocessor controller shall come equipped with control keys to allow the user to navigate between menus, select items, and input alpha numeric information.
- Alarms: The microprocessor controller shall activate a visible and audible alarm in the
 occurrence of the following events:
 - Cool Fail
 - Air filter clagged
 - Return air sensor fault
 - · Supply air sensor fault
 - · Rack temperature sensor fault
 - High discharge pressure
 - Low suction pressure
 - Fan fault
 - Check condensate management system.
 - Air filter run hours violation.
 - Group communication fault
 - Supply air high temperature violation
 - Return air high temperature violation
 - Fifter DP sensor failure
 - Suction pressure sensor failure
 - Discharge pressure sensor failure
 - Persistent high discharge pressure fault
 - Rack inlet temperature high violation
 - · Communication fault
 - On standby input contact fault
 - A-link isolation relay
- Compressor Monitoring
 - · Compressor drive communication fault
 - Compressor drive warning
 - Compressor run hours violation
 - Condensate pump run hours violation.
 - Fan run hours violation
 - Overheat
 - Compressor drive locked
 - · High pressure switch active
 - · Compressor high pressure
 - Supply humidity sensor fault
 - · High suction pressure
 - Excessive compressor cycling
- Humidifier/Dehumidifier Monitoring
 - · Humidifier water conductivity high violation.

- Humidifier fault tolerance exceeded
- Humidifier low water.
- Humidifier excessive output reduction.
- Humidifier drain fault
- · Humidifier cylinder fulf
- · Heater run hours exceeded
- Humidifier communication fault
- Humidifier run hours violation.
- Humidity high/low violation
- Return humidity sensor fault
- Heater fault

4.2.4 NETWORK MANAGEMENT CARD

- Shall include a network management card to provide management through TCP/IP.
 Management through the network should include the ability to change set points as well as view and clear alarms.
- Shall support Modbus TCP/IP and RTU

4.2.5 COOLING COIL AND CONDENSATE PAN

- Cooling coil shall use raised fance type corrugated atuminum fin and 1/2 inch OD (12.7 mm) copper tube coils.
- Fin shall be a minimum of 0.006 inch thick.
- Tube wall shall be a minimum of 0.039 inch thick wall.
- Coil end supports shall be a minimum 17 gauge G90 galvanized steel.
- Coil shall be rated for a maximum pressure of 600 psig (4200 kPa), and the coils are certified in accordance with UL207.
- Coil header is equipped with a drip plate in the bottom to capture and direct the condensation accumulating on the suction header tube to the drain pan.
- Coil has 6 circuits complete with brass distributor and copper distribution tubes.

4.2.6 COMPRESSORS

- VFD / Digital Compressor
 - 4.2.6..1 The unit shall be configured with a variable speed scroll compressor or digital scroll compressor.
 - 4.2.6..2 Compressor is electrically protected.
 - 4.2.6..3 Compressor utilizes a noise cap for noise reduction.
 - 4.2.6..4 Compressor shall soft start to minimize in-rush current.
- 4.2.7 Each pump shall have a condensate reservoir made of polymeric materials to prevent corrosion.

4.2.8 FILTERS

- The standard filters shall be 30% efficient per ASHRAE Standard 52.1, UL Class 2 (MERV 8 per ASHRAE 52.2).
- Filters shall be EN779 G4 efficient. The 3.75 in. (96 mm) deep, pleated filters shall be replaceable from the rear of the unit.
- The optional filter shall be 85% efficient per ASHRAE Standard 52.1 (MERV 13 per ASHRAE 52.2, EN779 F7).

4.2.9 HUMIDIFIER

- Humidifier shall be able to modulate capacity.
- The humidifier shall be self-contained, steam-generating type, factory piped and wired, with disposable cylinder and automatic solid-state control circuit.
- Humidifier canisters shall be replaceable.

- The humidifier controller shall communicate directly to the microprocessor controller and provide complete status and control at the operator interface.
- Humidifier shall control flush cycling and conductivity via automated controls.

4.2.10 ELECTRIC REHEAT.

- Reheat elements shall be low watt density, wired for three-phase, loaded equally on all three phases and shall be electrically and thermally protected by both automatic and manual reset cutouts. Reheat capacity shall be 6 kW.
- Reheat coils shall be stainless steel, fin tubular construction. Heater casing shall be
 20 gauge G90 galvanized steel.
- Heater shall be provided with self-engaging electrical connectors upon installation.
- Heater with manually connected conductors are not acceptable.

4.2.11 TEMPERATURE AND HUMIDITY SENSORS

- Internal Temperature Sensors shall be mounted behind the front and rear doors to
 provide control inputs based on supply and return air temperature. Sensor accuracy
 shall be within +/- 1 degree F accuracy.
- All racks must have remote temperature sensors to provide control input based on rack inlet temperature.
- Internal Humidity Sensors
- Humidity sensors shall be mounted behind the front door and shall provide control
 input based on humidity in supply air. Humidifier sensor shall be +/- 3% RH accuracy
 full scale
- Humidity sensors shall be mounted behind both the front and rear doors and shall provide control input based on humidity in supply air. Humidiffer sensor shall be +/3% RH accuracy full scale.

4.2.12 ACCESSORIES

- · Wires and cables, terminal lugs electrical panel and breakers
- Roughing in materials such as cable trays, EMT pipes, connectors, junction boxes, hangers and support
- Pedestal
- Mechanical pipes
- Insulation for Refrigerant Piping.
- Under deck insulation
- Foundation bolts, Grouting, vibration isolators, Base Frames etc. for mounting the outdoor condensing unit, indoor Cooling Unit and other equipment.

4.3 Branded and Brand New NOVEC Fire Suppression System with the following minimum specifications:

- 4.3.1 3 x Red cylinder of 120l Chemicals with VSB33 valve, dip tube w/o labelling
- 4.3.2 228 x NOVEC 1230 Filled
- 4.3.3 Flow Switch
- 4.3.4 Union 7/16 JfC 1/4 NPT
- 4.3.5 Trip Flexible Hose 600mm
- 4.3.6 3 x Flexible Hose 1-1/4"
- 4.3.7 3 x Check valve dia, 33 mm Chemicals
- 4.3.8 3 x Pneumatic actuator
- 4.3.9 2 x Small stablewall Set for manifold
- 4.3.10 Connection cable for DEMA (only for non-exproof applications)
- 4.3.11 TEDEM + Solenoid valve 24 V DC with fittings for VSB33 valves
- 4.3.12 Inverse tee 7/16 JIC 7/16 1/8
- 4.3.13 Manual Actuator

- 4.3.14 2 x Tee piece 7/16 JIC 1/8 7/16
- 4.3.15 3 x Trip Flexible Hose 400mm
- 4.3.16 3 x Combined manameter and pressure switch for VSB33 valve
- 4.3.17 Bundle of connecting box
- 4.3.18 3 x Connecting bundle of pressure switch
- 4.3.19 Connection kit for end of line of existing agent monitoring
- 4.3.20 Connecting box
- 4.3.21 Rail-41-Length 1185mm
- 4.3.22 Fixation set 3 cylinders Large
- 4.3.23 Manifold for 3 cylinders 120L.
- 4.3.24 6 x Nozzle for raised-floor 3/4"
- 4.3.25 6 x Nozzle for centralized system / room void / 1"
- 4.3.26 6 x Singrix Silent Nozzle SDN-M
- 4.3.27 6 x Sinorix Silent Nozzle SDN-S
- 4.3.28 Fire Detection and Alarm System

4.4 Branded and Brand New Integrated Monitoring System and its Components with the following minimum specifications:

4.4.1 Data Center Monitoring Solution:

- 24/7 real-time centralized monitoring of all DC components and shall not be limited to the following: UPS, PDU, Cooling System, GenSet, Fire Suppression System, Water Leak Detection, Temperature and Humidity Sensor.
- Monitoring Solution shall be delivered as a hardware solution with a complete built-in
 Web Server and should be able to communicate with all DC components utilizing
 Modbus 485, Modbus/IP and SNMP protocol on real time data gathering and alarming
 for critical measuring points.
- All critical measurements in one system and must be able to compute the PUE (Power Utilization Efficiency) value and display in the main dashboard of the management device.
- Audit trail to see exactly what happened and when, then be able to aggregate different
 Alarm logs and consolidate into one report.
- Automatic real time data collection, alarm management and customized report generation.

4.4.2 Managed Power Distribution Unit ([PDU]:

- Forty eight (48) units of 32A, 220-240VAC Managed PDU.
- Sixteen (16) outlets IEC 320 C13 and five (5) outlets IEC 320 C19 compatible to DBM's appliance/server power plugs
- Twist lock input connector compatible to DBM's Data Center power outlets.
- Three hundred (300) units of IEC 320 C13 power cords
- One hundred (100) units of IEC 320 C19 power cords
- Built-in accurate power meter (voltage and current)
- Built-in web interface for real time monitoring of the power strip current consumption and controlling of each outlet
- Built-in circuit breaker that will provide power protection (e.g. overload, short circuit and etc.)
- Provide audible alarm and send notification (SMS/email) when the power consumption exceed the trigger value of warning or overload
- Support the SNMP and provide Managed Information Base (MIB) for the PDU to be monitored by OBM's network management system
- LED indicator for status of each outlet
- Should be compatible to the DBM's Data Center existing racks.

- 4.4.3 Water Leak Detection System:
 - Complete water leak detection system with sensing cable, hold down clips and tag labels.
 - Support Internet of Things (IoT) Technology.
 - One (1) Base Unit: Sensor Gateway for up to two (2) external probes.
 - Triggers an alert when water touches cable.
 - Alerts via SNMP Traps and email.
- 4.4.4 Temperature and Humidity Sensor:
 - One (1) Base unit; Sensor Gateway for up to thirty two (32) external probes.
 - One (1) unit 24 ports PoE Switch compatible with DBM's network solution
 - Twenty nine (29) units of temperature and humidity sensor.
- 4.4.5 Four (4) units of branded and brand new (one brand) 55 inch Digital Signage Monitor
 - Ultra HD Resolution (3840x2160)
 - Brightness: 500cd/m2
 - Panel Technology: In-Plane Switching (IPS)
 - Internal Memory: 8GB (System 4GB + Available 4GB)
 - Connectivity Input: HDMI /HDCP2 2, DP /HDCP1.3, RGB/DVI
 - HOTV Formats: 720p, 1080i, 1080p, 2160p
 - Power Supply: 100-240V~, 50/60Hz
 - Quick lock push Video Wall Mounting System
- 4.4.6 Two (2) units of branded and brand new Cable LAN Test Equipment of cable continuity, ethernet port test and voice with the following minimum specifications:
 - Qualifies cabling systems to support 100/1000/10000 Ethernet, voice and VoIP.
 - Tests and troubleshoots all data, and voice wiring.
 - Graphically maps wiring configuration and shows distance to faults with built-in timedomain reflectometer (TDR).
 - Locates and traces cables with tone digital signaling technology.
- 4.5 One (1) unit of branded and brand new Network Attached Storage (NAS) with the following minimum specifications:
 - 4.5.1 2U rack-mountable
 - 4.5.2 Intel Xeon 6-core 2.2 GHz CPU
 - 4.5.3 128GB DDR4 ECC RDIMM
 - 4.5.4 2 X 10GbE ports and 4x 1GbE ports, supports Link Aggregation
 - 4.5.5 12 x 3.5" drive bays compatible with SAS HDD/ SDD
 - 4.5.6 12 x 16 TB SAS HDD, supports RAID 1,5,6, and 10
 - 4.5.7 Supports pairing with expansion units
 - 4.5.8 Supports Snapshot Replication with customizable backup schedule
 - 4.5.9 Flexible shared folder with user quota system.
 - 4.5.10 Supports file or folder level data restoration.
 - 4.5.11 Able to auto-detect corrupted files with mirrored metadala
 - 4.5.12 Provides seamless storage solutions for virtualization environment (e.g. VMware, Hyper-V)
 - 4.5.13 Redundant hot-swappable power supply

V. SCOPE OF WORK

5.1 The CONTRACTOR shall conduct pre-implementation meeting with DBM representatives so that all the necessary preparations, ideal set-up, plans and location, and other implementation matters are clearly discussed and finalized.

- 5.2 The CONTRACTOR shall provide a work-plan of activities for the duration of the project and a Deployment and/or Solution Architecture within a week from the pre-implementation meeting with DBM representatives. Said work-plan shall be validated and subject for approval of designated DBM official.
- 5.3 The CONTRACTOR shall deliver, install, test and commission the following Data Center Components at DBM including but not limited to the following within five (5) months from the receipt of Notice to Proceed (NTP).

5.3.1 500 kVA Diesel Generator:

- Construction of concrete housing and concrete mounting pad, the Contractor shall provide a Lay-out for the GenSet Concrete Housing subject for approval of DBM's designated Engineer.
- Demolition and clearing of GenSet location prior to the construction of the GenSet housing and concrete mounting pad.
- Supply and installation of concrete cable tray for roughing-ins of the electrical cables from Power House to GenSet and GenSet to IDF Building 2.
- Supply and installation of all accessories and controls, including control panels, panel box, day tanks, starting device, batteries, protection gear, instruments etc. The scope also covers spares which include filters (oil, water, fuel) belts and lubricants, and operation for initial period.
- Before Installation, The CONTRACTOR must provide the following:
 - 5.3.1..1 Electrical Plan signed by Licensed Electrical Engineer
 - 5.3.1..2 Electrical Permit/Clearance from the Office of the City Engineer of Manila
- Civil Works and Restoration
- Electrical Panels:
 - 5.3.1..1 Before fabrication, drawings of electrical panels should be approved by the DBM's Designated Engineer.
 - 5.3.1..2 Panels will be inspected and subject for approval by the DBM's Designated Engineer prior to dispatch.
 - 5.3.1..3 Panel fabricator should be ISO certified.
 - 5.3.1..4 Panels should be tested for insulation resistance and HV withstand test. Factory test certificates should be provided.
- The CONTRACTOR shall conduct the following test after the installation, wiring and earthing of Diesel Generator Set.
 - 5.3.1..1 Insulation resistance of the generator.
 - 5.3.1..2 Speed, no load voltage and full load voltage regulation.
 - 5.3.1..3 Frequency at no load, half load and full load.
 - 5.3.1..4 Full load test for four (4) hours at rated voltage, speed and frequency including fuel for testing.
 - 5.3.1..5 The reading shall be observed with calibrated meters.
 - 5.3.1..6 All the safety controls and protective devices of the DG set shall be tested for correct calibration and operation.
 - 5.3.1..7 Tests and operations shall be performed in the presence of the authorized representatives of the DBM. The results of the tests shall be tabulated and submitted in triplicate.
- Any other item not mentioned but required to make the Diesel Generator operational will be in the scope of work of contractor without any additional cost to DBM.

5.3.2 Six (6) units of In-Row Cooling System

- Dismantling and Transfer of the two (2) units 20TR PACU and its components (after the new Cooling System was made operational). The said units should be in good condition upon transfer to the specified location.
- Delivery, Installation, configuration and commissioning of the six units flexible in-row cooling system at DBM Central Office Data Center.
- Lifting, positioning and balancing of the entire Cooling System.
- Installation of related mechanical and electrical components for both indoor and outdoor units to make the Cooling System operational.
- Installation of electrical panels, bréakers, lugs, wires and roughing-in materials for electrical supply tapping from nearest source going to indoor and outdoor unit location.
 The electrical panels/breakers should be capable to accommodate the power consumption of the new cooling system.
- All Minor Masonry, Carpentry and Civil Works.
- Drainage pipe from unit to drain sump.
- Terminations and cleaning of site.
- The CONTRACTOR shall arrange for all necessary testing equipment/ instruments.
 Any defect in testing shall be rectified by the CONTRACTOR entirely at his own cost, to the satisfaction of the DBM. The installation shall be tested and commissioned again after removal of defects. All tests shall be carried out in the presence of the DBM representatives.
- Any other item not mentioned but required to complete the Cooling System will be in the scope of work of contractor without any additional cost to DBM.

5.3.3 Fire Suppression System (NOVEC):

- Dismantling and Disposal of the existing Fire Suppression System.
- Design drawings as per National Fire Protection Association (NFPA).
- Installation of electrical conduits (EMT), boxes, fittings, wires and anchors and other necessary materials.
- Installation of releasing panel and other field devices.
- Roughing-ins wiring.
- Fabrication and installation of NOVEC cylinder rack brackets.
- Fabrication and installation of NOVEC manifold piping system.
- Supply and installation of fittings.
- Supply and installation of BI pipe schedule 40 seamless.
- Fabrication and installation of pipe brackets and hanger.
- Painting of pipes, brackets and hangers.
- Installation of NOVEC cylinder and discharge nozzles.
- Final testing and commissioning
- Interfacing of Cooling System to NOVEC panel
- Wiring from FSCP to Cooling System
- Any other item not mentioned but required to complete the Fire Suppression System will be in the scope of work of contractor without any additional cost to DBM.

5.3.4 Integrated Data Center Monitoring System:

- Installation, configuration, testing and commissioning of Centralized Monitoring System, water leak sensors, temperature and humidity sensors, managed PDUs and video wall mounting system.
- Installation of brackets/mounting and roughing-ins wiring.

- Installation of quick lock push video wall mounting system and alignment of the four
 units 55" digital signage monitor. The monitors should be integrated with the ICTSS
 monitoring tools (e.g. solarwinds, service desk and application monitoring system).
 The contractor should also provide two calbes for each monitor (inside the data center
 and provision in the network area). Power source should be connected to the Data
 Center UPS.
- Relocation of the two existing 55" Monitors and replacement of the mounting with
 quick lock push video wall mounting system. The power source of the said monitors
 should be connected to Data Center UPS.
- Any other item not mentioned but required to complete the Integrated Data Center Monitoring System will be in the scope of work of contractor without any additional cost to DBM.

5.3.5 Network Attached Storage

- The contractor should provide railings for the mounting of Network Attached Storage in the cabinet.
- Installation, configuration and testing of Network Attached Storage
- Integration with Windows Active Directory
- Integration with Solarwinds for monitoring purposes.
- 5.4 The CONTRACTOR must have the following Certified Professionals/Engineers for the Diesel Generator Set, In-Row Cooling System, Fire Suppression System, Integrated Data Center Monitoring System and Network Attached Storage installation, configuration, testing and commissioning: (certificates must be submitted in the submission of bid documents and subject for post qualification)
 - Certified Competency in Operation and Maintenance of Diesel Generator;
 - · Certified Diesal Generator Set Specialist or its equivalent;
 - Electrical Engineer;
 - Mechanical Engineer;
 - Certified Cooling System Specialist or its equivalent;
 - · Fire Suppression System Engineer or its equivalent; and
 - Certified Data Center Professional.
- 5.5 The CONTRACTOR shall provide/render twenty-four hours a day, seven days a week (24x7) Technical Support services during the warranty/maintenance period of the Diesel Generator, In-Row Cooling System, Fire Suppression System, Integrated DC Monitoring System, Network Attached Storage, Power Components, Surveillance System, Biometric Access Control System and Eaton Powerware UPS. Technical support can be delivered in a form of telephone call, electronic mail, and/or on-site support.
 - The CONTRACTOR shall resolve every problem on all components within six (6) hours after it was reported during the warranty period. It shall refer to a condition wherein the reported problem is resolved by the CONTRACTOR to the satisfaction of the DBM. Problem and resolution shall be logged to DBM Help Desk Facility.
- 5.6 The CONTRACTOR shall conduct a monthly preventive maintenance to ensure the availability of Diesel Generator Set, Cooling System, Fire Suppression System, Integrated DC Monitoring System and Network Attached Storage. The CONTRACTOR shall submit a Preventive Maintenance Checklist and monthly schedule subject for approval of ICTSS Official.
- 5.7 The CONTRACTOR shall replace the Diesel Generator, In-Row Cooling System, Fire Suppression System, Integrated DC Monitoring System, Network Attached Storage, Power Components, Surveillance System, Biometric Access Control System and Ealon Powerware UPS defective parts/accessories of the same or better brand, model features, quality and functionalities if not

repaired within the allowable resolution time of six (6) hours during the warranty/maintenance period at no additional cost to the DBM.

5.8 The CONTRACTOR shall provide service unit of at least the same brand, model, features and functionalities or its equivalent in case of Diesel Generator, In-Row Cooling System, Fire Suppression System, Integrated DC Monitoring System, Network Attached Storage, Power Components, Surveillance System, Biometric Access Control System and Eaton Powerware UPS breakdown at no additional cost to the DBM. The service unit shall be made available and operational within six (6) hours from the time the problem has been reported by the DBM for the equipment undergoing repair during the warranty/maintenance period.

However, mandatory replacement of defective unit with a brand new unit of the same or better brand or model shall be made, if not repaired beyond one (1) month from the time the service unit was provided, at no additional cost to the DBM.

- 5.9 The CONTRACTOR shall resolve all reported issues encountered/unresolved under section 5.5 to 5.8 even the warranty ends.
- 5.10 The CONTRACTOR shall provide trainings at Authorized Training Center for GENSET, Cooling System, Fire Suppression and Integrated DC Monitoring System and Network Attached Storage based on the following schedule:

Training	Schedule	No. of Participants	Duration
Operation and Maintenance of Diesel	Within three (3) months from the receipt of NTP.	At least five (5) participants per	five(5) days
Generator Set.	 Within four (4) months from the receipt of NTP. 	conduct	
	 Within five (5) months from the receipt of NTP. 		
Operation and Maintenance of	 Within three (3) months from the receipt of NTP. 	At least five (5) participants per	five(5) days
Cooling System	Within four (4) months from the receipt of NTP.	conduct	
	 Within five (5) months from the receipt of NTP. 		
Operation and Maintenance of Fire	 Within three (3) months from the receipt of NTP. 	At least five (5) participants per	One (1) day
Suppression System.	 Within four (4) months from the receipt of NTP. 	conduct	
	 Within five (5) months from the receipt of NTP. 		
Operation and Maintenance of	 Within three (3) months from the receipt of NTP. 	At least five (5) participants per	Three (3) days
Integrated DC Monitoring System	Within four (4) months from the receipt of NTP.	солиист	
montoning official	Within five (5) months from the receipt of NTP.		
5. Network Attached Storage Administration	Within three (3) months from the receipt of NTP.	At least five (5) participants per	One (1) day
Training	 Within four (4) months from the receipt of NTP. 	conduct	
	 Within five (5) months from the receipt of NTP. 		

The CONTRACTOR shall issue individual training certificates and training materials for each of the participants.

- 5.11 The CONTRACTOR shall provide as-built documentation on each of the following DC components set-up/ diagram in both hard and soft copies including information on the deployment, system resource/overhead requirements of the software/IT equipment employed in the project as well as procedures for installation, configuration, integration, operation and maintenance within five (5) months from the receipt of NTP.
 - · Diesel Generator Set
 - In-row Cooling System
 - Fire Suppression System
 - · Integrated Data Center Monitoring System
 - Network Attached Storage (NAS)

5.12 The CONTRACTOR shall provide a monthly service maintenance and quarterly preventive maintenance for the following Data Center components in a mutually agreed schedule

5.12.1 Power components:

- Testing of circuit breakers and switches
- Perform load balancing in coordination with DBM authorized technician/engineers to prevent power overload and other power issues
 - Study the system load during the actual operation
 - · Determine the unbalance phase load
 - Transfer / reconfigure load to balance the phase load
 - Monitor the balanced current load
 - · Project the additional load per phase
 - · Re-balance load as the change arise
- Calibration of protective relays
- Perform Megger Testing whenever shutdown of electrical equipment and power cabling system will be allowed.
- Identification of potential electrical problem
- Survey and identify of high temperature excursions
- Switchgear cleaning and inspection
- Cleaning and tightening of all electrical connections and equipment enclosures
- Replacement of lighting fixture
- Replacement of defective power outlets and related components
- All replacement unit and consumables must be provided by the CONTRACTOR.
- Updating of as-built documentation
- Checking of electrical connection for all DC components such as Cooling System, UPS, Generator Set, ATS, Fire Suppression System, Security Access, Video Surveillance and Water Leak detector system.

5.12.2 Surveillance System:

- Check cameras in accordance with the specification and any amendment.
- Check indicator lamps condition.
- Check all cables and conduit are properly supported, undamaged and showing no signs of wear.
- Check the picture quality of each camera and correct monitor selection.
- Clean camera housings and lenses.
- Check carners functions and movement and fields of view are free from obstruction.
- Check overall performance of the system.
- Check camera functions and movement and fields of view are free from obstruction.
- Check if the NVR are recording properly.
- Check the status of the storage if it reach the maximum capacity
- Check communication and recording of all IP cameras with the NVR.
- Check if all storage devices are functioning properly.

- Check all power connections to ensure AC plugs are not loose or cable power frayed.
- Check all control equipment running condition.
- Check functionality of the Monitoring Servers, its mouse, keyboard, and related peripherals.
- Provision of spare IP-based camera units per installed model.
- Maintenance and updates of video analytics management software.

5.12.3 Biometrics Access Control System:

- Visual inspection of all internal sub-assemblies and major components.
- Hardware troubleshooting and problem isolation as needed.
- Replacement of defective parts as needed.
- Maintenance and version updates of security management software.
- Checking of primary and backup power supply.
- Cleaning and maintenance inspection of the access control unit including its
 peripherals such as the electromagnetic lock mechanism, push-to-exit button, as
 necessary.

5.12.4 Raised Floor System:

- Replacement of all perforated panels with solid panels
- Replacement of damage panels
- Understructure adjustments
- Replacement of broken edge trim
- Replacement of warped/broken panels
- Refurbish delaminated panels
- Sub-micron filter vacuuming
- Sealant applied to sub flooring
- Spot cleaning to remove stains.
- Surface cleaning
- Detail cleaning of entry points

5.12.5 Racks, Patch Panels and Cablings:

- The Contractor shall re-organize all the network cablings within the Data Center and provide the following to ensure the orderliness/cleanliness of every racks:
 - CAT6 UTP Cables (for re-cabling)
 - Ceiling mounted Cable Trays
 - Rack mounted Patch Panels (Fiber and CAT6)
 - Patch Cords (Fiber and CAT6)
 - Cable organizers, hooks, latch straps, cable ties and pull out shelf
 - Labeling of cables and numbering of patch panel ports.
- The Contractor should provide a plan for the arrangement of racks, patch panels and cablings subject for approval of ICTSS Official.
- The Contractor should ensure that all network cables are above the racks properly
 arrange/ organize in the cable trays.
- The Contractor should ensure that only power cables are under the raise flooring and properly arrange/ organize.
- The Contractor should check for possible defective or worn out accessories of data/network cabinets such as axial fan, door lock, rack mounting rail, rack connector, panels, cable routing panel and cantilever arm. Replace if necessary.
- The Contractor should ensure the ventilation is sufficient to cope with the heat dissipated by equipment inside the racks.
- The Contractor should check the data/network cabinet's mounting nuts, adapter, and brackets, adjust if necessary.

5.12.6 Eaton Powerware Uninterruptible Power Supply (UPS):

- All the necessary spare parts or consumable items to maintain the UPS must be allotted from stock inventory.
- Conduct on-site inspection of the equipment and check the integrity of any electrified hinges or similar power-transfer devices.
- Replace batteries as necessary and fine-tune each opening.
- Check current UPS installation condition. Installation should be in accordance with the manufacturer's guideline and wiring regulations.
- Provide necessary recommendation to expand the life of the equipment.
- Perform appropriate preventive measures to keep the UPS in good and running condition and ensure that ventilation is capable of maintaining the DC within recommended ambient temperature and humidity.
- Perform power failure simulation to check charging and discharging capacity of battery.
- The contractor must submit warranty certificate from manufacturer as proof of enrollment of maintenance (subject for ICTSS validation).

5.13 Data Center Glass Wall, Lighting, Restoration and Other Requirements

- 5.13.1 Frosting of Data Center Glass Wall, the Contractor must submit a frosting design proposal subject for approval of ICTSS official. The Contractor shall provide and install the approved frosting design in the DBM's Data Center glass wall.
- 5.13.2 Upgrade of Data Center Lighting, the Contractor shall provide and replace all the existing Data Center Lighting with the new LED technology.
- 5.13.3 The contractor shall provide, install and configure two (2) units of additional IP Cameras compatible with the existing Data Center Surveillance System.
- 5.13.4 Restoration of Data Center walls and ceiling, the Contractors should ensure that there are no holes, smudge and uneven paints within the Data Center walls and ceiling.
- 5.13.5 The Contractor must be an ICT Company with valid Philippine Contractors Accreditation Board (PCAB) license classification in all of the following (must be submitted in the submission of bid documents and subject for post qualification).
 - Fire Protection Works;
 - Air-conditioning Works;
 - Communication Facilities: and
 - Electrical Works.
- 5.14 The CONTRACTOR should provide a monthly report (e.g. status report, health check, performance, updates, recommendations and etc.) for the following Data Center Components:
 - 5.14.1 Diesel Generator Set
 - 5.14.2 Cooling System
 - 5.14.3 Fire Suppresion System
 - 5.14.4 Integrated Data Center Monitoring System and its Components
 - 5.14.5 Network Attached Storage
 - 5.14.6 Power Components
 - 5.14.7 Surveillance System
 - 5.14.8 Biometric Access Control System
 - 5.14.9 Uninterruptible Power Supply

A Certificate of Acceptance shall be issued by the Director of Information and Communication Technology Systems Service (ICTSS) after all requirements are fully met by the CONTRACTOR.

VI. SERVICE LEVEL AGREEMENT

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

liquidated damages for the		
Componenta	C Description	Liquidated Damages
6.1.1 Delivery, Installation Testing and Commissioning	The CONTRACTOR shall deliver, install, test and commission the Diesel Generator Set, Cooling System, Fire Suppression System, Integrated DC Monitoring System and its components and Network Attached Storage within five (5) months from the receipt of Notice to Proceed (NTP). (section 5.3)	One percent (1%) of the total contract price shall be imposed per day of delay.
6.1.2 Technical Support	The CONTRACTOR shall provide/render twenty-four hours a day, seven days a week (24x7) Technical Support services during the warranty/maintenance period of the Diesel Generator, In-Row Cooling System, Fire Suppression System, Integrated DC Monitoring System, Network Attached Storage, Power Components, Surveillance System, Biometric Access Control System and Eaton Powerware UPS. Technical support can be delivered in a form of telephone call, etectronic mail, and/or onsite support. The CONTRACTOR shall resolve every problem on all components within six (6) hours after it was reported during the warranty period. It shall refer to a condition wherein the reported problem is resolved by the CONTRACTOR to the satisfaction of the DBM. Problem and resolution shall be logged to DBM Help Desk Facility. (section 5.5)	1/10 th of 1% of the total contract price shall be imposed for every hour of delay. Said penalty shall be deducted from the special bank guarantee.
6.1.3 Preventive Maintenance	The CONTRACTOR shall conduct a monthly preventive maintenance to ensure the availability of Diesel Generator Set, Cooling System, Fire Suppression System, Integrated DC Monitoring System and Network Attached Storage. The CONTRACTOR shall submit a Preventive Maintenance Checklist and monthly schedule subject for approval of ICTSS Official. (section 5.6)	1/10 th of 1% of the total contract price shall be imposed for every day of delay. Said penalty shall be deducted from the special bank guarantee.
6.1.4 Replacement of Parts	The CONTRACTOR shall replace the Diesel Generator, In-Row Cooling System, Fire Suppression System, Integrated DC Monitoring System, Network Attached Storage, Power	1/10 th of 1% of the total contract price shall be imposed for every hour of delay. Said penalty shall be deducted from the special

	Components, Surveillance System,	bank guarantee.
	Biometric Access Control System and	
	Eaton Powerware UPS defective	
	parts/accessories of the same or better	
	brand, model features, quality and	
	functionalities if not repaired within the	
	allowable resolution time of six (6) hours	
	during the warranty/maintenance period	
	at no additional cost to the DBM	
	(section 5.7)	
6.1.5 Service Unit	The CONTRACTOR shall provide	1/10 th of 1% of the total
0.1.5 Service brint	service unit of at least the same brand,	1
	•	contract price shall be
	model, features and functionalities or its	imposed for every hour of
	equivalent in case of Diesel Generator,	delay. Said penalty shall be
	In-Row Coaling System, Fire	deducted from the special
	Suppression System, Integrated DC	bank guarantee.
	Monitoring System, Network Attached	ł
	Storage, Power Components,	
	Surveillance System, Biometric Access	
	Control System and Eaton Powerware	
	UPS breakdown at no additional cost to	
	the DBM. The service unit shall be made	1
	available and operational within six (6)	
	• • • • • • • • • • • • • • • • • • • •	
	hours from the time the problem has	
	been reported by the DBM for the	
	equipment undergoing repair during the	
	warranty/maintenance period.	
	However, mandatory replacement of	
İ	defective unit with a brand new unit of	
	the same or better brand or model shall	
	be made, if not repaired beyond one (1)	
	month from the time the service unit was	
	provided, at no additional cost to the	
	DBM. (section 5.8)	
6.1.6 Technology	The CONTRACTOR shall provide	1/10 th of 1% of the total
Transfer	trainings at Authorized Training Center	contract price shall be
ridiisiei		
į	for GENSET, Cooling System, Fire	imposed for every day of
	Suppression, Integrated DC Monitoring	delay. Said penalty shall be
	System and Network Attached Storage	deducted from the special
	as specified in section 5.10	bank guarantee.
6.1.7 Documentation	The CONTRACTOR shall provide as-	1/10 th of 1% of the total
	built documentation on each of the	contract price shall be
	following DC components set-up/	imposed for every day of
	diagram in both hard and soft copies	delay. Said penalty shall be
	including information on the deployment,	deducted from the special
	system resource/overhead requirements	bank guarantee.
	of the software/IT equipment employed	,
	in the project as well as procedures for	
	installation, configuration, integration,	
	operation and maintenance within five	
	· •	
	(5) months from the receipt of NTP.	
	(section 5.11)	4760# -6 -6 -6 -6 -6 -6 -6 -6 -6 -6 -6 -6 -6
6.1.8 Service	The CONTRACTOR shall provide a	1/10th of 1% of the total
Maintenance	monthly service maintenance and	contract price shall be
	quarterly preventive maintenance for the	imposed for every day of

	following Data Center components in a mutually agreed schedule. (section 5.12)	delay. Said penalty shall be deducted from the special bank guarantee.
6.1.9 Monthly Report	The CONTRACTOR should provide a monthly report (e.g. status report, health check, performance, updates, recommendations and etc.) for the following Data Center Components. (section 5.14)	contract price shall be imposed for every day of delay. Said penalty shall be

VII. WARRANTIES OF THE CONTRACTOR.

- 7.1 The CONTRACTOR warrants that it shall conform strictly to the terms and conditions of this TOR.
- 7.2 The CONTRACTOR warrants, represents and undertakes reliability of the services and that their manpower complements are hardworking, qualified/reliable and dedicated to do the service required to the satisfaction of the DBM. It shall employ well-behaved and honest employees with ID displayed conspicuously while working within the compound. It shall not employ DBM employees to work in any category whatsoever.
- 7.3 The CONTRACTOR in the performance of its services shall secure, maintain at its own expense all registration, licenses or permits required by National or Local Laws and shall comply with the rules, regulations and directives of Regulatory Authorities and Commissions. The CONTRACTOR undertakes to pay all fees or charges payable to any instrumentality of government or to any other duly constituted authority relating to the use or operation of the installation.
- 7.4 The CONTRACTOR's personnel shall take all necessary precautions for the safety of all persons and properties at or near their area of work and shall comply with all the standard and established safety regulations, rules and practices.
- 7.5 The CONTRACTOR shall coordinate with the authorized and/or designated DBM personnel in the performance of their jobs.
- 7.6 The CONTRACTOR 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 DBM shall be specifically released from any and all liabilities arising therefrom.
- 7.7 The CONTRACTOR shall neither assign, transfer, pledge, nor sub-contract any part or interest therein.
- 7.8 The CONTRACTOR shall identify the technical support personnel that will be given authority to access and operate the Diesel Generator Set. DBM shall be informed thru a formal notice on the change or replacement of technical personnel five (5) days prior the actual rendering of technical support services.
- 7.9 The CONTRACTOR shall provide a one (1) year comprehensive warranty which shall include support, provision of service unit, parts replacement, technology transfer and maintenance of all Data Center Components which shall be covered by special bank guarantee equivalent to 10% of the total contract price. The said amount shall be released after the lapse of the warranty period. Provided, however that the goods supplied are free from patent and latent defect and all conditions imposed under the contract have been fully met.

The warranty shall commence on the day the DBM issues the Certificate of Acceptance.

VIII. CONFIDENTIALITY OF DATA

- 8.1 All project personnel of CONTRACTOR shall be required to sign a Non-Disclosure Agreement (NDA).
- 8.2 The CONTRACTOR agrees to hold the Proprietary Information in strict confidence. The CONTRACTOR furthermore agrees not to reproduce, translate or disclose the Proprietary Information to third parties without prior written approval of the DBM.

IX. TERMS OF PAYMENT.

- 9.1 The CONTRACTOR shall be paid upon completion of delivery, installation, testing and commissioning of all Data Center Components and provision of support services subject to the required Final Withholding VAT (Services) of five percent (5%) and Expanded Withholding Tax of two percent (2%).
- 9.2 Payment shall be made within a reasonable time from the submission of the documentary requirements such as, but not limited to the following, based on existing accounting and auditing laws, rules and regulations:
 - 9.2.1 Delivery Receipts
 - 9.2.2 Sales Invoice/Billings
 - 9.2.3 Certificate of Acceptance issue by the Director of ICTSS
 - 9.2.4 Manufacturer Warranty Certificates (for the brand new equipment)
 - 9.2.5 Manufacturer Certificate of Maintenance (for UPS)
 - 9.2.6 Non-Disclosure Agreement
- 9.3 No advance payment shall be made as provided for in Section 88 of PD 1445.

X. PRE-TERMINATION OF CONTRACT

- 10.1 The contract for the DBM Data Center Refresh and Support Services may be pre-terminated by the DBM for any violation of the terms of the contract. In case of pre-termination, the CONTRACTOR shall be informed by the DBM thirty (30) days prior to such pre-termination.
- 10.2 In case of pre-termination, the CONTRACTOR shall be liable to an additional liquidated damages equivalent to one percent (1%) of the contract price as provided by the Government Accounting Manual (GAM) and forfeiture of the Performance Security.
- 10.3 The DBM shall have the right to blacklist the CONTRACTOR in case of pre-termination.

Section VIII. Bidding Forms

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Bid Form

Date:	
Invitation to Bid No.:	DBM-2019-42

To: [name and address of Procuring Entity]

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers *[insert numbers]*; the receipt of which is hereby duly acknowledged, we, the undersigned, offer to the DBM, our services for the Project, "DBM Data Center Refresh and Support Services" in conformity with the said Bidding Documents for the sum of *[total Bid amount in words and figures]*.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in <u>BDS</u> provision for ITB Clause 18.2 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements as per **ITB** Clause 5 of the Bidding Documents.

We likewise certify/confirm that the undersigned, [for sole proprietorships, insert: as the owner and sole proprietor or authorized representative of Name of Bidder, has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the "DBM Data Center Refresh and Support Services" of the Department of Budget and Management [for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the Name of Bidder, to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for "DBM Data Center Refresh and Support Services" of the Department of Budget and Management.

attached Schedule of P	~	_	. –		em, including is
Dated this	day of	· · ·	20	·	
[Signature]		[In the ca	pacity of]		
Duly authorized to sign	n Bid for and on be	half of			

Statement of Single Largest Completed Contract which is Similar in Nature

(indicate only one)

Business Name Business Addre	: :ss:				
Name of Client/Contact Person/Contact Number/Contact Email Address	Date of the Contract	Kinds af Goads	Amount of Contract	Date of Delivery	End User's Acceptance or Official Receipt(s) Issued for the Contract
Submitted by :	(Printe	d Name and Si	gnature)		
Designation :					
Date :					
Instructions:					

- a. Cut-off date is December 3, 2019.
- b. Similar contract shall refer to project involving the supply, delivery, installation, testing and commissioning or rehabilitation of data center equipment and components with preventive maintenance or warranty.

Statement of all Ongoing Government and Private Contracts Including Contracts Awarded but not yet Started

Business Name:

Name of Client/Contact Person/Contact Number/Contact Email Address	Date of the Contract	Kinds of Goods	Value of Outstanding Contracts	Date of Delivery
Sovernment				
		:		
		:		
Private				
<u> </u>		:		.}
<u> </u>		 		
Date :	(Printed Name	•		
Instructions:				
	ontracts which	including those at may be similar or		

- ii. If there is no ongoing contract including those awarded but not yet started as of the aforementioned period, state none or equivalent term.
- iii. The total amount of the ongoing and awarded but not yet started contracts should be consistent with those used in the Nct Financial Contracting Capacity (NFCC).

Contract Agreement Form

į
THIS AGREEMENT made the day of 20 between [name of PROCURING ENTITY] of the Philippines (hereinafter called "the Entity") of the one part and [name of Supplier] of [city and country of Supplier] (hereinafter called "the Supplier") of the
other part:
WHEREAS the Entity invited Bids for certain goods and ancillary services, viz., [brief description of goods and services] and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of [contract price in words and figures] (hereinafter called "the Contract Price").
NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:
1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
(a) the Supplier's Bid, including the Technical and Financial Proposals, and all other documents/statements submitted (e.g. bidder's response to clarifications on the bid), including corrections to the bid resulting from the Procuring Entity's bid evaluation;
(b) the Schedule of Requirements;
(c) the Technical Specifications;
(d) the General Conditions of Contract;(e) the Special Conditions of Contract;
(f) the Performance Security; and
(g) the Entity's Notice of Award.
3. In consideration of the payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Entity to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Entity hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the time and in the manner prescribed by the contract.

IN WITNESS whereof the parties heret in accordance with the laws of the Republic of		
written.	:	
Signed, sealed, delivered by		_ (for the Entity)
Signed, sealed, delivered by	_ the	_(for the Supplier).

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. Select one, delete the other:

If a sole proprietorship: I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. Select one, delete the other:

If a sole proprietorship: As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable;)];

- 3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
- Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
- 5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

б	Select	one,	delete	the	rest:
---	--------	------	--------	-----	-------

If a sole proprietorship: The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree:

If a partnership or cooperative: None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

- 7. [Name of Bidder] complies with existing labor laws and standards; and
- 8. [Name of Bidder] is aware of and has undertaken the following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
- 9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I ha	ve hereuntó set my hand this	day of, 20_ at
, Philippines.	!	
	•	

Bidder's Representative/Authorized Signatory

subscribed and sworn to be of execution, Philippines. Affiant/s is/are by me through competent evidence of ide Practice (A.M. No. 02-8-13-SC). Affiant/s identification card used, with his/her photon	personally known entity as defined exhibited to me h	n to me and was/were identified in the 2004 Rules on Notarial is/her [insert type of government	
 ·	:		
Witness my hand and seal this d	lay of [month] [ye	ear].	
•			
	NAME OF NOTARY PUBLIC Scrial No. of Commission		
	Notary Public fo	or until	
		/s No	
		[date issued], [place issued]	
	: :		
Doc. No Page No	·		
Book No	:		
Series of	:		
* This form will not apply for WB funded p	rojects.		

Bank Guarantee Form for Advance Payment

To: [name and address of PROCURING ENTITY] [name of Contract]					
Gentlemen and/or Ladies:					
In accordance with the payment provision included in the Special Conditions of Contract, which amends Clause 10 of the General Conditions of Contract to provide for advance payment, [name and address of Supplier] (hereinafter called the "Supplier") shall deposit with the PROCURING ENTITY a bank guarantee to guarantee its proper and faithful performance under the said Clause of the Contract in an amount of [amount of guarantee in figures and words].					
We, the [bank or financial institution], as instructed by the Supplier, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to the PROCURING ENTITY on its first demand without whatsoever right of objection on our part and without its first claim to the Supplier, in the amount not exceeding [amount of guarantee in figures and words].					
We further agree that no change or addition to or other modification of the terms of the Contract to be performed thereunder or of any of the Contract documents which may be made between the PROCURING ENTITY and the Supplier, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.					
This guarantee shall remain valid and in full effect from the date of the advance payment received by the Supplier under the Contract until [date].					
Yours truly,					
Signature and seal of the Guarantors					
[name of bank or financial institution]					
[address]					
[date]					

BID SECURING DECLARATION FORM

REPUBLIC OF THE PHILIPPINES)				
CITY OF) S.S.			
X	x			

BID SECURING DECLARATION Invitation to Bid: DBM-2019-42

To: [Insert name and address of the Procuring Entity]

I/We¹, the undersigned, declare that:

- 1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.
- 2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA 9184; without prejudice to other legal action the government may undertake.
- 3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - (a) Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - (b) I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right;
 - (c) I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

 $^{{}^{}I}$ Select one and delete the other. Adopt the same instruction for similar terms throughout the document.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this day of [month] [year] at [place of execution]. [Insert NAME OF BIDDER'S AUTHORIZED] REPRESENTATIVE! [Insert Signatory's Legal Capacity] Affiant SUBSCRIBED AND SWORN to before me this ____ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. Witness my hand and seal this day of [month] [year]. NAME OF NOTARY PUBLIC Scrial 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

