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

BIDS AND AWARDS COMMITTEE

Resolution No. 2018-33

WHEREAS, the Department of Budget and Management-Bids and Awards Committee (DBM-BAC) conducted a public bidding for the Project, "Application Support and Maintenance (Software Development and Maintenance)," with an Approved Budget for the Contract of P69,000,000.00 for twenty-one (21) months;

WHEREAS, under Resolution No. 2018-07, dated February 20, 2018, Incuventure Partners Corporation and Pointwest Technologies Corporation were declared as short listed Consultants;

WHEREAS, on March 6, 2018, a Notice of Eligibility and Shortlisting was sent to the short listed Consultants;

WHEREAS, both Incuventure Partners Corporation and Pointwest Technologies Corporation attended the Pre-bid Conference on March 13, 2018;

WHEREAS, to further clarify the terms of reference and the scope of services of the Project, both short listed Consultants were invited to a meeting on March 15, 2018;

WHEREAS, both Incuventure Partners Corporation and Pointwest Technologies Corporation responded to the said invitation and attended the meeting on March 15, 2018;

WHEREAS, Supplemental/Bid Bulletin No. 3 was issued on March 20, 2018 to clarify, modify or amend items in the Bidding Documents;

WHEREAS, on March 27, 2018, Incuventure Partners Corporation and Pointwest Technologies Corporation submitted their respective Technical and Financial Proposals;

WHEREAS, under Resolution No. 2018-27, dated April 10, 2018, Incuventure Partners Corporation was declared as the Single Rated Bidder;

WHEREAS, under the same Resolution, the submission of Pointwest Technologies Corporation was declared as "failed";

WHEREAS, on April 17, 2018, the BAC opened and evaluated the financial proposal of Incuventure Partners Corporation and negotiations were conducted, discussing and clarifying the scope of services, the methodology to be used, and the work program proposed by the Consultant;

WHEREAS, after careful evaluation, validation and verification of the technical and financial proposals and successful negotiations with the Consultant, the BAC found that the

submission of Incuventure Partners Corporation passed all the criteria for post-qualification; thus, it was declared as the Single Rated and Responsive Bid in the amount of Sixty Eight Million Nine Hundred Ninety Nine Thousand Nine Hundred Ninety Nine Pesos and 82/100 (P68,999,999.82), pursuant to Section 34.4 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184;

NOW, THEREFORE, for and in consideration of the foregoing premises, the BAC **RESOLVED**, as it hereby **RESOLVED**, to recommend to the Secretary of Budget and Management that the contract for the Project, "Application Support and Maintenance (Software Development and Maintenance)," be awarded to Incuventure Partners Corporation, in accordance with R.A. No. 9184 and its 2016 Revised IRR.

ADOPTED, this 2nd day of May 2018 at the Department of Budget and Management, General Solano St., San Miguel, Manila.

ANDREA CELENE M. MAGTALAS
End-user Representative

not present
VIRGILIO A. UMPACAN, JR.
B.U.D.G.E.T. Representative

EDEN D. PANGILINAN
Member

not present
JESUSA DIMPNA O. LEJOS
Member

not present
ROWENA CANDICE M. RUIZ
Member

RYAN S. LITA
Vice Chairperson

CLARITO ALEJANDRO D. MAGSINO
Chairperson

[ ] Approved
[ ] Disapproved

BENJAMIN E. DIOKNO
Secretary, DBM

Department of Budget and Management
OSEC-2018-01498

Date: _____

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

BIDS AND AWARDS COMMITTEE

NOTICE OF AWARD

May 2, 2018

MR. HADRIAN M. CRUZ
Chief Operations Officer
Incuventure Partners Corporation
Unit 1237-07, 12/F Times Plaza Building
United Nations Avenue cor. Taft Avenue
Manila

Dear **Mr. Cruz**:

We are pleased to inform you that the contract for the Project, "Application Support and Maintenance (Software Development and Maintenance)," is hereby awarded to Incuventure Partners Corporation in the amount of P68,999,999.82.

In this regard, you are hereby required to post a performance security in the amount and form stated in Section 39 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 prior to the signing of the contract.

Very truly yours,

BENJAMIN E. DIOKNO
Secretary

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

BIDS AND AWARDS COMMITTEE

NOTICE OF AWARD

May 2, 2018

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Chief Operations Officer
Incuventure Partners Corporation
Unit 1237-07, 12/F Times Plaza Building
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In this regard, you are hereby required to post a performance security in the amount and form stated in Section 39 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 prior to the signing of the contract.

Very truly yours,

BENJAMIN E. DIOKNO
Secretary

0006923

HADRIAN M. CRUZ 5/8/18
AUTHORIZED REPRESENTATIVE
INCUVENTURE PARTNERS CORPORATION

AJ

CONTRACT No. 2018-14

APPLICATION SUPPORT AND MAINTENANCE (SOFTWARE DEVELOPMENT AND MAINTENANCE)

This CONTRACT made and entered into by and between the following:

DEPARTMENT OF BUDGET AND MANAGEMENT, a government agency created by virtue of the laws of the Republic of the Philippines, with principal office address at General Solano St., San Miguel, Manila, represented herein by its Secretary, **BENJAMIN E. DIOKNO**, hereinafter called the **"DBM"**;

- and –

INCUVENTURE PARTNERS CORPORATION, a corporation duly organized and existing under the laws of the Republic of the Philippines, with office address at Unit 1237-07, 12/F Times Plaza Building, United Nations Avenue, corner Taft Avenue, Ermita, Manila, represented by **DAVE JOHN A. MACIAS**, hereinafter referred to as the **"CONSULTANT"**;

WITNESSETH:

WHEREAS, the DBM is desirous that the Consultant execute the Project, "Application Support and Maintenance (Software Development and Maintenance)," (hereinafter called "the Consulting Services") and the DBM has accepted the Bid for Sixty Eight Million Nine Hundred Ninety Nine Thousand Nine Hundred Ninety Nine Pesos and 82/100 (P68,999,999.82) by the Consultant for the execution and completion of such Consulting Services and the remedying of any defects therein.

WHEREAS, the Notice of Award was issued to the Contractor last May 8, 2018, and the Contractor posted its performance security on May 15, 2018;

NOW THIS CONTRACT WITNESSETH AS FOLLOWS:

1. In this Contract, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.

2. The following documents shall be attached, deemed to form, and be read and construed as integral part of this Contract, to wit:

   (a) General and Special Conditions of Contract;

   (b) Terms of Reference;

   (c) Request for Expression of Interest;

   (d) Instructions to Bidders;

   (e) Bid Data Sheet;

   (f) Addenda and/or Supplemental/Bid Bulletins, if any;

(g) Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the DBM's bid evaluation;

(h) Eligibility requirements, documents and/or statements;

(i) Performance Security;

(j) Notice of Award of Contract and the Bidder's conforme thereto;

(k) Other contract documents that may be required by existing laws and/or the DBM.

3. In consideration of the payments to be made by the DBM to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the DBM to execute and complete the Consulting Services and remedy any defects therein in conformity with the provisions of this Contract in all respects.

4. The DBM hereby covenants to pay the Contractor in consideration of the execution and completion of the Consulting Services, the Contract Price or such other sum as may become payable under the provisions of this Contract at the times and in the manner prescribed by this Contract.

IN WITNESS WHEREOF, the parties hereto have signed this Contract on this MAY 2 3 2018 day of _____, 2018 at General Solano St., San Miguel, Manila, Philippines.

DEPARTMENT OF BUDGET AND MANAGEMENT
by:

BENJAMIN E. DIOKNO
Secretary

Department of Budget and Management
DSEC-2018-01310

INCUVENTURE PARTNERS CORPORATION
by:

DAVE JOHN A. MACIAS
President and Chief Executive Officer

SIGNED IN THE PRESENCE OF

ANDREA CELENE M. MAGTALAS
Director
Information and Communications Technology Systems Service

HADRIAN M. CRUZ
Chief Operations Officer

Has Available
ESPERANZA G. IGNACIO
Chief Accountant

ORS# 02101/01/2018-05-8604
5/10/2018

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
C I T Y O F M A N I L A) *S.S.*

BEFORE ME, a Notary Public for and in the City of MANILA, Philippines on MAY 23 2018 day of _____, 2018 personally appeared the following:

NAME	VALID ID	VALID UNTIL
BENJAMIN E. DIOKNO	DBM ID No. 0005	
DAVE JOHN A. MACIAS	Passport # EC 2754559	Nov. 17, 2019

known to me to be the same persons who executed the foregoing Contract and who acknowledged to me that the same is their free and voluntary act and deed and of the entities they respectively represent.

This CONTRACT for the Application Support and Maintenance (Software Development and Maintenance) was signed by the parties, and their material witnesses on each and every page thereof.

WITNESS MY HAND AND SEAL this ____ day MAY 23 2018, 2018.

ATTY. GARY CAMITAN AURE
NOTARY PUBLIC, ROLL NO. 60777
PTR No. [illegible] Issued on Jan. 02 2018 Valid Dec. 31, 2018 Manila
IBP Lifetime No. 014559 Issued on Feb. 2, 2015
Commission No. 2018-72 Issued on Feb. 28, 2018 Until Dec. 31, 2019 Manila
MCLE No. V-0014511 Issued on March 8, 2016 Valid Until April 14, 2019
Office Address: Room 306 3F NFMC Bldg. Escolta Corner San Marcelino St. Ermita, Manila
Tel. No. 153-531-245

Doc. No 116;
Page No 24;
Book No VI;
Series of 2018.

MGA PANUNTUNGDA TIMUGANG

REPUBLIKA NG PILIPINAS / REPUBLIC OF THE PHILIPPINES

PASAPORTE
PASSPORT

TYPE
P

COUNTRY CODE
PHL

PASS NO.
EB

SURNAME
DAVE

GIVEN NAMES
JOHN

NATIONALITY
FILIPINO

DATE OF BIRTH
16 Dec 74

PLACE OF BIRTH
PHILIPPINES

SEX
M

DATE OF ISSUE
MAY 11 2011

DATE OF EXPIRY
10 Nov 16

PLACE OF ISSUE
DFA MANILA

PERSONAL NO.
[illegible]

P<PHLDAVE<<JOHN<<

Section IV. General Conditions of Contract

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1. Definitions

1.1 Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:

(a) "Applicable Law" means the laws and any other instruments having the force of law in the Philippines as they may be issued and enforced from time to time.

(b) "Consultant" refers to the short listed consultant with the HRRB determined by the Procuring Entity as such in accordance with the ITB.

(c) "Consulting Services" refer to services for Infrastructure Projects and other types of projects or activities of the Government of the Philippines (GoP) requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the Procuring Entity to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies.

(d) "Contract" means the agreement signed by the Parties, to which these General Conditions of Contract (GCC) and other sections of the Bidding Documents are attached.

(e) "Effective Date" means the date on which this Contract comes into full force and effect.

(f) "Foreign Currency" means any currency other than the currency of the Philippines.

(g) "Funding Source" means the entity indicated in the SCC.

(h) "GCC" means these General Conditions of Contract.

(i) "Government" means the Government of the Philippines (GoP).

(j) "Local Currency" means the Philippine Peso (Php).

(k) "Member," in case the Consultant is a Joint Venture (JV) of two (2) or more entities, means any of these entities; and "Members" means all these entities.

(l) "Party" means the Procuring Entity or the Consultant, as the case may be, and "Parties" means both of them.

(m) "Personnel" means persons hired by the Consultant or by any Subconsultant as employees and assigned to the performance of the Services or any part thereof; "Foreign Personnel" means such persons who at the time of being so hired had their domicile outside the Government's country; "Local Personnel" means such persons who at

the time of being so hired had their domicile inside the Philippines; and "Key Personnel" means the Personnel referred to in GCC Clause 39.

(n) "Procuring Entity" refers to any branch, constitutional commission or office, agency, department, bureau, office or instrumentality of the Government, including GOCC, GFI, SUC, LGU, and autonomous regional government procuring Goods, Consulting Services, and Infrastructure Projects.

(o) "SCC" means the Special Conditions of Contract by which the GCC may be amended or supplemented.

(p) "Services" means the work to be performed by the Consultant pursuant to this Contract, as described in Appendix I.

(q) "Subconsultant" means any person or entity to whom/which the Consultant subcontracts any part of the Services in accordance with the provisions of GCC Clause 50.

(r) "Third Party" means any person or entity other than the Government, the Procuring Entity, the Consultant or a Subconsultant.

2. Headings

The headings shall not limit, alter or affect the meaning of this Contract.

3. Location

The Services shall be performed at such locations as are specified in Appendix I and, where the location of a particular task is not so specified, at such locations, whether in the Philippines or elsewhere, as the Procuring Entity may approve.

4. Law Governing Contract and Services

4.1 This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the Applicable Law.

4.2 The Consultant shall perform the Services in accordance with the Applicable Law and shall take all practicable steps to ensure that any Subconsultant, as well as the Personnel of the Consultant and any Subconsultant, complies with the Applicable Law. The Procuring Entity shall notify the Consultant in writing of relevant local customs, and the Consultant shall, after such notification, respect such customs.

4.3 If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost incurred by the Consultant in performing the Services, then the remuneration and reimbursable expenses otherwise payable to the Consultant under this Contract shall be increased or decreased on a no loss-no gain basis, and corresponding adjustments shall be made to the ceiling amounts specified in GCC Clause 52, provided that the cost is within the Approved Budget for the Contract (ABC).

5. Language

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.

6. Consultants and Affiliates Not to Engage in Certain Activities

6.1 The Consultant agrees that, during the term of this Contract and after its termination, the Consultant and any entity affiliated with the Consultant, as well as any Subconsultant and any entity affiliated with such Subconsultant, shall be disqualified from providing goods, works, or consulting services for any project resulting from or closely related to this Contract other than the Services and any continuation thereof provided there is no current or future conflict.

6.2 The Consultant shall not engage, and shall cause their Personnel as well as their Subconsultants and their Personnel not to engage, either directly or indirectly, in any of the following activities:

(a) during the term of this Contract, any business or professional activities in the Government's country which would conflict with the activities assigned to them under this Contract; and

(b) after the termination of this Contract, such other activities as may be specified in the **SCC**.

7. Authority of Member in Charge

In case the Consultant is a JV, the Members hereby authorize the entity specified in the SCC to act on their behalf in exercising all the Consultant's rights and obligations towards the Procuring Entity under this Contract, including without limitation the receiving of instructions and payments from the Procuring Entity.

8. Resident Project Manager

If required by the **SCC**, the Consultant shall ensure that at all times during the Consultant's performance of the Services in the Government's country, a resident project manager, acceptable to the Procuring Entity, shall take charge of the performance of such Services.

9. Entire Agreement

This Contract, including the documents specified in Section 37.2.3 of the IRR of RA 9184, contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make any statement, representation, promise, or agreement not set forth herein of which the Parties shall not be bound by or be liable for.

10. Modification

Unless otherwise specified in the SCC, no modification of the terms and conditions of this Contract, including any modification of the scope of the Services shall be allowed. Pursuant to GCC Clause 14 hereof, however, each Party shall give due consideration to any proposal for modification made by the other Party.

11. Relationship of Parties

11.1 Nothing contained herein shall be construed as establishing a relation of employer and employee or of principal and agent as between the Procuring Entity and the Consultant. The Consultant, subject to this Contract, has complete charge of its Personnel and Subconsultants, if any, performing the Services and shall be fully responsible for the Services performed by them or on their behalf hereunder.

11.2 The Consultant shall during the performance of the Services be an independent contractor, retaining complete control over its Personnel, conforming to all statutory requirements with respect to all its employees, and providing all appropriate employee benefits.

12. Authorized Representatives

Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Procuring Entity or the Consultant may be taken or executed by the officials specified in the SCC.

13. Good Faith

The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the objectives of this Contract.

14. Operation of the Contract

The Parties recognize that it is impractical for this Contract to provide for every contingency which may arise during the life of this Contract, and the Parties hereby agree that it is their intention that this Contract shall operate fairly as between them, and without detriment to the interest of either of them; and that, if during the term of this Contract either Party believes that this Contract is operating unfairly, the Parties shall use their best efforts to agree on such action as may be necessary to remove the cause or causes of such unfairness, but no failure to agree on any action pursuant to this Clause shall give rise to a dispute subject to arbitration in accordance with GCC Clause 34 hereof.

15. Notices

15.1 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.

15.2 Notice shall be deemed to be effective as specified in the SCC.

15.3 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 SCC with respect to GCC Clause 15.2.

16. Warranty as to Eligibility

16.1 The Consultant represents, warrants, and confirms that it, as well as its Subconsultant, if any, is eligible, *i.e.*, has the legal personality to act as a consultant in accordance with Part I, **Error! Reference source not found.** issued for this project.

16.2 The Consultant shall fulfill its obligations under this Contract by using knowledge according to the best accepted professional standards. The Consultant shall exercise all reasonable skill, care and diligence in the discharge of duties agreed to be performed and shall work in the best interest of the GoP.

17. Confidentiality

Except with the prior written consent of the Procuring Entity, the Consultant and the Personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the Services, nor shall the Consultant and the Personnel make public the recommendations formulated in the course of, or as a result of, the Services. For purposes of this clause, "confidential information" means any information or knowledge acquired by the Consultant and/or its Personnel arising out of, or in connection with, the performance of the Services under this Contract that is not otherwise available to the public.

18. Payment

18.1 In consideration of the Services performed by the Consultant under this Contract, the Procuring Entity shall make to the Consultant such payments and in such manner as is provided by GCC Clause 53 of this Contract. However, the Procuring Entity may refuse to make payments when the terms and conditions of the contract are not satisfactorily performed by the Consultant.

18.2 Subject to the ceilings specified in GCC Clause 52 hereof, the Procuring Entity shall pay to the Consultant: (i) remuneration as set forth in GCC Clause 53.2; and (ii) reimbursable expenditures as set forth in GCC Clause 53.4. Said remuneration shall not be subject to price adjustment.

18.3 All payments under this Contract shall be made to the account of the Consultant specified in the SCC.

19. Currency of Payment

Unless otherwise specified in the **SCC**, all payments shall be made in Philippine Pesos.

20. Liability of the Consultant

Subject to additional provisions, if any, set forth in the **SCC**, the Consultant's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

21. Insurance to be Taken Out by the Consultant

21.1 The Consultant, at its own cost, shall be responsible for taking out or maintaining any insurance policy against any risk related to the project.

21.2 The Procuring Entity undertakes no responsibility in respect of life, health, accident, travel or any other insurance coverage for the Personnel or for the dependents of any such Personnel.

22. Effectivity of Contract

The contract effectivity date shall be the date of contract signing, provided that the effectiveness of the conditions, if any, listed in the **SCC** have been met.

23. Commencement of Services

The Consultant shall begin carrying out the Services starting from the effectivity date of this Contract, as mentioned in GCC Clause 22.

24. Expiration of Contract

Unless sooner terminated pursuant to GCC Clauses 27 or 28 hereof, this Contract shall terminate at the end of such time period after the effectivity date as shall be specified in the **SCC**.

25. Force Majeure

25.1 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 Consultant 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 Consultant.

25.2 The failure of a Party to fulfill any of its obligations hereunder shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event of force majeure, provided that the Party affected by such an event has taken all reasonable precautions, due care and

reasonable alternative measures, all with the objective of carrying out the terms and conditions of this Contract.

25.3 Unless otherwise agreed herein, force majeure shall not include:

(a) any event which is caused by the negligence or intentional action of a Party or such Party's Subconsultants or agents or employees;

(b) any event which a diligent Party could reasonably have been expected to both take into account at the time of the conclusion of this Contract and avoid or overcome in the carrying out of its obligations hereunder;

(c) insufficiency of funds or failure to make any payment required hereunder; or

(d) the Procuring Entity's failure to review, approve or reject the outputs of the Consultant beyond a reasonable time period.

25.4 A Party affected by an event of force majeure shall take all reasonable measures to remove such Party's inability to fulfill its obligations hereunder immediately or within a reasonable time.

25.5 A Party affected by an event of force majeure shall notify the other Party of such event as soon as possible, and in any event not later than fifteen (15) days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give notice of the restoration of normal conditions as soon as possible.

25.6 The Parties shall take all reasonable measures to minimize the consequences of any event of force majeure.

25.7 Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a direct and proximate result of force majeure.

25.8 During the period of their inability to perform the Services as a direct and proximate result of an event of force majeure, the Consultant shall be entitled to continue receiving payment under the terms of this Contract as well as to be reimbursed for additional costs reasonably and necessarily incurred by it during such period for the purposes of the Services and in reactivating the Services after the end of such period; provided that such costs are still within the total contract price. However, the foregoing provision shall not apply if the Procuring Entity suspends or terminates this Contract in writing, notice thereof duly received by the Consultant, pursuant to GCC Clauses 26 and 27 hereof with the exception of the direct and proximate result of force majeure.

25.9 Not later than fifteen (15) days after the Consultant, as the direct and proximate result of an event of force majeure, has become unable to perform a material portion of the Services, the Parties shall consult with each other with a view to agreeing on appropriate measures considering the circumstances.

25.10 In the case of disagreement between the parties as to the existence, or extent of force majeure, the matter shall be submitted to arbitration in accordance with GCC Clause 34 hereof.

26. Suspension

26.1 The Procuring Entity shall, by written notice of suspension to the Consultant, suspend all payments to the Consultant hereunder if the Consultant fail to perform any of their obligations due to their own fault or due to force majeure or other circumstances beyond the control of either party (*e.g.* suspension of civil works being supervised by the consultant) under this Contract, including the carrying out of the Services, provided that such notice of suspension:

(a) shall specify the nature of the failure; and

(b) shall request the Consultant to remedy such failure within a period not exceeding thirty (30) days after receipt by the Consultant of such notice of suspension.

26.2 The Consultant may, without prejudice to its right to terminate this Contract pursuant to GCC Clause 28, by written notice of suspension, suspend the Services if the Procuring Entity fails to perform any of its obligations which are critical to the delivery of the Consultant's services such as, non-payment of any money due the Consultant within forty-five (45) days after receiving notice from the Consultant that such payment is overdue.

27. Termination by the Procuring Entity

27.1 The Procuring Entity shall terminate this Contract when any of the following conditions attends its implementation:

(a) Outside of force majeure, the Consultant fails to deliver or perform the Outputs and Deliverables 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 Consultant prior to the delay;

(b) As a result of force majeure, the Consultant is unable to deliver or perform a material portion of the Outputs and Deliverables for a period of not less than sixty (60) calendar days after the Consultant's receipt of the notice from the Procuring Entity stating that the circumstance of force majeure is deemed to have ceased;

(c) In whole or in part, at any time for its convenience, the HoPE may terminate the Contract for its convenience 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;

(d) If the Consultant is declared bankrupt or insolvent as determined with finality by a court of competent jurisdiction; in which event,

termination will be without compensation to the Consultant, 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 Consultant;

(e) In case it is determined prima facie that the Consultant has engaged, before or during the implementation of this Contract, in unlawful deeds and behaviors relative to contract acquisition and implementation, such as, but not limited to, the following: corrupt, fraudulent, collusive, coercive, and obstructive practices; drawing up or using forged documents; using adulterated materials, means or methods, or engaging in production contrary to rules of science or the trade; and any other act analogous to the foregoing. For purposes of this clause, corrupt, fraudulent, collusive, coercive, and obstructive practices shall have the same meaning as that provided in ITB Clause 3.1(a);

(f) The Consultant fails to remedy a failure in the performance of their obligations hereunder, as specified in a notice of suspension pursuant to GCC Clause 15.2 hereinabove, within thirty (30) days of receipt of such notice of suspension or within such further period as the Procuring Entity may have subsequently approved in writing;

(g) The Consultant's failure to comply with any final decision reached as a result of arbitration proceedings pursuant to GCC Clause 34 hereof; or

(h) The Consultant fails to perform any other obligation under the Contract.

27.2 In case of termination, written notice shall be understood to mean fifteen (15) days for short term contracts, *i.e.*, four (4) months or less, and thirty (30) days for long term contracts.

28. Termination by the Consultant

The Consultant must serve a written notice to the Procuring Entity of its intention to terminate this Contract at least thirty (30) calendar days before its intended termination. This Contract is deemed terminated if no action has been taken by the Procuring Entity with regard to such written notice within thirty (30) calendar days after the receipt thereof by the Procuring Entity. The Consultant may terminate this Contract through any of the following events:

(a) The Procuring Entity is in material breach of its obligations pursuant to this Contract and has not remedied the same within sixty (60) calendar days following its receipt of the Consultant's notice specifying such breach;

(b) The Procuring Entity's failure to comply with any final decision reached as a result of arbitration pursuant to GCC Clause 34 hereof

(c) As the direct and proximate result of force majeure, the Consultant is unable to perform a material portion of the Services for a period of not less than sixty (60) days; or

(d) The Procuring Entity fails to pay any money due to the Consultant pursuant to this Contract and not subject to dispute pursuant to **GCC** Clause 32 hereof within eighty four (84) days after receiving written notice from the Consultant that such payment is overdue.

29. Procedures for Termination of Contracts

The following provisions shall govern the procedures for the 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 Procuring Entity 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 Procuring Entity, the HoPE shall terminate this Contract only by a written notice to the Consultant conveying such termination. The notice shall state:

(i) that the contract is being terminated for any of the ground(s) aforementioned, 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 Consultant to show cause as to why the contract should not be terminated; and

(iv) special instructions of the Procuring Entity, if any.

The Notice to Terminate shall be accompanied by a copy of the Verified Report;

(c) Within a period of seven (7) calendar days from receipt of the Notice of Termination, the Consultant shall submit to the HoPE a verified position paper stating why this Contract should not be terminated. If the Consultant 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;

(d) The Procuring Entity may, at anytime before receipt of the Consultant's verified position paper to withdraw the Notice to Terminate if it is determined that certain services subject of the notice had been completed or performed before the Consultant's receipt of the notice;

(e) 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 Consultant of its decision and, unless otherwise provided, this Contract is deemed terminated from receipt of the Consultant of the notice of decision. The termination shall only be based on the ground(s) stated in the Notice to Terminate; and

(f) 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.

30. Cessation of Services

Upon termination of this Contract by notice of either Party to the other pursuant to GCC Clauses 27 or 28 hereof, the Consultant shall, immediately upon dispatch or receipt of such notice, take all necessary steps to bring the Services to a close in a prompt and orderly manner and shall make every reasonable effort to keep expenditures for this purpose to a minimum. With respect to documents prepared by the Consultant and equipment and materials furnished by the Procuring Entity, the Consultant shall proceed as provided, respectively, by GCC Clauses 35 or 36 hereof.

31. Payment Upon Termination

Upon termination of this Contract pursuant to GCC Clauses 27 or 28 hereof, the Procuring Entity shall make the following payments to the Consultant:

(a) remuneration pursuant to GCC Clause 53 hereof for Services satisfactorily performed prior to the effective date of termination;

(b) reimbursable expenditures pursuant to GCC Clause 53 hereof for expenditures actually incurred prior to the effective date of termination; and

(c) in the case of termination pursuant to GCC Clause 27(b) hereof, reimbursement of any reasonable cost incident to the prompt and orderly termination of this Contract including the cost of the return travel of the Personnel and their eligible dependents.

32. Disputes about Events of Termination

If either Party disputes whether an event specified in GCC Clause 27.1 or in GCC Clause 28 hereof has occurred, such Party may refer the matter to arbitration pursuant to GCC Clause 34 hereof, and this Contract shall not be terminated on account of such event except in accordance with the terms of any resulting arbitral award.

33. Cessation of Rights and Obligations

Upon termination of this Contract pursuant to GCC Clauses 27 or 28 hereof, or upon expiration of this Contract pursuant to GCC Clause 24, all rights and obligations of the Parties hereunder shall cease, except:

(a) such rights and obligations as may have accrued on the date of termination or expiration;

(b) the obligation of confidentiality set forth in GCC Clause 17 hereof; and

(c) the Consultant's obligation to permit inspection, copying and auditing of their accounts and records set forth in GCC Clauses 51(b) and 51(c) hereof, any right which a Party may have under the Applicable Law.

34. Dispute Settlement

34.1 If any dispute or difference of any kind whatsoever shall arise between the Parties in connection with the implementation of this Contract, the Parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.

34.2 Any and all disputes arising from the implementation of this Contract shall be submitted to arbitration in accordance with the rules of procedure specified in the SCC.

35. Documents Prepared by the Consultant and Software Developed to be the Property of the Procuring Entity

35.1 All plans, drawings, specifications, designs, reports, other documents and software prepared by the Consultant for the Procuring Entity under this Contract shall become and remain the property of the Procuring Entity, and the Consultant shall, prior to termination or expiration of this Contract, deliver all such documents to the Procuring Entity, together with a detailed inventory thereof. The Consultant may retain a copy of such documents and software. The plans, drawings, specifications, designs, reports, other documents and software, including restrictions on future use of such documents and software, if any, shall be specified in the SCC.

35.2 All computer programs developed by the Consultant under this Contract shall be the sole and exclusive property of the Procuring Entity; provided, however, that the Consultant may use such programs for its own use with prior written approval of the Procuring Entity. If license agreements are necessary or appropriate between the Consultant and third parties for purposes of development of any such computer programs, the Consultant shall obtain the Procuring Entity's prior written approval to such agreements. In such cases, the Procuring Entity shall be entitled at its discretion to require recovering the expenses related to the development of the program(s) concerned.

36. Equipment and Materials Furnished by the Procuring Entity

Equipment and materials made available to the Consultant by the Procuring Entity, or purchased by the Consultant with funds provided by the Procuring Entity, shall be the property of the Procuring Entity and shall be marked accordingly. Upon termination or expiration of this Contract, the Consultant shall make available to the Procuring Entity an inventory of such equipment and materials and shall dispose of such equipment and materials in accordance with the Procuring Entity's instructions. While in possession of such equipment and materials, the Consultant, unless otherwise instructed by the Procuring Entity in writing, shall insure it at the expense of the Procuring Entity in an amount equal to their full replacement value.

37. Services, Facilities and Property of the Procuring Entity

The Procuring Entity shall make available to the Consultant and the Personnel, for the purposes of the Services and free of any charge, the services, facilities and property

described in Appendix V at the terms and in the manner specified in said appendix, provided that if such services, facilities and property shall not be made available to the Consultant as and when so specified, the Parties shall agree on:

(a) any time extension that it may be appropriate to grant to the Consultant for the performance of the Services;

(b) the manner in which the Consultant shall procure any such services, facilities and property from other sources; and

(c) the additional payments, if any, to be made to the Consultant as a result thereof pursuant to **GCC** Clause 52 hereinafter which should be within the agreed contract ceiling.

38. Consultant's Actions Requiring Procuring Entity's Prior Approval

The Consultant shall obtain the Procuring Entity's prior approval in writing before taking any of the following actions:

(a) appointing such members of the Personnel as are listed in Appendix III merely by title but not by name;

(b) entering into a subcontract for the performance of any part of the Services, it being understood that:

  (i) the selection of the Subconsultant and the terms and conditions of the subcontract shall have been approved in writing by the Procuring Entity prior to the execution of the subcontract; and

  (ii) the Consultant shall remain fully liable for the performance of the Services by the Subconsultant and its Personnel pursuant to this Contract;

(c) replacement, during the performance of the contract for any reason, of any Personnel as listed in Appendix III of this Contract requiring the Procuring Entity's prior approval; and

(d) any other action that may be specified in the <u>SCC</u>.

39. Personnel

39.1 The Consultant shall employ and provide such qualified and experienced Personnel and Subconsultants as are required to carry out the Services.

39.2 The title, agreed job description, minimum qualification and estimated period of engagement in the carrying out of the Services of each of the Consultant's Key Personnel are described in Appendix III.

39.3 The Key Personnel and Subconsultants listed by title as well as by name in Appendix III are hereby approved by the Procuring Entity. In respect of other Key Personnel which the Consultant proposes to use in the carrying out of the Services, the Consultant shall submit to the Procuring Entity for review and

approval a copy of their biographical data and, in the case of Key Personnel to be assigned within the GoP, a copy of a satisfactory medical certificate attached as part of Appendix III. If the Procuring Entity does not object in writing; or if it objects in writing but fails to state the reasons for such objection, within twenty-one (21) calendar days from the date of receipt of such biographical data and, if applicable, such certificate, the Key Personnel concerned shall be deemed to have been approved by the Procuring Entity.

39.4 The Procuring Entity may request the Consultants to perform additional services not covered by the original scope of work but are determined by the Procuring Entity to be critical for the satisfactory completion of the Services, subject to GCC Clause 55.6.

39.5 No changes shall be made in the Key Personnel, except for justifiable reasons as may be determined by the Procuring Entity, as indicated in the **SCC**, and only upon prior approval of the Procuring Entity. If it becomes justifiable and necessary to replace any of the Personnel, the Consultant shall forthwith provide as a replacement a person of equivalent or better qualifications. If the Consultant introduces changes in Key Personnel for reasons other than those mentioned in the **SCC**, the Consultant shall be liable for the imposition of damages as described in the **SCC**.

39.6 Any of the Personnel provided as a replacement under GCC Clauses 39.5 and 39.7, the rate of remuneration applicable to such person as well as any reimbursable expenditures the Consultant may wish to claim as a result of such replacement, shall be subject to the prior written approval by the Procuring Entity. Except as the Procuring Entity may otherwise agree, the Consultant shall bear all additional travel and other costs arising out of or incidental to any removal and/or replacement, and the remuneration to be paid for any of the Personnel provided as a replacement shall not exceed the remuneration which would have been payable to the Personnel replaced.

39.7 If the Procuring Entity finds that any of the Personnel has committed serious misconduct or has been charged with having committed a criminal action as defined in the Applicable Law, or has reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Consultant shall, at the Procuring Entity's written request specifying the grounds therefore, forthwith provide as a replacement a person with qualifications and experience acceptable to the Procuring Entity.

40. Working Hours, Overtime, Leave, etc.

40.1 Working hours and holidays for Key Personnel are set forth in Appendix III. Any travel time prior to and after contract implementation shall not be considered as part of the working hours.

40.2 The Key Personnel shall not be entitled to claim payment for overtime work, sick leave, or vacation leave from the Procuring Entity since these items are already covered by the Consultant's remuneration. All leaves to be allowed to the Personnel are included in the staff-months of service set forth in Appendix

III. Taking of leave by any Personnel should not delay the progress and adequate supervision of the Services.

40.3 If required to comply with the provisions of **GCC** Clause 43.1 hereof, adjustments with respect to the estimated periods of engagement of Key Personnel set forth in Appendix III may be made by the Consultant by prior written notice to the Procuring Entity, provided that:

(a) such adjustments shall not alter the originally estimated period of engagement of any individual by more than ten percent (10%); and

(b) the aggregate of such adjustments shall not cause payments under this Contract to exceed the ceilings set forth in **GCC** Clause 52.1 of this Contract. Any other such adjustments shall only be made with the Procuring Entity's prior written approval.

41. Counterpart Personnel

41.1 If so provided in Appendix III hereto, the Procuring Entity shall make available to the Consultant, as and when provided in such Appendix III, and free of charge, such Counterpart Personnel to be selected by the Procuring Entity, with the Consultant's advice, as shall be specified in such Appendix III. Counterpart Personnel shall work with the Consultant. If any member of the Counterpart Personnel fails to perform adequately any work assigned to such member by the Consultant which is consistent with the position occupied by such member, the Consultant may request the replacement of such member, and the Procuring Entity shall not unreasonably refuse to act upon such request.

41.2 The responsibilities of the Counterpart Personnel shall be specified in Appendix III, attached hereto, and the Counterpart Personnel shall not perform any work beyond the said responsibilities.

41.3 If Counterpart Personnel are not provided by the Procuring Entity to the Consultant as and when specified in Appendix III, and or if the Counterpart Personnel lack the necessary training, experience or authority to effectively undertake their responsibilities, the Procuring Entity and the Consultant shall agree on how the affected part of the Services shall be carried out, and the additional payments, if any, to be made by the Procuring Entity to the Consultant as a result thereof pursuant to **GCC** Clause 52 hereof.

42. Performance Security

42.1 Unless otherwise specified in the **SCC**, 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 Consultant shall furnish the performance security in any the forms prescribed in the **ITB** Clause 32.2.

42.2 The performance security posted in favor of the Procuring Entity shall be forfeited in the event it is established that the Consultant is in default in any of its obligations under the contract.

42.3 The performance security shall remain valid until issuance by the Procuring Entity of the Certificate of Final Acceptance.

42.4 The performance security may be released by the Procuring Entity and returned to the Consultant after the issuance of the Certificate of Final Acceptance subject to the following conditions:

(a) There are no pending claims against the Consultant or the surety company filed by the Procuring Entity;

(b) The Consultant has no pending claims for labor and materials filed against it; and

(c) Other terms specified in the **SCC**.

42.5 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.

43. Standard of Performance

43.1 The Consultant shall perform the Services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional techniques and practices, and shall observe sound management practices, and employ appropriate advanced technology and safe and effective equipment, machinery, materials and methods.

43.2 The Consultant shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the Procuring Entity, and shall at all times support and safeguard the Procuring Entity's legitimate interests in any dealings with Subconsultants or third parties.

43.3 The Consultant shall furnish to the Procuring Entity such information related to the Services as the Procuring Entity may from time to time reasonably request.

43.4 The Consultant shall at all times cooperate and coordinate with the Procuring Entity with respect to the carrying out of its obligations under this Contract.

44. Consultant Not to Benefit from Commissions, Discounts, etc.

The remuneration of the Consultant pursuant to **GCC** Clause 53 hereof shall constitute the Consultant's sole remuneration in connection with this Contract or the Services and, subject to **GCC** Clause 45 hereof, the Consultant shall not accept for their own benefit any trade commission, discount or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations hereunder, and the Consultant shall use its best efforts to ensure that any Subconsultants, as well as the Personnel and agents of either of them, similarly shall not receive any such additional remuneration.

45. Procurement by the Consultant

If the Consultant, as part of the Services, has the responsibility of advising or procuring goods, works or services, for the Procuring Entity, the Consultant shall comply with any applicable procurement guidelines of the Funding Source, and shall at all times exercise such responsibility in the best interest of the Procuring Entity. Any discounts or advantages obtained by the Consultant in the exercise of such procurement responsibility shall be for the benefit of the Procuring Entity.

46. Specifications and Designs

46.1 The Consultant shall prepare all specifications and designs using the metric system and shall embody the best design criteria applicable to Philippine conditions. The Consultant shall specify standards which are accepted and well-known among industrial nations.

46.2 The Consultant shall ensure that the specifications and designs and all documentation relating to procurement of goods and services for this Contract are prepared on an impartial basis so as to promote national and international competitive bidding.

47. Reports

The Consultant shall submit to the Procuring Entity the reports, deliverables and documents in English, in the form, in the numbers, and within the time periods set forth in Appendix II.

48. Assistance by the Procuring Entity on Government Requirements

48.1 The Procuring Entity may assist the Consultant, Subconsultants, and Personnel in the payment of such taxes, duties, fees and other impositions as may be levied under the Applicable Law by providing information on the preparation of necessary documents for payment thereof.

48.2 The Procuring Entity shall use its best efforts to ensure that the Government shall:

(a) provide the Consultant, Subconsultants, and Personnel with work permits and such other documents as shall be necessary to enable the Consultant, Subconsultants, or Personnel to perform the Services;

(b) arrange for the foreign Personnel and, if appropriate, their eligible dependents to be provided promptly with all necessary entry and exit visas, residence permits, and any other documents required for their stay in the Philippines for the duration of the Contract;

(c) facilitate prompt clearance through customs of any property required for the Services and of the necessary personal effects of the foreign Personnel and their eligible dependents;

(d) issue to officials, agents and representatives of the Government all such instructions as may be necessary or appropriate for the prompt and effective implementation of the Services; and

(e) grant to foreign Consultant, any foreign Subconsultant and the Personnel of either of them the privilege, pursuant to the Applicable Law, of bringing into the Government's country reasonable amounts of foreign currency for purposes of the Services or for the personal use of the foreign Personnel and their dependents.

49. Access to Land

The Procuring Entity warrants that the Consultant shall have, free of charge, unimpeded access to all lands in the Philippines in respect of which access is required for the performance of the Services. The Procuring Entity shall be responsible for any damage to such land or any property thereon resulting from such access and shall indemnify the Consultant and each of the Personnel in respect of liability for any such damage, unless such damage is caused by the default or negligence of the Consultant or any Subconsultant or the Personnel of either of them.

50. Subcontract

50.1 Subcontracting of any portion of the Consulting Services, if allowed in the **BDS**, does not relieve the Consultant of any liability or obligation under this Contract. The Consultant will be responsible for the acts, defaults, and negligence of any subconsultant, its agents, servants or workmen as fully as if these were the Consultant's own acts, defaults, or negligence, or those of its agents, servants or workmen.

50.2 Subconsultants disclosed and identified during the bidding may be changed during the implementation of this Contract, subject to compliance with the required qualifications and the approval of the Procuring Entity.

51. Accounting, Inspection and Auditing

51.1 The Consultant shall:

(a) keep accurate and systematic accounts and records in respect of the Services hereunder, in accordance with internationally accepted accounting principles and in such form and detail as shall clearly identify all relevant time changes and costs, and the bases thereof;

(b) permit the Procuring Entity or its designated representative and or the designated representative of the Funding Source at least once for short-term Contracts, and annually in the case of long-term Contracts, and up to one year from the expiration or termination of this Contract, to inspect the same and make copies thereof as well as to have them audited by auditors appointed by the Procuring Entity; and

(c) permit the Funding Source to inspect the Consultant's accounts and records relating to the performance of the Consultant and to have them audited by auditors approved by the Funding Source, if so required.

51.2 The basic purpose of this audit is to verify payments under this Contract and, in this process, to also verify representations made by the Consultant in relation to this Contract. The Consultant shall cooperate with and assist the Procuring Entity and its authorized representatives in making such audit. In the event the audit discloses that the Consultant has overcharged the Procuring Entity, the Consultant shall immediately reimburse the Procuring Entity an amount equivalent to the amount overpaid. If overpayment is a result of the Consultant having been engaged in what the Procuring Entity (or, as the case may be, the Funding Source) determines to constitute corrupt, fraudulent, or coercive practices, as defined in **GCC** Clause 27(e) and under the Applicable Law, the Procuring Entity shall, unless the Procuring Entity decides otherwise, terminate this Contract.

51.3 The determination that the Consultant has engaged in corrupt, fraudulent, coercive practices shall result in the Procuring Entity and/or the Funding Source seeking the imposition of the maximum administrative, civil and criminal penalties up to and in including imprisonment.

52. Contract Cost

52.1 Except as may be otherwise agreed under **GCC** Clause 10, payments under this Contract shall not exceed the ceiling specified in the **SCC**. The Consultant shall notify the Procuring Entity as soon as cumulative charges incurred for the Services have reached eighty percent (80%) of this ceiling.

52.2 Unless otherwise specified in the **SCC**, the cost of the Services shall be payable in Philippine Pesos and shall be set forth in the Appendix IV attached to this Contract.

53. Remuneration and Reimbursable Expenditures

53.1 Payments of Services do not relieve the Consultant of any obligation hereunder.

53.2 Remuneration for the Personnel shall be determined on the basis of time actually spent by such Personnel in the performance of the Services including other additional factors indicated in the **SCC** after the date determined in accordance with **GCC** Clause 22, or such other date as the Parties shall agree in writing, including time for necessary travel via the most direct route, at the rates referred to, and subject to such additional provisions as are set forth, in the **SCC**.

53.3 Remuneration for periods of less than one month shall be calculated on an hourly basis for time spent in home office (the total of 176 hours per month shall apply) and on a calendar-day basis for time spent away from home office (1 day being equivalent to 1/30th of a month).

53.4 Reimbursable expenditures actually and reasonably incurred by the Consultants in the performance of the Services are provided in the **SCC**.

53.5 Billings and payments in respect of the Services shall be made as follows:

(a) The Procuring Entity shall cause to be paid to the Consultant an advance payment as specified in the **SCC**, and as otherwise set forth below. The advance payment shall be due after the Consultant provides an irrevocable standby letter of credit in favor of the Procuring Entity issued by an entity acceptable to the Procuring Entity in accordance with the requirements provided in the **SCC**.

(b) As soon as practicable and not later than fifteen (15) days after the end of each calendar month during the period of the Services, the Consultant shall submit to the Procuring Entity, in duplicate, itemized statements, accompanied by copies of receipted invoices, vouchers and other appropriate supporting materials, of the amounts payable pursuant to **GCC** Clauses 52.1 and 53 for such month. Separate monthly statements shall be submitted in respect of amounts payable in foreign currency and in local currency. Each separate monthly statement shall distinguish that portion of the total eligible costs which pertains to remuneration from that portion which pertains to reimbursable expenditures.

(c) The Procuring Entity shall cause the payment of the Consultant's monthly statements within sixty (60) days after the receipt by the Procuring Entity of such statements with supporting documents. Only such portion of a monthly statement that is not satisfactorily supported may be withheld from payment. Should any discrepancy be found to exist between actual payment and costs authorized to be incurred by the Consultant, the Procuring Entity may add or subtract the difference from any subsequent payments. Interest shall be paid for delayed payments following the rate provided in the **SCC**.

54. Final Payment

54.1 The final payment shall be made only after the final report and a final statement, identified as such, shall have been submitted by the Consultant and approved as satisfactory by the Procuring Entity. The Services shall be deemed completed and finally accepted by the Procuring Entity and the final report and final statement shall be deemed approved by the Procuring Entity as satisfactory ninety (90) calendar days after receipt of the final report and final statement by the Procuring Entity unless the Procuring Entity, within such ninety (90)-day period, gives written notice to the Consultant specifying in detail deficiencies in the Services, the final report or final statement. The Consultant shall thereupon promptly make any necessary corrections within a maximum period of ninety (90) calendar days, and upon completion of such corrections, the foregoing process shall be repeated.

54.2 Any amount which the Procuring Entity has paid or caused to be paid in accordance with this clause in excess of the amounts actually payable in

accordance with the provisions of this Contract shall be reimbursed by the Consultant to the Procuring Entity within thirty (30) days after receipt by the Consultant of notice thereof. Any such claim by the Procuring Entity for reimbursement must be made within twelve (12) calendar months after receipt by the Procuring Entity of a final report and a final statement approved by the Procuring Entity in accordance with the above.

55. Lump Sum Contracts

55.1 For Lump Sum Contracts when applicable, notwithstanding the terms of **GCC** Clauses 10, 18.1, 31(c), 41.3, 53.2, 53.3, 53.4, 53.5, and 54.1, the provisions contained hereunder shall apply.

55.2 Personnel - Any replacement approved by the Procuring Entity in accordance with **ITB** Clause 27.3 shall be provided by the Consultant at no additional cost.

55.3 Staffing Schedule - Should the rate of progress of the Services, or any part hereof, be at any time in the opinion of the Procuring Entity too slow to ensure that the Services are completed in accordance with the Staffing Schedule, the Procuring Entity shall so notify the Consultant in writing and the Consultant shall at its sole cost and expense, thereupon take such steps as necessary, subject to the Procuring Entity's approval, or as reasonably required by the Procuring Entity, to expedite progress so as to ensure that the Services are completed in accordance with the Staffing Schedule.

55.4 Final payment pursuant to the Payment Schedule in Appendices IV and V shall be made by the Procuring Entity after the final report has been submitted by the Consultant and approved by the Procuring Entity.

55.5 Termination - Upon the receipt or giving of any notice referred to in **GCC** Clause 29 and if the Consultant is not in default under this Contract and has partly or substantially performed its obligation under this Contract up to the date of termination and has taken immediate steps to bring the Services to a close in prompt and orderly manner, there shall be an equitable reduction in the maximum amount payable under this Contract to reflect the reduction in the Services, provided that in no event shall the Consultant receive less than his actual costs up to the effective date of the termination, plus a reasonable allowance for overhead and profit.

55.6 Unless otherwise provided in the SCC, no additional payment for variation order, if any, shall be allowed for this Contract.

56. Liquidated Damages for Delay

If the Consultant fails to deliver any or all of the Services within the period(s) specified in this Contract, the Procuring Entity shall, without prejudice to its other remedies under this Contract and under the Applicable Law, deduct from the contract price, as liquidated damages, a sum equivalent to one-tenth of one percent of the price of the unperformed portion of the Services for each day of delay based on the approved contract schedule up to a maximum deduction of ten percent (10%) of the

contract price. Once the maximum is reached, the Procuring Entity may consider termination of this Contract pursuant to GCC Clause 27.

Section V. Special Conditions of Contract

GCC Clause	
1.1(b)	Name of Consultant: _____
1.1(g)	The Funding Source is: The Government of the Philippines (GOP) through the authorized appropriations under the FY 2018 General Appropriations Act and Multi-year Obligational Authority No. MYOA-BMB-C-17-0000047 in the amount of **Sixty Nine Million Pesos (P69,000,000.00) for twenty-one (21) months.**
6.2(b)	For a period of two years after the expiration of this Contract, the Consultant shall not engage, and shall cause its Personnel as well as their Subconsultants and its Personnel not to engage, in the activity of a purchaser (directly or indirectly) of the assets on which they advised the Procuring Entity under this Contract nor in the activity of an adviser (directly or indirectly) of potential purchasers of such assets. The Consultant also agree that their affiliates shall be disqualified for the same period of time from engaging in the said activities.
7	Not applicable
8	The person designated as resident project manager in Appendix III shall serve in that capacity, as specified in **GCC** Clause 8.
10	No further instructions.
12	The Authorized Representatives are as follows: For the Procuring Entity: **Dir. Andrea Celene M. Magtalas** Information and Communications Technology Systems Service 3/F, Boncodin Hall, Gen. Solano St., San Miguel, Manila 657-3300 local 2356; 735-4837 TF For the Consultant: _____

15.1	The addresses are: Procuring Entity: **Department of Budget and Management** Attention: **Dir. Andrea Celene M. Magtalas** *INFORMATION AND COMMUNICATIONS TECHNOLOGY SYSTEMS SERVICE* *3/F, Boncodin Hall, Gen. Solano St., San Miguel, Manila* *657-3300 local 2356; 735-4837 TF* **Email:** amagtalas@dbm.gov.ph Consultants: *[insert name of the Consultant]* Attention: *[insert name of the Consultant's authorized representative]* Address:_____ Facsimile:_____ Email Address: _____
15.2	Notice shall be deemed to be effective as follows: (a) in the case of personal delivery, private courier or registered mail, on delivery; (b) in the case of email or facsimiles, within one (1) working day following confirmed transmission.
18.3	*Consultant Bank Account:* _____ _____ _____ ***NOTE:*** *Details of account to be filled out by winning consultant prior to contract signing.*
19	No further instructions.

20	All partners to the joint venture shall be jointly and severally liable to the Procuring Entity. Limitation of the Consultant's Liability towards the Procuring Entity are as follows: (a) Except in case of gross negligence or willful misconduct on the part of the Consultant or on the part of any person or firm acting on behalf of the Consultant in carrying out the Services, the Consultant, with respect to damage caused by the Consultant to the Procuring Entity's property, shall not be liable to the Procuring Entity: (i) for any indirect or consequential loss or damage; and (ii) for any direct loss or damage that exceeds (A) the total payments for professional fees and reimbursable expenditures made or expected to be made to the Consultants hereunder, or (B) the proceeds the Consultants may be entitled to receive from any insurance maintained by the Consultants to cover such a liability, whichever of (A) or (B) is higher. (b) This limitation of liability shall not affect the Consultant's liability, if any, for damage to third parties caused by the Consultant or any person or firm acting on behalf of the Consultant in carrying out the Services.
22	No further instruction
24	The time period shall be twenty-one (21) months.
34.2	Any and all disputes arising from the implementation of this contract shall be submitted to arbitration in the Philippines according to the provisions of Republic Acts 876 and 9285, as required in Section 59 of the IRR of RA 9184.
35.1	All drawings, specifications, designs, source codes, reports, other documents, hardware, and software licenses, prepared and acquired by the Consultant for the Procuring Entity under this Contract shall become and remain the property of the Procuring Entity and the End-User.

38.1(d)	The Consultant's actions requiring the Procuring Entity's prior approval are: 1. Change in the plan of approach and methodology 2. Change of joint venture partner, service providers, and third party providers, if applicable 3. Change of its Key Personnel and Support Staff
39.5	The Consultant may change its Key Personnel and Support Staff only for reasons of death, serious illness, incapacity of an individual Consultant, or until after fifty percent (50%) of the Personnel's man-months have been served. Violators will be fined an amount equal to the refund of the replaced Personnel's basic rate, which should be at least fifty percent (50%) of the total basic rate for the duration of the engagement.
42.1	No further instructions.
42.4(c)	The final reports, documents and other requirements as specified on the Terms of Reference have been submitted.
52.1	The total ceiling amount in Philippine Pesos is ***₱69,000,000.00.***
52.2	No further instructions.
53.2	No additional instructions.
53.4	Contract price shall be inclusive of Remunerations and Reimbursables
53.5(a)	No advance payment is allowed.
(c)	The interest rate is zero.
55.6	No further instructions.
56	Refer to Terms of Reference for the detailed computations of liquidated damages.

Section VI. Terms of Reference

TERMS OF REFERENCE

I. PROJECT TITLE

Application Support and Maintenance (Software Development and Maintenance)

II. PROJECT DESCRIPTION

Support, Maintenance and Enhancement of all Application Systems of the Department of Budget and Management (DBM).

III. PROJECT BACKGROUND

The Consultancy requires the highest technical expertise of maintenance, administration, and knowledge in technological innovations using the Information Technology Infrastructure Library (ITIL) framework and other sets of effective methodologies to high quality IT service delivery. This documents best practices for IT Service Management that focuses with the needs of the organization and provides well-defined terms.

The following are the objectives and expectations to the Consultant for the duration of the project:

1. To provide full operational support in terms of the enhancement, improvement, and maintenance of the DBM application systems;
2. To enable the most seamless use of application systems within the DBM enterprise network system in aid of the specific functions of DBM Bureaus/Services/Offices (B/S/Os);
3. To institute a proactive stance in proposing improvements and innovations to the DBM application systems subject to the concurrence of DBM;
4. To measure the dynamic and evolving needs of the DBM in accordance with emerging trends in public service and in technological development; and,
5. To facilitate the most effective and efficient application systems-related service delivery of DBM to its client agencies.

IV. SCOPE OF WORK

The following outlines the support services to be provided by the Consultant for the enhancement and maintenance of the DBM's existing application systems and sub-systems as follows:

1. Inception Report

The CONSULTANT shall deliver an Inception Report within one (1) month from issuance of Notice to Proceed (NTP) consisting of the following but not limited to:

- Project approach, Impact analysis and application enhancement and assessment methodology;

- Initial assessment/review, but not limited to compiling all pending issues, user-reported bugs, user-requested enhancements, detailed testing of the functionalities of the Applications and the performance of the existing application and database servers;

- Review of the DBM domain model, and the supporting conceptual diagram for the DBM Software Ecosystem that support the reality of the structures, modules, behaviors, and

interfaces of the application systems to support the development of software development lifecycle; and,

- Provide and configure the Development Environment that will be used for this project based on the work plan in the approved Inception Report.

A Certificate of Acceptance for the Inception Report shall be issued by the ICTSS Head.

2. **Support and Maintenance Services for the Current DBM Applications**

The Consultant shall ensure full support and maintenance to the operation, in keeping with changes in policy and process improvements, of the following existing DBM application systems:

2.1 Mission-Critical Applications Systems (Used by Client Agencies and DBM Counterparts)

2.1.1 Online Submission of Budget Proposal (OSBP)
  2.1.1.1 Online Submission of Budget Proposal (OSBP) for GOCCs
2.1.2 Enhanced Budget Preparation Management System (eBPMS)
  2.1.2.1 Budget Preparation Management System (BPMS)
2.1.3 National Expenditure Program (NEP) and General Appropriations Act (GAA)
2.1.4 Enhanced Government Manpower Information System (eGMIS)
  2.1.4.1 Staffing Summary
  2.1.4.2 Personal Services Itemization and Plantilla of Personnel (PSIPOP)
2.1.5 Electronic Budget Releasing System (eBudget)
2.1.6 Unified Reporting System (URS)
2.1.7 Unified Accounts Code Structure (UACS) Repository
  2.1.7.1 UACS Website
2.1.8 eAppropriations System (eAppro)
2.1.9 LGU Reporting System (LGURS)
  2.1.9.1 Internal Revenue Allotment (IRA) Computation
  2.1.9.2 Tobacco System
2.1.10 DBM Website
  2.1.10.1 Resilient Cities
2.1.11 Project Infrastructure and Monitoring System (Open Roads)
2.1.12 Government Quality Management Committee (GQMC) Website
2.1.13 Helpdesk Management Service

2.2 Internal Application Systems (Used by DBM Officials and Employees)

2.2.1 Manpower Management Information System (MMIS)
2.2.2 Payroll System
  2.2.2.1 Time and Attendance Monitoring System (TAMS)
2.2.3 Index of Payment Computerized System (IPCS)
2.2.4 Property Monitoring Information System (PMIS)
2.2.5 Document Management System (DMS)
2.2.6 Budget Cycle Analytics (BCA)
2.2.7 e-Technical Library

2.3 Other Services

2.3.1 Technology Updates

The Consultant shall assist the DBM in evaluating and incorporating the latest technologies available as possible to ensure that all DBM application systems are flexible and future proof. The Consultant shall also provide recommendations and create a migration plan to help the DBM in the enablement of the following areas

such as the Business Process Management (BPM), Service Oriented Architecture (SOA), Budget Cycle Analytics (BCA) and Cloud technologies.

2.3.2 Training Assistance

The Consultant shall extend support in technology appreciation and facilitation of training to be conducted by *ICTSS* for all DBM client agencies to enable the latter to maximize the use of fiscal management and budgetary reforms related applications.

3. Systems Enhancement of Existing DBM Applications

The Consultant shall undertake systematic enhancements in accordance with a detailed work plan decided by the DBM through the ICTSS.

Enhancements may include the following:

3.1 Migration to another RDBMS platform

- Online Submission of Budget Proposal (OSBP)
  - OSBP for GOCCs
- Enhanced Budget Preparation Management System (eBPMS)
  - Budget Preparation Management System (BPMS)
- National Expenditure Program (NEP)
- Enhanced Government Manpower Information System (eGMIS)
  - Personnel Services Itemization and Plantilla of Position (PSIPOP)
- Electronic Budget Releasing System (eBudget)
- Unified Reporting System (URS)
- Unified Account Code Structure (UACS) Repository
- eAppropriations (eAppro)
- LGU Reporting System (LGURS)
- Manpower Management Information System (MMIS)
- Payroll System
- Index of Payment Computerized System (IPCS)
- Property Monitoring Information System (PMIS)

3.2 Conversion to another programming language (e.g. Java, Python)

- National Expenditure Program (NEP)
  - Personnel Services Itemization and Plantilla of Position (PSIPOP)
- Electronic Budget Releasing System (eBudget)
- Manpower Management Information System (MMIS)
- Payroll System
- Index of Payment Computerized System (IPCS)

3.3 Integration to eBPMS

- Budget Preparation Management System (BPMS)

V. MANPOWER REQUIREMENTS

The CONSULTANT shall provide highly trained professionals for this Project as follows:

Position	Number of Personnel Required	Qualifications	Time
		Key Personnel	
Project Manager	1	a. Minimum of ten (10) years' IT experience inclusive of five (5) years' experience in support, maintenance, development and deployment of complex mission-	Available on-premise from Monday to Friday on a full-time basis starting from

Position	Number of Personnel Required	Qualifications	Time
		critical applications relating to software development particularly in budgeting, accounting, financial management applications and accounting patterns. b. Certification in Information Technology Infrastructure Library (ITIL) framework or any globally accepted project management certification. c. Experience in e-Government application development, project management, human resource and service management based on best practices and industry standards. d. Highly efficient in preparing reports, technical and business communication writing, and articulate in oral communication. e. Must be a graduate of a Bachelor's Degree in Information Technology, Computer Science, Business Administration, or any degree course with comprehensive IT-related training and work experience. Master's Degree is an advantage.	8:00 AM until 5:00 PM. Must be available during scheduled meetings. Must be on-call 365 x 24 x 7.
Application Support Analyst	4	a. Minimum of five (5) years' IT experience inclusive of three (3) years' experience in business and systems analysis and design related to budget, accounting, financial management application, accounting patterns and e-Government applications. b. Acquired foundation in Information Technology Infrastructure Library (ITIL) or any globally accepted project management certification. c. Background in performing preliminary user testing for related applications and systems. d. Strong system documentation and business communication skills. e. Must be a graduate of a Bachelor's Degree in Information Technology, Computer Science, Business Administration, or any degree course with IT-related background and training.	Available on-premise from Monday to Friday on a full-time basis on a regular time schedule starting from 8:00 AM until 5:00 PM.

Position	Number of Personnel Required	Qualifications	Time
Application Team Lead/ Senior Developer	1	a. Minimum of three (3) years' experience in computer programming, maintenance, and enhancement of IT systems. b. Must be a graduate of a Bachelor's Degree in Information Technology, Computer Science or any degree course with IT-related background and training. c. Must have certifications or equivalent technical trainings in Java Programming	Offsite but must be available during scheduled meetings. Must be on-call 365x24x7.
Database Administrator	1	a. Minimum of six (6) years' IT experience inclusive of three (3) years' experience as Database Administrator. b. Must be an Oracle Certified Professional/Expert (OCP). c. Preferably knowledgeable on RedHat Linux or any equivalent. d. Must be a graduate of a Bachelor's Degree in Information Technology, Computer Science, or any degree course with IT-related background and training.	Available on-premise from Monday to Friday on a full-time basis at least eight (8) hours a day on a starting from 8:00 AM until 5:00 PM and must be on-call 365x24x7.
		Technical Personnel	
Quality Assurance Analyst	2	a. Minimum of two (2) years' experience in Quality Management Software and Processes. b. Expertise in testing multiple IT systems relating to budget, accounting, and financial management. c. Ability to understand and create clear, concise and detail-oriented test plans/cases from specifications or verbal communications. d. Must be a graduate of a Bachelor's Degree in Information Technology, Computer Science, Business Administration, or any degree course with IT-related background and training.	
Developers	15 Note: *5 Senior (4-*	a. Minimum of three (3) years' experience in computer programming, maintenance, and enhancement of IT systems.	

Position	Number of Personnel Required	Qualifications	Time
	Java, I-Power Builder) *10 Mid-Level (With Knowledge on Basic SQL using Oracle, PHP web components and .NET Framework)*	b. Must be a graduate of a Bachelor's Degree in Information Technology, Computer Science or any degree course with IT-related background and training. c. Each individual must have the corresponding technical trainings as a requirement.	
Documentation Specialist	2	a. Minimum of two (2) years' experience in technical documentation of procedures and practices. b. Must be a graduate of a Bachelor's Degree in Information Technology, Computer Science, Business Administration, or any degree course with IT-related background and training.	

VI. SERVICE REQUIREMENTS

1. Duration

The Consultancy shall be for a period of twenty-one (21) months, provided that the ICTSS has issued a favorable end-of-year performance evaluation. Otherwise, the engagement shall only be for a period of nine (9) months.

2. Payment Terms

Milestone		Amount*
1. Inception Report	Issuance of Certificate of Acceptance.	5% of the total cost of the Project.
2. Support and Maintenance Services for the Current DBM Applications	Submission of Monthly Service Performance Report.	21 months x specified monthly cost of the Support and Maintenance Services.
3. Systems Enhancement of Existing DBM Applications	Issuance of the Certificate of System Operability of each enhanced applications.	Specified milestone cost of the Systems Enhancements

* Total amount shall not exceed ABC.

3. <u>Service Level Agreement</u>

Component	Service Level Agreement	Liquidated Damages
1. Inception Report	Submit Inception Report within one (1) month upon receipt of NTP	1/10th of 1% of the Inception Report cost shall be imposed for every day of delay.
2. Support and Maintenance Services for the Current DBM Applications	Provide support and maintenance upon receipt of NTP. A Certificate of Service Performance Report shall be issued every month and shall be the basis for the monthly billing.	1/10th of 1% of the total monthly cost shall be imposed for every percentage point below 95% Uptime for causes attributable to the Consultant.
3. System Enhancement of Existing DBM Applications	Provide enhancement on the existing DBM applications within twenty (20) months from issuance of NTP. The Detailed Workplan for the System Enhancements shall form part of the Inception Report. The CONSULTANT shall ensure that the Enhanced System is deployed and implemented to Production within the given timeline in the workplan. A Certificate of System Operability shall be approved by the ICTSS Head.	1/10th of 1% of the cost of the System Enhancement shall be imposed for every day of delay in accordance with the detailed workplan.

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

SECTION I. REQUEST FOR EXPRESSION OF INTEREST

SOFTWARE DEVELOPMENT AND MAINTENANCE

1. The Department of Budget and Management (DBM), through Multi-year Obligational Authority No. MYOA-BMB-C-17-0000047, intends to apply the sum of **Sixty Nine Million Pesos (P69,000,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the Project, "**Software Development and Maintenance,**" for twenty one (21) months. The funding source for the first year is through the authorized appropriations under the FY 2018 General Appropriations Act. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.

2. The DBM now calls for the submission of eligibility documents for Consulting Services of the above-mentioned Project. The Consultant is expected to meet the following objectives for the duration of the Project:

   - To provide full operational support in terms of the development, enhancement, improvement, and maintenance of the DBM application systems;

   - To enable the most seamless use of application systems within the DBM enterprise network system in aid of the specific functions of DBM Bureaus/Services/Offices;

   - To institute a proactive stance in making improvements and innovations to the DBM application systems subject to the instruction of DBM;

   - To measure the dynamic and evolving needs of the DBM in accordance with emerging trends in public service and in technological development; and

   - To facilitate the most effective and efficient application systems-related service delivery to client agencies.

   Detailed service requirements are indicated in the Terms of Reference (TOR) of the Project (see Annex A).

3. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before February 6, 2018, 10:00 a.m., at the BAC Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila.

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 January 25, 2018 from the address below.

   It may also be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity.

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

7. The BAC shall draw up the short list of consultants from those who have submitted Expressions of Interest and have been determined as eligible in accordance with the provisions of Republic Act (R.A.) No. 9184, otherwise known as the "Government Procurement Reform Act," and its Implementing Rules and Regulations (IRR). The short list shall consist of five (5) prospective bidders who will be entitled to submit bids. In accordance with Section 24 of R.A. No. 9184 and its IRR, the criteria and rating system for short listing are:

   i. Applicable experience and capability of the consultant and members, in case of joint ventures, considering both the overall experience of the firms or, in the case of new firms, the individual experiences of the principal and key staff, including the times when employed by other consultants (45 points);

   ii. Qualification of personnel who may be assigned to the Project vis-à-vis extent and complexity of undertaking (40 points); and

   iii. Current Workload Relative to Capacity (15 points).

8. The DBM shall evaluate bids using the Quality Based Evaluation (QBE). The criteria and rating system for the evaluation of bids shall be provided in detail in the Eligibility Data Sheet.

9. The contract shall be completed within nine (9) months from receipt of Notice to Proceed subject to extension of one (1) year based on mid-term assessment by the DBM.

10. The DBM reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of R.A. No. 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

11. 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. 657-3300 local 3115
Email address: procurement@dbm.gov.ph

CLARITO ALEJANDRO D. MAGSINO
Chairperson, DBM-BAC

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Section II. Instructions to Bidders

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A. General

1. Introduction

1.1. The Procuring Entity named in the Bid Data Sheet (**BDS**) shall select an individual, sole proprietorship, cooperative, partnership, corporation, or a joint venture (JV) (hereinafter referred to as "Consultant") from among those short listed, in accordance with the evaluation procedure specified in the **BDS**.

1.2. The Procuring Entity has received financing (hereinafter called "funds") from the source indicated in the **BDS** (hereinafter called the "Funding Source") toward the cost of the Project named in the **BDS**. The Procuring Entity intends to apply a portion or the whole of the funds to payments for this Project.

1.3. Consultants are invited to submit bids composed of a technical proposal and a financial proposal for Consulting Services required for this Project described in the **BDS**. Bids shall be the basis for contract negotiations and ultimately for a signed contract with the selected Consultant.

1.4. If the **BDS** indicates that the Project will be completed in phases, each phase must be completed to the Procuring Entity's satisfaction prior to the commencement of the next phase.

1.5. Consultants must familiarize themselves with local conditions and take them into account in preparing their bids. To obtain firsthand information on the project and on the local conditions, Consultants are encouraged to visit the Procuring Entity before submitting a bid and to attend the pre-bid conference specified in **ITB** Clause 7.

1.6. The Consultants' costs of preparing their bids and negotiating the contract, including a visit to the Procuring Entity, are not reimbursable as a direct cost of the project.

1.7. Consultants shall not be under a declaration of ineligibility for corrupt, fraudulent, collusive, coercive or obstructive practices issued by the Funding Source or the Procuring Entity in accordance with **ITB** Clause 3.1.

2. Conflict of Interest

2.1. The Funding Source's policy requires that Consultants provide professional, objective, and impartial advice and at all times hold the Procuring Entity's interests paramount, without any consideration for future work, and strictly avoid situations where a conflict of interest shall arise with their other projects or their own interests. Consultants shall not be hired for any project that would be in conflict with their prior or current obligations to other entities, or that may place them in a position of not being able to carry out the Project in the best interest of the Procuring Entity. Without limitation on the generality of this rule, Consultants shall not be hired under the circumstances set forth below:

(a) If a Consultant combines the function of consulting with those of contracting and/or supply of equipment for the same Project;

(b) If a Consultant is associated with, affiliated to, or owned by a contractor or a manufacturing firm with departments or design offices offering services as consultants unless such Consultant includes relevant information on such relationships along with a statement in the Technical Proposal cover letter to the effect that the Consultant shall limit its role to that of a consultant and disqualify itself and its associates from work in any other capacity that may emerge from the Project (including bidding for any part of the future project). The contract with the Consultant selected to undertake the Project shall contain an appropriate provision to such effect; or

(c) If there is a conflict among consulting projects, the Consultant (including its personnel and subconsultants) and any subsidiaries or entities controlled by such Consultant shall not be recruited for the relevant project. The duties of the Consultant depend on the circumstances of each case. While continuity of consulting services may be appropriate in particular situations where no conflict exists, a Consultant cannot be recruited to carry out a project that, by its nature, shall result in conflict with a prior or current project of such Consultant. Examples of the situations mentioned are when a Consultant engaged to prepare engineering design for an infrastructure project shall not be recruited to prepare an independent environmental assessment for the same project; similarly, a Consultant assisting a Procuring Entity in privatization of public assets shall not purchase, nor advise purchasers, of such assets; or a Consultant hired to prepare Terms of Reference (TOR) for a project shall not be recruited for the project in question.

2.2. Consultants shall not be related to the Head of the Procuring Entity (HoPE), members of the BAC, the TWG, and the BAC Secretariat, the head of the PMO or the end-user unit, and the project consultants, by consanguinity or affinity up to the third civil degree. The prohibition shall apply as follows:

(a) If the Consultant is an individual or sole proprietorship, then to himself;

(b) If the Consultant is a partnership, then to all its officers and members;

(c) If the Consultant is a corporation, then to all its officers, directors and controlling stockholders;

(d) If the Consultant is a cooperative, to all its officers, directors, and controlling shareholders or members; or

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

Relationship of the nature described above or a failure to comply with the provisions of this clause will result in the rejection of the Consultant's bid.

2.3. Subject to the provisions of **ITB** Clause 2, any previous or ongoing participation by the Consultant, its professional staff, or its affiliates or associates under a contract with the Funding Source or the Procuring Entity in relation to this Project may result in the rejection of its bid. Consultants should clarify their situation in that respect with the Procuring Entity before preparing its bid.

2.4. Failure by a Consultant to fully disclose potential conflict of interest at the time of Bid submission, or at a later date in the event that the potential conflict arises after such date, shall result in the Procuring Entity and/or the Funding Source seeking the imposition of the maximum administrative, civil and criminal penalties up to and including imprisonment.

2.5. Consultants are discouraged to include officials and employees of the Government of the Philippines (GoP) as part of its personnel. Participation of officials and employees of the GoP in the Project shall be subject to existing rules and regulations of the Civil Service Commission.

2.6. Fairness and transparency in the selection process require that Consultants do not derive unfair competitive advantage from having provided consulting services related to the Project in question. To this end, the Procuring Entity shall make available to all the short listed consultants together with the Bidding Documents all information that would in that respect give each Consultant a competitive advantage.

3. Corrupt, Fraudulent, Collusive, Coercive, and Obstructive Practices

3.1. The Procuring Entity as well as the Consultants shall observe the highest standard of ethics during the procurement and execution of the contract. In pursuance of this policy, the Procuring Entity:

(a) 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 GoP, 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, non-competitive 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.

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 Consultant in the bidding for and performance of a contract themselves or through independent auditors as reflected in the **GCC** Clause 51.

4. Consultant's Responsibilities

4.1. The Consultant or its duly authorized representative shall submit a sworn statement in the form prescribed in Section VII. Bidding Forms as required in **ITB** Clause 10.2(d).

4.2. The Consultant 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 this Project, if any;

(d) Having complied with its responsibility to inquire or secure Supplemental/Bid Bulletin/s as provided under **ITB** Clause 8.4.

(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 Head of the Procuring Entity 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 to participate, submit the bid, and to sign and execute the ensuing contract, accompanied by the duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable;

(i) Complying with the disclosure provision under Section 47 of RA 9184 and its IRR in relation to other provisions of Republic Act 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 compensation, 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 Consultant concerned.

4.3. It shall be the sole responsibility of the prospective bidder to determine and to satisfy itself by such means as it considers necessary or desirable as to all matters pertaining to this Project, including: (a) the location and the nature of the contract, project, or work; (b) climatic conditions; (c) transportation facilities; (c) nature and condition of the terrain, geological conditions at the site communication facilities, requirements, location and availability of construction aggregates and other materials, labor, water, electric power and access roads; and (d) other factors that may affect the cost, duration and execution or implementation of the contract, project, or work.

4.4. The Procuring Entity shall not assume any responsibility regarding erroneous interpretations or conclusions by the Consultant out of the data furnished by the Procuring Entity. However, the Procuring Entity shall ensure that all information in the Bidding Documents, including supplemental/bid bulletins issued are correct and consistent.

4.5. Before submitting their bids, the Consultants are deemed to have become familiar with all existing laws, decrees, ordinances, acts and regulations of the GoP which may affect the contract in any way.

4.6. The Consultant 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.

4.7. Consultants should note that the Procuring Entity will only accept bids from those that have paid the applicable fee for the Bidding Documents at the office indicated in the Request for Expression of Interest.

5. Origin of Associated Goods

Unless otherwise indicated in the **BDS**, 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.

6. Subcontracts

6.1. Unless otherwise specified in the **BDS**, the Consultant may subcontract portions of the Consulting Services to an extent as may be approved by the Procuring Entity and stated in the **BDS**. However, subcontracting of any portion shall not relieve the Consultant from any liability or obligation that may arise from the contract for this Project.

6.2. Subconsultant must comply with the eligibility criteria and the documentary requirements specified in the **BDS**. In the event that any subconsultant is found by the Procuring Entity to be ineligible, the subcontracting of such portion of the Consulting Services shall be disallowed.

6.3. The Consultant may identify the subconsultant to whom a portion of the Consulting Services will be subcontracted at any stage of the bidding process or during contract implementation. If the Consultant opts to disclose the name of the subconsultant during bid submission, the Consultant shall include the required documents as part of the technical component of its bid. A subconsultant that is identified by the Consultant during contract implementation must comply with the eligibility criteria and documentary requirements and secure approval of the Procuring Entity.

B. Contents of Bidding Documents

7. Pre-Bid Conference

7.1. If so specified in the **BDS**, a pre-bid conference shall be held at the venue and on the date indicated therein, to clarify and address the Consultants' questions on the technical and financial components of this Project.

7.2. 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 determination of the shortlisted consultants. 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.

7.3. Consultants are encouraged to attend the pre-bid conference to ensure that they fully understand the Procuring Entity's requirements. Non-attendance of the Consultant will in no way prejudice its bid; however, the Consultant 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 Bulleting. 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.

7.4. 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.

8. Clarifications and Amendments to Bidding Documents

8.1. Shortlisted consultants may request for clarification(s) on and/or an interpretation of any part of the Bidding Documents. Such a request must be in writing and submitted to the Procuring Entity at the address indicated in the **BDS** at least ten (10) calendar days before the deadline set for the submission and receipt of bids.

8.2. 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.

8.3. 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.

8.4. 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 Consultants who have properly secured the Bidding Documents to inquire and secure Supplemental/Bid Bulletins that may be issued by the BAC. However, Consultants 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 20.

C. Preparation of Bids

9. 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.

10. Documents Comprising the Bid: Technical Proposal

10.1. While preparing the Technical Proposal, Consultants must give particular attention to the following:

(a) The Technical Proposal shall not include any financial information. Any Technical Proposal containing financial information shall be declared non-responsive.

(b) For projects on a staff-time basis, the estimated number of professional staff-months specified in the **BDS** shall be complied with. Bids shall, however, be based on the number of professional staff-months estimated by the Consultant.

(c) Proposed professional staff must, at a minimum, have the experience indicated in the **BDS**, preferably working under conditions similar to those prevailing in the Republic of the Philippines.

(d) No alternative professional staff shall be proposed, and only one Curriculum Vitae (CV) may be submitted for each position.

10.2. The Technical Proposal shall contain the following information/documents:

(a) Technical Proposal Submission Form shall be the cover letter of the Technical Proposal, using the form prescribed in Section VII. Bidding Forms (TPF 1).

(b) Bid security as prescribed in **ITB** Clause 15. If the bidder opts to submit the bid security in the form of:

(i) 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

(ii) a surety bond accompanied by a certification coming from the Insurance Commission that the surety or insurance company is authorized to issue such instrument.

(c) Information indicated in the paragraphs below must be provided by the Consultant and each partner and/or subconsultant, if any, following the formats described in the Technical Proposal Forms:

(i) A brief description of the organization and outline of recent experience of the Consultant and each partner and/or subconsultant on projects of a similar and related nature as required in form TPF 2. Consultant's References. For each project, the outline should indicate *inter alia*, the project, contract amount and the Consultant's involvement. Information should be provided only for those projects for which the Consultant was legally contracted by itself or as one of the major participating consultants within an association. Whenever applicable, the experience of individual experts from projects completed independently or when associated with consultants other than the one with whom the individual is currently associated with cannot be claimed as the experience of the current consultant or any one of its partners and/or subconsultants, but can be claimed by the individuals themselves in their CVs. Consultants should be prepared to substantiate the claimed experience if so requested by the Procuring Entity.

(ii) Comments, if any, on the TOR (TPF 3. Comments and Suggestions of Consultant on the Terms of Reference and on Data, Services, and Facilities to be Provided by the Procuring Entity) to improve performance in carrying out the Project. Innovativeness shall be appreciated, including workable suggestions that could improve the quality/effectiveness of the Project. In this regard, unless the Consultant clearly states otherwise, it shall be assumed by the Procuring Entity that work required to implement any such improvements, are included in the inputs shown on the Consultant's Staffing Schedule. It shall include a list of facilities requested by the Consultant to be provided by the Procuring Entity, if any, in addition to those shown on the Data Sheet that may include support facilities such as: counterpart staff, office space, local transportation, equipment, domestic administrative support, etc. that would be needed to carry out the project.

(iii) A concise, complete, and logical description of how the Consultant's team shall carry out the services to meet all requirements of the TOR using TPF 4. Description of the Methodology and Work Plan for Performing the Project.

(iv) An organization chart of the key and support staff indicating their tasks and relationships amongst the Consultant and any

partner and/or subconsultant, the Procuring Entity, the Funding Source and the GoP, and other parties or stakeholders, if any, involved in the project using TPF 5. Team Composition and Task.

(v) The name, age, nationality, background employment record, and professional experience of each nominated expert including ongoing projects, with particular reference to the type of experience required for the tasks assigned should be presented in the CV format shown in TPF 6. Format of Curriculum Vitae (CV) for Proposed Professional Staff. Only one duly notarized CV for each consultant involved in the Project may be submitted for each position.

(vi) The Procuring Entity requires that each expert confirm that the content of his/her CV is correct and the experts themselves should sign the certification of the CV. In addition, the expert should submit a signed written commitment stating that the expert shall work for the Project once awarded the contract. A zero rating shall be given to a nominated expert if the expert:

(vi.1) is proposed for a domestic position but is not a Filipino citizen;

(vi.2) failed to state nationality on the CV; or

(vi.3) the CV is not signed in accordance with paragraph (v) above.

(vii) A Time Schedule (TPF 7. Time Schedule for Professional Personnel) indicating clearly the estimated duration in terms of person-months (shown separately for work in the field and in the home office) and the proposed timing of each input for each nominated expert, including domestic experts, if required, using the format shown. The schedule shall also indicate when experts are working in the project office and when they are working at locations away from the project office.

(viii) A work plan showing in graphical format (bar chart) the timing of major activities, anticipated coordination meetings, and deliverables such as reports required under the TOR using TPF 8. Activity (Work) Schedule.

(d) Sworn statement in accordance with Section 25.3 of the JRR of RA 9184 and using the form prescribed in Section VII. Bidding Forms.

11. Documents Comprising the Bid: Financial Proposal

11.1. All information provided in a Consultant's Financial Proposal shall be treated as confidential. The Financial Proposal must be submitted in hard copy using the format shown in Financial Proposal Forms.

11.2. The Financial Proposal requires completion of six (6) forms, particularly, FPF 1, FPF 2, FPF 3, FPF 4, FPF 5, and FPF 6. FPF 1. Financial Proposal Submission Form should form the covering letter of the Financial Proposal. Form FPF 2. Summary of Costs FPF 3. Breakdown of Price per Activity, FPF 4. Breakdown of Remuneration per Activity, FPF 5. Reimbursables per Activity, and FPF 6. Miscellaneous Expenses, relate to the costs of consulting services under two distinct categories, namely: (a) Remuneration; and (b) Reimbursable Expenditures.

11.3. Remuneration is divided into billing rate estimates for international and domestic consultants. Reimbursable Expenditures are divided into per diem rates for international and domestic consultants and costs for other reimbursable expenditure items required to perform the consulting services.

11.4. The list of experts, and their respective inputs, identified in Financial Proposal Forms, must match the list of experts and their respective inputs shown in Technical Proposal Forms.

11.5. The Consultant shall be subject to Philippine taxes on amounts payable by the Procuring Entity under the contract through mandated withholding by local tax authorities of specified percentages of such amounts or otherwise. The **BDS** details the taxes payable.

11.6. The Financial Proposal should clearly estimate, as a separate amount, the local taxes (including social security), duties, fees, levies, and other charges imposed under the applicable law, on the Consultants, the subconsultants, and its personnel (other than Philippine Nationals or permanent residents of the Philippines).

11.7. Unless otherwise provided in the **BDS**, total calculated bid prices, as evaluated and corrected for minor arithmetical corrections, such as computational errors, which exceed the approved budget for the contract (ABC) shall not be considered.

12. Alternative Bids

Consultants participating in more than one bid or associating with any other entity other than those already provided in its eligibility documents and allowed by the Procuring Entity shall be disqualified.

13. Bid Currencies

13.1. All bid prices shall be quoted in Philippine Pesos unless otherwise provided in the **BDS**. However, for purposes of bid evaluation, bids denominated in foreign currencies shall be converted to Philippine currency based on the exchange rate prevailing on the day of the bid opening.

13.2. If so allowed in accordance with **ITB** Clause 13.1, 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 exchange rate as published in the *Bangko Sentral ng Pilipinas* (BSP) reference rate bulletin on the day of the bid opening.

13.3. Unless otherwise specified in the **BDS**, payment of the contract price shall be made in Philippine Pesos.

14. Bid Validity

14.1. Bids shall remain valid for the period specified in the **BDS** which shall not exceed one hundred twenty (120) calendar days from the date of the opening of bids.

14.2. In exceptional circumstances, prior to the expiration of the bid validity period, the Procuring Entity may request Consultants 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 15 should also be extended corresponding to the extension of the bid validity period at the least. A Consultant may refuse the request without forfeiting its bid security, but his bid shall no longer be considered for further evaluation and award. A Consultant granting the request shall not be required or permitted to modify its bid.

15. Bid Security

15.1. The Consultant shall submit a Bid Securing Declaration or any form of Bid Security in an amount stated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the following schedule:

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.*	Two percent (2%)
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, the 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.	
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 31, 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.

15.2. The bid security should be valid for the period specified in the **BDS**. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15.3. No bid securities shall be returned to the Consultants 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 lapse of the reglementary period without having filed a request for reconsideration or protest. Without prejudice on its forfeiture, bid securities shall be returned only after the bidder with the Highest Rated Responsive Bid (HRRB) 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 15.2.

15.4. Upon signing and execution of the contract pursuant to **ITB** Clause 31, and the posting of the performance security pursuant to **ITB** Clause 32, the Consultant's bid security will be discharged, but in no case later than the bid security validity period as indicated in **ITB** Clause 15.2.

15.5. The bid security may be forfeited:

(a) if a Consultant:

(i) withdraws its bid during the period of bid validity specified in **ITB** Clause 15.2;

(ii) does not accept the correction of errors pursuant to **ITB** Clause 11.7;

(iii) has a finding against the veracity of the required documents submitted in accordance with **ITB** Clause 27.2;

(iv) submission of eligibility requirements containing false information or falsified documents;

(v) any 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 post-qualification 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 Consultant:

(i) fails to sign the contract in accordance with **ITB** Clause 31;

(ii) fails to furnish performance security in accordance with **ITB** Clause 32; or

(iii) any other reason stated in the **BDS**.

16. Format and Signing of Bids

16.1. Consultants shall submit their bids through their duly authorized representative using the appropriate forms provided in Section VII. Bidding Forms on or before the deadline specified in the **ITB** Clause 18 in two (2) separate sealed bid envelopes, and which shall be submitted simultaneously. The first shall contain the technical proposal and the second shall contain the financial proposal.

16.2. Forms as mentioned in **ITB** Clause 16.1 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.

16.3. The Consultant shall prepare an original of the first and second envelopes as described in **ITB** Clauses 10 and 11. In addition, the Consultant 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.

16.4. Each and every page of the Technical Proposal Submission Form and the Financial Proposal Submission Form under Section VII. Bidding Forms hereof shall be signed by the duly authorized representative/s of the Consultant. Failure to do so shall be a ground for the rejection of the bid.

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

17. Sealing and Marking of Bids

17.1. Unless otherwise indicated in the **BDS**, Consultants shall enclose their original technical proposal described in **ITB** Clause 10, in one sealed envelope marked "ORIGINAL - TECHNICAL PROPOSAL", and the original of their financial proposal in another sealed envelope marked "ORIGINAL - FINANCIAL PROPOSAL", sealing them all in an outer envelope marked "ORIGINAL BID".

17.2. Each copy of the first and second envelopes shall be similarly sealed duly marking the inner envelopes as "COPY NO. ___ - TECHNICAL PROPOSAL" and "COPY NO. ___ - FINANCIAL PROPOSAL" and the outer envelope as "COPY NO. ___", respectively. These envelopes containing the original and the copies shall then be enclosed in one single envelope.

17.3. The original and the number of copies of the bid as indicated in the **BDS** shall be typed or written in ink and shall be signed by the bidder or its duly authorized representative/s.

17.4. All envelopes shall:

(a) contain the name of the contract to be bid in capital letters;

(b) bear the name and address of the Consultant in capital letters;

(c) be addressed to the Procuring Entity's BAC in accordance with **ITB** Clause 18.1;

(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 18.

17.5. 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.

D. Submission and Opening of Bids

18. 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.**

19. Late Bids

Any bid submitted after the deadline for submission and receipt of bids prescribed by the Procuring Entity, pursuant to **ITB** Clause 18, 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 Consultant's name, its representative and the time the late bid was submitted.

20. Modification and Withdrawal of Bids

20.1. The Consultant 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 Consultant shall not be allowed to retrieve its original bid, but shall be allowed to submit another bid equally sealed, properly identified in accordance with **ITB** Clause 17.4, 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 Consultant unopened.

20.2. A Consultant 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 authorized representative of the Bidder identified in the Omnibus Sworn Statement, a copy of which should be attached to the letter.

20.3 Bids requested to be withdrawn in accordance with **ITB** Clause 20.1 shall be returned unopened to the Bidders. A Consultant, 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 Consultant that withdraws its bid shall not be permitted to submit another bid, directly or indirectly, for the same contract.

20.4 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 Consultant on the Financial Bid Form. Withdrawal of a bid during this interval shall result in the forfeiture of the Consultant's bid security, pursuant to **ITB** Clause 15.5, and the imposition of administrative, civil, and criminal sanctions as prescribed by R.A. 9184 and its IRR.

E. Evaluation and Comparison of Bids

21. Opening and Preliminary Examination of Bids

21.1 Only bids from short listed bidders shall be opened and considered for award of contract. These short listed bidders, whether single entities or JVs, should confirm in their Technical Proposal Submission Form that the information contained in the submitted eligibility documents remains correct as of the date of bid submission.

21.2 The BAC shall open the bids immediately after the deadline for the submission and receipt of bids in public, as specified in the **BDS**. 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 on the next working day or at the soonest possible time through the issuance of a Bulletin to be posted at the PhilGEPS website and the website of the Procuring Entity concerned.

21.3 To determine each bidder's compliance with the documents prescribed in **ITB** Clause 10, the BAC shall open the first envelope (Technical Proposal) and check the submitted documents of each bidder in accordance with ITB Clause 10.2 to ascertain if they are all present, 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".

21.4 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 Consultant unopened

21.5 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.

21.6 All technical envelopes shall be resealed. Those rated "passed" shall be secured for the detailed technical bid evaluation, while those rated "failed" will be secured for purposes of possible filing of a request for reconsideration unless the bidder waives its right to file a request for reconsideration, in which case, the envelope shall be returned to the bidder immediately. .

21.7 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.

22. Process to be Confidential

22.1 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 Consultant regarding the evaluation of their bids until the approval by the HoPE of the ranking of shortlisted Consultants, unless otherwise allowed in the **BDS** or in the case of **ITB** Clause 23.

22.2 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 Consultant's bid.

23. Clarification of Bids

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

24. Bid Evaluation

24.1 For the evaluation of bids, numerical ratings shall be used. In order to eliminate bias in evaluating the Bids, it is recommended that the highest and lowest scores for each Consultant for each criterion shall not be considered in determining the average scores of the Consultants, except when the evaluation is conducted in a collegial manner.

24.2 For complex or unique undertakings, such as those involving new concepts/technology or financial advisory services, participating short listed consultants may be required, at the option of the Procuring Entity concerned, to make an oral presentation to be presented by each Consultant, or its nominated Project Manager or head, in case of consulting firms, within fifteen (15) calendar days after the deadline for submission of Technical Proposals.

24.3 The entire evaluation process, including the submission of the results thereof to the HoPE for approval, shall be completed in not more than twenty-one (21) calendar days after the deadline for receipt of bids. The bid with the highest

rank shall be identified as the Highest Rated Bid. The HoPE shall approve or disapprove the recommendations of the BAC within two (2) calendar days after receipt of the results of the evaluation from the BAC.

24.4 All participating short listed consultants shall be furnished the results (ranking and total scores only) of the evaluation after the approval by the HoPE of the ranking. Said results shall also be posted in the PhilGEPS and the website of the Procuring Entity, if available, for a period of not less than seven (7) calendar days.

25 Evaluation of Technical Proposals

25.1 The BAC shall then conduct a detailed evaluation of technical bids following the procedures specified in the **BDS** depending on the evaluation procedure identified in the Request for Expression of Interest and **ITB** Clause 1.1.

25.2 The BAC evaluates the Technical Proposals on the basis of their compliance with the requirements under **ITB** Clause 10 and responsiveness to the TOR using the following criteria:

(a) Quality of personnel to be assigned to the Project which covers suitability of key staff to perform the duties for the Project and general qualifications and competence including education and training of the key staff;

(b) Experience and capability of the Consultant which include records of previous engagement and quality of performance in similar and in other projects; relationship with previous and current clients; and, overall work commitments, geographical distribution of current/impending projects and attention to be given by the consultant. The suitability of the Consultant to the Project shall consider both the overall experiences of the firm and the individual experiences of the principal and key staff including the times when employed by other consultants; and

(c) Plan of approach and methodology with emphasis on the clarity, feasibility, innovativeness and comprehensiveness of the plan approach, and the quality of interpretation of project problems, risks, and suggested solutions.

25.3 The BAC shall assign numerical weights and the minimum required technical score to each of the above criteria which shall be indicated in the **BDS**. A Bid shall be rejected at this stage if it does not respond to important aspects of the TOR or if it fails to achieve the minimum Technical Score (St) indicated in the **BDS**.

25.4 Technical Proposals shall not be considered for evaluation in any of the following cases:

(a) late submission, *i.e.*, after the deadline set in the ITB Clause 18;

(b) failure to submit any of the technical requirements provided under this ITB and TOR;

(c) the Consultant that submitted a Bid or any of its partner and/or subconsultant belongs to one of the conflict of interest cases as described in **ITB** Clauses 2.1(a) to (c) and failed to make a proper statement to that effect in the cover letter; or

(d) the Technical Proposal included any cost of the services.

26 Opening and Evaluation of Financial Proposals

26.1 Financial Proposals shall be opened on the date indicated in the **BDS**.

26.2 The Financial Proposals opened shall be evaluated based on the evaluation procedure indicated in **ITB** Clause 1.1 using the corresponding procedure provided in the **BDS**.

27 Negotiations

27.1 Negotiations with the Consultant that submitted the Highest Rated Bid shall be held at the address indicated in the **BDS**. The aim is to reach agreement on all points.

27.2 Negotiations shall cover the following:

(a) Discussion and clarification of the TOR and Scope of Services;

(b) Discussion and finalization of the methodology and work program proposed by the Consultant;

(c) Consideration of appropriateness of qualifications and pertinent compensation, number of man-months and the personnel to be assigned to the job, taking note of over-qualified personnel to be commensurate with the compensation of personnel with the appropriate qualifications, number of man-months and schedule of activities (manning schedule);

(d) Discussion on the services, facilities and data, if any, to be provided by Procuring Entity concerned;

(e) Unless otherwise indicated in the **BDS**, discussion on the Financial Proposal submitted by the Consultant; and

(f) Provisions of the contract.

27.3 Having selected the Consultant on the basis of, among other things, an evaluation of the proposed key professional staff, the Procuring Entity expects to negotiate a contract on the basis of the experts named in the bid. Before contract negotiations, the Procuring Entity shall require assurances that the experts shall be actually available. The Procuring Entity shall not consider substitutions during contract negotiations except for justifiable reason as may be determined by the Procuring Entity, such as illness, death, or resignation,

unless both parties agree that undue delay in the selection process makes such substitution unavoidable or that such changes are critical to meet the objectives of the Project. If this is not the case and if it is established that key staff were offered in the bid without confirming their availability, the Consultant may be disqualified. Once the contract has been awarded, no replacement shall be allowed until after fifty percent (50%) of the personnel's man-months have been served, except for justifiable reasons as may be determined by the Procuring Entity. Violators shall be fined an amount equal to the refund of the replaced personnel's basic rate, which should be at least fifty percent (50%) of the total basic rate for the duration of the engagement.

27.4 Negotiations shall include a discussion of the technical proposal, the proposed methodology (work plan), staffing and any suggestions made by the Consultant to improve the TOR. The Procuring Entity and Consultant shall then work out the final TOR, staffing, and bar charts indicating activities, staff, periods in the field and in the home office, staff-months, logistics, and reporting. The agreed work plan and final TOR shall then be incorporated in Appendix I and form part of the contract. Special attention shall be paid to getting the most the Consultant can offer within the available budget and to clearly defining the inputs required from the Procuring Entity to ensure satisfactory implementation of the Project.

27.5 The financial negotiations shall include a clarification of the Consultant's tax liability in the Philippines, if any, and the manner in which it shall be reflected in the contract; and shall reflect the agreed technical modifications in the cost of the services. The negotiations shall conclude with a review of the draft form of the contract. To complete negotiations, the Procuring Entity and the Consultant shall initial the agreed contract. If negotiations fail, the Procuring Entity shall invite the Consultant whose Bid received the second highest score to negotiate a contract. If negotiations still fail, the Procuring Entity shall repeat the process for the next-in-rank Consultant until the negotiation is successfully completed.

28 Post Qualification

28.1 The BAC shall determine to its satisfaction whether the Consultant that is evaluated as having submitted the Highest Rated Bid (HRB) complies with and is responsive to all the requirements and conditions specified in the Eligibility Documents and **ITB** Clauses 10 and 11.

28.2 Within a non-extendible period of five (5) calendar days from receipt by the Consultant of the notice from the BAC that it submitted the Highest Rated Bid, the Consultant 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 **BDS**.

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.

28.3 The determination shall be based upon an examination of the documentary evidence of the Consultant's qualifications submitted pursuant to **ITB** Clauses 10 and 11, 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.

28.4 If the BAC determines that the Consultant with the Highest Rated Bid passes all the criteria for post-qualification, it shall declare the said bid as the Consultant with the HRRB, and recommend to the HoPE the award of contract to the said Consultant at its submitted price or its calculated bid price, whichever is lower, subject to **ITB** Clause 30.3.

28.5 A negative determination shall result in rejection of the Consultant's bid, in which event the BAC shall proceed to the next Highest Rated Bid with a fresh period to make a similar determination of that Consultant's capabilities to perform satisfactorily. If the second Consultant, however, fails the post qualification, the procedure for post qualification shall be repeated for the Consultant with the next Highest Rated Bid, and so on until the HRRB is determined for recommendation of contract award.

28.6 Within a period not exceeding fifteen (15) calendar days from the determination by the BAC of the HRRB and the recommendation to award the contract, the HoPE or his duly authorized representative shall approve or disapprove the said recommendation.

28.7 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 Consultant in writing of such decision and the grounds for it. When applicable, the BAC shall conduct negotiations, and if successful, post-qualification of the Consultant with the next Highest Rated 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.

29 Reservation Clause

29.1 Notwithstanding the eligibility, short listing, or post-qualification of a Consultant, 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 Consultant, or that there has been a change in the Consultant's capability to undertake this 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 Consultant 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 Consultant as ineligible and shall disqualify it from submitting a bid or from obtaining an award or contract.

29.2 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.

29.3 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 there is no successful negotiation, or fail post-qualification; or

(d) The bidder with the HRRB 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.

F. Award of Contract

30. Contract Award

30.1 Subject to **ITB** Clause 28, the HoPE or its authorized representative shall award the contract to the Bidder whose bid has been determined to be the HRRB.

30.2 Prior to the expiration of the period of bid validity, the Procuring Entity shall notify the successful Consultant in writing that its bid has been accepted, through a Notice of Award duly received by the Consultant or its authorized

representative personally or by registered mail or electronically, receipt of which must be confirmed in writing within two (2) days by the Consultant with the HRRB and submitted personally or sent by registered mail or electronically to the Procuring Entity.

30.3 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 the (10) calendar days from receipt of the Notice of Award:

(i) Valid JVA, if applicable;

(ii) In the case of procurement by a Philippine Foreign Service Office or Post, the PhilGEPS Registration Number of the winning foreign consultant; and/or

(iii) SEC Certificate of Registration of the foreign consulting firm, and/or the authorization or license issued by the appropriate GoP professional regulatory body of the foreign professionals engaging in the practice of regulated professions and allied professions, where applicable.

(b) Posting of the performance security in accordance with **ITB** Clause 32;

(c) Signing of the contract as provided in **ITB** Clause 31; and

(d) Approval by higher authority, if required, as provided in Section 37.3 of the IRR of RA 9184.

31. Signing of the Contract

31.1 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.

31.2 Within ten (10) calendar days from receipt of the Notice of Award, the successful Bidder shall post the required performance security and sign and date the contract and return it to the Procuring Entity.

31.3 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.

31.4 The following documents shall form part of the contract:

(1) Contract Agreement;

(2) Bidding Documents;

(3) 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;

(4) Performance Security;

(5) Notice of Award of Contract; and

(6) Other contract documents that may be required by existing laws and/or specified in the **BDS**.

32. Performance Security

32.1 Unless otherwise provided in the **BDS**, to guarantee the faithful performance by the winning Consultant 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.

32.2 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%)
(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; and/or *For biddings conducted by the LGUs, the 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.	
(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.	Thirty percent (30%)

32.3 Failure of the successful Consultant 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 negotiation and if successful, complete post-qualification of the second Highest Rated Bid. The procedure shall be repeated until the HRRB is identified and selected for recommendation of contract award. However if no Consultant had a successful negotiation or passed post-qualification, the BAC shall declare the bidding a failure and conduct a re-bidding with re-advertisement, if necessary.

33. Notice to Proceed

33.1 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 together with copies of the approved contract to the successful Consultant. All notices called for by the terms of the contract shall be effective only at the time of receipt thereof by the successful Consultant.

33.2 The contract effectivity date shall be the date of contract signing. The Consultant shall commence performance of its obligations only upon receipt of the Notice to Proceed.

34. Protest Mechanism

Decision 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 (DBM). The evaluation procedure is Quality Based Evaluation (QBE).
1.2	The Funding Source is: The Government of the Philippines (GOP) through the authorized appropriations under the FY 2018 General Appropriations Act and Multi-year Obligational Authority No. MYOA-BMB-C-17-0000047 in the amount of **Sixty Nine Million Pesos (P69,000,000.00) for twenty-one (21) months.** The name of the project is **Application Support and Maintenance (Software Development and Maintenance).**
1.4	The Terms of Reference (TOR) defines the Component Schedule and Outputs of the Project.
6.1	Subcontracting is not allowed.
7.1	The DBM will hold a Pre-bid Conference for this Project on March 13, 2018, 9:00 a.m., at the BAC Conference Room, DBM Building III, General Solano St., San Miguel, Manila.
8.1	The Procuring Entity's address is: Department of Budget and Management Bids and Awards Committee Ground Floor, DBM Building III General Solano St., San Miguel, Manila
10.1(b)	Not applicable
10.1(c)	Financial Proposal Form 3. Software Licenses Costs need not be submitted. The Financial Proposal Submission Form (FPF 1) should form the covering letter of the Financial Proposal and shall be accompanied by Summary of Cost (FPF 2), Cost of Services (FPF 4), and Other Expenses (FPF 5).
11.5	Taxes: All proposals shall be inclusive of 12% Value-Added Tax and all other standard and applicable government taxes.

11.7	The ABC is **P69,000,000.00.** Any bid with a financial component exceeding this amount shall not be accepted.
13.1	The bid prices shall be quoted in Philippine Pesos.
13.3	No further instructions.
14.1	Bids will be valid until July 25, 2018.
15.1	The bid security shall be limited to a Bid Securing Declaration or any of the following forms and amounts: 1. The amount of not less than 1,380,000.00 *(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 3,450,000.00 *(5% of ABC),* if bid security is in Surety Bond.
15.2	The bid security shall be valid until July 25, 2018.
15.5(b)(iii)	No further instructions.
17.1	No further instructions.
17.3	Each interested consultant shall submit one (1) original and two (2) copies of its technical and financial proposals.
18	The address for submission of bids is: Department of Budget and Management Bids and Awards Committee Ground Floor, DBM Building III General Solano St., San Miguel, Manila The deadline for submission of bids is on or before March 27, 2018, 9:00 a.m.
21.2	The address for submission of bids is: Department of Budget and Management Bids and Awards Committee Ground Floor, DBM Building III General Solano St., San Miguel, Manila The date and time for the opening of bids is on March 27, 2018, 9:00 a.m.
22.1	No further instructions.

25.1	The following processes for the opening and evaluation of bids shall be adopted: a) A two-stage procedure shall be adopted whereby each Consultant shall be required to submit its technical and financial proposals simultaneously in separate sealed envelopes. b) After receipt of bids, the technical proposals shall be opened first and evaluated, in accordance with **ITB** Clause 25.2. The BAC shall rank the Consultants in descending order based on the numerical ratings of their technical proposals, and identify the Highest Rated Bid: *Provided, however*, that the Highest Rated Bid shall pass the minimum score indicated therein. c) The HoPE shall approve or disapprove the recommendations of the BAC within two (2) calendar days after receipt of the results of the evaluation from the BAC. d) After approval by the HoPE of the Highest Rated Bid, its financial proposal shall be opened. The BAC shall, within three (3) calendar days, notify and invite the Consultant with the Highest Rated Bid for the opening of its financial proposal for the purpose of conducting negotiations with the said Consultant. In the letter of notification, the BAC shall inform the Consultant of the issues in the technical proposal the BAC may wish to clarify during negotiations. e) Negotiations shall be in accordance with **ITB** Clause 27, provided that the amount indicated in the financial envelope shall be made as the basis for negotiations and the total contract amount shall not exceed the amount indicated in the envelope and the ABC stated in **ITB** Clause 11.7.
25.3	The numerical weight and the minimum required points for each criterion are, as follows: • Quality of key personnel to be assigned to the project which covers suitability of key staff to perform the duties of the particular assignments and general qualifications and competence including education and training of the key staff (40 points); • Experience and capability of consultant which include records of previous engagement and quality of performance in similar and in other projects (30 points); • Plan of approach or methodology with emphasis on the clarity, feasibility, innovativeness and comprehensiveness of the support services that will be provided by the Consultant as listed in the Terms of Reference (30 points). The minimum points required to pass is _____

	• Quality of key personnel to be assigned to the project which covers suitability of key staff to perform the duties of the particular assignments and general qualifications and competence including education and training of the key staff (30 points); • Experience and capability of consultant which include records of previous engagement and quality of performance in similar and in other projects (20 points); • Plan of approach or methodology with emphasis on the clarity, feasibility, innovativeness and comprehensiveness of the support services that will be provided by the Consultant as listed in the Terms of Reference (20 points).
26.1	The address for negotiations is DBM Building III, Ground Floor, General Solano St., San Miguel, Manila.
26.2	Only the Financial Proposal of the Consultant achieving the highest Technical Score (St) shall be opened by the BAC in the presence of the Consultants when the highest ranked firm is invited to negotiate its Bid and the contract on the basis of the Technical and Financial Proposals submitted in accordance with the instructions given in **ITB** Clause 25 and this BDS. The BAC shall determine whether the Financial Proposals are complete, *i.e.*, whether all the documents mentioned in **ITB** Clause 11 are present and all items of the corresponding Technical Proposals that are required to be priced are so priced. If not, the Procuring Entity shall reject the Bid. The BAC shall correct any computational errors, and convert prices in various currencies to the Philippine Peso at the rate indicated in **ITB** Clause 13. The Financial Proposal shall not exceed the ABC. The Bid shall be deemed to include the cost of all taxes, duties, fees, levies, and other charges imposed under the applicable laws. The negotiations shall be done in accordance with **ITB** Clause 27. Should these negotiations fail, the Financial Proposal of the Consultant achieving the second highest point shall be opened publicly in the presence of the Consultant and shall be invited to negotiate its Bid and the contract on the basis of the Technical and Financial Proposals submitted. If these negotiations still fail, then the same process is repeated for the next-in-rank Consultants until negotiations are successfully completed.
27.1	The address for negotiations is *Department of Budget and Management* *Bids and Awards Committee* *DBM Building III, Ground Floor* *General Solano St., San Miguel, Manila.*
28.2	*No additional requirement.*
31.4.6	*No additional requirement.*

32.1	No further instructions.

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

SUPPLEMENTAL/ BID BULLETIN (SBB) NO. 1

This SBB No. 1, dated January 4, 2018, for the Project, **"Software Development and Maintenance,"** is issued to clarify, modify or amend items in the Bidding Documents. Accordingly, this shall form an integral part of said Documents.

PARTICULARS	CLARIFICATION/AMENDMENTS
Invitation to Bid for the Software Development and Maintenance	~~Invitation to Bid for the Software Development and Maintenance~~ **Request for Expression of Interest for the Software Development and Maintenance**
The DBM will hold a Pre-Bid Conference on January 5, 2018, 9:00 a.m., at the BAC Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila, which shall be open to prospective bidders.	➢ The DBM will hold a ~~Pre-Bid Conference~~ **meeting on the eligibility documents with the interested consultants (i.e. Consulting Firm/Group)** on ~~January 5, 2018, 9:00 a.m.~~, **January 16, 2018, 9:00 a.m.** at the BAC Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila, which shall be open to prospective ~~bidders~~ **parties. Interested consultants are enjoined to bring at least one of the technical staff who shall handle the Project.**
Bids must be duly received by the BAC Secretariat at the address below on or before January 19, 2018 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 ITB Clause 18. Bid opening shall be on January 19, 2018 9:00 a.m., at the BAC Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila. Bids will be	➢ Bids **Eligibility Documents of Interested Consultants** must be duly received by the BAC Secretariat ~~at the address below~~ on or before ~~January 19, 2018 9:00 a.m.~~ **January 30, 2017, 9:00 a.m., at the BAC Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila. Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion.** All Bids must be accompanied by a bid

opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.	security in any of the acceptable forms and in the amount stated in ITB Clause 18. ~~Bid opening shall be on January 19, 2018 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.~~
	➢ See the attached revised Request for Expression of Interest.

Other matters:

➢ For guidance and information of all concerned.

CLARITO ALEJANDRO D. MAGSINO
Chairperson, DBM-BAC

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

REQUEST FOR EXPRESSION OF INTEREST
(REVISED)
SOFTWARE DEVELOPMENT AND MAINTENANCE

1. The Department of Budget and Management (DBM) intends to apply the sum of Sixty Nine Million Pesos (P69,000,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for the Project, **"Software Development and Maintenance"** for twenty one (21) months. The funding source for the first year is through the authorized appropriations under the FY 2018 General Appropriations Act. Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The DBM will hold a meeting on the eligibility documents with the interested consultants (i.e. Consulting Firm/Group) on January 16, 2018, 9:00 a.m., at the Bids and Awards Committee (BAC) Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila, which shall be open to all interested parties. Interested consultants are enjoined to bring at least one of the technical staff who shall handle the Project.

3. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before January 30, 2017, 9:00 a.m., at the BAC Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila. Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion.

4. 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, cooperatives, and partnerships or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.

5. 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.

6. A complete set of Bidding Documents may be acquired by interested Bidders December 29, 2017 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.

7. The contract shall be completed within twenty one (21) months from receipt of Notice to Proceed.

8. The DBM reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA No. 9184 and its IRR, 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. 657-3300 local 3115
Email address: **procurement@dbm.gov.ph**

CLARITO ALEJANDRO D. MAGSINO
Chairperson, DBM-BAC

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

SUPPLEMENTAL/ BID BULLETIN (SBB) NO. 2

This SBB No. 2, dated January 11, 2018, for the Project, "**Software Development and Maintenance,**" is issued to clarify, modify or amend items in the Bidding Documents. Accordingly, this shall form an integral part of said Documents.

PARTICULARS	CLARIFICATION/AMENDMENTS
Request for Expression of Interest xxx The DBM will hold a meeting on the eligibility documents with the interested consultants (i.e. Consulting Firm/Group) on January 16, 2018, 9:00 a.m., at the Bids and Awards Committee (BAC) Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila, which shall be open to all interested parties. Interested consultants are enjoined to bring at least one of the technical staff who shall handle the Project.	Request for Expression of Interest xxx ➢ The DBM will hold a meeting on the eligibility documents with the interested consultants (i.e. Consulting Firm/Group) on ~~January 16, 2018~~ **January 23, 2018, 9:00 a.m.**, at the Bids and Awards Committee (BAC) Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila, which shall be open to all interested parties. Interested consultants are enjoined to bring at least one of the technical staff who shall handle the Project.
Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before January 30, 2017, 9:00 a.m., at the BAC Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila. Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion.	➢ Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before ~~January 30, 2017~~ **February 6, 2018, 9:00 a.m.**, at the BAC Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila. Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion.
xxx	xxx

Other matters:

- For guidance and information of all concerned.

CLARITO ALEJANDRO D. MAGSINO
Chairperson, DBM-BAC

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

SUPPLEMENTAL/BID BULLETIN (SBB) NO. 3

This SBB No. 3 dated March 20, 2018 for the Project, "Application Support and Maintenance (Software Development and Maintenance)," is issued to clarify, modify or amend items in the Bidding Documents. Accordingly, this shall form an integral part of said Documents.

PARTICULARS	AMENDMENTS/CLARIFICATIONS
Section III. Bid Data Sheet 10.1(c) Financial Proposal Form 3. Software Licenses Costs need not be submitted. The Financial Proposal Submission Form (FPF 1) should form the covering letter of the Financial Proposal and shall be accompanied by Summary of Cost (FPF 2), Cost of Services (FPF 4), and Other Expenses (FPF 5).	**Section III. Bid Data Sheet** 10.2(c) Financial Proposal Form 3. Software Licenses Costs need not be submitted. The Financial Proposal Submission Form (FPF 1) should form the covering letter of the Financial Proposal and shall be accompanied by Summary of Cost (FPF 2), ~~Cost of Services~~ Breakdown of Remuneration per Activity (FPF 4), and ~~Other Expenses~~ Reimbursables per Activity (FPF 5).
CLARIFICATIONS: **Questions from the following bidders:** **As per email from Pointwest Technologies Corporation.** **As per email from Incuventure Partners Corporation.**	 **See Annex A for the clarification.** **See Annex B for the clarification.**

Other matters:

- The "**No Contact Rule**" shall be strictly observed. Bidders are not allowed to call or talk to any member of the Bids and Awards Committee, Technical Working Group or Secretariat effective March 27, 2018 right after the opening of bids.
- For guidance and information of all concerned.

RYAN S. LITA
Director IV
Vice Chairperson, DBM-BAC

Annex A

Department of Budget and Management
Elicitation / Clarificatory Questions

QUESTION NO	VERBIAGE FROM THE BID DOCUMENTS	QUESTIONS FOR BAC	BAC RESPONSE
1.0	3.2Conversion to another programming language (e.g. Java, Python)	*What are the current platforms, OS, DB, Frameworks, Middleware, environmental software, hardware?*	OS - Windows Server 2008, Linux - Redhat 5.4, CentOS 6.8, Ubuntu 14+, 15+ Machines: On-Premise and Cloud (Azure) Database - Oracle 10g, Oracle 11, MSSQL, MySQL Framework - Grails Framework Programming Languages - AngularJS, Java (Groovy-Grails) (Jboss on Server Side), Powerbuilder 9 and 11 Html, CSS, Jquery (EasyUI) Interface, Yii PHP Framework, Asp - NET IDE - Inteli-J, Java, Powerbuilder 9 and 11, Toad, Oracle SQL Developer
2.0		*What will be the preferred platform?*	Java, Web based
3.0	3. Systems Enhancement of Existing DBM Applications The Consultant shall undertake systematic enhancements in accordance with a detailed work plan decided by the DBM through the ICTSS.	Can we request for documentation and walkthrough on the applications and systems?	Yes
4.0	1. SUPPORT AND MAINTENANCE SERVICES FOR THE CURRENT DBM APPLICATIONS - full support and maintenance to the operations of the existing DBM application systems through a transition phase unless a newly-awarded Consultant that the transfer from the former maintenance consultant shall occur.	*What will be the coverage of the transition?*	Support and Maintenance in coordination with DBM ICTSS during the transition
5.0		*Would the new consultant have access to the source codes of the existing systems?*	Yes
6.0	Mission-Critical Applications Systems	*Do any of these systems come with a full-fledged Accounting application? Or are the systems concerned only with the generation/development of budget proposals?*	Systems such as Payroll System comes with a full-fledged Accounting application. eBudget, OSBP, (Insert all systems here) are concerned with the generation and development of budget proposals.
7.0	a. Online Submission of Budget Proposal (OSBP)	*How are the budget proposals submitted?*	Clients from different agencies will access OSBP and submit forms

8.0		*Would the users be required to fill out an online form, or would they be asked to submit the actual files through the OSBP?*	They are required to fill an online form.
9.0		*How are the budget proposals submitted - per office or consolidated per GOCC/NGA?*	--- The budget proposals are submitted per Agency / Department / Bureaus / GOCC
10.0		*Does the system enforce a standard set of Key Results Indicators/Performance Indicators for all the GOCCs/NGAs - or does it enable the users to define their own sets of KRIs/PIs based on their needs/mandates?*	ICTSS enforce the set of Key Results Indicators/Performance Indicators with the approval of the End users through User Acceptance Testing
11.0		*Which users should gain access to this system, and how are the external users currently being managed by DBM?*	National Government Agencies & GOCC. Administrator account manages the external user by creating, resetting and deactivating the account.
12.0		*Can you provide us with the current table/database structure?*	Yes
13.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the Inception report.
14.0		*What is the expected number of concurrent users?*	DB Main & DB #4: 500+ Concurrent Users
15.0		*Can we request for the estimated number of rows per table?*	Yes Example: List of Table with the Highest number of Rows Table Name — Row Count Audit Amount — 6.5 Million + User Logs — 4.1 Million + User File Access — 600,000 + Other Tables — 6 Million +
16.0	b. Budget Preparation Management System (BPMS)	*Will there be a requirement for data migration, particularly for historical data (previous NEPs)?*	Yes
17.0		*Can you provide us with the current table/database structure?*	Yes
18.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the Inception report.

19.0		*What is the expected number of concurrent users?*	500+ Concurrent Users
20.0		*Can we request for the estimated number of rows per table?*	Yes
21.0	b. 1 National Expenditure Program (NEP) and General Appropriations Act (GAA)	*Is the whole NEP uploaded to the system? Or are there separate online forms that must be filled out per GOCC/NGA?*	No. Selected Budget level only. No separate forms.
22.0		*Can all the users gain access to the NEP, or is the access limited per GOCC/NGA?*	DBM users only.
23.0		*Can you provide us with the current table/database structure?*	Yes
24.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the Inception report.
25.0		*What is the expected number of concurrent users?*	(Relies on (URS, BPMS, Ebudget Concurrent Users Count))
26.0		*Can we request for the estimated number of rows per table?*	Yes
27.0	c. Enhanced Government Manpower Information System (eGMIS) c. 1 Personal Services Itemization and Plantilla of Personnel (PSIPOP)	*What information is utilized by this system?* *Does the system keep the plantilla of personnel per GOCC/NGA?*	Information on Government manpower that effectively manage and control its Personnel Services (PS) expenditures. Yes, the system keep / retain the information of the plantilla of the personnel.
28.0		*Can you provide us with the current table/database structure?*	Yes
29.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the Inception report.
30.0		*What is the expected number of concurrent users?*	DB Main: 500+ Concurrent Users
31.0		*Can we request for the estimated number of rows per table?*	Yes
32.0	d. Electronic Budget Releasing System (eBudget)	*How are budgets released to each GOCC/NGA - by cash, cheque, deposit account, etc?*	using SARO and NCA generated by e-Budget system
33.0		*How is the budget released - by tranche, or in one full release?*	It can be on tranche or in one full release
34.0		*How is the proof of release and receipt monitored by the current systems?*	monitored manually by the DBM Budget Analyst

35.0		*Can you provide us with the current table/database structure?*	Yes
36.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the Inception report.
37.0		*What is the expected number of concurrent users?*	DB Main: 500+ Concurrent Users
38.0		*Can we request for the estimated number of rows per table?*	Yes
39.0	e. Unified Reporting System (URS)	*Can you provide us with the current table/database structure?*	Yes
40.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the Inception report.
41.0		*What is the expected number of concurrent users?*	DB # 31500 + Concurrent Users
42.0		*Can we request for the estimated number of rows per table?*	Yes
43.0	f. Unified Accounts Code Structure (UACS) Repository f.1 UACS Website	*What is the current content management system employed for the website?*	No
44.0		*What are the painpoints encountered with the current system?*	No current issues with the system. This is only for viewing purposes.
45.0		*Is there a need to change the CMS?*	No
46.0		*Would there be a requirement to re-layout the current UACS*	No
47.0		*Can you provide us with the current table/database structure?*	Yes
48.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the Inception report.
49.0		*What is the expected number of concurrent users?*	Based on the total number of users of all Gov't Agencies, GOCCs and LGUs.
50.0		*Can we request for the estimated number of rows per table?*	Yes
51.0	g. eAppropriation System (eAppro)	*How does this application work?*	This application prints 1st and 3rd reading of GAA from the House of Congress?
52.0		*How is the budget appropriated per GOCC/NGA?*	For Report Generation.
53.0		*Can you provide us with the current table/database structure?*	Yes
54.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the Inception report.
55.0		*What is the expected number of concurrent users?*	10 to 100+ Concurrent Users

56.0		*Can we request for the estimated number of rows per table?*	Yes
57.0	h. LGU Reporting System (LGURS) h.1 Internal Revenue Allotment (IRA) Computation	*Can you provide us with the current table/database structure?*	Yes
58.0	h.2 Tobacco System	*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the Inception report.
59.0		*What is the expected number of concurrent users?*	100 to 1000+ Expected Users
60.0		*Can we request for the estimated number of rows per table?*	Yes
61.0	i. DBM Website i.1 Resilient Cities	*Can you provide us with the current table/database structure?*	Yes
62.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the Inception report.
63.0		*What is the expected number of concurrent users?*	1,000+ to 30,000+ per day as per visitors count
64.0		*Can we request for the estimated number of rows per table?*	Yes
65.0	k. Project Infrastructure and Monitoring System	*Can you provide us with the current table/database structure?*	Yes
66.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the Inception report.
67.0		*What is the expected number of concurrent users?*	100 to 1000+ Concurrent Users
68.0		*Can we request for the estimated number of rows per table?*	Yes
69.0	l. Government Quality Management Committee (GQMC) Website	*Can you provide us with the current table/database structure?*	Yes
70.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the Inception report.
71.0		*What is the expected number of concurrent users?*	500 to 1000 Concurrent Users
72.0		*Can we request for the estimated number of rows per table?*	Yes
73.0	m. Helpdesk Management Service	*Can you provide us with the current table/database structure?*	Yes
74.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the Inception report.
75.0		*What is the expected number of concurrent users?*	50 to 200 Concurrent Users
76.0		*Can we request for the estimated number of rows per table?*	Yes

77.0	Internal Application Systems: a. Manpower Management Information System (MMIS)	*What are the security and confidentiality features of this application?*	Username and Password is required to access the system. Secured thru segmented network.
78.0	a.1 Personnel Database Management System (PDBMS)	*Can you provide us with the current table/database structure?*	Yes
79.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the inception report.
80.0		*What is the expected number of concurrent users?*	DB Admin: 160+ Concurrent Users
81.0		*Can we request for the estimated number of rows per table?*	Yes
82.0	b. Payroll System b.1. Time and Attendance Monitoring System (TAMS)	*Can you provide us with the current table/database structure?*	Yes
83.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the inception report.
84.0		*What is the expected number of concurrent users?*	DB Admin: 160+ Concurrent Users
85.0		*Can we request for the estimated number of rows per table?*	Yes
86.0	c. Index of Payment Computerized System (IPCS)	*What is covered under this application?*	Compensation verification and Indexing. Generation of Annual Income Tax Return.
87.0		*Can you provide us with the current table/database structure?*	Yes
88.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the inception report.
89.0		*What is the expected number of concurrent users?*	DB Admin: 160+ Concurrent Users
90.0		*Can we request for the estimated number of rows per table?*	Yes
91.0	d. Property Monitoring Information System (PMIS)	*Is this similar to an Asset Management Application?*	Yes
92.0		*What information is stored in this application?*	All the DBM hardware, appliances, and softwares as well as to whom they are assigned to.
93.0		*Does the application monitor the whole life cycle of a property/agency asset?*	From acquiring the asset to distributing to user and to assigning the asset to another user, yes. Disposal of unusable assets are not included.
94.0		*When does monitoring begin in terms of property/asset management - from the time it was requested to be purchased, upon purchase or delivery, etc?*	From the time it was purchased.
95.0		*Can you provide us with the current table/database structure?*	Yes
96.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the inception report.

97.0		*What is the expected number of concurrent users?*	DB Admin: 160+ Concurrent Users
98.0		*Can we request for the estimated number of rows per table?*	In 84 tables, there's an average of 11 rows per table. The least amount of row in a table is one while the most amount of rows in a table is 46
99.0	e. Document Management System (DMS)	*Can you provide us with the current table/database structure?*	Yes
100.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the Inception report.
101.0		*What is the expected number of concurrent users?*	500 to 1000 + Concurrent Users
102.0		*Can we request for the estimated number of rows per table?*	Yes
103.0	f. Budget Cycle Analytics (BCA)	*Can you provide us with the current table/database structure?*	Yes
104.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the Inception report.
105.0		*What is the expected number of concurrent users?*	5 to 50 + Concurrent Users
106.0		*Can we request for the estimated number of rows per table?*	Yes
107.0	g. e-Technical Library	*Can you provide us with the current table/database structure?*	Yes
108.0		*What are the non-functional requirements (performance)?*	This will be discussed during the preparation of the Inception report.
109.0		*What is the expected number of concurrent users?*	All DBM Employees (300 - 1000 Concurrent Users)
110.0		*Can we request for the estimated number of rows per table?*	Yes
111.0	> Conversion of Budget Preparation Management System to a Web-based Application	*How should this work - input data then generate a report based on a predetermined template?*	This will be discussed during the preparation of the Inception report.
112.0	- capable to generate the budget proposal in the form of General Appropriations Bill (GAB)	*What specific computations should the system perform in order to generate the desired budget proposal?*	This will be discussed during the preparation of the Inception report.
113.0	- save documents in MS Excel	*Should we restrict the file generation to MS Excel? Or are we looking at the capability or exporting the report to other formats (i.e, pdf, MS Word, etc)*	We can add other format in exporting data but Excel should always be there in the option.
114.0	> Enhancements to the Unified Reporting System - update dashboard	*What are the issues encountered/observed with the current dashboard?*	This will be discussed during the preparation of the Inception report.

115.0		*What specific information must be available in the dashboard?*	This will be discussed during the preparation of the inception report.
116.0	- modify user interface to improve usability and accessibility in mobile devices and other platforms	*Are there specific usability and accessibility standards that we need to comply with?*	This will be discussed during the preparation of the inception report.
117.0	- Improve performance toward providing dedicated environment for each group of departments with automated rerouting and separate server and database for report generation	*What is your expectation in terms of automatic re-routing?*	It will be dependent on your proposal that will be discussed during the preparation of the inception report.
118.0	- create admin interface for transferring data between BEDs levels	*What information and in what format should be shared/transmitted via the system?*	Budget Execution Document reports from Level (Agency Submission / NEP); As Evaluated by DBM, D
119.0	> Development of User Access Management System - provided with security and data protection policies and tools to the services to execute User Access Management, the user access links to the human resource processes to verify the user's identity and to ensure their eligibility to the services being requested	*Will there be a separate grouping for internal and external users?*	Yes
120.0		*How do the current systems implement access rights and privileges?*	Username and Password
121.0		*What is the current user management facility (i.e, AD, LDAP, etc) being employed by your organization?*	Internal application for access management
122.0		*Would there be a requirement for additional user authentication tools (i.e, SMART cards, OTP, etc)?*	This will be discussed during the preparation of the inception report.
123.0	Provide recommendations and create a migration plan to help DBM in the enablement of the following areas such as BPM, SOA, BCA and Cloud Technologies	*What is the volume of data that will be migrated per system/application?*	more than 50GB
124.0		*Are there other government or industry regulations, standards and policies that influence the operation of each application that we should abide by, apart from the government legislations on GAA?*	Yes

	Code	Comments as per TOR	Application Scope (Please Check Appropriate		
			For Support/Maintenance	For Enhancement	For Migration
2. Support and Maintenance Services for the Current DBM Applications					
2.1 Mission-Critical Applications Systems (Used by Client Agencies and DBM Counterparts)					
2.1.10 DBM Website	(10)	Support + Maintenance	/		
2.1.10.1 Resilient Cities					
2.1.11 Project Infrastructure and Monitoring System (Open Roads)	(11)	Support + Maintenance	/		
2.1.12 Government Quality Management Committee (GQMC) Website	(12)	Support + Maintenance	/		
2.1.13 Helpdesk Management Service	(13)	Support + Maintenance	/		
2.2 Internal Application Systems (Used by DBM Officials and Employees)					
2.2.5 Document Management System (DMS)	(18)	Support + Maintenance	/		
2.2.6 Budget Cycle Analytics (BCA)	(19)	Support + Maintenance	/		
2.2.7 e-Technical Library	(20)	Support + Maintenance	/		
3. Systems Enhancement of Existing DBM Applications					
3.1 Migration to another RDBMS platform					
Online Submission of Budget Proposal (OSBP)	(1)	Migration to RDBMS		/	
OSBP for GOCCs					
Enhanced Budget Preparation Management System (eBPMS)	(2)	Migration to RDBMS		/	
Budget Preparation Management System (BPMS)					
Enhanced Government Manpower Information System (eGMIS)	(4)	Migration to RDBMS		/	
Personnel Services Itemization and Plantilla of Position (PSIPOP)					
Unified Reporting System (URS)	(6)	Migration to RDBMS		/	
Unified Account Code Structure (UACS) Repository	(7)	Migration to RDBMS		/	
eAppropriations (eAppro)	(8)	Migration to RDBMS		/	
LGU Reporting System (LGURS)	(9)	Migration to RDBMS		/	
Property Monitoring Information System (PMIS)	(17)	Migration to RDBMS		/	
3.2 Migration to another RDBMS platform and Conversion to another programming language (e.g. Java, Python)					
National Expenditure Program (NEP)	(3)	Migration to RDBMS +		/	
Electronic Budget Releasing System (eBudget)	(5)	Migration to RDBMS +		/	
Manpower Management Information System (MMIS)	(14)	Migration to RDBMS +		/	
Payroll System	(15)	Migration to RDBMS +		/	
Index of Payment Computerized System (IPCS)	(16)	Migration to RDBMS +		/	

Sequence	Reference	Requirement	Query	DBM Response
1	p. 27 Instructions to Bidders – Section 5. Evaluation of Technical Proposals, Clause 25.2	The BAC evaluates the Technical Proposals on the basis of their compliance with the requirements under ITB Clause 10 and responsiveness to the TOR using the following criteria: [a] Quality of Personnel [b] Experience and capability of Consultant [c] Plan of approach and methodology	We would like to request a copy of the detailed evaluation criteria as only the numerical points for the high level criterion are identified (see p. 37 of the Bid Data Sheet)	Evaluation Criteria **I. Qualification of Key Personnel - 40 points** a. Education b. Work Experience c. Trainings Attended **II. Experience and capability of consultant - 30 points** a. Firm's Qualification b. Work Experience **III. Methodology - 30 points** a. Clarity (well-defined approach & procedures) b. Feasibility (Realistic/ implementable/ measurable/ practicable) c. Comprehensiveness of the plan of approach (responsiveness to the engagement)
2	p. 71 Terms of Reference - Section 3. System Enhancement of Existing DBM Applications	List of Enhancements include the following: 3.1 Migration to another RDBMS platform 3.2 Conversion to another programming language (e.g. Java, Python) 3.3 Integration to eBPMS	Based on the list of enhancements identified in the TOR, there is no mention of the Unified Reporting System for Local Government Unit. There were discussions this year to fulfill the requirement stated in the General Provision of the General Appropriations Act of 2018. We would like to clarify if this is included in the deliverables for this engagement	LGU Reporting Services is being developed internally and should be part of the Support and Maintenance.
3	p. 71 Terms of Reference - Section 3. System Enhancement of Existing DBM Applications	List of Enhancements include the following: 3.1 Migration to another RDBMS platform 3.2 Conversion to another programming language (e.g. Java, Python) 3.3 Integration to eBPMS	Based on the list of enhancements identified in the TOR, there is no mention of the restructuring of Budget and Financial Accounting Reports. Same as the URS for LGUs, there are ongoing discussions to develop this feature. We would like to clarify if this is included in the deliverables for this engagement?	No
4	p. 71 Terms of Reference - Section 3. System Enhancement of Existing DBM Applications	List of Enhancements include the following: 3.1 Migration to another RDBMS platform 3.2 Conversion to another programming language (e.g. Java, Python) 3.3 Integration to eBPMS	Based on the list of enhancements identified in the TOR, there is no mention of the Interfaces with the Budget and Treasury Management System. We would like to clarify if this is included in the deliverables for this engagement?	No

STRONGHOLD INSURANCE COMPANY, INCORPORATED

SICI Bond No. 93412 Tel. Nos 02-891-1329 to 34 ;Fax. Nos02-891-1326/83
G(13)A-HO-0000106 mail@strongholdinsurance.com.ph
www.strongholdinsurance.com.ph
VAT Reg. TIN000-602-270
Established Since 1960

DOCUMENTARY STAMP
PHP 28,482.50
[redacted]
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PERFORMANCE BOND

(SURETY BOND)

(Performance Security pursuant to Section 39 of the Implementing Rules and Regulation of R.A. No. 9184)

KNOW ALL MEN BY THESE PRESENTS:

That we, **INCUVENTURE PARTNERS CORPORATION** of Unit 123707 Times Plaza Building UN Ave., Cor. Taft Avenue, Ermita, Manila, as Principal, and **STRONGHOLD INSURANCE COMPANY INC.** , a corporation duly organized and existing under by virtue of the laws of the Republic of the Philippines, as Surety, are held and firmly bound unto the **DEPARTMENT OF BUDGET AND MANAGEMENT** as procuring entity/obligee, in the sum of **PESOS: TWENTY MILLION SIX HUNDRED NINETY-NINE THOUSAND NINE HUNDRED NINETY-NINE & 95/100 ONLY (P20,699,999.95)** Philippine Currency, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Whereas, the above bounden Principal entered into a contract with the Obligee for the:

PROJECT: "APPLICATION SUPPORT AND MAINTENANCE/SOFTWARE DEVELOPMENT AND MAINTENANCE".

WHEREAS, the Obligee requires a performance security in the above stated sum, to secure the full and faithful performance of the obligations of the principal under the contract within the period of, as specified in the bidding documents/terms of reference pursuant to Section 39 of the Implementing Rules and Regulation of R.A. No. 9184 and an additional one year (1) coverage from date of completion up to final acceptance to guarantee that the above bounden Principal shall undertake the repair works of any damage to the infrastructure on account of the use of materials of inferior quality discovered within the defects liability period pursuant to Section 62 of the Implementing Rules and Regulation (IRR) of R.A. 9184.

This bond is callable on demand. The liability of the surety company shall in no case exceed the sum of **TWENTY MILLION SIX HUNDRED NINETY-NINE THOUSAND NINE HUNDRED NINETY-NINE & 95/100 ONLY, Php (P20,699,999.95)** Philippine Currency. In case of default or failure of the principal, the Obligee shall notify the Surety by sending the notice of claim with attached supporting documents to prove default of failure to comply by the Principal.

NOW, THEREFORE, if the Principal shall well and truly perform and fulfill all the undertakings, covenants, terms, conditions and agreements stipulated in said contract, R.A. No. 9184 and its Implementing Rules and Regulations, then the obligation shall be null and void, otherwise it shall remain in full force and effect.

The liability of the surety under this bond shall remain valid until issuance by the Obligee of the certificate of final acceptance pursuant to Section 39, IRR of R.A. No. 9184 and that the Surety does not assume responsibility for any liability incurred or created after the expiry date. It has been agreed that the Surety is released from liability after the issuance of the certificate of final acceptance. The Surety shall not be liable for extension of contract unless an endorsement has been issued consenting to such extension.

IN WITNESS WHEREOF, we have set our hands and signed our names on the **11th day of May, 2018 at MAKATI CITY**, Philippines.

INCUVENTURE PARTNERS CORPORATIOBN

HADRIAN M. CRUZ
Chief Operations Officer
Principal

Witness to Principal

STRONGHOLD INSURANCE COMPANY INC.

ROMULO I. DELOS REYES, JR.
President & General Manager
Surety

MA. SHEILA A. QUIMNO
Witness to Principal

STRONGHOLD
INSURANCE COMPANY, INCORPORATED

ACKNOWLEDGEMENT

Republic of the Philippines }
MAKATI CITY } S.S

SICI BOND NO.93412
G(13)A-HO-0000106

In MAKATI CITY Philippines, 11th day of May, 2018, personally appeared before me.

NAME	RESIDENCE Cert. No.	ISSUED	
		AT	ON
HADRIAN M. CRUZ			
STRONGHOLD INSURANCE COMPANY, INC.	0019840?	Makati City	01/05/18
ROMULO I. DELOS REYES, JR.	EC1035887	DFA Manila	05/09/14

and **ROMULO I. DELOS REYES, JR.** with Passport No. EC1035887 issued at DFA Manila on 05/09/14 for and in behalf of **STRONGHOLD INSURANCE COMPANY INC.** with comm. Tax Cert. No. 0019840? issued at Makati City on 01/05/18 to me known to be the same persons who signed and executed the foregoing instrument and knowledge before me that same is of their own voluntary act and deed.

In WITNESS Whereof, I have hereunto set my hand and affixed my notarial seal at the place and date first above written.

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Series of 2018

ATTY. DAVE JOHN T. HERNANDEZ
NOTARY PUBLIC FOR MAKATI CITY
COMMISSION NO. M-166
UNTIL DEC. 2018
6TH FLOOR [illegible] BUILDING
191 SALCEDO STREET, LEGAZPI VILLAGE
MAKATI CITY, METRO MANILA
ROLL OF ATTORNEYS NO. 59749
IBP OR No. 019944 / 01-03-2018 / MANILA III
PTR No. 7002730 / 01-03-2018 / MANILA
MCLE COMPLIANCE NO. V-0014633 / 02-29-2016

Republic of the Philippines }
MAKATI CITY } S.S

ROMULO I. DELOS REYES, JR. of **STRONGHOLD INSURANCE COMPANY INC.** having been duly sworn, states and deposes that the **STRONGHOLD INSURANCE COMPANY INC** is a corporation duly organized and existing under and by virtue of the laws of the Philippines, with its principal office at 17th Floor Security Bank Centre 6776, Ayala Avenue Makati City, and is duly authorized to execute and furnish surety bonds for all purposes within the said Philippines; and that is actually worth the amount specified in the foregoing undertaking to wit: **TWENTY MILLION SIX HUNDRED NINETY-NINE THOUSAND NINE HUNDRED NINETY-NINE & 95/100 Pesos, (PHP 20,699,999.95)** Philippine Currency, over and above all your debts and obligations and property exempt from execution.

STRONGHOLD INSURANCE COMPANY INC.

By : ROMULO I. DELOS REYES, JR.
President & General Manager

Subscribed and sworn to before me this 11th day of May, 2018 at MAKATI CITY, Philippines. Affiant exhibited to me his Comm. Tax Certificate and that the Corporation, as above mentioned.

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Series of 2018

ATTY. DAVE JOHN T. HERNANDEZ
NOTARY PUBLIC FOR MAKATI CITY
COMMISSION NO. M-166
UNTIL DEC. 2018
6TH FLOOR [illegible] BUILDING
191 SALCEDO STREET, LEGAZPI VILLAGE
MAKATI CITY, METRO MANILA
ROLL OF ATTORNEYS NO. 59749
IBP OR No. 019944 / 01-03-2018 / MANILA III
PTR No. 7002730 / 01-03-2018 / MANILA
MCLE COMPLIANCE NO. V-0014633 / 02-29-2016

Blg. 2016/80-R
(No.) 2016/80-R

Republika ng Pilipinas
Republic of the Philippines
Kagawaran ng Pananalapi
Department of Finance
KOMISYON NG SEGURO
INSURANCE COMMISSION

KATIBAYAN NG PAGKAMAYKAPANGYARIHAN
CERTIFICATE OF AUTHORITY

ITO AY PATUNAY na ang **STRONGHOLD INSURANCE COMPANY, INC.**
(This is to certify that

NG LUNGSOD NG MAKATI, PILIPINAS

na isang **DI-BUHAY**
a *NON-LIFE*
(FIRE, MARINE, CASUALTY & SURETY*)

na kompanya ng seguro ay nakatugon sa lahat ng mga kailangang itinakda ng batas
insurance company, has complied with all requirements of law

ng Pilipinas kaugnay sa gayong mga kompanya ng seguro, kung kaya pinagkakalooban
of the Philippines relative to such insurance companies, and it is hereby granted

nitong **KATIBAYAN NG PAGKAMAYKAPANGYARIHAN** upang makipagnegosyo ng
*this **CERTIFICATE OF AUTHORITY** to transact*

uri ng seguro na itinakda sa itaas hanggang ikalabingdalawa ng hatinggabi, ng ikatatlumpu't isang
the class of insurance business above set forth until twelve o'clock midnight, on the thirty-first

araw ng Disyembre, taong dalawang libo't labing-walo
day of December 2016

maliban kung agad na bawiin o piglin ng may makatuwirang dahilan.
unless sooner revoked or suspended for cause.)

Bilang **KATUNAYAN NITO**, inilagda ko ang aking pangalan
(In WITNESS WHEREOF, I have hereunto subscribed my name

at ikinintal ang Opisyal na Tatak ng aking Tanggapan
and caused my Official Seal to be affixed,

sa Lungsod ng Maynila, Pilipinas. Ito ay may bisa
at the City of Manila, Philippines. This becomes

simula ika-isang Enero 2016.
effective on 1 January 2016.)

EMMANUEL F. DOOC
Insurance Commissioner

CERTIFIED TRUE COPY OF THE ORIGINAL
STRONGHOLD INSURANCE COMPANY, INC.
ROMULO I. DELOS REYES, JR.
PRESIDENT & GENERAL MANAGER

*AO No. 344 issued on February 22, 1961

Date Issued: _____

MGA PAGTATAKDA-LIMITATIONS

PASAPORTE
PASSPORT

P PHL EC10358

DELOS REYES

ROMULO JR

IMBO

09 Aug 61 FILIPINO

M QUEZON CITY

09 May 14 DFA MANILA

08 May 19

P<PHLDELOS<REYES<<ROMULO<JR<<<<<<<<<<<<<<<<

EC10358876PHL6108090M1905087<<<<<<<<<<<<<<<04

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

BIDS AND AWARDS COMMITTEE

NOTICE OF AWARD

May 2, 2018

MR. HADRIAN M. CRUZ
Chief Operations Officer
Incuventure Partners Corporation
Unit 1237-07, 12/F Times Plaza Building
United Nations Avenue cor. Taft Avenue
Manila

Dear **Mr. Cruz**:

We are pleased to inform you that the contract for the Project, "Application Support and Maintenance (Software Development and Maintenance)," is hereby awarded to Incuventure Partners Corporation in the amount of P68,999,999.82.

In this regard, you are hereby required to post a performance security in the amount and form stated in Section 39 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 prior to the signing of the contract.

Very truly yours,

BENJAMIN E. DIOKNO
Secretary

HADRIAN M. CRUZ 5/8/18
AUTHORIZED REPRESENTATIVE
INCUVENTURE PARTNERS CORPORATION

INCUVENTURE

Signature:

DEPARTMENT OF BUDGET AND MANAGEMENT

Name of Project: *Software Development and Maintenance*

Name of Bidder: *Incuventure Partners Corporation*

Financial Proposal as described in ITB clause 11(C. Preparation of Bids):

Tick Box if PRESENT	Financial Proposal
☐	1. FPF 1. Financial Proposal Submission Form
☐	2. FPF 2. Summary of Costs
☐	3. FPF 3. Breakdown of Price per Activity
☐	4. FPF 4. Breakdown of Remuneration per Activity
☐	5. FPF 5. Reimbursables per Activity
☐	6. FPF 6. Miscellaneous Expenses

Bidder's Information

Bidder's Name: **Incuventure Partners Corporation**

Address: Unit 1237-07, 12/F, Timez Plaza Building United Nations Avenue cor. Taft Avenue, Ermita, Manila

Telephone/Fax Numbers: (+63 2) 6212114

Authorized Representative: Dave John A. Macias, Authorized Representative

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FPF 1. FINANCIAL PROPOSAL SUBMISSION FORM

March 27, 2018

Department of Budget and Management
Bids and Awards Committee
Ground Floor, DBM Building III
General Solano St., San Miguel, Manila

Ladies/Gentlemen:

We, the undersigned, offer to provide the consulting services for ***Application Support and Maintenance (Software Development and Maintenance)*** in accordance with your Bidding Documents dated *March 5, 2018* and our Bid (Technical and Financial Proposals). Our attached Financial Proposal is for the sum of ***Sixty-One Million Six Hundred Seven Thousand One Hundred Forty-Two and 70/100 Philippine Pesos (PHP 61,607,142.70).*** This amount is exclusive of the local taxes, which we have estimated at ***Seven Million Three Hundred Ninety-Two Thousand Eight Hundred Fifty-Seven and 12/100 Philippine Pesos (PHP 7,392,857.12).***

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the bid validity period, *i.e., July 25, 2018.*

In accordance with **GCC** Clause 51, we acknowledge and accept the Procuring Entity's right to inspect and audit all records relating to our Bid irrespective of whether we enter into a contract with the Procuring Entity as a result of this Bid.

We confirm that we have read, understood and accept the contents of the Instructions to Bidders (ITB), the Bid Data Sheet (BDS), General Conditions of Contract (GCC), Special Conditions of Contract (SCC), Terms of Reference (TOR), the provisions relating to the eligibility of Consultant and the applicable guidelines for the procurement rules of the Funding Source, any and all Bid bulletins issued and other attachments and inclusions included in the Bidding Documents sent to us.

We understand you are not bound to accept any Bid you receive.

We remain,

Yours sincerely,

Hadrian M. Cruz
Chief Operations Officer
Incuventure Partners Corporation
Unit 1237-07 Times Plaza Building,
United Nations Avenue, corner Taft Avenue, Ermita, Manila

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FPF 2. SUMMARY OF COSTS

Costs	Currency(ies)[1]	Amount in Philippine Peso
Subtotal	PHP	61,607,142.70
Local Taxes	PHP	7,392,857.12
Total Amount of Financial Proposal	PHP	**68,999,999.82**

[1] In cases of contracts involving foreign consultants, indicate the exchange rate used.

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FPF 3. BREAKDOWN OF PRICE PER ACTIVITY

Activity No.: 1	Activity No.: 1	Description: Inception Report
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,690,395.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	1,389,962.14
Subtotal	**PHP**	**3,080,357.14**

Activity No.: 2	Activity No.: 2	Description: Support and Maintenance Services for the Current DBM Applications (Month 1)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

Activity No.: 3	Activity No.: 3	Description: Support and Maintenance Services for the Current DBM Applications (Month 2)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

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FPF 3. BREAKDOWN OF PRICE PER ACTIVITY

Activity No.: 4	Activity No.: 4	Description: Support and Maintenance Services for the Current DBM Applications (Month 3)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

Activity No.: 5	Activity No.: 5	Description: Support and Maintenance Services for the Current DBM Applications (Month 4)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

Activity No.: 6	Activity No.: 6	Description: Support and Maintenance Services for the Current DBM Applications (Month 5)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

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FPF 3. BREAKDOWN OF PRICE PER ACTIVITY

Activity No.: 7	Activity No.: 7	Description: Support and Maintenance Services for the Current DBM Applications (Month 6)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

Activity No.: 8	Activity No.: 8	Description: Support and Maintenance Services for the Current DBM Applications (Month 7)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

Activity No.: 9	Activity No.: 9	Description: Support and Maintenance Services for the Current DBM Applications (Month 8)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

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FPF 3. BREAKDOWN OF PRICE PER ACTIVITY

Activity No.: 10	Activity No.: 10	Description: Support and Maintenance Services for the Current DBM Applications (Month 9)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

Activity No.: 11	Activity No.: 11	Description: Support and Maintenance Services for the Current DBM Applications (Month 10)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

Activity No.: 12	Activity No.: 12	Description: Support and Maintenance Services for the Current DBM Applications (Month 11)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

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FPF 3. BREAKDOWN OF PRICE PER ACTIVITY

Activity No.: 13	Activity No.: 13	Description: Support and Maintenance Services for the Current DBM Applications (Month 12)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

Activity No.: 14	Activity No.: 14	Description: Support and Maintenance Services for the Current DBM Applications (Month 13)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

Activity No.: 15	Activity No.: 15	Description: Support and Maintenance Services for the Current DBM Applications (Month 14)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

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FPF 3. BREAKDOWN OF PRICE PER ACTIVITY

Activity No.: 16	Activity No.: 16	Description: Support and Maintenance Services for the Current DBM Applications (Month 15)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

Activity No.: 17	Activity No.: 17	Description: Support and Maintenance Services for the Current DBM Applications (Month 16)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

Activity No.: 18	Activity No.: 18	Description: Support and Maintenance Services for the Current DBM Applications (Month 17)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

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FPF 3. BREAKDOWN OF PRICE PER ACTIVITY

Activity No.: 19	Activity No.: 19	Description: Support and Maintenance Services for the Current DBM Applications (Month 18)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

Activity No.: 20	Activity No.: 20	Description: Support and Maintenance Services for the Current DBM Applications (Month 19)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

Activity No.: 21	Activity No.: 21	Description: Support and Maintenance Services for the Current DBM Applications (Month 20)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

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FPF 3. BREAKDOWN OF PRICE PER ACTIVITY

Activity No.: 22	Activity No.: 22	Description: Support and Maintenance Services for the Current DBM Applications (Month 21)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,609,900.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,620.40
Subtotal	**PHP**	**1,613,520.40**

Activity No.: 23	Activity No.: 23	Description: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of Unified Account Code Structure (UACS) Repository
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,072,004.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	6,121.00
Subtotal	**PHP**	**1,078,125.00**

Activity No.: 24	Activity No.: 24	Description: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of Online Submission of Budget Proposal (OSBP)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,070,110.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	8,015.00
Subtotal	**PHP**	**1,078,125.00**

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FPF 3. BREAKDOWN OF PRICE PER ACTIVITY

Activity No.: 25	Activity No.: 25	Description: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of Online Submission of Budget Proposal (OSBP) for GOCCs
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,063,481.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	14,644.00
Subtotal	**PHP**	**1,078,125.00**

Activity No.: 26	Activity No.: 26	Description: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of National Expenditure Program (NEP), Enhanced Budget Preparation Management System (eBPMS) and Budget Preparation Management System (BPMS); Conversion to another programming language (e.g. Java, Python) of NEP; and Integration to eBPMS
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	4,456,582.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	9,935.86
Subtotal	**PHP**	**4,466,517.86**

Activity No.: 27	Activity No.: 27	Description: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of Enhanced Government Manpower Information System (eGMIS)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,070,110.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	8,015.00
Subtotal	**PHP**	**1,078,125.00**

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FPF 3. BREAKDOWN OF PRICE PER ACTIVITY

Activity No.: 28	Activity No.: 28	Description: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform and Conversion to another programming language (e.g. Java, Python) of Personnel Services Itemization and Plantilla of Position (PSIPOP)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	2,301,210.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	9,057.86
Subtotal	**PHP**	**2,310,267.86**

Activity No.: 29	Activity No.: 29	Description: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of eAppropriations (eAppro)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,072,004.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	6,121.00
Subtotal	**PHP**	**1,078,125.00**

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FPF 3. BREAKDOWN OF PRICE PER ACTIVITY

Activity No.: 30	Activity No.: 30	Description: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform and Conversion to another programming language (e.g. Java, Python) of Electronic Budget Releasing System (eBudget)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	2,296,475.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	13,792.86
Subtotal	**PHP**	**2,310,267.86**

Activity No.: 31	Activity No.: 31	Description: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of Unified Reporting System (URS)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,066,322.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	11,803.00
Subtotal	**PHP**	**1,078,125.00**

Activity No.: 32	Activity No.: 32	Description: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of LGU Reporting System (LGURS)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,074,845.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	3,280.00
Subtotal	**PHP**	**1,078,125.00**

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FPF 3. BREAKDOWN OF PRICE PER ACTIVITY

Activity No.: 33	Activity No.: 33	Description: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform and Conversion to another programming language (e.g. Java, Python) of Payroll System
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	2,297,422.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	12,845.86
Subtotal	**PHP**	**2,310,267.86**

Activity No.: 34	Activity No.: 34	Description: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform and Conversion to another programming language (e.g. Java, Python) of Index of Payment Computerized System (IPCS)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	2,297,422.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	12,845.86
Subtotal	**PHP**	**2,310,267.86**

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FPF 3. BREAKDOWN OF PRICE PER ACTIVITY

Activity No.: 35	Activity No.: 35	Description: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform and Conversion to another programming language (e.g. Java, Python) of Manpower Management Information System (MMIS)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	2,271,853.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	38,414.86
Subtotal	**PHP**	**2,310,267.86**

Activity No.: 36	Activity No.: 36	Description: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of Property Monitoring Information System (PMIS)
Price Component	Currency(ies)[2]	Amount in Philippine Peso (VAT-Exclusive)
Remuneration	PHP	1,072,951.00
Reimbursables	PHP	-
Miscellaneous Expenses	PHP	5,174.00
Subtotal	**PHP**	**1,078,125.00**

GRAND TOTAL FOR ALL ACTIVITIES	**PHP (VAT-Exclusive)**	**61,607,142.70**
Add: Local Taxes	**12% VAT**	**7,392,857.12**
GRAND TOTAL FOR ALL ACTIVITIES	**PHP (VAT-Inclusive)**	**68,999,999.82**

[2] In cases of contracts involving foreign consultants, indicate the exchange rate used.

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 1		Name:	Inception Report	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	15 Staff-Days	PHP	213,075.00
Jan Francis Marquez	Application Support Analyst	15 Staff-Days	PHP	99,435.00
Ronaldo Martinez	Application Support Analyst	15 Staff-Days	PHP	99,435.00
Prospero Rommel Pichay III	Application Support Analyst	15 Staff-Days	PHP	99,435.00
Giancarlo Angulo	Application Support Analyst	15 Staff-Days	PHP	99,435.00
Terence Gamboa	Application Team Lead/ Senior	15 Staff-Days	PHP	170,460.00
Daniel Tan	Database Administrator	20 Staff-Days	PHP	284,100.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	10 Staff-Days	PHP	75,760.00
Mary Ruth Juico	Quality Assurance Analyst	10 Staff-Days	PHP	75,760.00
Nelson Chan	Developer (Senior PowerBuilder)	8 Staff-Days	PHP	75,760.00
Ricky Nino	Developer (Senior Java)	8 Staff-Days	PHP	75,760.00
Aldrin Miranda	Developer (Senior Java)	8 Staff-Days	PHP	75,760.00
Rodel Rianzares	Developer (Senior Java)	8 Staff-Days	PHP	75,760.00
Anthony Esmero	Developer (Senior Java)	8 Staff-Days	PHP	75,760.00
Pauline Risos	Documentation Specialist	10 Staff-Days	PHP	47,350.00
Katherine Navarra	Documentation Specialist	10 Staff-Days	PHP	47,350.00
Grand Total				**1,690,395.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 2		Name:	Support and Maintenance Services for the Current DBM Applications (Month 1)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 3		Name:	Support and Maintenance Services for the Current DBM Applications (Month 2)	
Names	**Position**	**Input[2]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				1,609,900.00

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 4		Name:	Support and Maintenance Services for the Current DBM Applications (Month 3)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 5		Name:	Support and Maintenance Services for the Current DBM Applications (Month 4)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 6		Name:	Support and Maintenance Services for the Current DBM Applications (Month 5)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 7		Name:	Support and Maintenance Services for the Current DBM Applications (Month 6)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 8		Name:	Support and Maintenance Services for the Current DBM Applications (Month 7)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rali Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 9		Name:	Support and Maintenance Services for the Current DBM Applications (Month 8)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ralf Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 10		Name:	Support and Maintenance Services for the Current DBM Applications (Month 9)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 11		Name:	Support and Maintenance Services for the Current DBM Applications (Month 10)	
Names	**Position**	**Input[a]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 12		Name:	Support and Maintenance Services for the Current DBM Applications (Month 11)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 13		Name:	Support and Maintenance Services for the Current DBM Applications (Month 12)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 14		Name:	Support and Maintenance Services for the Current DBM Applications (Month 13)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 15		Name:	Support and Maintenance Services for the Current DBM Applications (Month 14)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 16		Name:	Support and Maintenance Services for the Current DBM Applications (Month 15)	
Names	**Position**	**Input[2]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 17		Name:	Support and Maintenance Services for the Current DBM Applications (Month 16)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 18		Name:	Support and Maintenance Services for the Current DBM Applications (Month 17)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 19		Name:	Support and Maintenance Services for the Current DBM Applications (Month 18)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 20		Name:	Support and Maintenance Services for the Current DBM Applications (Month 19)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 21		Name:	Support and Maintenance Services for the Current DBM Applications (Month 20)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 22		Name:	Support and Maintenance Services for the Current DBM Applications (Month 21)	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	10 Staff-Days	PHP	142,050.00
Jan Francis Marquez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Ronaldo Martinez	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Prospero Rommel Pichay III	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Giancarlo Angulo	Application Support Analyst	20 Staff-Days	PHP	132,580.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Nelson Chan	Developer (Senior PowerBuilder)	5 Staff-Days	PHP	47,350.00
Ricky Nino	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Aldrin Miranda	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Rodel Rianzares	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Anthony Esmero	Developer (Senior Java)	5 Staff-Days	PHP	47,350.00
Christian Nipa	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Ahmad Ali	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Daniel Del Mundo	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Mark Corton	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Shem San Diego	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Jory Puguon	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Christian Paquibot	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Christopher Cruz	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
John Daniel Valderama	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Rall Llobrera	Developer (Mid-Level)	5 Staff-Days	PHP	33,145.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Katherine Navarra	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,609,900.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 23		Name:	Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of *Unified Account Code Structure (UACS) Repository*	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	8 Staff-Days	PHP	113,640.00
Ronaldo Martinez	Application Support Analyst	5 Staff-Days	PHP	33,145.00
Terence Gamboa	Application Team Lead/ Senior Developer	1 Staff-Days	PHP	11,364.00
Daniel Tan	Database Administrator	9 Staff-Days	PHP	127,845.00
Mary Ruth Juico	Quality Assurance Analyst	10 Staff-Days	PHP	75,760.00
Aldrin Miranda	Developer (Senior Java)	30 Staff-Days	PHP	284,100.00
Shem San Diego	Developer (Mid-Level)	30 Staff-Days	PHP	198,870.00
Jory Puguon	Developer (Mid-Level)	30 Staff-Days	PHP	198,870.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,072,004.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 24		Name:	Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of *Online Submission of Budget Proposal (OSBP)*	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	5 Staff-Days	PHP	71,025.00
Jan Francis Marquez	Application Support Analyst	4 Staff-Days	PHP	26,516.00
Terence Gamboa	Application Team Lead/ Senior Developer	1 Staff-Days	PHP	11,364.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	5 Staff-Days	PHP	37,880.00
Anthony Esmero	Developer (Senior Java)	25 Staff-Days	PHP	236,750.00
Ahmad Ali	Developer (Mid-Level)	25 Staff-Days	PHP	165,725.00
Daniel Del Mundo	Developer (Mid-Level)	25 Staff-Days	PHP	165,725.00
Mark Corton	Developer (Mid-Level)	25 Staff-Days	PHP	165,725.00
Katherine Navarra	Documentation Specialist	10 Staff-Days	PHP	47,350.00
Grand Total				**1,070,110.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 25			Name:	Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of *Online Submission of Budget Proposal (OSBP) for GOCCs*
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	6 Staff-Days	PHP	85,230.00
Prospero Rommel Pichay III	Application Support Analyst	3 Staff-Days	PHP	19,887.00
Terence Gamboa	Application Team Lead/ Senior Developer	1 Staff-Days	PHP	11,364.00
Daniel Tan	Database Administrator	9 Staff-Days	PHP	127,845.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	5 Staff-Days	PHP	37,880.00
Ricky Nino	Developer (Senior Java)	25 Staff-Days	PHP	236,750.00
Christian Nipa	Developer (Mid-Level)	25 Staff-Days	PHP	165,725.00
Christian Paquibot	Developer (Mid-Level)	25 Staff-Days	PHP	165,725.00
John Daniel Valderama	Developer (Mid-Level)	25 Staff-Days	PHP	165,725.00
Katherine Navarra	Documentation Specialist	10 Staff-Days	PHP	47,350.00
Grand Total				**1,063,481.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 26		Name:	Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of *National Expenditure Program (NEP), Enhanced Budget Preparation Management System (eBPMS)* and *Budget Preparation Management System (BPMS)*; Conversion to another programming language (e.g. Java, Python) of *NEP*; and Integration to *eBPMS*		
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**		**Amount (VAT-Exclusive)**
Regular Staff	None	None	None		-
Local Staff	None	None	None		-
Consultants					
Tamera Cristobal	Project Manager	35 Staff-Days	PHP		497,175.00
Jan Francis Marquez	Application Support Analyst	7 Staff-Days	PHP		46,403.00
Prospero Rommel Pichay III	Application Support Analyst	8 Staff-Days	PHP		53,032.00
Terence Gamboa	Application Team Lead/ Senior Developer	10 Staff-Days	PHP		113,640.00
Daniel Tan	Database Administrator	31 Staff-Days	PHP		440,355.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	12 Staff-Days	PHP		90,912.00
Nelson Chan	Developer (Senior PowerBuilder)	82 Staff-Days	PHP		776,540.00
Aldrin Miranda	Developer (Senior Java)	82 Staff-Days	PHP		776,540.00
Jory Puguon	Developer (Mid-Level)	80 Staff-Days	PHP		530,320.00
John Christopher Cruz	Developer (Mid-Level)	80 Staff-Days	PHP		530,320.00
Rall Llobrera	Developer (Mid-Level)	80 Staff-Days	PHP		530,320.00
Katherine Navarra	Documentation Specialist	15 Staff-Days	PHP		71,025.00
Grand Total					**4,456,582.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 27		Name:	Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of *Enhanced Government Manpower Information System (eGMIS)*	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	12 Staff-Days	PHP	170,460.00
Giancarlo Angulo	Application Support Analyst	5 Staff-Days	PHP	33,145.00
Terence Gamboa	Application Team Lead/ Senior Developer	5 Staff-Days	PHP	56,820.00
Daniel Tan	Database Administrator	15 Staff-Days	PHP	213,075.00
Mary Ruth Juico	Quality Assurance Analyst	10 Staff-Days	PHP	75,760.00
Rodel Rianzares	Developer (Senior Java)	50 Staff-Days	PHP	473,500.00
Pauline Risos	Documentation Specialist	10 Staff-Days	PHP	47,350.00
Grand Total				**1,070,110.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 28			Name:	Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform and Conversion to another programming language (e.g. Java, Python) of *Personnel Services Itemization and Plantilla of Position (PSIPOP)*
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	33 Staff-Days	PHP	468,765.00
Giancarlo Angulo	Application Support Analyst	8 Staff-Days	PHP	53,032.00
Terence Gamboa	Application Team Lead/ Senior Developer	17 Staff-Days	PHP	193,188.00
Daniel Tan	Database Administrator	40 Staff-Days	PHP	568,200.00
Mary Ruth Juico	Quality Assurance Analyst	15 Staff-Days	PHP	113,640.00
Rodel Rianzares	Developer (Senior Java)	88 Staff-Days	PHP	833,360.00
Pauline Risos	Documentation Specialist	15 Staff-Days	PHP	71,025.00
Grand Total				**2,301,210.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 29		Name:	Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of *eAppropriations (eAppro)*	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	9 Staff-Days	PHP	127,845.00
Ronaldo Martinez	Application Support Analyst	9 Staff-Days	PHP	59,661.00
Terence Gamboa	Application Team Lead/ Senior Developer	1 Staff-Days	PHP	11,364.00
Daniel Tan	Database Administrator	12 Staff-Days	PHP	170,460.00
Mary Ruth Juico	Quality Assurance Analyst	10 Staff-Days	PHP	75,760.00
Ricky Nino	Developer (Senior Java)	36 Staff-Days	PHP	340,920.00
Ahmad Ali	Developer (Mid-Level)	36 Staff-Days	PHP	238,644.00
Pauline Risos	Documentation Specialist	10 Staff-Days	PHP	47,350.00
Grand Total				**1,072,004.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 30			Name:	Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform and Conversion to another programming language (e.g. Java, Python) of *Electronic Budget Releasing System (eBudget)*
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	17 Staff-Days	PHP	241,485.00
Jan Francis Marquez	Application Support Analyst	8 Staff-Days	PHP	53,032.00
Terence Gamboa	Application Team Lead/ Senior Developer	4 Staff-Days	PHP	45,456.00
Daniel Tan	Database Administrator	12 Staff-Days	PHP	170,460.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	15 Staff-Days	PHP	113,640.00
Nelson Chan	Developer (Senior PowerBuilder)	55 Staff-Days	PHP	520,850.00
Aldrin Miranda	Developer (Senior Java)	55 Staff-Days	PHP	520,850.00
Shem San Diego	Developer (Mid-Level)	44 Staff-Days	PHP	291,676.00
Jory Puguon	Developer (Mid-Level)	44 Staff-Days	PHP	291,676.00
Katherine Navarra	Documentation Specialist	10 Staff-Days	PHP	47,350.00
Grand Total				**2,296,475.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 31		Name:	Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of *Unified Reporting System (URS)*	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	13 Staff-Days	PHP	184,665.00
Ronaldo Martinez	Application Support Analyst	13 Staff-Days	PHP	86,177.00
Terence Gamboa	Application Team Lead/ Senior Developer	3 Staff-Days	PHP	34,092.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Mary Ruth Juico	Quality Assurance Analyst	6 Staff-Days	PHP	45,456.00
Anthony Esmero	Developer (Senior Java)	24 Staff-Days	PHP	227,280.00
Christian Paquibot	Developer (Mid-Level)	24 Staff-Days	PHP	159,096.00
Rall Llobrera	Developer (Mid-Level)	24 Staff-Days	PHP	159,096.00
Pauline Risos	Documentation Specialist	6 Staff-Days	PHP	28,410.00
Grand Total				**1,066,322.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 32		Name:	Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of *LGU Reporting System (LGURS)*	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	12 Staff-Days	PHP	170,460.00
Prospero Rommel Pichay III	Application Support Analyst	8 Staff-Days	PHP	53,032.00
Terence Gamboa	Application Team Lead/ Senior Developer	7 Staff-Days	PHP	79,548.00
Daniel Tan	Database Administrator	9 Staff-Days	PHP	127,845.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	10 Staff-Days	PHP	75,760.00
Rodel Rianzares	Developer (Senior Java)	55 Staff-Days	PHP	520,850.00
Katherine Navarra	Documentation Specialist	10 Staff-Days	PHP	47,350.00
Grand Total				**1,074,845.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 33		Name:	Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform and Conversion to another programming language (e.g. Java, Python) of *Payroll System*	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	25 Staff-Days	PHP	355,125.00
Giancarlo Angulo	Application Support Analyst	7 Staff-Days	PHP	46,403.00
Terence Gamboa	Application Team Lead/ Senior Developer	15 Staff-Days	PHP	170,460.00
Daniel Tan	Database Administrator	10 Staff-Days	PHP	142,050.00
Mary Ruth Juico	Quality Assurance Analyst	22 Staff-Days	PHP	166,672.00
Christian Nipa	Developer (Mid-Level)	66 Staff-Days	PHP	437,514.00
Daniel Del Mundo	Developer (Mid-Level)	66 Staff-Days	PHP	437,514.00
John Daniel Valderama	Developer (Mid-Level)	66 Staff-Days	PHP	437,514.00
Pauline Risos	Documentation Specialist	22 Staff-Days	PHP	104,170.00
Grand Total				**2,297,422.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 34			Name:	Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform and Conversion to another programming language (e.g. Java, Python) of *Index of Payment Computerized System (IPCS)*
Names	**Position**	**Input[a]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	22 Staff-Days	PHP	312,510.00
Prospero Rommel Pichay III	Application Support Analyst	8 Staff-Days	PHP	53,032.00
Terence Gamboa	Application Team Lead/ Senior Developer	15 Staff-Days	PHP	170,460.00
Daniel Tan	Database Administrator	20 Staff-Days	PHP	284,100.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	12 Staff-Days	PHP	90,912.00
Anthony Esmero	Developer (Senior Java)	44 Staff-Days	PHP	416,680.00
Mark Corton	Developer (Mid-Level)	44 Staff-Days	PHP	291,676.00
Christian Paquibot	Developer (Mid-Level)	44 Staff-Days	PHP	291,676.00
John Christopher Cruz	Developer (Mid-Level)	44 Staff-Days	PHP	291,676.00
Katherine Navarra	Documentation Specialist	20 Staff-Days	PHP	94,700.00
Grand Total				**2,297,422.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

Activity No.: 35		Name:	Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform and Conversion to another programming language (e.g. Java, Python) of *Manpower Management Information System (MMIS)*	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	30 Staff-Days	PHP	426,150.00
Giancarlo Angulo	Application Support Analyst	7 Staff-Days	PHP	46,403.00
Terence Gamboa	Application Team Lead/ Senior Developer	22 Staff-Days	PHP	250,008.00
Daniel Tan	Database Administrator	30 Staff-Days	PHP	426,150.00
Mary Ruth Juico	Quality Assurance Analyst	22 Staff-Days	PHP	166,672.00
Anthony Esmero	Developer (Senior Java)	90 Staff-Days	PHP	852,300.00
Pauline Risos	Documentation Specialist	22 Staff-Days	PHP	104,170.00
Grand Total				**2,271,853.00**

Activity No.: 36		Name:	Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of *Property Monitoring Information System (PMIS)*	
Names	**Position**	**Input[3]**	**Remuneration Currency(ies) Rate**	**Amount (VAT-Exclusive)**
Regular Staff	None	None	None	-
Local Staff	None	None	None	-
Consultants				
Tamera Cristobal	Project Manager	15 Staff-Days	PHP	213,075.00
Jan Francis Marquez	Application Support Analyst	8 Staff-Days	PHP	53,032.00
Terence Gamboa	Application Team Lead/ Senior Developer	6 Staff-Days	PHP	68,184.00
Daniel Tan	Database Administrator	15 Staff-Days	PHP	213,075.00
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	15 Staff-Days	PHP	113,640.00
Ahmad Ali	Developer (Mid-Level)	55 Staff-Days	PHP	364,595.00
Katherine Navarra	Documentation Specialist	10 Staff-Days	PHP	47,350.00
Grand Total				**1,072,951.00**

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FPF 4. BREAKDOWN OF REMUNERATION PER ACTIVITY

GRAND TOTAL FOR ALL ACTIVITIES	PHP (VAT-Exclusive)	59,981,086.00

[a] Staff months, days, or hours as appropriate.

Note: 1 Staff month = 22 Staff-Days

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FPF 5. REIMBURSABLES PER ACTIVITY

Activity No. 1-36				Name:	
No.	**Description**	**Unit**	**Quantity**	**Unit Price**	**Total Amount In**
1.	International flights	Trip	None	None	PHP -
2.	Miscellaneous travel expenses	Trip	None	None	PHP -
3.	Subsistence allowance	Day	None	None	PHP -
4.	Local transportation costs[4]		None	None	PHP -
5.	Office rent/ accommodation/ clerical assistance		None	None	PHP -
	Grand Total				**PHP -**

[4] Local transportation costs are not included if local transportation is being made available by the Entity. Similarly, in the project site, office rent/ accommodations/ clerical assistance costs are not to be included if being made available by the Entity.

Not Applicable

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FPF 6. MISCELLANEOUS EXPENSES[5]

Activity No. 1	Activity Name: Inception Report				
No.	**Description**	**Unit**	**Quantity**	**Unit Price**	**Total Amount**
1.	Administration Costs (e.g. Laptops, Office Supplies, Delivery and Communication Expenses,)	Lot	1	1,389,962.14	PHP 1,389,962.14
	Grand Total				**PHP 1,389,962.14**

Activity No. 2	Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 1)				
No.	**Description**	**Unit**	**Quantity**	**Unit Price**	**Total Amount**
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP 3,620.40
	Grand Total				**PHP 3,620.40**

Activity No. 3	Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 2)				
No.	**Description**	**Unit**	**Quantity**	**Unit Price**	**Total Amount**
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP 3,620.40
	Grand Total				**PHP 3,620.40**

Activity No. 4	Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 3)				
No.	**Description**	**Unit**	**Quantity**	**Unit Price**	**Total Amount**
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP 3,620.40
	Grand Total				**PHP 3,620.40**

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FPF 6. MISCELLANEOUS EXPENSES[5]

Activity No. 5 — Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 4)

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP	3,620.40
	Grand Total				**PHP**	**3,620.40**

Activity No. 6 — Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 5)

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP	3,620.40
	Grand Total				**PHP**	**3,620.40**

Activity No. 7 — Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 6)

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP	3,620.40
	Grand Total				**PHP**	**3,620.40**

Activity No. 8 — Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 7)

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP	3,620.40
	Grand Total				**PHP**	**3,620.40**

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FPF 6. MISCELLANEOUS EXPENSES[5]

Activity No. 9		Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 8)				
No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP	3,620.40
	Grand Total				**PHP**	**3,620.40**

Activity No. 10		Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 9)				
No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP	3,620.40
	Grand Total				**PHP**	**3,620.40**

Activity No. 11		Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 10)				
No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP	3,620.40
	Grand Total				**PHP**	**3,620.40**

Activity No. 12		Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 11)				
No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP	3,620.40
	Grand Total				**PHP**	**3,620.40**

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FPF 6. MISCELLANEOUS EXPENSES[5]

Activity No. 13		Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 12)			
No.	Description	Unit	Quantity	Unit Price	Total Amount
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP 3,620.40
	Grand Total				**PHP 3,620.40**

Activity No. 14		Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 13)			
No.	Description	Unit	Quantity	Unit Price	Total Amount
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP 3,620.40
	Grand Total				**PHP 3,620.40**

Activity No. 15		Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 14)			
No.	Description	Unit	Quantity	Unit Price	Total Amount
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP 3,620.40
	Grand Total				**PHP 3,620.40**

Activity No. 16		Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 15)			
No.	Description	Unit	Quantity	Unit Price	Total Amount
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP 3,620.40
	Grand Total				**PHP 3,620.40**

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FPF 6. MISCELLANEOUS EXPENSES[5]

Activity No. 17 — **Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 16)**

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP	3,620.40
	Grand Total				**PHP**	**3,620.40**

Activity No. 18 — **Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 17)**

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP	3,620.40
	Grand Total				**PHP**	**3,620.40**

Activity No. 19 — **Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 18)**

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP	3,620.40
	Grand Total				**PHP**	**3,620.40**

Activity No. 20 — **Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 19)**

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP	3,620.40
	Grand Total				**PHP**	**3,620.40**

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FPF 6. MISCELLANEOUS EXPENSES[5]

Activity No. 21 — Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 20)

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP	3,620.40
	Grand Total				**PHP**	**3,620.40**

Activity No. 22 — Activity Name: Support and Maintenance Services for the Current DBM Applications (Month 21)

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,620.40	PHP	3,620.40
	Grand Total				**PHP**	**3,620.40**

Activity No. 23 — Activity Name: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of Unified Account Code Structure (UACS) Repository

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	6,121.00	PHP	6,121.00
	Grand Total				**PHP**	**6,121.00**

Activity No. 24 — Activity Name: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of Online Submission of Budget Proposal (OSBP)

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	8,015.00	PHP	8,015.00
	Grand Total				**PHP**	**8,015.00**

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FPF 6. MISCELLANEOUS EXPENSES[5]

Activity No. 25	Activity Name: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of Online Submission of Budget Proposal (OSBP) for GOCCs				
No.	**Description**	**Unit**	**Quantity**	**Unit Price**	**Total Amount**
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	14,644.00	PHP 14,644.00
	Grand Total				**PHP 14,644.00**

Activity No. 26	Activity Name: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of National Expenditure Program (NEP), Enhanced Budget Preparation Management System (eBPMS) and Budget Preparation Management System (BPMS); Conversion to another programming language (e.g. Java, Python) of NEP; and Integration to eBPMS				
No.	**Description**	**Unit**	**Quantity**	**Unit Price**	**Total Amount**
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	9,935.86	PHP 9,935.86
	Grand Total				**PHP 9,935.86**

Activity No. 27	Activity Name: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of Enhanced Government Manpower Information System (eGMIS)				
No.	**Description**	**Unit**	**Quantity**	**Unit Price**	**Total Amount**
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	8,015.00	PHP 8,015.00
	Grand Total				**PHP 8,015.00**

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FPF 6. MISCELLANEOUS EXPENSES[5]

Activity No. 28 — Activity Name: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform and Conversion to another programming language (e.g. Java, Python) of Personnel Services Itemization and Plantilla of Position (PSIPOP)

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	9,057.86	PHP	9,057.86
	Grand Total				**PHP**	**9,057.86**

Activity No. 29 — Activity Name: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of eAppropriations (eAppro)

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	6,121.00	PHP	6,121.00
	Grand Total				**PHP**	**6,121.00**

Activity No. 30 — Activity Name: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform and Conversion to another programming language (e.g. Java, Python) of Electronic Budget Releasing System (eBudget)

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	13,792.86	PHP	13,792.86
	Grand Total				**PHP**	**13,792.86**

Activity No. 31 — Activity Name: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of Unified Reporting System (URS)

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	11,803.00	PHP	11,803.00
	Grand Total				**PHP**	**11,803.00**

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FPF 6. MISCELLANEOUS EXPENSES[5]

Activity No. 32 — Activity Name: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of LGU Reporting System (LGURS)

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	3,280.00	PHP	3,280.00
	Grand Total				**PHP**	**3,280.00**

Activity No. 33 — Activity Name: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform and Conversion to another programming language (e.g. Java, Python) of Payroll System

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	12,845.86	PHP	12,845.86
	Grand Total				**PHP**	**12,845.86**

Activity No. 34 — Activity Name: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform and Conversion to another programming language (e.g. Java, Python) of Index of Payment Computerized System (IPCS)

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	12,845.86	PHP	12,845.86
	Grand Total				**PHP**	**12,845.86**

Activity No. 35 — Activity Name: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform and Conversion to another programming language (e.g. Java, Python) of Manpower Management Information System (MMIS)

No.	Description	Unit	Quantity	Unit Price	Total Amount	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	38,414.86	PHP	38,414.86
	Grand Total				**PHP**	**38,414.86**

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FPF 6. MISCELLANEOUS EXPENSES[6]

Activity No. 36				Activity Name: Systems Enhancement of Existing DBM Applications - Migration to another RDBMS platform of Property Monitoring Information System (PMIS)		
No.	**Description**	**Unit**	**Quantity**	**Unit Price**	**Total Amount**	
1.	Administration Costs (e.g. Office Supplies, Delivery and Communication Expenses)	Lot	1	5,174.00	PHP	5,174.00
	Grand Total				**PHP**	**5,174.00**

GRAND TOTAL FOR ALL ACTIVITIES (VAT-Exclusive)	**PHP**	**1,626,056.70**

[6] Notes on the Financial Proposal Form 6.

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INCUVENTURE

DEPARTMENT OF BUDGET AND MANAGEMENT

Name of Project: *Software Development and Maintenance*

Name of Bidder: *Incuventure Partners Corporation*

Technical Proposal consisting of the following as described in ITB Item 10(C. Preparation of Bids):

Tick Box if PRESENT	Technical Proposal
☐	1. TPF 1. Technical Proposal Submission Form
☐	2. TPF 2. Consultant's References
☐	3. TP TPF 3. Comments and Suggestions of Consultant on the Terms of Reference and on Data, Services, and Facilities to be Provided by the Procuring Entity
☐	4. TPF 4. Description of the Methodology and Work Plan for Performing the Project
☐	5. TPF 5. Team Composition and Task Projects
☐	6. TPF 6. Curriculum Vitae for Proposal Professional Staff • Including Training Certificate, Diploma, Employment Certificate, and other related certifications
☐	7. TPF 7. Time Schedule for Professional Staff
☐	8. TPF 8. Activity (Work) Schedule
☐	9. Omnibus Sworn Statement (use attached prescribed format in Section VII. Bidding Forms. TPF 9)
☐	10. Bid Security as described in ITB clause 15 (see TPF 10 for bid securing declaration form)

Bidder's Information

Bidder's Name: **Incuventure Partners Corporation**

Address: Unit 1237-07, 12/F, Timez Plaza Building United Nations Avenue cor. Taft Avenue, Ermita, Manila

Telephone/Fax Numbers: (+63 2) 6212114

Authorized Representative: Dave John A. Macias, Authorized Representative

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TPF 2. CONSULTANT'S REFERENCES

Relevant Services Carried Out in the Last Five Years
That Best Illustrate Qualifications

Using the format below, provide information on each project for which your firm/entity, either individually, as a corporate entity, or as one of the major companies within an association, was legally contracted.

Project Name: **Software and Network Maintenance and Development FY: 2016-2017**		Country: **Philippines**
Location within Country: **Based in Manila City, Metro Manila but provides support to users nationwide**		Professional Staff Provided by Your Firm/Entity(profiles): **Project Manager, Developers, Business Analysts, Systems Analysts/ Documentation Specialists, Helpdesk Support Specialists, Database Administrator, Technical Team Leader, Database Administrator, Infrastructure Team Leader, System Administrator, Network Administrator, Desktop Administrator, Telephone Operator**
Name of Client: **Department of Budget and Management**		№ of Staff: **34 (including contingency)**
Address: **General Solano St., San Miguel, Manila**		№ of Staff-Months; Duration of Project: **24 Months**
Start Date (Month/Year): **Jan 2016**	Completion Date (Month/Year): **Dec 2017**	Approx. Value of Services (in Current US$): (US$ = PHP50) **US$ 886,840.00 per year**
Name of Associated Consultants, if any: **N/A**		№ of Months of Professional Staff Provided by Associated Consultants: **N/A**

Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed:

- **John Michael Han – Overall Project Manager**
- **Agapita Paplo – Lead PowerBuilder Developer**
- **Anthony Esmero – Lead Java Developer/ System Security Officer**
- **Ronaldo Martinez –Business Analyst/ System Analyst/ Documentation Specialist**

Narrative Description of Project:

This two-year project, spanning from 2016 to 2017, entailed rendering of services related to the administration, maintenance, improvement, and development of the

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DBM's applications and the network over which these applications are delivered. This entailed enhancements such as, but limited to:

- Modification of relevant DBM systems to be fully compliant with the Program Expenditure Classification (PREXc)
- Development of Online Submission of Budget Proposals for Government-Owned and Controlled Corporations (OSBP for GOCCs)
- Upgrade of the Online Submission of Budget Proposal (OSBP)
- Implementation of the Security Module
- Enhancement of the DBM Website
- Enhancement of the Unified Reporting System (URS)
- Enhancement of the eBudget System

Platform: PowerBuilder 9, 10, 11, Java, .NET framework, Grails, Sybase EA Server Application, PHP, Oracle SQL

Description of Actual Services Provided by Your Staff:

IT services include the maintenance, development and implementation of DBM's client-server and web-based applications such as, but not limited to:

- Enhanced Budget Preparation Management System (eBPMS)
- Budget Preparation Management System (BPMS)
  - National Expenditure Program (NEP)
  - Budget of Expenditure and Sources of Financing (BESF)
- Online Submission of Budget Proposals (OSBP)
- Online Submission of Budget Proposals for Government-Owned and Controlled Corporations (OSBP for GOCCs)
- Government Manpower Information System (GMIS)
  - Personnel Services Itemization and Plantilla of Personnel (PSIPOP)
  - Staffing Summary
- Electronic Budget Releasing System (eBudget)
- DBM Website
- Unified Reporting System (URS)
- Tobacco System
- Internal Revenue Allotment System
- Unified Accounts Code Structure (UACS) Repository
  - UACS Website
- Manpower Management Information System (MMIS)
- Index of Payment Computerized System (IPCS)
- Property Monitoring Information System (PMIS)
- eAppropriation System (eAppro)
- Document Management System (DMS)
- Payroll System

Application support and maintenance services include but not limited to:

- Project Management
- Primary End-User Support
- System Diagnostics and Recovery
- Application and Database Administration
- Software Enhancement
- Knowledge and Technology Transfer

Application development entails the following:

- Project Management
- Requirements Elicitation
- Systems Analysis and Design
- System Development

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• **Quality Assurance** • **Deployment to Production**

Consultant's Name: INCUVENTURE PARTNERS CORPORATION

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Project Name: **Supply, Delivery, Installation and Configuration of the GSIS Wireless Automated Processing System (GWAPS) Enhancements Project**		Country: **Philippines**
Location within Country: **Pasay City, Metro Manila**		Professional Staff Provided by Your Firm/Entity(profiles): **Project Manager, System Architect, Infrastructure Lead, Database Administrator. Systems Analysts, Quality Assurance Analysts, Technical Writer, Developers**
Name of Client: **Government Service Insurance System (GSIS)**		Nº of Staff: **30**
Address: **GSIS Complex, Financial Center, Macapagal Avenue, Pasay City**		Nº of Staff-Months; Duration of Project: **17 Months**
Start Date (Month/Year): **September 2014**	Completion Date (Month/Year): **January 2017**	Approx. Value of Services (in Current US$): (US$=PHP50) **US$ 497,016.00**
Name of Associated Consultants, if any: **N/A**		Nº of Months of Professional Staff Provided by Associated Consultants: **N/A**

Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed:

- **Carlo Tan Cardoso – Project Manager**
- **Mary Ruth Juico – Assistant Project Manager and Systems Analyst**

Narrative Description of Project:

The project involved the design, development, customization, enhancement and implementation of an enhanced web-based GSIS Wireless Automated Processing System (GWAPS) application for the use and transaction of all Philippine Government employees with GSIS membership nationwide.

Description of Actual Services Provided by Your Staff:

- **The GWAPS Enhancement encompassed redesigning and future-proofing the system architecture, adding new and complex functionalities and features, and improving the technology compatibility, covering:**
  - **System enhancements with the current GWAPS kiosk application, GWAPS AAO certification, and eGSIS web applications that shall be compatible across the different browser platform available.**
  - **Employment of a Service-Oriented Architecture**
  - **Implementation of a Control Center to efficiently and effectively manage and deploy applications to the Klosks nationwide**
  - **Generation of reports**
  - **Development of interfaces with other systems**

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Platforms: Java, Grails, Oracle Web Services, Oracle Service Bus, MyBatis, Spring MVC, SAP, Angular JS

Consultant's Name: INCUVENTURE PARTNERS CORPORATION

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Project Name:	Country:
Software and Network Maintenance and Development FY: 2013-2015	**Philippines**
Location within Country: **Based in Manila City, Metro Manila but provides support to users nationwide**	Professional Staff Provided by Your Firm/Entity(profiles): **Project Manager, Developers, Business Analysts/ Systems Analysts/ Documentation Specialists, Helpdesk Support Specialists, Database Administrator**
Name of Client: **Department of Budget and Management**	Nº of Staff: **23 (including contingency)**
Address: **General Solano St., San Miguel, Manila**	Nº of Staff-Months; Duration of Project: **24 Months**
Start Date (Month/Year): **August 2013** / Completion Date (Month/Year): **July 2015**	Approx. Value of Services (in Current US$): (US$ = PHP50) **US$ 790,000.00 per year**
Name of Associated Consultants, if any: **Computer Network Systems Corporation** ***(partner in Joint Venture)***	Nº of Months of Professional Staff Provided by Associated Consultants: **12 Staff for 24 Months**

Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed:

- **John Michael Han – Overall Project Manager**
- **Agapita Papio – Lead PowerBuilder Developer**
- **Anthony Esmero – Lead Java Developer/ System Security Officer**
- **Prospero Rommel Pichay III – Senior Business Analyst/ System Analyst/ Documentation Specialist**

Narrative Description of Project:

This two-year project, spanning from 2013 to 2015, entailed rendering of services related to the administration, maintenance, improvement, and development of the DBM's applications and the network over which these applications are delivered. This entailed enhancements such as, but limited to:

- **Modification of relevant DBM systems to be fully compliant with the Unified Accounting Code Structure (UACS)**
- **Interfacing with the UACS repository and maintenance module**
- **Development of the Unified Reporting System (URS)**

Platform: PowerBuilder 9, 10, 11, Java, .NET framework, Grails, Sybase EA Server Application, PHP, Oracle SQL

Description of Actual Services Provided by Your Staff:

IT services include the maintenance, development and implementation of DBM's client-server and web-based applications such as, but not limited to:

- **Budget Preparation Management System (BPMS)**
- **Online Submission of Budget Proposals (OSBP)**
- **Government Manpower Information System (GMIS)**
- **Personnel Services Itemization and Plantilla of Personnel (PSI-POP)**
- **Electronic Budget Releasing System (eBudget)**

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- Electronic Transparency and Accountability Initiative for Lumpsum System (eTAILS)
- DBM Website
- Unified Reporting System (URS)
- Manpower Management Information System (MMIS)
- Index of Payment Computerized System (IPCS)
- Property Monitoring Information System (PMIS)
- eAppropriation System (eAppro)

Application support and maintenance services include but not limited to:

- Project Management
- Primary End-User Support
- System Diagnostics and Recovery
- Application and Database Administration
- Software Enhancement
- Knowledge and Technology Transfer

Application development entails the following:

- Project Management
- Requirements Elicitation
- Systems Analysis and Design
- System Development
- Quality Assurance
- Deployment to Production

Consultant's Name: INCUVENTURE PARTNERS CORPORATION

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Project Name: **FX Data Consolidator System for the Philippine Dealing System Holdings Corp. & Subsidiaries**		Country: **Philippines**
Location within Country: **Makati City, Metro Manila**		Professional Staff Provided by Your Firm/Entity(profiles): **Project Manager, Systems Analyst, Developers**
Name of Client: **Philippine Dealing System Holdings Corp. & Subsidiaries**		Nº of Staff: **6**
Address: **37th Floor, Tower 1, The Enterprise Center, 6766 Ayala Avenue, corner Paseo de Roxas, Makati, 1226, Metro Manila**		Nº of Staff-Months; Duration of Project: **8 Months**
Start Date (Month/Year): **May 2014**	Completion Date (Month/Year): **January 2015**	Approx. Value of Services (in Current US$): (US$ = PHP 50) **US$ 19,987.97**
Name of Associated Consultants, if any: **N/A**		Nº of Months of Professional Staff Provided by Associated Consultants: **N/A**
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed: **Terence S. Gamboa – Project Manager and Solution Architect**		
Narrative Description of Project: **The project involved the analysis, design, development, customization, enhancement, conduct of quality assurance, and implementation of the following web-based multi-tier transactional systems**		

Description of Actual Services Provided by Your Staff:
 	
• **The Project involved the analysis, design, development, customization, enhancement, conduct of quality assurance, and implementation of the following web-based multi-tier transactional systems:**
  o **Foreign Exchange (FX) Data Consolidator**
  ▪ **A facility to harvest Thompson Reuter ("TR") Conversational and TR Matching trades from TRTNS through an XML feed.**
  ▪ **A facility to correctly match/pair a TR trade to its trade counterpart based from the pre-defined filtered pairing criteria**
  o **FX Data Integrator**
  ▪ **A facility to push the matched or unmatched trades to TIS (Redis) and PDS Gateway for the consumption of PDS data publishing (NMP), done trade monitoring (FX Integrated Blotter), market regulator tool (BSP tool) and clearing and settlement systems (PDS Gateway)**
• **Integration of specified hardware and software components of the systems.**
• **Training and provision of knowledge transfer to PDS' personnel with respect to the systems.**
Platforms: Python, Java		

Consultant's Name: INCUVENTURE PARTNERS CORPORATION

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Project Name: **Deployment and Customization of Business Process Management System for the Department of Transportation and Communication (DOTC)**	Country: **Philippines**
Location within Country: **Pasig City**	Professional Staff Provided by Your Firm/Entity(profiles): **Project Manager, Assistant Project Manager, Business Analyst, Systems Analyst, Developers**
Name of Client: **Eurolink Network International Corporation**	Nº of Staff: **10**
Address: **Eurolink Network International Corporation, 1605 Tektite West Tower, PSE Center Building, Ortigas Center, Pasig City**	Nº of Staff-Months; Duration of Project: **5 months**
Start Date (Month/Year): **July 2014** / Completion Date (Month/Year): **December 2014**	Approx. Value of Services (in Current US$): (US$ = PHP 50) **US$ 179,200.00**
Name of Associated Consultants, if any: **N/A**	Nº of Months of Professional Staff Provided by Associated Consultants: **N/A**

Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed:

- **Richmond Pancho – Project Manager**
- **April Canlas – Assistant Project Manager**
- **Precious Baltazar – Business Analyst**

Narrative Description of Project:

Implementation of a web-based multi-tier transactional Business Process Management Solution (BPMS) for the Department of Transportation and Communication (DOTC), carrying out the full software Development Life Cycle (SDLC), including Requirements Gathering, Systems Analysis and Design, Systems Development, Quality Assurance, Deployment to Production or Go Live, and Warranty.

Description of Actual Services Provided by Your Staff:

Implementation of a web-based multi-tier transactional Business Process Management Solution (BPMS) for the Department of Transportation and Communication (DOTC), carrying out the full software Development Life Cycle (SDLC), including Requirements Gathering, Systems Analysis and Design, Systems Development, Quality Assurance, Deployment to Production or Go Live, and Warranty.

- **Specifically, it included:**
  - **Creation and implementation of business workflows**
  - **Creation and design of online forms**
  - **Provision of scheduler that automatically triggers the execution of the process**
  - **Monitoring and optimization of processes**
  - **Implementation of email and SMS notifications**

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- Integration with Oracle e-Business Suite R12
- Utilization of an Active Directory authentication and synchronization
- Development of a DOTC Portal using Liferay
- Employment of Alfresco Enterprise Edition for the enterprise content management system

Platforms: Java, Liferay Portal, Oracle, Alfresco Enterprise Edition

Consultant's Name: INCUVENTURE PARTNERS CORPORATION

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Project Name: **Support, Maintenance and Enhancement of Existing NHMFC I.T. Systems and Network Management**		Country: **Philippines**
Location within Country: **Based in Metro Manila but provides support to users nationwide**		Professional Staff Provided by Your Firm/Entity(profiles): **Project Manager, Business and System Analysts, Developers, Network Administrator, System Administrator, Database Administrator**
Name of Client: **National Home Mortgage Finance Corporation**		Nº of Staff: **16**
Address: **Filomena Bldg. III, 104 Amorsolo St., Legaspi Village, Makati City**		Nº of Staff-Months; Duration of Project: **12 months**
Start Date (Month/Year): **December 2012**	Completion Date (Month/Year): **November 2013**	Approx. Value of Services (in Current US$) (US$ = PHP 50) **US$ 350,000.00**
Name of Associated Consultants, if any: **N/A**		Nº of Months of Professional Staff Provided by Associated Consultants: **N/A**

Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed:

- **Ferdinand Ian Carino – Project Manager**
- **Benjie Gloria – Assistant Project Manager**

Narrative Description of Project:

This project involved the provision of information technology services at the NHMFC for the support, maintenance, and enhancement of the client's existing software and network infrastructure.
***Platform:* Java, Grails, Oracle Forms, PL/SQL, FoxPro, PowerBuilder**

Description of Actual Services Provided by Your Staff:

- **Provided services of support, maintenance, enhancement, design, development and implementation of computerized client-server and web-enabled information systems for accurate processing of loans and the securitization process through the following:**
  - **Online processing of borrower registration**
  - **Account Management System that provides correct computation of borrower loan amortization depending on the loan programs applied by each member**
  - **Fully secured web-based NHMFC Securitization System that is flexible and adaptable to the changing requirements of each Bahay Bond offering**
  - **Terminal and Web-based Borrower Service Card System that provides efficient and timely processing of borrower loan amortization payments**
  - **Collection Team System: Interest on Unpaid Principal Collection Team System**

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- Managed network-based applications
- Provided help desk support to the users of the systems in the different departments of the NHMFC
- Designed, developed, and implemented client-requested system and process enhancements
- Delivered flexible system integration among all systems based on industry best practices
- Generated the crucial report requirements of NHMFC operational units
- Provided knowledge and technology transfer to functional and technical users of NHMFC
- Created all the system and technical documentation
- Spearheaded the formation of the database structure, and ensured its uptime and daily responsiveness and maintenance
- Utilized I.T. industry-standard project management methodologies
- Conduct necessary trainings to all levels of the organization to enable utilization of the systems as well as impart capability of supporting the systems

Consultant's Name: INCUVENTURE PARTNERS CORPORATION

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Project Name: **Linkages of Debt Management and Financial Analysis System (DMFAS) to the Investment Management Application System (IMAS-B) and Automated Debt Auction Processing System (ADAPS)**		Country: **Philippines**
Location within Country: **Manila, Philippines**		Professional Staff Provided by Your Firm/Entity(profiles): **Project Manager, Developers**
Name of Client: **Bureau of the Treasury through the United Nations Development Programme**		Nº of Staff: **4**
Address: **Soriano Ave., Intramuros, Manila City**		Nº of Staff-Months; Duration of Project: **12 months**
Start Date (Month/Year): **October 2012**	Completion Date (Month/Year): **October 2013**	Approx. Value of Services (in Current US$): (US$ = PHP 50) **US$ 10,100.00**
Name of Associated Consultants, if any: **N/A**		Nº of Months of Professional Staff Provided by Associated Consultants: **N/A**
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed: • **Arvin Flores – Project Manager** • **Jerome Sobrecaray – Team Lead**		
Narrative Description of Project: **This project covers the development of a system module and user interface to migrate securities data from the IMAS-B and ADAPS to UNCTAD's DMFAS ver. 6.0** ***Platform: Java, PL/SQL***		
Description of Actual Services Provided by Your Staff: • **Developed a module and user interface to migrate securities data** • **Executed the necessary system analysis, development, quality assurance activities to successfully deploy migration program**		

Consultant's Name: INCUVENTURE PARTNERS CORPORATION

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Project Name: **PDS Comprehensive Clearing and Settlement System**	Country: **Philippines**
Location within Country: **Makati City and Muntinlupa City**	Professional Staff Provided by Your Firm/Entity(profiles): **Project Manager, System Analyst, Application Developers**
Name of Client: **Philippine Dealing System Holdings Corp. & Subsidiaries**	Nº of Staff: **4**
Address: **37/F, Tower 1,The Enterprise Center 6766 Ayala Avenue corner Paseo de Roxas 1226 Makati City**	Nº of Staff-Months; Duration of Project: **8 months**
Start Date (Month/Year): **November 2012** / Completion Date (Month/Year): **June 2013**	Approx. Value of Services (in Current US$): (US$ = PHP 50) **US$ 10,100.00**
Name of Associated Consultants, if any: **N/A**	Nº of Months of Professional Staff Provided by Associated Consultants: **N/A**

Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed:

- **Carlo Florendo J. Tan Cardoso – Project Manager**
- **Dominique Mitchell B. Bernardino, Bobby Brian Cipriano - Lead Application Developers**

Narrative Description of Project:

This project covers the design development and implementation of web-based clearing and settlement system for fixed income securities and foreign currency exchange. The system includes the following modules in Java:

- **Trade Loading**
- **Trade Enrichment**
- **Clearing**
- **Settlement**

Platform: **Java, Grails, Javascript, Oracle 11G**

Description of Actual Services Provided by Your Staff:

- **Elicited requirements, designed, developed, and tested a fully web-based clearing and settlement system for fixed income securities and foreign currency exchange. The system includes the following modules in Java:**
  - **Trade Loading and Validation**
  - **Trade Enrichment**
  - **Clearing and Authorization**
  - **Settlement**
- **The system also facilitates the registration of all trading and settlement participants, such as banks and other financial institutions, into the system.**

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- Provided system integration with all the third party applications of PDS and its partner regulatory bodies, the BTr and the Bangko Sentral ng Pilipinas (BSP) via Web Services.
- Provided post-implementation support
- Conducted training to PDS IT group

Consultant's Name: INCUVENTURE PARTNERS CORPORATION

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Project Name: **NCI SYSTEMS – Placements System**		Country: **Philippines**
Location within Country: **Pasig City**		Professional Staff Provided by Your Firm/Entity(profiles): **Project Manager, System Analyst, Developer, Quality Assurance Specialist, Database Administrator**
Name of Client: **Novel Capital Inc.**		Nº of Staff: **7**
Address: **22/F The Taipan Place, F. Ortigas Jr. Ave. Ortigas Center, Pasig City**		Nº of Staff-Months; Duration of Project: **2 months**
Start Date (Month/Year): **August 2013**	Completion Date (Month/Year): **October 2013**	Approx. Value of Services (in Current US$) (US$ = PHP 50) **US$ 8,000.00**
Name of Associated Consultants, if any: **N/A**		Nº of Months of Professional Staff Provided by Associated Consultants: **N/A**

Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed:

- **Joyce Kristine B. Banzuela – Project Manager**
- **Marvin Anthony P. Volante – Lead Application Developer**

Narrative Description of Project:

The NCI Placements System covers the following modules:

- **Investor Management**
- **Placement Administration**
  - **Placement Opening**
  - **Placement Disposition**
  - **Placement Modification**
  - **Payment Requests**
  - **Transaction and Monthly Management and Accounting Reports**
- **User Management**
- **System Maintenance**

Platform: **Java, Grails, Jasper Reports, MySQL**

Description of Actual Services Provided by Your Staff:

- **Designed and developed a fully web-based Placements System to manage investor records and administration of investments, including the following modules:**
  - **Investor Management**
  - **Placements Administration**
    - **Placement Opening**
    - **Placement Disposition**
    - **Placement Modification**
    - **Payment Request**
    - **Transaction and Monthly Management and Accounting Reports**

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- User Management
- System Maintenance

- **Provided support to the system following go-live**
- **Facilitated trainings for Executives Managers, End users and IT staffs**

Consultant's Name: INCUVENTURE PARTNERS CORPORATION

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Project Name:		Country:
Software Maintenance of the DBM Application Systems Project FY 2011-2012		**Philippines**
Location within Country:		Professional Staff Provided by Your Firm/Entity(profiles):
Based in Metro Manila but provides support to users nationwide		**Project Manager, System Support Developers, Help Desk Support, Database Administrator**
Name of Client:		Nº of Staff:
Department of Budget and Management		**16**
Address:		Nº of Staff-Months; Duration of Project:
General Solano St. Malacañang, Metro Manila		**24 months**
Start Date (Month/Year):	Completion Date (Month/Year):	Approx. Value of Services (in Current US$): (US$ = PHP 50)
January 2011	**December 2012**	**US$ 333,888.22 per year**
Name of Associated Consultants, if any:		Nº of Months of Professional Staff Provided by Associated Consultants:
N/A		**N/A**

Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed:

- **Arvin Flores – Project Manager**
- **Agot Paplo and Nelson Chan – Team Leads**

Narrative Description of Project:

This two-year project, spanning from 2011 to 2012, entailed rendering of application and database administration and support services for the maintenance of DBM applications software.
Platform: **Grails, Java, PHP, PowerBuilder, .NET, PL/SQL**

Description of Actual Services Provided by Your Staff:

- **Provided the following Information Technology services which include primary end-user support, application and database servers administration, on-site systems diagnostics and recovery, development and implementation of enhancements for existing client-server and web-based information systems of the DBM:**
  - **Budget Preparation Management System (BPMS)**
  - **Government Manpower Information System (GMIS)**
  - **eBudget**
  - **Foreign Assisted Project System (FAPS)**
  - **Document Tracking System (DTS)**
  - **Manpower Management Information System (MMIS)**
    - **Payroll Module**
    - **Personnel Database Management System**
  - **Index of Payment Computerized System (IPCS)**
  - **Property Monitoring Information System (PMIS)**
  - **Transparency and Accountability Initiative for Lumpsum System (TAILS)**

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- **Provided up-to-date user manuals and conducted trainings for Executives, Managers, End users and IT staffs on the proper use of the Applications and Network**

Consultant's Name: INCUVENTURE PARTNERS CORPORATION

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Project Name:	Country:
Support and Maintenance of the NHMFC I.T. Systems Project" CY 2011-2012	**Philippines**
Location within Country: **Based in Metro Manila but provides support to users nationwide**	Professional Staff Provided by Your Firm/Entity(profiles): **Project Manager, System Analyst, System Support Developers, Help Desk Support, Database Administrator, Network Administrator**
Name of Client: **National Home Mortgage Finance Corporation (NHMFC)**	Nº of Staff: **17**
Address: **Filomena Bldg. III 104 Amorsolo St., Legaspi Vill., Makati City**	Nº of Staff-Months; Duration of Project: **12 months**
Start Date (Month/Year): **December 2011** / Completion Date (Month/Year): **December 2012**	Approx. Value of Services (in Current US$): (US$ = PHP 50) **US$ 331,760.00**
Name of Associated Consultants, if any: **N/A**	Nº of Months of Professional Staff Provided by Associated Consultants: **N/A**

Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed:

- **Ferdinand Ian Cariño - Project Manager**
- **Benjie Gloria - Technical Lead**

Narrative Description of Project:

This project covers the rendering of information systems technology services with the use of Oracle Financials and Oracle Forms and Reports include the following:

- **Application support & maintenance for all the existing NHMFC IT systems.**
- **Provide help desk support to the users of the systems in the different departments of the NHMFC.**
- **Develop client-requested system and process enhancements.**
- **Conduct data migration, system administration and network management related requirements**

Platform: **Java, Grails, Oracle Forms, PL/SQL, FoxPro, PowerBuilder**

Description of Actual Services Provided by Your Staff:

Information Systems Technology services include the following:

- **Application support, maintenance & enhancement for all the existing client-server and web-based systems of the NHMFC including those based in Oracle Forms and Reports and those running in Oracle database**
- **Provision of help desk support to the users of the systems in the different departments of the NHMFC.**
- **Develop and implement client-requested system and process enhancements.**

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- **Conduct data migration, system administration and network management related requirements.**
- **Provided systems integration for all NHMFC systems.**
- **Provided knowledge and technology transfer to functional (Executives, Managers and End-Users) and technical users (IT staff) of NHMFC through trainings.**

Consultant's Name: INCUVENTURE PARTNERS CORPORATION

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TPF 3. COMMENTS AND SUGGESTIONS OF CONSULTANT ON THE TERMS OF REFERENCE AND ON DATA, SERVICES, AND FACILITIES TO BE PROVIDED BY THE PROCURING ENTITY

On the Terms of Reference:

1.
2. **NOT APPLICABLE**
3.
4.
5.

On the data, services, and facilities to be provided by the Procuring Entity:

1.
2. **NOT APPLICABLE**
3.
4.
5.

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Application Support and Maintenance (Software Development and Maintenance)

Technical Proposal

By: Incuventure Partners Corporation

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1 INTRODUCTION

1.1 EXECUTIVE SUMMARY

1.1.1 Background

As the agency given the enormous and momentous task of "formulating and implementing the National Budget and ensuring the efficient and sound utilization of government resources to achieve the country's development objectives", the Department of Budget and Management (DBM) plays a crucial role in the National Government of the Republic of the Philippines. It stands as the government's resource manager, ensuring the proper use and disposition of the government's resources. It is the central agency among government agencies that oversees and provides controls on budget formulation and execution. In this way, it plays a key role in the development of the economy and the country as a whole.

Without the use of technology, this would be a most daunting task given the government's three trillion-peso (PHP3T) budget and myriad of agencies, sub-agencies, offices, and other government instrumentalities. that it needs to service. Fortunately, information technology has proven to be a powerful tool in providing operational efficiencies and business intelligence to the DBM, allowing it to accomplish its formidable mandate. In recognizing this, the DBM has, throughout the years, developed and implemented multiple systems to handle the different aspects of its functions. Likewise, as an organization, it has put in place systems that aid in its operations and provide information for its management.

1.1.2 Background of The Project

As the DBM works to unfalteringly improve its stewardship of the government's resources, the complexities of executing its mandate is also expanding not only due to the increasing budget but also from rising demands in terms of budget controls. In addition, while more sophisticated means of budget management, such as the use of unified accounting codes, may provide more detailed oversight, it also adds complexity to the task.

Given the tremendous mission facing the agency, it is most imperative to constantly provide support and maintenance services to its systems, as well as continuously improve and develop these key systems. The systems must be well-integrated to maximize their benefits and derive utmost value, allowing the DBM to provide the best service to its client agencies. Moreover, its IT assets must be kept up-to-date with the latest technologies that are most applicable to improving and enhancing their contribution to the agency.

1.1.3 Service Overview

To help enable the DBM provide the best services to its client agencies, Incuventure Partners Corporation (Incuventure) proposes a holistic, comprehensive, and proactive approach to the support and management of DBM's systems. In addition to Incuventure's deep and thorough understanding

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of the DBM, it shall continue to further comprehend the intricacies of the agency through business analysis techniques such as Domain Modeling, Business Process Analysis, and Business Rules analysis. This will not only enable Incuventure to provide a tailored approach to its services, but also impart to the DBM itself with extremely invaluable knowledge that can aid in operation improvements, solution design, and employee engagement, as well as in formulating strategic management decisions and policies.

Furthermore, Incuventure shall employ industry standards such as the IT Infrastructure Library (ITIL) to ensure utmost service levels. This will result in well managed, maintained, and improved systems, and ultimately, high levels of customer satisfaction.

Beyond providing IT Service Management, Incuventure shall also take the necessary steps and programs to empower the DBM's own ICTSS in delivering the same high level of service standards. It will employ proven and progressive practices and techniques in training and knowledge transfer to impart its expertise to the ICTSS team. This is invaluable as the ICTSS will be a key element in providing consistently reliable services and improved communications across its internal and external clients.

1.2 Our Experience and Expertise

Incuventure Partners Corporation (Incuventure) is an information technology ("IT") solutions provider offering a full range of services, including IT consulting, application architecture, design and development, system integration, and project management.

Its combination of industry experience, IT expertise, business acumen, and total commitment to understanding the customer's business and its business requirements puts Incuventure in the perfect position to deliver the best-of-class solutions to its clients. It combines the expertise of a dynamic management with dyed-in-the-wool management and information technology professionals and subject matter experts to deliver customized end-to-end solutions.

Incuventure, with a 18-year track record in financial IT services and over a decade-long track record in Philippine government IT services, is composed of highly motivated individuals, thriving on the ever-changing IT environment to provide the most innovative solutions that go beyond fulfilling minimum requirements. Incuventure encourages client enablement, empowering organizations to implement the most effective technologies for their businesses, and push their business towards their full potential.

Most importantly, Incuventure has distinguished experience in providing support, maintenance and enhancement of IT systems and network-based applications (both Web-based and Client-server), having been the erstwhile provider for significant Corporate and Government clientele. In this area of expertise, Incuventure has continuously proven that we have the breadth and depth to successfully be a valuable partner in nation building through Information Technology.

1.2.1 Track Record in Financial IT Services

Incuventure's extensive experience in financial IT services spans both the private and public sectors. Our clients include the Bank of the Philippine Islands, Philippine Dealing System Holdings Corp.,

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National Home Mortgage Finance Corporation (NHMFC), and the Department of Budget and Management (DBM).

Our Finance domain knowledge covers Microfinance and Consumer Finance, Remittance and Settlement, Accounting, Financial Risk Management, Mobile Banking, Loans, Debt Capital Markets, Trust and Fund Management, Trade Finance, Expenditure Management/Fiscal Policy, and Asset/Liability Management.

Incuventure has experience in automating the loan billing and collection process, as it rehabilitated and enhanced the existing billing and collection system of NHMFC. We also implemented and support on behalf of NHMFC an accounting solution that captures transactions from its operating systems, automatically generates accounting entries, maintains subsidiary ledgers, and integrates to a general ledger.

We hold a unique strength in the realm of expenditure management and fiscal policy, as Incuventure has been the IT services provider for the DBM for the past ten (10) years, covering budget planning, preparation, legislation, execution, and accountability.

1.2.2 Expertise in SOA and Web Services Implementation

Incuventure's extensive experience in conceptualizing, developing and implementing web services, service-oriented architecture (SOA), and web-based applications spans both the private and public sectors. These applications include systems being maintained under our Support and Maintenance engagements in the Department of Budget and Management (DBM) and the National Home Mortgage Finance Corporation (NHMFC), and the re-architecture, re-development, and nationwide deployment of the Government Service Insurance System (GSIS) Wireless Automated Processing System.

1.2.2.1 Department of Budget and Management

Over the last decade, Incuventure has continuously partnered with the DBM in building and sustaining bespoke systems covering budget planning, preparation, execution, and accountability.

Part of the Public Financial Management (PFM) reforms of the National Government is the implementation of a synchronized configuration of financial data to align the collections and disbursements of all national government agencies across the archipelago through the Unified Accounts Code Structure (UACS) and the Programmed Expenditure Classification (PREXC).

For the past few years, Incuventure has partnered with DBM with the latter's endeavor to analyze, design, upgrade, and develop information systems at the DBM to adopt the UACS and PREXC scheme, as well as other significant transformation policies. These mission-critical systems are used nationwide in aid of the completion of the National Budget Cycle every fiscal year. From the submission of budget proposals by the government agencies through the Online Submission of Budget Proposals (OSBP) system to the deliberations and legislation of the national budget by the House of Representatives and the Senate through the Electronic Appropriation System (eAppro), the execution of the Government Appropriations Act for a fiscal year through the eBudget System, and accountability reports submitted through the Unified Reporting System (URS), to name a few, Incuventure ensures that these large-scale applications are always at their optimal state. Any downtime in the systems will mean a halt in the National Government budget operations.

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1.2.2.2 National Home Mortgage Finance Corporation

The development of the fully web-enabled NHMFC Securitization System (NSS) was aimed toward supporting NHMFC in its primary mandate to purchase and pool high performing mortgages, issue Mortgage-Backed Securities, and offer the latter to the capital markets. Incuventure's automation of the securitization process via service-oriented architecture intends to bring about much needed velocity into the Philippine housing finance market.

1.2.2.3 Philippine Dealing System Holdings Corp.

Incuventure has also implemented applications using web services and service-oriented architecture for the Philippine Dealing System Holdings Corp. (PDS), including the web-enabled PDS Clear System in SOA platform to handle all trade clearing and settlement processes for the improvement of PDS's business efficiency, as well operational efficiencies for its market participants.

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2. Our Understanding of the DBM, the Project, and the Project Objectives

2.1 Department of Budget and Management

The Department of Budget and Management, created under Executive Order No. 25 dated April 25, 1936, is mandated to promote the sound, efficient and effective management and utilization of government resources (i.e., technological, manpower, physical, and financial) as an instrument in the achievement of national socioeconomic and political development goals.

DBM, comprised of its different functional groups, is authorized to perform the following:

- Formulate the overall resource allocation strategy to match the National Government's macroeconomic policy;
- Prepare the medium-term expenditure plan, indicating the programming, prioritization, and financing of capital investment and current operating expenditure requirements of medium-term sectoral development plans;
- Undertake the formulation of the annual national budget in a way that ensures the appropriate prioritization and allocation of funds to support the annual program of government;
- Develop and administer a national accounting system essential to fiscal management and control;
- Conduct a continuing study of the bureaucracy and assesses as well as makes policy recommendation on its role, size, composition, structure, and functions to establish a government bureaucracy imbued with a spirit of public service;
- Establish the rules and procedures for the management of government organization resources (i.e., physical, manpower and other resources), formulates standards of organizational program performance, and undertakes or provides services in work simplification or streamlining of systems and procedures to improve efficiency and effectiveness in government operations;
- Conceptualize and administer the government's compensation and position classification plan;
- Monitor and assess the physical as well as the financial operations of local government units and government owned and controlled corporations.

2.2 The Information and Communications Technology Systems Service (ICTSS)

The Information and Communications Technology Systems Service is tasked to manage the development and implementation of the different budget-related information systems that will be adopted by various government agencies. The Service provides technical and advisory assistance to the other functional groups of the DBM in their dealings with other government agencies insofar as budget, management practice, performance evaluation, or work simplification-related initiatives that utilize ICT to achieve efficiency and productivity.

ICTSS ensures the alignment of all DBM information systems and ICT infrastructure to the Department's mandated functions. The ICTSS manages the technical aspects of the following ICT initiatives of the DBM, in coordination with other units/offices of the Department, to facilitate their smooth and efficient development and implementation:

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- Budget and Treasury Management System;
- Budget Cycle Analytics;
- Digitization of the Budget;
- Electronic Freedom of Information;
- Enhanced-Government Manpower Information System;
- Forward Estimates Tracking System;
- Government Quality Management System Website;
- Medium-Term Information and Communications Technology Harmonization Initiative;
- Transparency Seal Compliance Monitoring; and
- Represent DBM in national and international ICT fora related to public expenditure management reform.

2.3 THE PROJECT SUMMARY

The Application Support and Maintenance (Software Development and Maintenance) project (the Project) requires consultants with the highest technical expertise of maintenance, administration, and knowledge in technological innovations using the Information Technology Infrastructure Library (ITIL) framework and other effective methodologies in delivering high quality IT service. They will provide documentations on best practices for IT Service Management that focuses on the needs of the organization and provides well-defined service level agreements. More than implementing standard IT service management procedures, this project focuses on the need to improve the current key systems to provide quality services to its client agencies and the entire national government.

2.4 PROJECT OBJECTIVES

The Application Support and Maintenance Project has the following objectives.

- To provide full operational support in terms of the enhancement, improvement, and maintenance of the DBM application systems.
- To enable the most seamless use of application systems within the DBM enterprise network system in aid of the specific functions of DBM Bureaus/Services/Offices (B/S/Os).
- To institute a proactive stance in proposing improvements and innovations to the DBM application systems, subject to the concurrence of DBM.
- To measure the dynamic and evolving needs of the DBM in accordance with emerging trends in public service and in technological development.
- To facilitate the most effective and efficient application systems-related service delivery of DBM to its client agencies.

The Consultant commits to delivering a project that shall meet the stated objectives.

2.5 THE IMPORTANCE OF AN EMPOWERED ICTSS AND AN EMPOWERED DBM

Having an ITIL-based process in place for ICTSS will allow the Servic to be at par with the IT global standards and practices. This can then translate into increased productivity in terms of requirement not only within DBM but with interactions to other government agencies.

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Incuventure will deliver the standards through employee education and trainings. Once the trainings are conducted , ICTSS and DBM can expect the following changes:

- Improved communication internally between DBM Bureaus and externally with other agencies.
- Better reliability and quality of service
- Optimization of services across different offices

Incuventure will continue the tradition of assisting the ICTSS in enabling the DBM to perform its mandate. Why is the ICTSS the enabler of the DBM? To understand this we have to look at history and understand how it was before. In 1988, the National Budget was about Php 128 billion while the Philippine population then was 59 million. The current National Budget is Php 3.8 trillion while the Philippine population is estimated to be around 105 million. Over 30 years, the budget has increased by 30 times while the population has increased by 79 percent. The manpower of the DBM has not approached anywhere near increasing 30 even 10 times the 1988 levels. The DBM has only been able to handle the increasing amounts, the increasing number of budget items, and the increasing complexity of the budget due to the continued adoption by the DBM of Information and Communication Technology (ICT). The ICTSS has enabled the DBM to handle the complexity of the modern Philippines with practically the same agency headcount. We have to credit the vision and boldness of the DBM legends who more than anywhere in the Philippine Government saw and used the power that ICT enabled governance holds.

The DBM was a visionary then and it should continue to be a visionary now. The dearth of data in years past is now in stark contrast to the overabundance of data now. The overabundance of data is currently overwhelming the capacity of current systems to process, analyze, and operationalize this data. The DBM as the management arm, and ICTSS being the technology arm of the DBM, need to once again be the visionaries of the National Government today. The DBM-ICTSS must be at the forefront of understanding, testing, implementing, and capacitating the various agencies of the National and Local Government to use technologies such as blockchain, data science, internet of things, artificial intelligence, virtual reality, and augmented reality.

- Importance of DBM to Build Build Build (BBB)

  President Rodrigo Duterte envisioned the reduction of poverty by 2022. Among the reforms that will drive this agenda is the acceleration of infrastructure that will yield robust growth across the archipelago and create jobs for the Filipinos.

  Under the National Government's "Build Build Build" program, infrastructure projects are targeted to reach Php 8 to 9 trillion from 2017-2022. The DBM as the agency accountable for "carrying out the President's responsibility of preparing the budget", will ensure the proper allocation of the national budget to finance the National Government's plan that will usher in the golden age of infrastructure.

  Furthermore, the DBM shall be instrumental in the management of the BBB. In large part the BBB shall strain the capacity of the current systems, processes, people, and technology. The DBM must be at the forefront of managing the complexity of going from the current Php 3.8 trillion budget to the envisioned Php 8 to 9 trillion of infrastructure spending. To put this in perspective, the infrastructure spending of the past administration at its highest was Php 1 trillion, a large part of which was underspent because of the low capacity of the economy to absorb the demand. The economy fails to fully implement these projects because of the complexities of government procurement and the lack of expertise in the private sector to bid and implement these mega projects.

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The DBM, as the management arm of the National Government, can focus on the capacitation of government agencies and the sharing of management best practices. Through this management focus, the DBM shall essentially shift the capacity of all agencies that undergo its guidance toward a higher absorption and in turn a higher output of infrastructure project deliveries.

- Importance of DBM to TRAIN

The Department of Budget and Management plays a major role in the National Government's ongoing tax reform project. With the passage of RA No. 10963, also known as the Tax Reform for Acceleration and Inclusion (TRAIN) Law (TRAIN), DBM sees the government raising additional funds to help support the government's accelerated spending on its "Build, Build, Build" and social services programs.

The DBM through the wise use of the budget can guide agencies in the proper sizing of project budgets or the creation of new projects. The budgets of the DSWD, DOH, LGU, and other agencies that provide social services can be finetuned using various analytics and statistical methods to assist in providing value to and cushioning against the adverse effects of the TRAIN on their most vulnerable constituents.

- Importance of DBM on Fiscal, Monetary, National Policy

The DBM plays a pivotal role in the formulation of Fiscal and Monetary policy.

Policies such as the TRAIN Law, can be examined from the perspective of their first, second, or third order effects, particularly on cushioning the effects of these laws on the citizenry. For example, the effect of the sugar tax on the financial performance of companies that utilize sugar in their products, such as food and beverage companies), as well as businesses in downstream industries, such as wholesale and retail distributors, may be analyzed. The government has an obligation to its citizen to mitigate risks, minimize negative policy effect, and create opportunity.

The DBM armed with the latest Analytics and Business Intelligence platforms can endeavor to be in the driver's seat of policy making. Hand in hand with the DOF in the management of the economy, the DBM can proactively manage the social consequences of National Government policy, along with the implementing agencies that deliver social services.

How can the DBM achieve this? This is done by weaponizing the budget against poverty, health risk, disaster risk, drug war risk, and all other negative shocks that limit the happiness, opportunities, and the flexibility of the Citizens of the Philippines. How does a weaponized budget act? A weaponized budget is required to be predictive, proactive, and prescriptive. The Budget should be predictive because the budget is enacted and conceived a full year before. The Budget should be proactive because the problems when solved at the right time will cost far less than in any other time. Put simply, prevention is better than cure. The Budget should be prescriptive because it should factor in the best use of any resource.

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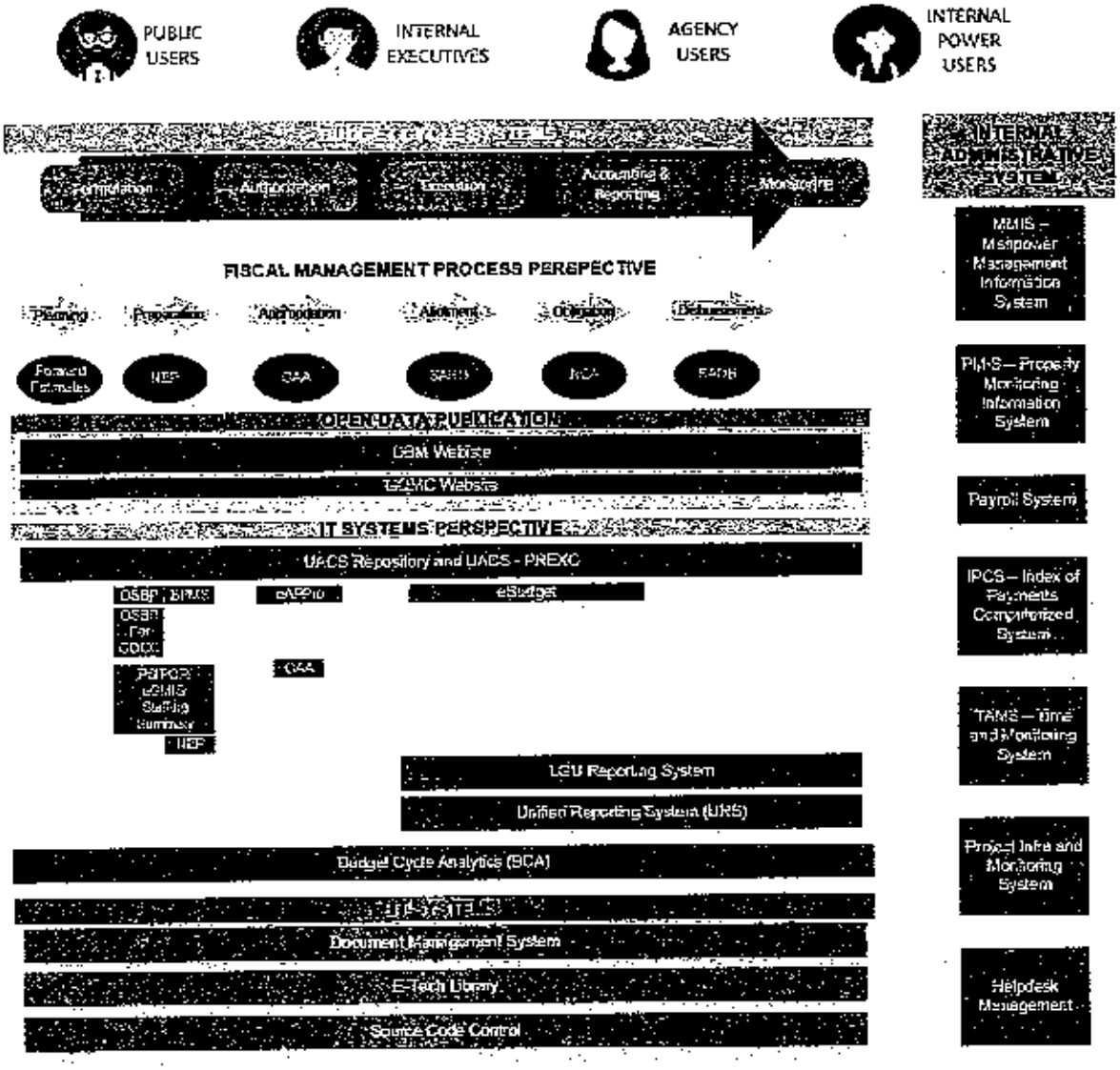
3. Conceptual Framework of the Solution



The DBM has as its customer the whole National Government. The scope of its support to its customer agencies encompasses the whole budget cycle. The ICTSS serves the ICT needs of the DBM. The ICTSS operates five (5) types of systems, namely, Budget Cycle Systems, Budget IT Support Systems, Publication Systems, Common IT Systems, and Administrative Systems.

The Budget Cycle Systems (BCS) are systems that are directly involved with the production of the National Budget. The BCS include eAPPro, eBudget, EGMIS, PSIPOP, OSBP, and BMPS.

The Budget IT Support Systems (BISS) are systems that are involved with the monitoring, analysis, and maintenance of the budget and budget related information. The BISS include LGURS, URS, and BCA.

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The Publication Systems are the other government agency and public facing systems and the document printing systems. The Publication Systems are the DBM Website, GAA, and NEP.

The Common IT Systems are the systems that are shared services for the systems. The Common Systems include the Document Management System and the Source Code Control System.

The Administrative Systems are the systems primarily used for internal concerns of the DBM. The AS include the Payroll system, the IPCS, the MMIS, and the PMIS.

The DBM-ICTSS in maintaining and improving these systems perform their part in nation building.

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4. THE SOLUTION

4.1 SUMMARY

Incuventure will implement a major revamp of the DBM IT Service Management practice. It will introduce Information Technology Service Management (ITSM) guided by the Information Technology Infrastructure Library (ITIL) and ISO 20000 toolkit to provide the DBM with global IT Services. A Software Development Life Cycle (SDLC) fully integrated with ITSM will be introduced. A fully integrated ITSM and ITIL shall be instrumental in always aligning software development with business needs.

The Power Builder upgrade to Java or Python and the migration from Oracle 10g to Oracle 12c or MySQL shall utilize Incuventure's risk assessment based software upgrade methodology. The Risk Assessment Based Methodology been proven successful in upgrading the Online Submission of Budget Proposals (OSBP), Enhanced Government Manpower Information System (EGMIS), Personal Services Itemization and Plantilla of Personnel (PSIPOP), and the PhilGeps Portal for the DBM.

The Consultant's Domain Process Rules (DPR) Methodology shall be used to create a common and intimate understanding of the Domain, Process, and Rules that govern DBM as an organization and its relevance to the country.

These tools, coupled with Incuventure's intimate understanding of the importance and primacy of the ICTSS's role in DBM will allow the ICTSS to be the primary enabler of Budget Reforms and Management Best Practices sharing for the whole National Government.

4.2 IT SERVICE MANAGEMENT / ITIL

Two (2) of the Project objectives involve providing efficient service to both internal (DBM Bureaus/Services/Offices) and external clients (other government agencies). Regulatory compliance, the demand for more and better services from a growing customer base, and the need to cut costs are some of the forces that drive the need to move toward service management, specifically IT Infrastructure Library (ITIL). As part of the solution being presented to the DBM, the support services will be anchored on the principles and processes of ITIL.

ITIL deals with the lifecycle of IT Service Management.

There are five (5) major components of ITIL, to wit:

1. Service Strategy
2. Service Design
3. Service Transition
4. Service Operation
5. Continual Service Improvement

Service Strategy Guides the three (3) phases and the overarching process of Continual Service Improvement.

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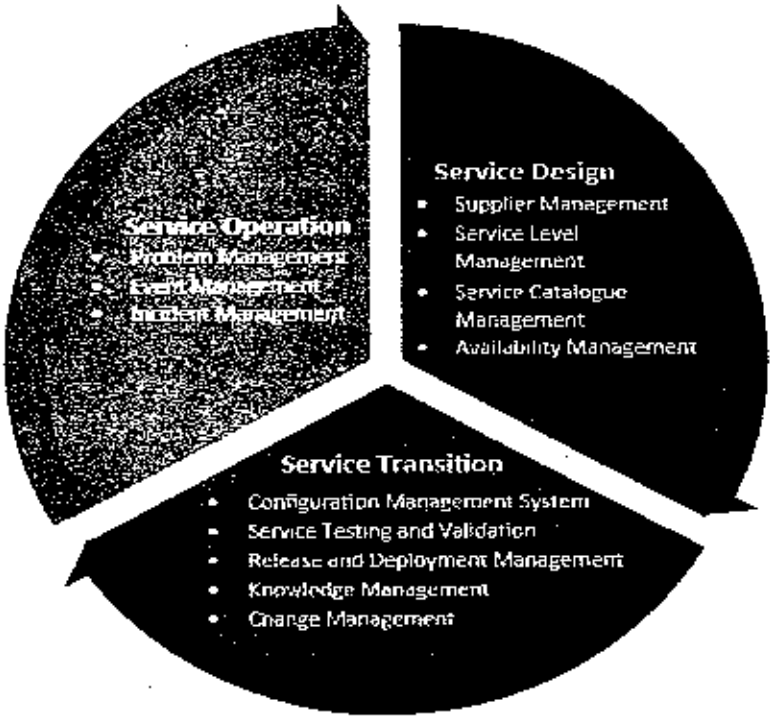
The Consultant shall handle the three (3) phases of ITIL-based ITSM.

The three (3) Phases are:

1. Service Design
2. Service Transition
3. Service Operation



Service Strategy deals with:

- Strategy Management for IT Services
- Service Portfolio Management
- Financial Management for IT Services
- Demand Management
- Business Relationship Management

Service Design deals with:

- Design Coordination
- Service Catalogue Management
- Service Level Management
- Risk Management
- Capacity Management
- Availability Management
- IT Service Continuity Management
- Information Security Management
- Compliance Management
- Architecture Management
- Supplier Management

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Service Transition deals with:

- Change Management
- Change Evaluation
- Project Management (Transition Planning and Support)
- Application Development
- Release and Deployment Management
- Service Validation and Testing
- Service Asset and Configuration Management
- Knowledge Management

Service Operation deals with:

- Event Management
- Incident Management
- Request Fulfilment
- Access Management
- Problem Management
- IT Operations Control
- Facilities Management
- Application Management
- Technical Management

Continual Service Improvement deals with:

- Service Review
- Process Evaluation
- Definition of CSI Initiatives
- Monitoring of CSI Initiatives

4.2.1 Service Strategy

The objective of *ITIL Service Strategy* is to decide on a strategy to serve customers. Starting from an assessment of customer needs and the market place, the Service Strategy lifecycle stage determines which services the IT organization is to offer and what capabilities need to be developed. Its ultimate goal is to make the IT organization think and act in a strategic manner. In the case of the DBM, Incuventure will assist in the formulation of a strategic plan for DBM systems development and maintenance. The end goal is to ensure that service to its clients are as efficient and effective.

- ***Strategy Management for IT Services***
  Process Objective: To assess the DBM offerings, capabilities, competitors as well as current and potential market spaces in order to develop a strategy to serve its clients (agencies). Once the strategy has been defined, Strategy Management for IT Services is also responsible for ensuring the implementation of the strategy.

- ***Service Portfolio Management***
  Process Objective: To manage the service portfolio. Service Portfolio Management ensures that the DBM has the right mix of services to meet required business outcomes at an appropriate level of investment.

- ***Financial Management for IT Services***
  Process Objective: To manage the DBM's budgeting, accounting and charging requirements.

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- ***Demand Management***
  Process Objective: To understand, anticipate and influence customer demand for services. Demand Management works with Capacity Management to ensure that the Consultant has sufficient capacity to meet the required demand.

- ***Business Relationship Management***
  Process Objective: To maintain a positive relationship with customers. Business Relationship Management identifies the needs of existing and potential customers and ensures that appropriate services are developed to meet those needs.

4.2.2 Service Design

Service Design identifies service requirements and devises new service offerings as well as changes and improvements to existing ones. In the case of the DBM, Service Design will focus on its initiatives to further improve its current systems and make them future-ready. Incuventure will be DBM's partner in making sure that its objectives of making its systems up to date and meet the demands of its clients, both internal and external, are achieved.

- ***Design Coordination***
  Design Coordination deals with the process of coordinating all service design activities, processes, and resources. Design coordination ensures the consistent and effective design of new or changed IT services, service management information systems, architectures, technology, processes, information, and metrics.

- ***Service Catalogue Management***
  Service Catalogue Management aims to ensure that a Service Catalogue is produced and maintained, containing accurate information on all operational services and those being prepared to be run operationally. Service Catalogue Management provides vital information for all other Service Management processes: Service details, current status, and the services' interdependencies.

- ***Service Level Management***
  Service Level Management aims to negotiate Service Level Agreements with the customers and to design services in accordance with the agreed service level targets. Service Level Management is also responsible for ensuring that all Operational Level Agreements and Underpinning Contracts are appropriate, and monitoring and reporting on service levels.

- ***Risk Management***
  Risk Management aims to identify, assess, and control risks. This includes analyzing the value of assets to the business, identifying threats to those assets, and evaluating how vulnerable each asset is to those threats.

- ***Capacity Management***
  Capacity Management ensures that the capacity of IT services and the IT infrastructure is able to deliver the agreed service level targets in a cost effective and timely manner. Capacity Management considers all resources required to deliver the IT service, and plans for short, medium, and long term business requirements.

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- ***Availability Management***
  Availability Management aims to define, analyze, plan, measure, and improve all aspects of the availability of IT services. Availability Management is responsible for ensuring that all IT infrastructure, processes, tools, roles, and the like are appropriate for the agreed availability targets.

- ***IT Service Continuity Management***
  Process Objective: To manage risks that could seriously impact IT services. ITSCM ensures that the IT Consultant can always provide minimum agreed Service Levels, by reducing the risk from disaster events to an acceptable level and planning for the recovery of IT services. ITSCM should be designed to support Business Continuity Management.

- ***Information Security Management***
  Process Objective: To ensure the confidentiality, integrity, and availability of an organization's information, data and IT services. Information Security Management usually forms part of an enterprise-wide approach to security management, which has a wider scope than that of the Consultant.

- ***Compliance Management***
  Compliance Management ensures IT services, processes, and systems comply with enterprise policies and legal requirements.

- ***Architecture Management***
  Architecture Management defines a blueprint for the future development of the technological landscape, taking into account the service strategy and newly available technologies.

- ***Supplier Management***
  Supplier Management ensures that all contracts with suppliers support the needs of the business, and that all suppliers meet their contractual commitments.

4.2.3 Service Transition

ITIL Service Transition aims to build and deploy IT services. The Service Transition lifecycle stage also ensures that changes to services and service management processes are carried out in a coordinated way. The idea of a "servitized" development and deployment process for the DBM will be instituted. This will ensure that in any part of the software development life cycle, the end performance and client servicing is always at the back of everybody's mind.

- ***Change Management***
  Change Management aims to control the lifecycle of all changes. The primary objective of Change Management is to enable beneficial changes to be made, with minimum disruption to IT services.

- ***Change Evaluation***
  Change Evaluation aims to assess major changes, such as the introduction of a new service or a substantial change to an existing service, before those changes are allowed to proceed to the next phase in their lifecycle.

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- ***Project Management (Transition Planning and Support)***
  Project Management aims to plan and coordinate the resources to deploy a major release within the predicted cost, time and quality estimates.

- ***Application Development***
  Application Development make available applications and systems which provide the required functionality for IT services. This process includes the development and maintenance of custom applications, as well as the customization of products from software vendors.

- ***Release and Deployment Management***
  Release and Deployment Management aims to plan, schedule, and control the movement of releases to test and live environments. The primary goal of Release Management is to ensure that the integrity of the live environment is protected and that the correct components are released.

- ***Service Validation and Testing***
  Service Validation and Testing aims to ensure that deployed releases and the resulting services meet customer expectations, and to verify that IT operations is able to support the new service.

- ***Service Asset and Configuration Management***
  Service Asset and Configuration Management aims to maintain information about configuration items required to deliver an IT service, including their relationships.

- ***Knowledge Management***
  Knowledge Management aims to gather, analyze, store and share knowledge and information within an organization. The primary purpose of Knowledge Management is to improve efficiency by reducing the need to rediscover knowledge.

4.2.4 Service Operation

ITIL Service Operation aims to ensure that IT services are delivered effectively and efficiently. The Service Operation lifecycle stage includes fulfilling user requests, resolving service failures, and fixing problems, as well as carrying out routine operational tasks. With the DBM having client-centric systems, Incuventure will ensure that systems operations are geared toward bringing the best possible client experience.

- ***Event Management***
  Process Objective: To make sure CIs and services are constantly monitored, and to filter and categorize events in order to decide on appropriate actions.

- ***Incident Management***
  Process Objective: To manage the lifecycle of all incidents. The primary objective of Incident Management is to return the IT service to users as quickly as possible.

- ***Request Fulfillment***
  Request fulfillment deals with the completion of service requests, which in most cases are minor (standard) changes (e.g., requests to change a password) or requests for information.

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- ***Access Management***
  Access Management involves the granting to authorized users the right to use a service, while preventing access to non-authorized users. The Access Management processes execute policies defined in the organization's Information Security Management framework. Access Management is sometimes also referred to as Rights Management or Identity Management.

- ***Problem Management***
  Problem Management aims to manage the lifecycle of all problems. The primary objectives of Problem Management are to prevent Incidents from happening, and to minimize the impact of incidents that cannot be prevented. Proactive Problem Management analyzes Incident Records, and uses data collected by other IT Service Management processes to identify trends or significant Problems.

- ***IT Operations Control***
  IT Operations Control deals with monitoring and controlling the IT services and their underlying infrastructure. The process IT Operations Control executes day-to-day routine tasks related to the operation of infrastructure components and applications. This includes job scheduling, backup and restore activities, print and output management, and routine maintenance.

- ***Facilities Management***
  Facilities Management deals with the management of the physical environment where the IT infrastructure is located. Facilities Management includes all aspects of managing the physical environment, for example power and cooling, building access management, and environmental monitoring.

- ***Application Management***
  Application Management is responsible for managing applications throughout their lifecycle.

- ***Technical Management***
  Technical Management deals with providing technical expertise and support for the management of the IT infrastructure.

4.2.5 Continual Service Improvement

The *Continual Service Improvement (CSI)* process makes use of methods from quality management (ISO 9001 Quality Management System QMS) to learn from past successes and failures. The ITIL CSI lifecycle stage aims to continually improve the effectiveness and efficiency of IT processes and services, in line with the concept of continual improvement adopted in ISO 20000. Incuventure, being a partner of the DBM for the past decade, can help in identifying past successes and failures and ensure that with lessons learned, quality of service is achieved.

- ***Service Review***
  Service Review deals with the assessment of business services and infrastructure services on a regular basis. The aim of this process is to improve service quality where necessary, and to identify more economical ways of providing a service where possible.

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- ***Process Evaluation***

  Process Evaluation deals with the evaluation of processes on a regular basis. This includes identifying areas where the targeted process metrics are not reached, and holding regular benchmarkings, audits, maturity assessments, and reviews.

- ***Definition of CSI Initiatives***

  Definition of CSI Initiatives deals with defining specific initiatives aimed at improving services and processes, based on the results of service reviews and process evaluations. The resulting initiatives are either internal initiatives pursued by the Consultant on its own behalf, or initiatives which require the DBM's approval and cooperation.

- ***Monitoring of CSI Initiatives***

  Monitoring of CSI Initiatives deals with the verification on whether improvement initiatives are proceeding according to plan and the introduction of corrective measures where necessary.

4.3 DATABASE MIGRATION AND SYSTEM CONVERSION

Database Migration and System Conversion are complex activities that involve risk analysis and cost benefit analysis to minimize disruption and maximize returns on the upgrade. Incuventure has proven expertise and track record in the practice of Database Migration and System Conversion, as evidenced by its previous Database Migration and System Conversion projects it has accomplished, notably for the DBM.

4.3.1 Migration from Oracle to another Relational Database Management System (RDBMS)

Most of the existing systems of the DBM use an Oracle database. With the exception of the IRA Computation which is in MySQL, all the other systems will be migrated to another RDBMS. The largest risk in moving to another RDBMS is the risk and complexity of migrating business logic from Oracle, particularly when existing applications make significant use of PL/SQL procedures, triggers, packages, and Oracle-specific SQL statements.

The migration from Oracle to another RDBMS can be tedious, time-consuming, and expensive. However, Incuventure with its experience in performing database migration and with its knowledge of proven methodologies and tools can significantly mitigate risk.

4.3.1.1 Current DBM Database Landscape

The Oracle database provides advanced capabilities to develop application logic that resides entirely inside the database using PL/SQL stored procedures, functions, packages, and triggers. **Most of the DBM systems that were developed using PowerBuilder made use of Oracle PL/SQL procedural extensions.**

DBM Systems' use of Oracle PL/SQL was brought about primarily because of its ease of use and powerful procedural extension to SQL that is strongly recommended by Oracle for performance reasons. However, the use of PL/SQL naturally leads to a significantly large number of procedures, packages, and triggers.

Other databases like MySQL, although having similar functionality, does not make use of PL/SQL, which can pose a problem in the migration process.

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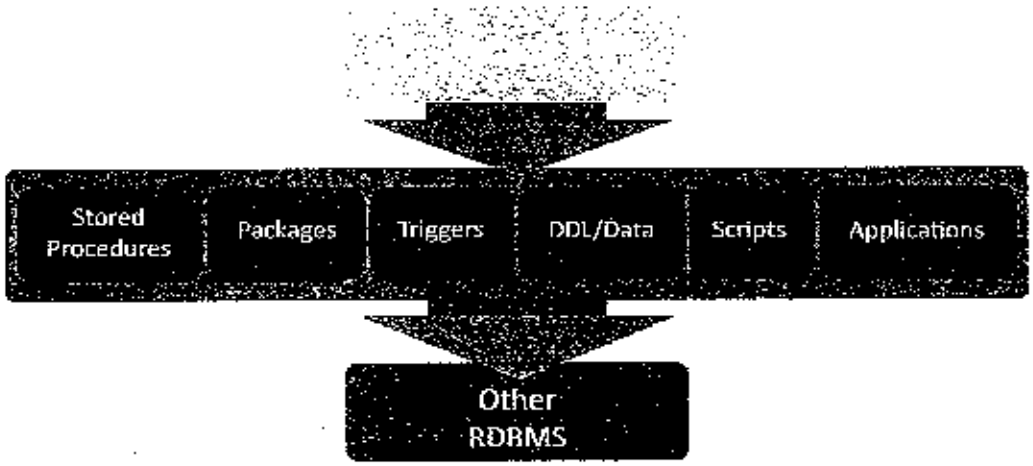
Besides Oracle specific syntax, PL/SQL offers many non-ANSI compliant features, including features which are only found in Oracle. These Oracle specific features include, but are not limited to:

- Packages - shared package variables, built-in packages
- %TYPE, %ROWTYPE, exceptions
- Object-oriented features: object types, functions, and collections
- Business intelligence and XML features



An Oracle to another RDBMS migration can be a very challenging process, particularly if Oracle specific features are in use, as aforementioned. However, such a migration could be relatively easy and low risk. Such would be the case if the target database contained a relatively small amount of tables and simple business logic.

Since risk may vary from project to project, it is important to fulfill a preliminary assessment.

4.3.1.2 Database Migration Planning (Stages)

- Assessment

  The purpose of the assessment is to define the scope, feasibility, and risk associated in migrating from an Oracle database to a another RDBMS based database implementation.

  1. **Database Assessment**

  Firstly, there will be a need to define the types of database objects and how many of them will need to be migrated. Objects are items such as, but not limited to, the following:

  - Tables
  - Views
  - Procedures
  - Functions
  - Packages
  - Triggers
  - Sequences,
  - Synonyms.

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Below is a table that shows the different DBM Systems and their equivalent database objects. This information will play a vital role in the later part of this proposal when the duration of migration for each system's database will be discussed.

											Total
	85	245	245	1	163	1	245	4	245	169	1481
	4	17	19		15	2	17	2	19	15	110
	8	1	2	17	4		15	1	2	5	55
	4	5	5	1	3	2	5	2	5	3	35
	1	1	2		1	1		1	2	1	10
	1					1				1	3
	7	4	4	7			65		4		91
	143		2	50	27	64	320	27	2	100	735
	185	4051	235	30	153	222	659	104	235	483	6357
	5	6	2	1	1		114	3	2		134
	13			14		6	440			14	487
	196	240	275	28	45	57	357	68	275	269	1810
	55	295	9	14	5	2	66	1	9	70	528
	2										2
	19	1566		26	71	17	61	21		25	1806
		2					29			4	35
				20							20
				20							20
					185	209		138			532
							1				1
										2	2
										1	1
Total DB Objects	728	6433	800	229	571	584	2394	372	800	1162	**14,173**

If there is a need to convert PL/SQL code (procedures, packages, functions, and triggers) or view/queries containing Oracle specific SQL syntax, there will be a need to investigate what features are used and define the number of their occurrences. Examples of items that need to be accounted for are:

- Non-ANSI compatible SQL functions, operators and statements
- Results sets
- Cursor loops
- Exceptions
- Temp tables
- Object types and functions
- Collections

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- Dynamic SQL
- Built-in packages
- OLAP functions
- XML functions etc.

After the examination, it is best to select the specific equivalents or solutions to replace Oracle specific functionality.

2. Application Assessment

Besides schema and server-side business logic conversion, SQL statements within the application may also need to be modified. It is vital to assess how much of this work will need to be done to complete the migration.

To start, the database API that is used in the current DBM applications to access the Oracle database needs to be checked. It is important to note how many application source files contain Oracle specific code and therefore need to be modified to work with the chosen RDBMS.

Most applications use a standard API like ODBC, JDBC, or ADO.NET to access Oracle, but some applications may use a native API like Oracle OCI or Pro*C/C++. Collecting all this information is imperative.

Even if a system uses a standard API, such as using ODBC/JDBC drivers, significant changes may need to be made to existing SQL statements. For example, DECODE functions or legacy left outer join syntax (*) will need to be modified. It is recommended to estimate the number of native SQL statements.

If the application happens to use a native API like Oracle OCI, there will be a need to completely redesign the database access code to use the chosen database's API or ODBC.

- Full Conversion at the Early Stage – Proof-of-Concept

  Given that the DBM Systems constitute hundreds, if not thousands, of database objects, conversion on a per module basis would be appropriate and more effective. Early completion of the module's conversion can be a proof of concept for the migration to check on the success rate for the migration. This is done to identify early in the migration process any pitfall that might cause the migration to rollback.

  Very often, as manual migration tasks are spread among different people within an organization, different procedures, approaches are often used for the same syntax. As a result, the more uniform and integrated the migration results are, the easier it will be to test and modify.

  Ideally, there is a need to achieve nearly 100% error-free object creation/conversion at an early stage. This means that all tables, functions, procedures, trigger are successfully created in the chosen RDBMS.

- Run-Time, Logical and Performance Testing

  Migration is often deployed module-by-module. After the server-side business logic has been converted, even before applications are converted

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and application level testing is possible, it is necessary to test the database conversion.

Several representative or some of the most critical procedures shall be selected, and a code review will be performed. Reviewing the code will not show all the issues, but at the early stages, it is highly useful. With the code, applied solutions can be reviewed, and the conversion quality can be estimated.

It is best to create a list of feature conversions of which can be studied in depth. Even if procedures or functions are created in the database, it does not mean that it does not contain any critical errors. Many errors can be quickly discovered by executing the procedures. An easy and effective way to test procedures is to generate test cases. There are tools that can generate a set of procedure calls with different input parameters. By examining code, it can be found out what values, string and date constants, and control-flow conditions are used, and generate reasonable test cases in many situations.

To perform more comprehensive logic and performance testing, test scripts with real data, implementing various scenarios, shall be developed.

4.3.1.3 Mitigating Risk In Database Migration

If there are many lines of code to convert and a wide diversity of database features from Oracle are used, as the case is with the DBM Systems, the conversion can impose significant risk. everal important steps can be undertaken to mitigate such risk.

- Experience

  The staff responsible for the migration project should have developer and administrative skills and experience both for both Oracle and chosen database. They need to clearly understand the scope, challenges, tasks, and stages to implement migration successfully.

  - Comprehensive Assessment

    At the initial stage, Incuventure will perform a comprehensive assessment of the databases to be migrated. As a result, Incuventure will determine specific functionalities that need to be converted and solutions that will be used to replace non-ANSI compliant Oracle features. Incuventure shall determine a solution for every feature in use. Some Oracle features are not easy to map to a similar equivalent in a particular RDBMS, so there may need to redesign some functionality.

  - Early Testing

    Testing at early stages should be used to minimize the project risk. Incuventure will run unit tests or perform code reviews even when application level functional testing is not yet possible. Incuventure can use features of automated tools that can generate test cases to invoke procedures and functions with specific values and compare the results. This cannot replace functional testing at the application level, but it can help discover many potential issues.

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4.3.2 Conversion of Systems

While many of DBM's systems are now built using new languages such as Java and PHP, critical systems which are integral to the agency's core functions and services still remain on the legacy Power Builder (PB) platform. This poses a risk that the PB platform may no longer handle the agency's new requirements. Conversion efforts should also ensure that the functionalities of the existing systems must not be affected.

Incuventure, with its methodologies and intimate understanding of DBM's processes, has already proven its ability in translating previous PB based applications into new languages without affecting core functionalities. Previous systems like OSBP, PMIS, and GMIS have been successfully converted with functionalities retained and usability improved. An example of improved usability is in the conversion of GMIS to eGMIS, where it automated the tedious manual process of Organization Planning.

Incuventure's previous conversion efforts have also resulted in performance improvements and optimized usage of resources. In the case of OSBP, the conversion resulted in faster system response, as well as a reduction in the number of servers needed for production.

4.3.2.1 Assessment

Incuventure shall conduct a full assessment of the systems to be converted. The assessment shall include a full review of all documentations and source codes. The Consultant shall also document all the risk factors and the risk and change management plan is drafted.

4.3.2.2 Conducting Servitized System Development

Incuventure shall conduct a Servitized System Development. This is discussed in length in section 5.5 of this proposal. The general components of the System Development shall include but is not limited to:

- Planning
- Requirements Modeling
- Design
- Construction
- Deployment
- Support

4.3.2.3 Risk Mitigation

Incuventure shall conduct Risk Mitigation activities that shall identify, classify, and mitigate the possible risks that may be encountered during the system conversion.

4.3.2.4 Change Management

Incuventure recognizes that a major part of any successful conversion/upgrade project involves change management. The Servitized approach to System Development includes provisions for change management. It is repeated here because of its importance in the success of any conversion/upgrade project.

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4.3.2.5 *Training and Capacity Buildup*

Incuventure as part of its System Conversion deliverable shall conduct the necessary trainings and other capacity buildup activities.

4.4 "SERVITIZED" SYSTEM DEVELOPMENT

A "servitized" system development methodology calls for a holistic approach to the design and construction of IT systems to ensure that the finished "product" of system development does not only satisfy the business functional requirements but also helps manage the execution of the DBM's mandate and objectives in an effective and efficient manner. In this holistic approach, service management activities that have traditionally focused on the final stages of the service lifecycle must be pulled forward and integrated with the Software Development Life Cycle (SDLC) in the form of well articulated non-functional requirements (the Reliability, Performance, Security, and Supportability requirements). Similarly, system development, which has traditionally focused almost exclusively on functional requirements, must add specific service management deliverables based on the nonfunctional requirements into the appropriate stage of the SDLC as shown the table below. Business, System Development, and Operations teams must work together to produce these deliverables.

SDLC	Stage Service Management Activities / Deliverables
Planning	Business Impact Analysis
Requirements Modeling	Service Level Requirements
Design	Performance Modeling Component Failure Impact Analysis (CFIA) Security Mechanisms Measurement Methods & Metrics
Construction	Instrumentation Service Monitors Disaster Recovery Plan
Deployment	Operational Testing Capacity Plan Operations Guide
Support	Workflow support Service Level Agreement/Operations Level Agreement Service Support Training

4.4.1 Requirements Modeling

In the requirements modeling (analysis) stage, most system development methodologies focus almost exclusively on functional requirements at the expense of non-functional requirements. Consequently, most requirements documentation just pay lip service to non-

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functional requirements. This leads to IT systems that meet functional requirements but perform poorly – too many unplanned outages and poor transaction response times. In the servitized approach to be implemented at the DBM, equal attention must be devoted to operational and non-functional requirements. Performance, Reliability, Security, and Supportability requirements must be thoroughly analyzed and clearly documented in the form of Service Level Requirements.

A comprehensive Business Impact analysis will be conducted during the requirement stage to identify critical business functions – business functions critical to the performance of the DBM's mandate itself. This analysis should then be used to derive continuity requirements for the critical business functions automated by the IT system being developed.

4.4.1.1 Design

The design stage of the traditional SDLC focuses on the overall architecture of the IT system and functional specifications for its various components. To ensure effective and efficient operations, in the servitized concept of design, the system design must meet all non-functional requirements as well. Therefore, it is not sufficient to just develop functional design and specifications. The system design must be assessed for adequate transaction response times at the design stage through Performance Modeling. The reliability aspects of the system design must be validated at the design stage through comprehensive Component Failure Impact Analysis (CFIA), more commonly known as Failure Modes and Effects Analysis (FMEA). Adequate redundancy and appropriate fault tolerance mechanisms must be designed to meet reliability and continuity requirements. Security mechanisms for authentication, authorization, and confidentiality must be specified to protect sensitive business and customer information.

Finally, appropriate measurement metrics and methods must be introduced into the system design to ensure that the execution of the business through the IT system can be objectively assessed.

4.4.1.2 Construction

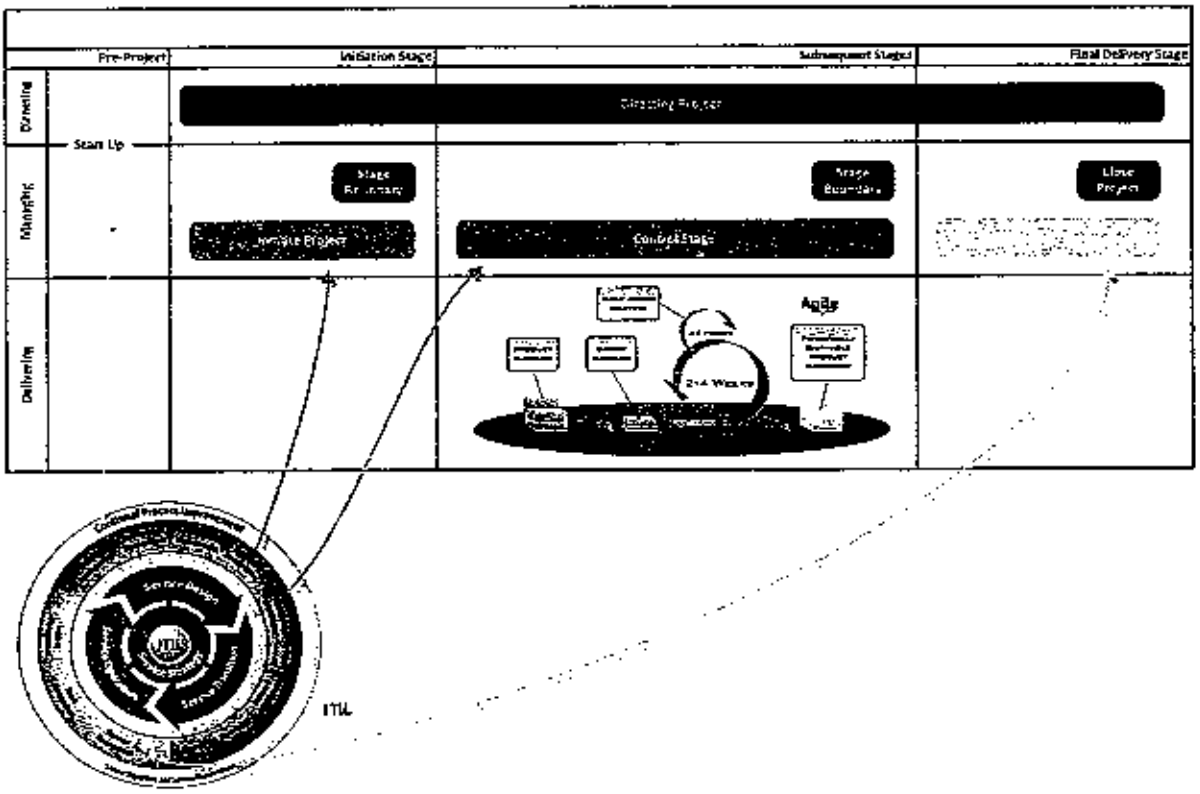
The construction stage must include deliverables to help manage the delivery of services once the IT system is in production. Appropriate measurement metrics and methods must be implemented through instrumentation to gather and externalize performance, availability, security, and exception data. Service monitors must be constructed to detect service degradation and take corrective action based on the data generated by instrumentation. Adequate backup and recovery mechanisms must be put in place and a comprehensive disaster recovery plan must be developed to meet continuity requirements.

Traditionally the testing stage within SDLC is limited to functional validation. To ensure that the business function is not only performed as per the specifications but also performed well, it is proposed that the testing stage in a servitized development be recast as Service Validation. The scope of testing must be expanded to include Operational Testing – testing for performance, resilience, security, and exception handling capabilities of the system. The system must be tested under projected production volume to validate the performance of the system and to collect data regarding the resource requirements of the system. A comprehensive Capacity Plan for IT resources must then be developed based on this data. The system must be subjected to component failures, negative test conditions, unauthorized access, and security attacks to validate its resiliency, security, and exception handling.

4.4.1.3 *Deployment*

Similarly, the scope of the deployment stage must be expanded to include transition activities to ensure seamless operation of the business function. Support Workflows must be developed to handle service requests from customers and exceptions that the system might encounter during operations.

Operations Guide, detailing day-to-day operational processes for the IT system, must be developed. Operations staff must then be trained to support the execution of the business function. Comprehensive Service Level Agreements (SLA) and Operational Level Agreements must be put in place to set expectations for the delivery of services. ICTSS must be familiarized with transition activities other than just the physical act of deploying the IT system and rolling it out to users.



Servitized Development provides a holistic, systematic, and proactive approach to Service Development. This approach promotes the early involvement of IT Operations in the design and development of IT services and allows them to influence the supportability and manageability aspects of the IT services. It eliminates confrontation and fosters collaboration between the two silos of IT - Application Development and IT Operation.

4.4.2 Testing Model

More often than not, quality assurance is deemed as an afterthought. In the waterfall model, it is only executed after the Development phase, prior to the Deployment to the Production Environment or Go Live. However, Incuventure believes that quality assurance

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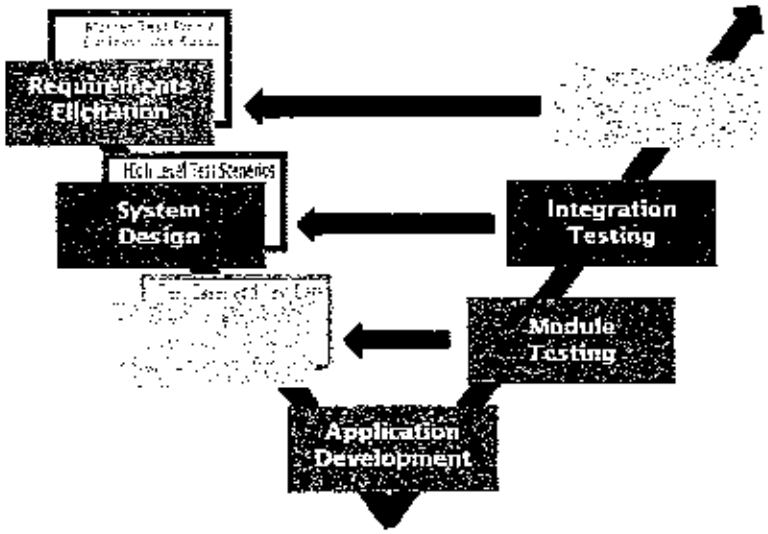
and quality control activities should start as soon as the project execution commences. Incuventure knows that **the earlier one finds the defect, the lesser it will cost to correct it.**

Hence, the testing model that the team recommends for the DBM is the **V-Model**. As a natural extension to the waterfall model, the V-Model ensures that each phase in development has an associated testing phase. Whereas typical testing only starts after development, Incuventure proposes that testing is planned as early as the initial phases of the Software Development Life Cycle (SDLC) (e.g., Requirements Elicitation, System Analysis and Design) to ensure that requirements and specifications early are properly identified and catalogued for testing.



To illustrate further, Incuventure proposes that for every major stage of the SDLC, certain quality assurance and quality control planning activities shall be carried out, and the levels of testing execution shall also form as direct validation counterpart to what was gathered/produced in these stages. During the Requirements Elicitation phase wherein the general scope of the project is defined, the **Master Test Plan** shall also be prepared. The Master Test Plan shall describe the scope and approach of the testing and will be the basis for all succeeding test activities. Criteria for the acceptance of the items to be tested will be elicited and documented as well as any performance considerations that must be met. Also during the Requirements Elicitation phase wherein the general requirements to be addressed by the application are identified, Incuventure proposes that the **Requirements/Business Use Cases** be created. In this phase, alongside the team of Business and System Analysts, a team of QA Specialists shall also join in the requirements elicitation sessions and from there, define the criteria that will be used during Operational Testing. For instance, during this stage, the stakeholders require that the system should be fast and reliable. In the Requirements Use Cases, as part of the metrics for Operational

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Testing, the QA specialists would define alongside the stakeholders what constitutes fast and reliable. This metrics document, together with the document containing the requirements, shall be the output of the Requirements Elicitation Stage. Each test document, like the Master Test Plan and Business Use Cases, shall be reviewed and cross-checked by another tester to ensure completeness and accuracy to be documented in a **Peer Review Sheet.** Once verified by the Independent Test Team, it shall be forwarded to the client stakeholdersfor their review.

Similarly, **High-Level Test Scenarios** shall be the output of the QA team during the System Design phase in preparation for the Integration Testing across the application's modules and the internal and external systems it interfaces with. As the system design documents are being prepared, the Independent Test Team shall interface with the Business Analysts/Systems Analysts to determine the details for the various test scenarios that need to be covered during the said testing phase.

The Independent Test Team shall also produce **Detailed Test Cases and Test Data** opposite the Analysts' output in the Functional and Technical Design phase to provide metrics and test criteria during Module Testing. The Test Cases will detail the various conditions and states that the application will undergo and the process that will be taken to ensure that these states/conditions are covered during the testing. The Test Data, formulated with the assistance of the DBM SMEs and developers, will contain the data to be plugged in to the application during testing to ensure that all conditions/scenarios are covered by the test effort.

Across all SDLC phases in the left side of the figure, **Traceability Matrices** will also be prepared by the Independent Test Team. A Traceability Matrix will match use cases, test scenarios, test cases/conditions with specific items in the counterpart documents (e.g., Business Requirements Document, System Requirements Specifications, Functional Specifications Document, and Technical Specifications). This will ensure that there is a complete coverage of all features and functionalities documented. Like all the other test assets, this will also undergo review and verification to be documented in the Peer Review Sheet.

During testing execution (e.g., Module Testing, Integration Testing, Operational/Performance Testing), these test assets prepared during the initial phases of the SDLC will be utilized as metrics or criteria for testing. As the basis of testing, they will supplement the **Test Completion** documents wherein the output (Pass/Fail) of the testing is documented. Also, during the testing phases, **Regular Progress Reports** on the status of the testing and percent completion per identified test case will be provided to the DBM for proper monitoring. When the independent testing has been successfully completed, the Consultant shall issue an **SIT Certification** so the testing can proceed to the next testing stages.

Since the DBM currently follows the waterfall implementation model for most of its projects, the V-Model is a natural fit to the agency's present development methodology. Apart from the waterfall model, the V-Model is also flexible enough to be applied when

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other development methodologies are used. In the case of spiral, iterative, and prototype, in place of the strict stages of the waterfall, the requirements and functionalities identified per "cycle" will be considered as the items for testing.

The identification of these items for testing as well as the definition of the **Work Breakdown Structure** (i.e., itemization of tasks) and **Test Schedule** as part of the entire Project Schedule shall be detailed among many others during the Project Planning stage. This is when the plans for the project in each of its nine (9) aspects (i.e., Scope Management, Risk Management, Time Management, Cost Management Communications Management, Human Resource Management, Procurement Management, Integration Management, and Quality Management) are laid out, preceding the Project Execution phase where the SDLC comes in.

This model fully supports the level of quality assurance and quality control required by Bangko Sentral ng Pilipinas (BSP) of the banking institutions. BSP Circular 808 defines Quality Assurance activities as those that "ensure that product conforms to specification and is fit for use". On the other hand, Quality Control procedures are defined as those that "identify weaknesses in work products and to avoid the resource drain and expense of redoing a task." By planning the testing, creating test assets for every significant stage in the SDLC, the risks of having a low-quality output determined during testing will be minimized as the test criteria have been planned and defined according to the requirement, functional, and technical specifications from the onset, and then have been incorporated during system development.

Incuventure also understands that during the pilot implementation of the Independent Testing Facility, the subject applications have already gone through the initial stages of SDLC. Hence, in cases when the Independent Test Team will come in the middle of the project, it will follow the V-Model by just using the output documentation of the completed stages to formulate the corresponding test assets that will be signed off as criteria to the corresponding testing phases.

4.5 Capability Buildup

Incuventure aims to capacitate the DBM in all aspects of the Application, the Dataset, the Service Portfolio, the Service Management, the various technologies, the various methodologies, and best practices.

Capability buildup is the process of training and testing the manpower resources of the DBM. It is a step by step process that rotates resources across all the required capabilities, processes, and procedures. Capability buildup ensures that the DBM will not be dependent on the Consultant for the operations and maintenance, of the ICT systems and the various documentation.

4.6 Training Plan

Incuventure shall deliver a comprehensive test plan that will be key in capacitating the ICTSS in the smooth operation and continual improvement of the DBM's Information and Communication Technology needs.

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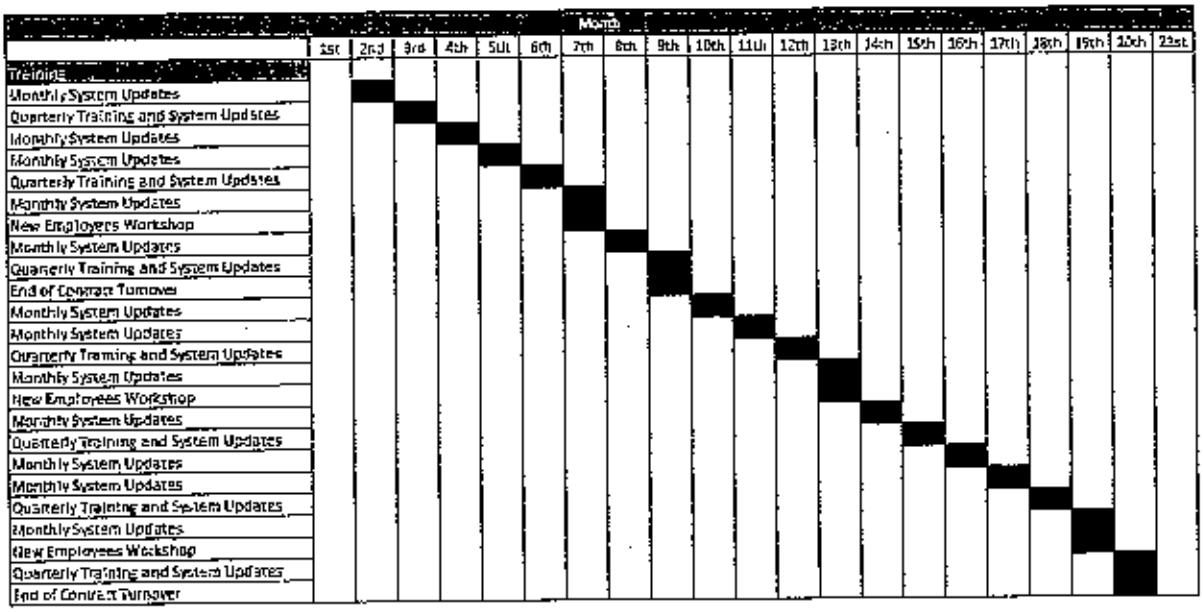
Part of the project is providing the system administrators (ICTSS) and the users (if needed) the functional and technical knowledge they will need to maximize the use of the different DBM applications. With these in mind, Incuventure will deliver the following:

- Extensive training program to be conducted in a DBM-accredited training facility
- Complete and detailed training materials and user manuals
- Pre and post-training evaluation reports (course syllabus, instructor, and participants)

4.7 TRAINING

Training is one of the foundations of Incuventure's Capability Buildup for the DBM. Trainings shall either be hands-on, or classroom style facilitated training. The Consultant shall invite various speakers, experts, or thought leaders to facilitate the training. Incuventure shall be the primary training facilitator.

Likewise, the Consulant shall extend support in technology appreciation and facilitation of training to be conducted by ICTSS for all DBM client agencies.



4.7.1 Monthly Updates System Training

Incuventure shall sponsor Monthly System Updates training. The Monthly Updates System Training (MUST) shall be a venue of technology sharing between Incuventure and the ICTSS. The MUST shall include code reviews, discussion of Job Request Forms (JRF) related code changes, and technology updates. The MUST shall be done monthly by the Consultant. The session shall be scheduled and conducted within office hours.

4.7.2 Quarterly Updates System Training

The Consultant shall sponsor a Quarterly Updates System Training (QUST). The QUST shall be an upsized version of the MUST wherein all the activities of the MUST is included.

The QUST is designed to be the Technical Training of the System Enhancement component of the Application Support and Maintenance Project. The QUST shall discuss the business requirements, business architecture, system design, system architecture, technical design, key technologies, coding, implementation plan, training plan, and change management plan of the project. Another key

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component of the QUST is the "training the trainers" exercise which will enable the ICTSS to develop in-house trainers.

The QUST is also a venue for the Consultant to assist the DBM in evaluating and incorporating the latest technologies available as possible to ensure that all DBM application systems are flexible and future proof as well as provide recommendations and create a migration plan to help the DBM in the enablement of the key technologies and IT-standard procedures

The QUST shall be scheduled and conducted within office hours.

4.7.3 New Employees Workshop

The Consultant shall sponsor a New Employees Workshop (NEW) training. The NEW shall be the capability buildup workshop for new employees.

The NEW shall be designed as the Technical Training of the DBM Information and Communication Technology (ICT) systems.

The NEW shall discuss the business requirements, business architecture, system design, system architecture, technical design, key technologies, coding, implementation plan, training plan, and change management plan of the project. Another key component of the NEW is the "training the trainers" exercise which will enable the ICTSS to develop in-house trainers.

The NEW shall include discussion of the system's history, objectives, design, architecture, implementation, and issues. The NEW training shall allow DBM employees to become fully conversant and cognizant of the complexities of the DBM ICT systems. The NEW shall be scheduled and conducted within office hours. Training Attendance certificates for the training participants shall be issued by the Consultant. Capability certificates shall be issued for participants who pass a written multiple choice examination by the ICTSS and the Consultant. The examination shall be designed through the collaboration of the ICTSS and the Incuventure. The ICTSS shall be approve the examination.

4.7.4 End of Contract

Incuventure shall conduct an End of Contract training. The End of Contract shall formally turnover all the updated system documentation, manuals, and source code. This shall be conducted a month before the end of the contract.

4.8 MENTORING

Incuventure as part of its training duties shall engage in mentoring activities. Mentoring activities shall be practiced because of the recognition by the Consultant that some people learn best while doing. The mentoring activities allow the Consultant to deliver hands-on training while minimizing the possible operational disruption to the ICTSS. The mentoring activities envisioned by the Consultant shall be discussed in the next section.

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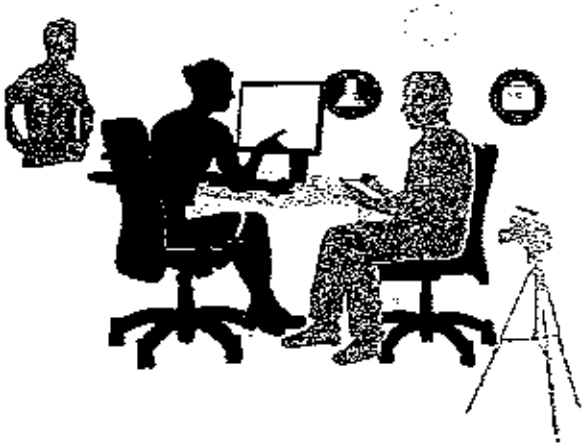
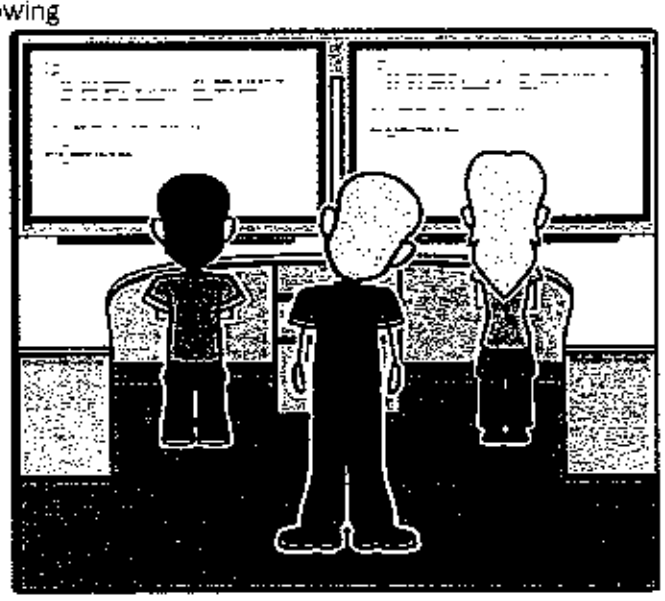
4.8.1 Shadowing



Shadowing is the practice wherein a trainee is paired with an experienced operator/operative/specialist while the operator/operative/specialist performs his tasks. The practice of shadowing ensures that the trainee gains needed experience on the task, process, or procedure while minimizing the risk of affecting operations.

4.8.2 Reverse Shadowing



Reverse Shadowing is the practice wherein a trainee is assigned to perform different tasks as the primary operator while an experienced operator/operative/specialist shadows and checks the correctness and accuracy. The practice of reverse shadowing ensures that the trainee gains needed experience on the task, process, or procedure while minimizing the risk of affecting operations.

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4.9 TRANSITION PLAN

Incuventure shall follow the industry standard when it comes to preparing for the transition of software support. Three (3) months prior to the end of contract, Incuventure shall prepare a detailed transition plan containing a checklist of codes and pertinent documentations for the approval of DBM.

Once the transition plan is approved, Incuventure shall then implement said plan. Incuventure shall advise the ICTSS of any issues encountered during the transition or should any decision-making activity may arise. Once the transition has been completed successfully, Incuventure shall submit a completion report that will be signed and accepted by ICTSS on behalf of DBM.

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5. TECHNICAL ENVIRONMENT

5.1 ENTERPRISE ARCHITECTURE

The proposed architecture of the system conversion solution involves disaggregating parts of the system into different layers. This promotes flexibility and agility in terms of development and change management. For example, changes can be performed on the user interface without affecting the underlying business logic, since the two (2) are grouped into separate layers. Our proposal will be based on two (2) technologies: Service Oriented Architecture and Microservices.

5.1.1 Service Oriented Architecture

A Service Oriented Architecture (SOA) separates parts of the application into independent services that communicate with each other through a standard communication protocol. This allows each component to be designed with different languages and platforms, and minimizes downtimes caused by failing services. Incuventure's proposed solution envisions the usage of SOA in enabling the system to communicate to legacy systems by connecting these systems through an Enterprise Service Bus.

5.1.2 Microservices

Microservices can be considered as a subset or specialization of the SOA design, wherein components are designed as independent services. Its difference from SOA is that Microservices do not require the services to have full knowledge of the other services' data structures. This reduces the possibility of services being affected by changes in the structure and implementation of other services, and allows for easier interfacing between services. Incuventure's system conversion proposed solution will use Microservices as the internal messaging approach of the system's component services.

5.1.2.1 Business Intelligence (BI)

The DBM through Budget Cycle Analytics (BCA) has an initiative to facilitate transparent, accurate, and efficient tracking of the budget, across multiple years, as it goes through the budget cycle. Incuventure, with its intimate knowledge of the budget cycle and the systems related to it, can best assist DBM to find ways to interpret data to the advantage of the DBM and according to the agency's needs.

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Incuventure shall be assisting the DBM in the processing of data through the use of a business intelligence tool and creation of needed data marts/data warehouses vital for the processing of its voluminous data. The goal will be to provide analysis on the variances of the budget as it is passed from one stage to the next. Trends and patterns arising from evaluation of information from multiple periods will then be derived, which in turn can be presented as useful knowledge for management decisions.

Operationally, focusing on these patterns will equip the DBM with a greater measure of control and predictability. This will allow planning activities to be more anticipatory and progressive, providing a more streamlined, efficient, and effective management of the governments resources. By making available unsurpassed awareness and analysis into the movements of the budget, the solution will ultimately provide the agency's management the capability to plan and act in a forward-looking manner. Furthermore, the intelligence provided by the system will allow management to determine how much of the budget is being utilized to achieve the goals of the National Government.

Below is the proposed methodology, b for the creation of a robust business intelligence component to DBM's current systems and processes.

5.1.2.1.1 BI Solution Project Scoping

In the Project Scoping stage, DBM and Incuventure will define, refine, and priorite BI requirements and capabilities.

5.1.2.1.2 Build Data Warehouse and BI Solution

Build Data Warehouse

From our understanding, the following are the capabilities that needs to be developed:

- Data store – Data Warehouse data model to allow for future ease of computational manipulation and historical reporting;
- ETL jobs and scheduled routines to effectively and efficiently store data for analytics purposes;
- OLAP storage – allow pre-aggregation of multi-dimensional measures;
- Consolidation and integration of outputs from the different phases of Budget and Planning (e.g., Budget Preparation phase, Budget Legislation phase, Budget Execution phase, Budget Accountability phase);

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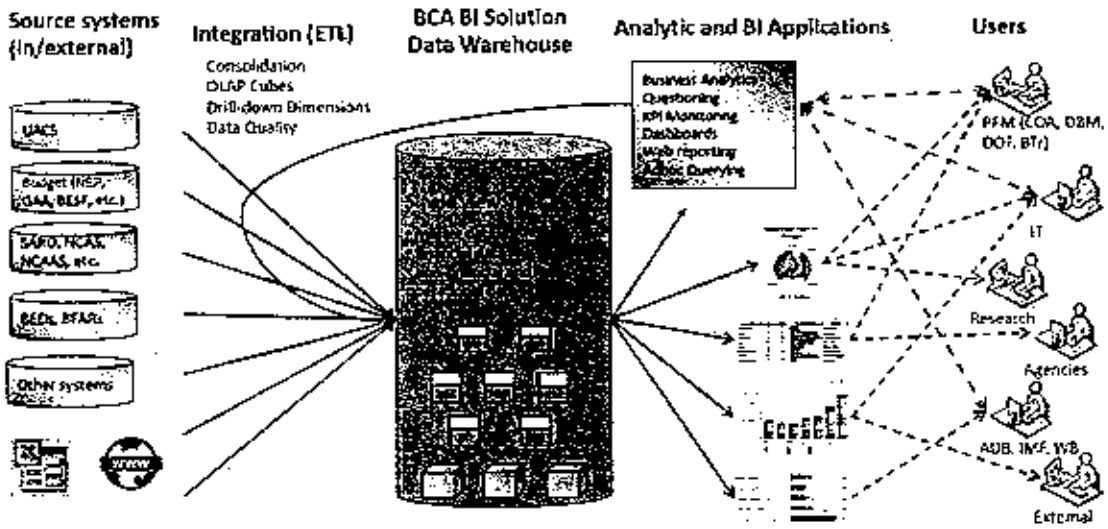
- BI reporting, visualization and facilities for standard and adhoc queries (web report; and
- Statistical and data mining capabilities and analytics in the future roadmap.

Build BI Solution

From our analysis, below are some high-level analytical and BI capabilities that will be built as part of the solution:

- Automation of standard and/or existing priority reports;
- Drill-down analysis and slice-and-dice capabilities based on:
  - Dimensions (e.g., funding source, organization, location, PAP, sector)
  - Hierarchies (e.g., fiscal year, budget cycle, department-agency, region-province)
- Weekly, monthly, quarterly, and annual tracking
- Capability for in-year and multi-year trend analysis
- Variance reporting and discrepancy analysis
- Dashboard to track of key performance indicators by determined dimensions
- Publishing of reports through a web portal



5.2 DESIGN PRINCIPLES

More than fulfilling the functional requirements, the solution's architecture shall achieve the following systemic qualities, namely, performance, manageability, high availability, security, flexibility, reusability, interoperability, and scalability

The system shall adhere to time-tested design patterns and incorporate proven technologies that intrinsically espouse the systemic qualities.

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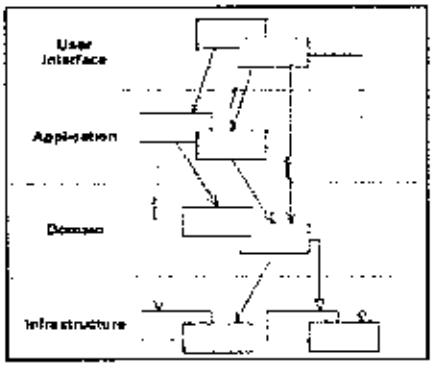
Systemic qualities are the set of individual service goals that are expected in the business or operational environment. These qualities must be collected and discussed thoroughly at the start of the project to respond to current and future goals of the agency. These are also characteristics of the architecture that can be felt by users in their day-to-day activities and impact their business functions.

5.3 DESIGN PATTERNS

5.3.1 Layers

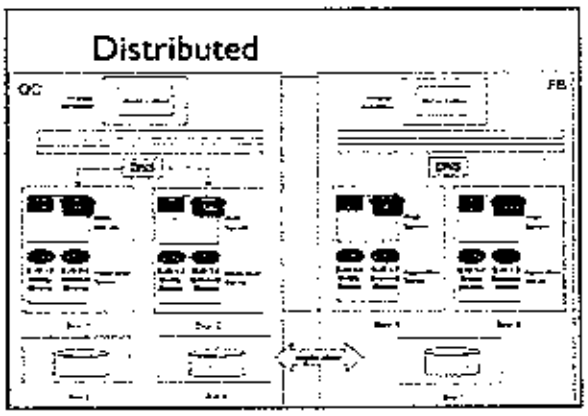


The DBM Systems will be partitioned into layers. Layers are used to logically group the requirements of the DBM Systems to minimize dependencies from other modules, optimize the **system performance**, and facilitate the easy creation of **reusable components** in response to the ever-changing business requirements of the DBM and the outside demands on the agency.

Furthermore, layers support a straightforward identification, assessment, and **flexibility** in response to the new functional requirements and technology advancements. Change is inevitable in IT; layers allow systems to easily adapt with minimal impact to the rest of the system.

5.3.2 Distributed and Tiered

To further support the layers, the DBM Systems infrastructure will be partitioned into tiers. Tiers are the physical separation of the layers. Components are divided among the various machines, allowing **data redundancies** to eliminate single points of failure. Moreover, the transactional load is properly balanced horizontally, thus providing the **power to scale** in case the volume of transactions increases, whether temporarily or permanently.



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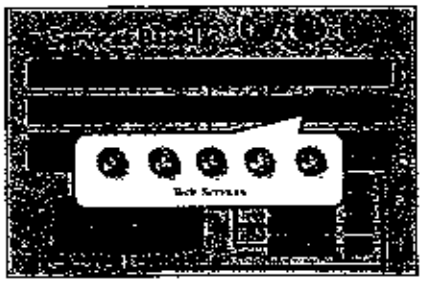
5.3.3 Microservices



The DBM Systems will be developed using an assortment and composite of loosely-coupled services. Assembly and re-assembly becomes rapid and efficient and not a costly process of custom integration. In turn, the DBM Systems components may also be exposed as web services for other Government Agency systems to communicate with.

Services, especially when latched onto an Enterprise Service Bus, provides much needed **flexibility and reusability** of resources and business logic. For example, the creation of a Reporting Service will provide a reusable component that will be accessed several times over by the whole system.

Furthermore, if there is one service that needs repair or enhancements, the regressive effects of the changes can easily be isolated to that module. Services, therefore, provide **code manageability.**

5.4 SYSTEMIC QUALITIES

5.4.1 Manageability and Maintainability

The system can be measured, monitored, and detected for operational performance and failures. The system and its sub-processes can easily be started, re-started, or terminated in order to minimize systemic failures.

Maintainability eases the work of minor modifications or changes with minimal impact to the whole system.

5.4.2 Performance

Transactions must be processed swiftly and promptly with reduced turnaround times and optimal response times. The system must deliver the users' expectations on performance.

5.4.3 Scalability

The system must be designed to increase the capacity and computing power horizontally to accommodate additional volume of transactions and users. The system should not require changes in architecture, redesign, or loss of services

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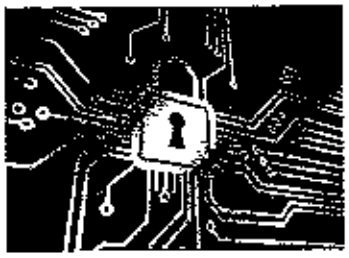
due to the time required to scale.

5.4.4 High Availability

The system must be resilient and designed to ensure minimal downtime in the face of fortuitous events and unanticipated business scenarios. The service's availability performance shall at least be 99.95%.



5.4.5 Security

The system is designed such that the security controls on resources, information, and data are enforced and ensured with utmost privacy, confidentiality, integrity, and accountability. Access rights to individuals, roles, or groups for both assets and data must comply with IT Audit standards.

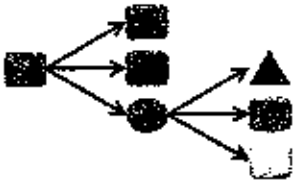
5.4.6 Interoperability

The system is designed to readily interface and communicate with other internal and external systems with minimal rework.

5.4.7 Flexibility

Future changes brought about by new user requirements, new government regulations, and policies can easily be incorporated into the system.

5.4.8 Reusability



The system is designed to allow re-organization and repurposing of existing services and components to provide new functionalities.

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5.5 KEY TECHNOLOGIES

5.5.1 Oracle

Oracle Database (commonly referred to as Oracle RDBMS or simply as Oracle) is a multi-model database management system produced and marketed by Oracle Corporation.

It is the world's most popular database for running online transaction processing (OLTP), data warehousing (DW) and mixed (OLTP & DW) database workloads. It provides industrial strength support for on-line backup and recovery, with support for continuous archiving to tape devices spanning multiple volumes, and good performance even when handling large databases.

5.5.2 IN Memory

An in-memory database is a database management system that primarily relies on main memory for computer data storage. It is contrasted with database management systems that employ a disk storage mechanism. In-memory databases are faster than disk-optimized databases because disk access is slower than memory access, the internal optimization algorithms are simpler and execute fewer CPU instructions. Accessing data in memory eliminates seek time when querying the data, which provides faster and more predictable performance than disk.

5.5.3 PLSQL

PLSQL stands for "Procedural Language/Structured Query Language". It is Oracle Corporation's procedural extension for SQL and the Oracle relational database.

PL/SQL includes procedural language elements such as conditions and loops. It allows declaration of constants and variables, procedures and functions, types and variables of those types, and triggers. It can also handle exceptions (runtime errors).

5.5.4 Replication

Database replication is the frequent electronic copying data from a database in one computer or server to a database in another so that all users share the same level of information. The result is a distributed database in which users can access data relevant to their tasks without interfering with the work of others.

A distributed database management system (DDBMS) ensures that changes, additions, and deletions performed on the data at any given location are automatically reflected in the data stored at all the other locations. Therefore, every user always sees data that is consistent with the data seen by all the other users.

5.5.5 Powerbuilder

PowerBuilder is an integrated development environment. It has a native data-handling object called a DataWindow, which can be used to create, edit, and display data from the database. This object gives the programmer a number of tools for specifying and controlling user interface appearance and behavior, and also provides simplified access to database content and JSON or XML from Web services.

Datawindow can display data using multiple presentation styles and can connect to various data sources.

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5.5.6 Java

Java is a general-purpose computer-programming language that is concurrent, class-based, object-oriented, and specifically designed to have as few implementation dependencies as possible.

It is intended to let application developers "write once, run anywhere" (WORA), meaning that compiled Java code can run on all platforms that support Java without the need for recompilation.

5.5.7 Grails

Grails is an open source web application framework that uses the Apache Groovy programming language (which is in turn based on the Java platform). It is intended to be a high-productivity framework by following the "coding by convention" paradigm, providing a stand-alone development environment and hiding much of the configuration detail from the developer.

Grails was previously known as "Groovy on Rails".

5.5.8 MySQL

MySQL is the world's most popular open source database, enabling the cost-effective delivery of reliable, high-performance and scalable Web-based and embedded database applications. It is an integrated transaction safe, ACID-compliant database with full commit, rollback, crash recovery, and row-level locking capabilities.

MySQL delivers the ease of use, scalability, and high performance, as well as a full suite of database drivers and visual tools to help developers and DBAs build and manage their business-critical MySQL applications. MySQL is developed, distributed, and supported by Oracle.

5.5.9 JHipster

JHipster is a free and open-source application generator used to develop quickly a modern web application and Microservices using Angular and the Spring Framework.

JHipster provides tools to generate a project with a Java stack on the server side (using Spring Boot) and a responsive Web front-end on the client side (with Angular and Bootstrap). It can also create a microservice stack with support for Netflix OSS, Docker and Kubernetes.

5.5.10 Talend

Talend is a leader in cloud and big data integration software that helps enterprises become data driven by making data more accessible, improving its quality and quickly moving it where it is needed for real-time decision making.

Talend's open-source, native, and unified integration platform, Data Fabric, enables customers to embrace innovations and scale to meet the evolving data demands of the business. They are the only open source vendor named a leader in the Gartner Magic Quadrant for Data Integration Tools, and the Forrester Big Data Fabric Wave.

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5.6 APPLICATION FRAMEWORK

5.6.1 Presentation Layer

5.6.1.1 Bootstrap and AngularJS

Bootstrap is an open source web application framework that mainly contains HTML and CSS design templates and several Javascript extensions, whereas the Angular JS is an open source web application framework for Javascript. Collectively, the two (2) frameworks complement one another to design and create dynamic and responsive user interface. The AngularJS project is backed by the financial might of Google.

5.6.1.2 AngularJS CAPTCHA

AngularJS CAPTCHA library is an npm package that is used in Angular JS projects to protect sites from botnets and similar attacks. It uses challenges in the presentation layer that is validated in the backend layer. These challenges are generally tasks that are straightforward for humans to perform, such as typing the alphanumeric code found in a picture. These tasks are much harder or more expensive for bots to perform, thus slowing down the rate of the request that is received by the system.

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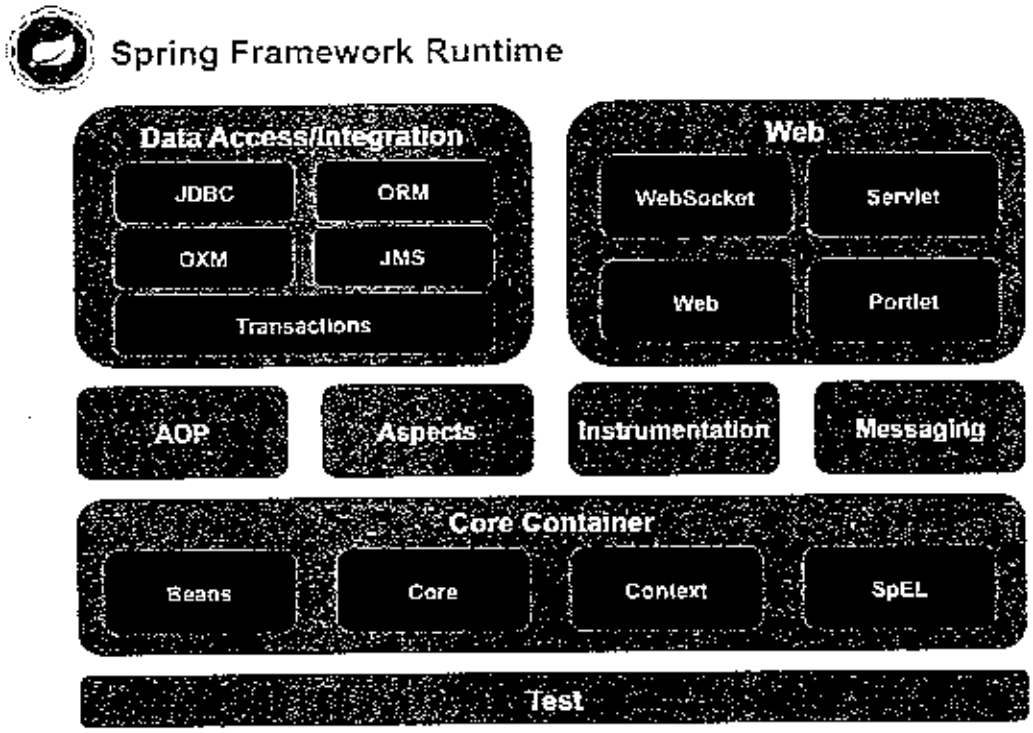
5.6.2 Services Layer

5.6.2.1 Spring Framework



The Spring framework is an enterprise open source application framework and Inversion of Control (IoC) container for the Java Platform. As an IoC container, it allows for the configuration of various components via configuration files (versus static reference in source code).

5.6.2.2 RESTEasy

RESTEasy provides various frameworks to build RESTful Web services and RESTful Java applications. It is Java API for RESTful Web Services over the HTTP protocol.

5.6.2.3 Spring Security

Spring Security is the Spring technology that deals with application security concerns, including Authentication and Authorization. It has modules for integration with Active Directory and LDAP.

5.6.3 Persistence Layer

5.6.3.1 MyBatis

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MyBatis is a Java Persistence Framework that couples objects with SQL statements, Stored Procedures, as well as legacy systems. MyBatis will be used as the main access data framework to interface with any relational database that the organization might need to use that is more suited to complex sql statements or stored procedures.

5.6.3.2 Java Persistence API (JPA)

JPA is the primary Java Persistence Framework implementation of the java specification with the same name. JPA allows java to couple object with SQL statements, Stored Procedures, as well as legacy systems. JPA will be used as the main access data framework to interface with any relational database that the organization might need to use that is more suited to the Object Relational Model.

5.6.3.3 Spring Data

Spring Data is the primary Spring Technology that deals with data beyond the relational model. Spring Data allows java to couple object with NOSQL database. Spring Data will be used as the main access data framework to interface with NOSQL database.

5.6.4 Application Server

5.6.4.1 Apache Tomcat

Apache Tomcat (or simply Tomcat) is an open source web server and servlet container developed by the Apache Software Foundation (ASF). Tomcat implements the Java Servlet and the JavaServer Pages (JSP) specifications from Oracle, and provides a "pure Java" HTTP web server environment for Java code to run in. In the simplest configuration, Tomcat runs in a single operating system process. The process runs a Java virtual machine (JVM). Every single HTTP request from a browser to Tomcat is processed in the Tomcat process in a separate thread.

Apache Tomcat software powers numerous large-scale, mission-critical web applications across a diverse range of industries and organizations.

5.6.4.2 NGINX

NGINX is an open source web server. Due to its lightweight design and performance characteristics, it is widely used as a software load balancer and proxy server. The use of

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NGINX as load balancer and proxy server will allow the solution to be performant, highly available, and fault tolerant.

5.6.4.3 WebSphere

WebSphere is a set of Java-based tools from IBM that allows customers to create and manage sophisticated web sites. The central WebSphere tool is the WebSphere Application Server (WAS), an application server that a user can use to connect web site users with Java applications or servlets.

Servlets are Java programs that run on the server rather than on the user's computer as Java applets do.

5.6.5 Messaging Protocol

5.6.5.1 Simple Object Access Protocol

Simple Object Access Protocol (SOAP) is a messaging protocol that enables other applications to communicate using Hypertext Transfer Protocol (HTTP) and its Extensible Markup Language (XML). Through SOAP, integration with other systems will be made possible.

5.6.5.2 Representational State Transfer

Representational State Transfer (REST) is a web service architectural approach for communicating between applications. Though protocol independent, the most commonly used technology for this is Hypertext Transfer Protocol (HTTP). Unlike SOAP, RESTful web services do not require a strict mapping of objects for both the client and the server, and thus is more easily scalable.

5.6.5.3 JMS

Java Message Service (JMS), is the Java technology and specification that deals with messaging. JMS allows application components based on the Java Enterprise Edition (Java EE) to create, send, receive, and read messages. JMS allows the communication between different components of a distributed application to be loosely coupled, reliable, and asynchronous.

5.6.6 External Interfaces

5.6.6.1 Spring Integration

Spring Integration is a lightweight integration technology built on top of the Spring platform. It is used to easily exchange data with other systems, regardless of the technologies that the applications use. It is highly configurable and can be extended to allow for custom interfaces as long as the source or destination system has predefined protocols, file formats, or Application Programming Interfaces (API). Spring Integration allows the Spring platform to support well-known integration patterns. Spring Integrations through declarative adapters allow connections with external systems through various communication/messaging standards and protocols.

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5.6.6.2 *Third Party Software: Operating System, Application Server and Database*

The operating system, application server, and database will vary based on the organization's current hardware stack. Nonetheless, the system is designed to comply with any Relational Database Management System as the central repository of data, any operating system (e.g., Linux, Windows, or AIX) that the organization might require the Consultant to use.

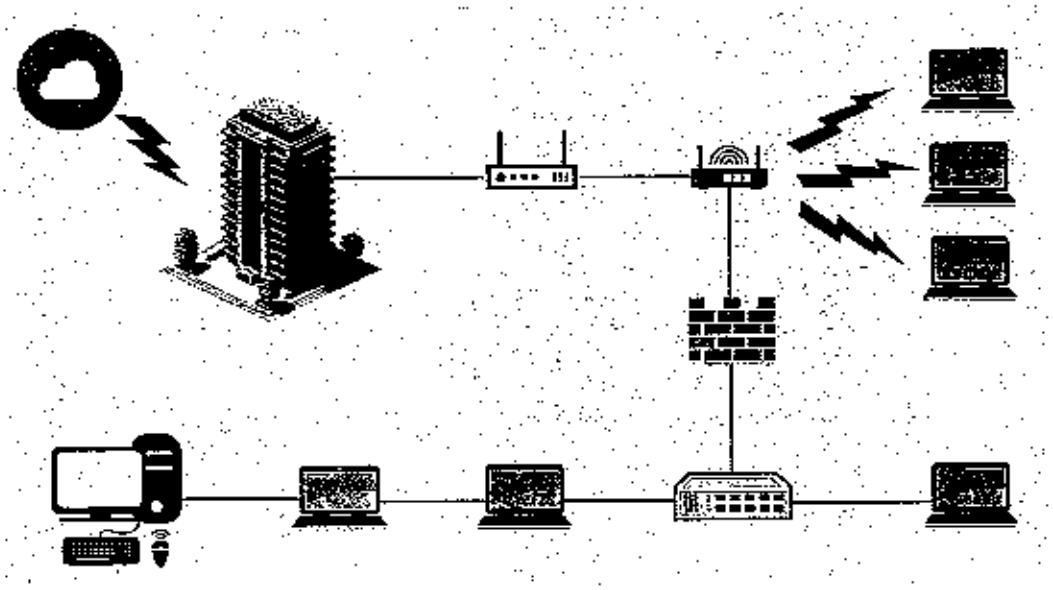
Furthermore, should the DBM decide in the future that the system be ported onto a commercial, off-the-shelf Application Server, (e.g., IBM Websphere or Oracle Fusion), the system can easily be ported as it will fully comply with Java EE 7 specifications.

5.7 NETWORK CONSIDERATIONS

The system will be accessible through the existing local area network and wide area network of the agency. The system can be accessed via Intranet and the Internet.

At this point, it is premature to recommend the actual Internet bandwidth for the system to work smoothly with minimal latency. However, the Consultant will provide the agency with the recommended Internet bandwidth to ensure that the required system performance and responsiveness is attained following a thorough assessment once the project starts.

As a point of reference, Incuventure's past project experience suggests for the regional offices to have at least 15 Mbps. For the central office, the recommended bandwidth is at least 50 Mbps.



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6 PROJECT DURATION AND DELIVERABLES

The Consultancy shall be for a period of twenty-one (21) months, provided that the ICTSS has issued a favorable end-of-year performance evaluation. Otherwise, the engagement shall only be for a period of nine (9) months.

6.1 INCEPTION REPORT

The Inception report is a means of ensuring mutual understanding of the consultant's plan of action and timeline for conducting the project. It also provides additional guarantee of adherence to, and interpretation of the Terms of Reference of the project.

In order to deliver the aforementioned report, Incuventure shall conduct necessary meetings with the ICTSS and Involved End-user to validate the requirements for this engagement. A series of discussions shall be conducted on the first two (2) weeks of the project. Based on the meetings, the Incuventure team can come up with the Inception Report within one (1) month which may contain the following:

- project approach, impact analysis and methodology in conducting the project.
- detailed enumeration of the enhancements and the consultant's assessment in terms of duration and timing for identified enhancements.
- initial assessment/review, but not limited to compiling all pending issues, user-reported bugs, user-requested enhancements, detailed testing of the functionalities of the existing applications and database servers.
- review the DBM's domain and create the necessary model for it. It shall have supporting conceptual diagram for the DBM Software Ecosystem that support the reality of the structures, modules, behaviors and interfaces of the application systems to support the development of the software development lifecycle.
- Provide and configure the Development Environment that will be used for this project based on the work plan in the approved Inception Report.
- highlight on how the development environment shall be configured and its duration.
- detailed work plan from requirements gathering to actual deployment.

6.2 SUPPORT AND MAINTENANCE

For the support and maintenance of existing DBM applications, Incuventure shall support, maintain, and ensure full operation of the DBM systems for the period of 21 months. Applications are as follows:

Mission-critical Application Systems

- Online Submission of Budget Proposal (OSBP)
  - Online Submission of Budget Proposal (OSBP) for GOCCs
- Enhanced Budget Preparation Management System (eBPMS)
  - Budget Preparation Management System (BPMS)
- National Expenditure Program (NEP) and General Appropriations Act (GAA)
- Enhanced Government Manpower Information System (eGMIS)
  - Staffing Summary
  - Personal Services Itemization and Plantilla of Personnel (PSIPOP)

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- Electronic Budget Releasing System (eBudget)
- Unified Reporting System (URS)
- Unified Accounts Code Structure (UACS) Repository
    - UACS Website
- eAppropriations System (eAppro)
- LGU Reportmg System (LGURS)
    - Internal Revenue Allotment (IRA) Computation
    - Tobacco System
- DBM Website
    - Resilient Cities
- Project Infrastructure and Monitoring System (Open Roads)
- Government Quality Management Committee (GQMC) Website
- Helpdesk Management Service

Internal Application Systems

- Manpower Management Information System (MMIS)
- Payroll System
    - Time and Attendance Monitoring System (TAMS)
- Index of Payment Computerized System (IPCS)
- Property Monitoring Information System (PMIS)
- Document Management System (DMS)
- Budget Cycle Analytics (BCA)
- e-Technical Library

Incuventure shall submit a Monthly Service Performance Report that may contain the following details:

Section	Suggested Contents
1. Problem Logging and Tracking Contains a listing and report of all issues logged via the Issue Tracking Tool.	• Ticket Number • Application Number • Category of Reported Issue • Priority • Assigned To • Status Summary
2. In-depth Profiles of Reported and Resolved Problems Covers the monthly resolution metrics per application.	• Application name where the problem was detected • Problem category • Priority • Status • Description of the problem • Severity of the problem • Resolution Time

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3. Enhancement Status Contains a summary of all enhancements being worked on. This will commence a month after initial assessment has been conducted.	• Project name / Application name • Enhancement category • Enhancement type • Enhancement number • Enhancement status • Description of the enhancement

6.3 System Enhancement of Existing DBM Applications

The enhancement and migration of existing applications will cover 17 months. The prioritization and scheduling of enhancements is based on where the application falls in the Budget Cycle, and the period of its operational usage by the DBM and its client agencies. The dependencies of some of the applications to other applications is also a factor in the scheduling.

	Month																
System	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**	**16**	**17**
UACS Repository																	
UACS Website																	
OSBP																	
OSBP for GOCCs																	
NEP / BPMS / eBPMS																	
eGMIS																	
PSIPOP																	
eAppro																	
eBudget																	
URS																	
LGURS – Tobacco																	
Payroll																	
IPCs																	
MMIS																	

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	Month																
System	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
PMIS																	

Based on the proposed timeline, Incuventure has prioritized the migration of the UACS Repository (Repository) because most of DBM's systems are dependent on the Repository for generation and retrieval of UACS codes. Migration of all other systems cannot begin until the completion of the Repository.

The next phase in the the migration and conversion of systems involves those related to the Budget Preparation phase: OSBP, OSBP for GOCCs, NEP, BPMS, eBPMS, eGMIS, and PSIPOP. Incuventure has also defined a single timeline for efforts involving BPMS, eBPMS, and NEP because these all make use of the same schema and tables.

Migration of the rest of the systems will start after the completion of the Budget Preparation phase because they are dependent on the data generated from various Budget Preparation systems. Of particular note is how the eAppro, eBudget, and URS are dependent on the data coming from BPMS.

Likewise, the Consultant shall deliver the following documents for the systems that are part of the database migration:

1. An updated Data Dictionary based on the structure in the new database;
2. Results of a full system Regression Testing as proof of completion of the migration effort; and
3. A final Acceptance Report

For the systems that will be converted to a new language, as well as integration efforts between BPMS and eBPMS, the following are the additional document deliverables:

1. An updated Data Dictionary;
2. The updated Functional Specifications Document;
3. The updated Technical Specifications Document;
4. The results of the conduct of a User Acceptance Test; and
5. A final Acceptance Report.

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7 Servicing the DBM (Support and Maintenance)

Incuventure shall incorporate the best practice ITSM processes—specifically, the Information Technology Infrastructure Library (ITIL) V3 Framework--in the methodology for the systems support and maintenance.

7.1 Issue Management

Issue management involves the process for the identification, analysis, resolution, reporting, and escalation of the DBM system's issues. Issues are generally problems that involve a significant choice between two (2) or more alternatives for an event that is currently happening. Project should track at a minimum the nature of the issue, as well as the impact, priority, status, and resolution.

The following sections illustrates Incuventure's proposed methodology for the reporting, prioritizing, and resolution of issues.

7.1.1 Escalation Management Process

The escalation management process aims to raise an issue, action, or concern to higher level management for resolution, particularly when a resolution cannot be reached at the project team level. The Project should always strive to make decisions and address items at the lowest level possible. However, when a resolution cannot be reached, the items should be escalated to ensure a decision is made before it impacts the Project.

Normal Business Hours:

ESCALATION LEVEL	CONTENT	COMMUNICATION AND REPORT
1	Helpdesk Support	Phone (Priority 1 and Priority 2) Email / Job Request Form (Priority 3-5)
2	Incuventure Project Manager	Phone
3	Incuventure Account Manager	Phone
4	DBM ICTSS	Phone

Outside Business Hours (Priority 1):

ESCALATION LEVEL	CONTENT	COMMUNICATION AND REPORT
1	Incuventure Project Manager	Phone
2	Incuventure Account	Phone

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	Manager	
3	DBM ICTSS	Phone

With the concurrence of DBM, Incuventure shall finalize the escalation procedure with the relevant contact information during project kickoff.

7.1.2 Request fulfillment Process

All inquiries, issues, requests, and enhancements reported by an end-user through ICTSS via the helpdesk facility shall be accompanied with a Job Request Form (JRF) and shall be recorded to **Redmine.** Redmine is a web-based project management and issue tracking tool. It allows users to manage multiple projects and associated subprojects. It features per project wikis and forums, time tracking, and flexible, role-based access control. It includes a calendar and Gantt charts to aid visual representation of projects and their deadlines. Redmine integrates with various version control systems and includes a repository browser and diff viewer. Every logged concern and request shall have its corresponding tracking number to be provided to the issuer of the concern for their reference and consumption.

Incuventure shall categorize each recorded item according to prioritization. Concerns identified as Priority 1 require the most immediate resolution shall be given importance.

Through Redmine, Incuventure shall track and monitor the status of the reported concern and update its status until resolution.

7.1.3 Ticket Classification

Incuventure shall assess the urgency, criticality, and importance of the reported incident to assign ticket priority.

Support Tickets are categorized based on the following:

- Types of Support Request
- Support Ticket Prioritization
- Business Importance

7.1.3.1 Types of Support Request

A request type describes the nature of the issue/concern raised. Certain requests may describe a defect in the system/application that needs to be corrected. Some requests may be for additional and improved functionality or can be driven by changes brought about by new office orders.

The following subsections will discuss these types of support requests.

7.1.3.2 System Defects

This kind of support request contains the details of the efforts needed to fix application failures/problems of any size or duration, where the application is not meeting the agreed upon requirements. Some examples of this kind of support request include code failure, field size changes, maintenance of hard coded data or tables embedded within the program, or an equipment failure.

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The terms "bug" or "break fix" are commonly used for this type of support requests.

7.1.3.3 Enhancement Requests

These are changes that are not within the original scope of the requirements or original application business logic.

Enhancements shall be assessed based on the duration for development and testing.

All these enhancements shall be batched into a Release with consideration to the identified prioritization and timeframe, if such is provided.

Finally, such requests will have a separate work plan and timeline and shall not overlap with other support activities.

7.1.3.4 Data Related Requests

Data related requests are database related requests from the end users or ICTSS. All data related requests will require approval from the requesting user and from the ICTSS before being migrated to production. Data related requests are documented through a hard copy form.

7.1.3.5 Procedural Requests

Procedural Requests are requests containing the details for efforts directed to support general inquiries from the end users on an application when no specific problem can be identified. These may result from the failure to follow procedures, human error, or other system usage issues . Procedural Requests are default priority.

7.1.3.6 Preventive Requests

Preventive requests are requests that contain the details of ongoing activities which can help reduce long-term costs, improve stability and availability of an application (e.g., introducing restart/recovery procedures, database tuning)

7.1.4 Support Ticket Prioritization

The following table illustrates the procedure for assigning a priority number on an issue based on how such issue impacts the systems and business in general:

Initial Priority (SEVERITY)	DESCRIPTION
1	A problem has made the application (or major component of application) unusable or unavailable; no feasible workaround exists. A Priority 1 issue is described as follows: • Complete System Loss
2	A problem has made the application (or major component of application) partially unusable or unavailable; no feasible workaround exists. A Priority 2 issue is described as follows: • Partial System Loss • Complete loss of connectivity • Multiple users cannot perform critical work, and there is no workaround.

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3	A problem degrades system functionality; major functions of application (or major component of application) still work. A problem has made the application (or major component of application) unusable or unavailable; a feasible workaround does exist. A Priority 3 issue is described as follows: • Any Priority 2 issue that has a feasible workaround. • A user cannot perform critical work and there is no workaround.
4	An issue does not degrade system functionality; major functions of application (or major component of application) still work. Minor issue in the application (or major component of application) functionality. These require a separate timeline commitment and is not treated as a support issue. Priority of these enhancements will be discussed separately in the Working Committee.
5	An issue which can improve productivity and system performance but is not part of the original scope of the system business requirements is brought to the Consultant's attention by the users. These requests are deemed important but not urgent. These involve a separate work plan and timeline, depending on the size of the project. The priority and timing of the requests should be separately discussed in the Working Committee. This shall also include procedural issues.

7.1.5 Business Importance

The business importance of a request indicates the actual or prospective impact of the on DBM's operations. The following table describes the different criteria for classifying the business importance of a request:

TYPE	CRITERIA	IMPORTANCE CODE
Process Critical	The availability of the system is critical to the DBM's operations. It directly affects the current efforts and productivity of the system user, but not directly visible to the end beneficiary of the system output. Loss of the system for a period of time leads to non-recoverable consequences. Process Critical applications should be currently functioning and critical to the DBM's operations.	1
End User Critical	The availability of the system is critical to the DBM's operations. It directly affects the end user beneficiary and affects the mandate to use the system. Loss of the system for a period of time leads to non-recoverable	1

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	consequences. End User Critical applications should be currently functioning and critical to the DBM's operations.	
Process Important	The availability of the system is critical to the DBM's operations. It directly affects the efforts and productivity of the system user but is not directly visible to the end user beneficiary. However, a period of downtime is perhaps recoverable.	2
End User Important	The availability of the system is critical to the DBM's operations. It directly affects both the system user and the end user beneficiary. However, a period of downtime is perhaps recoverable.	3
Reporting	Provides information necessary to run the enterprise, but a period of downtime has only internal consequences	4
Infrastructure	Helps run the internal operations of the company. A period of downtime usually is recoverable.	5

7.1.6 Priority Table

This table determines a problem's priority by taking into account both the severity of the functionality from the user's perspective and the importance of the functionality to the Department's day-to-day operations.

7.1.7 Prioritization

Based on its type, priority, and business importance, an issue or enhancement is prioritized for response and resolution. The following is the response and resolution time for the offsite maintenance agreement.

PRIORITY	DELIVERY	RESPONSE TIME HOURS	RESOLUTION TIME
Priority 1	Immediate execution, work continues until resolved	Every 1 hour	Within 4 hours
Priority 2	Immediate execution, work continues until resolved	Every 4 hours	Within 1 business day

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Priority 3	Execute after all priority 1 and 2 requests have been addressed. Request to be scheduled based on overall priority of all outstanding requests.	Thrice a week	Within 7 Business Days
Priority 4 and 5	Request to be scheduled based on overall priority and/or value of outstanding request and/or capacity. When service levels are impacted due to technologies on non-supported versions/releases, resolution time could be extended based on agreement between DBM and Incuventure.	Monthly	Based upon agreed upon timeline on Working Committee Meetings

The Resolution time starts from the point the incident is reported to the Incuventure Team and logged into the Ticket Tracking Tool and continues until the incident is resolved and closed by Incuventure Team in the Ticket Tracking Tool.

7.1.8 Resolution Management Process

The steps in resolving an issue vary depending on the Priority of the request. The following diagrams illustrate the resolution process and the group/team responsible.

7.1.8.1 Priority 1 and 2 Resolution Process

For the resolution of priority 1 and 2 issues, the DBM counterparts are those who are responsible in the migration of the fix to the production. However, the Incuventure team shall always be involved in all of the steps in the process.

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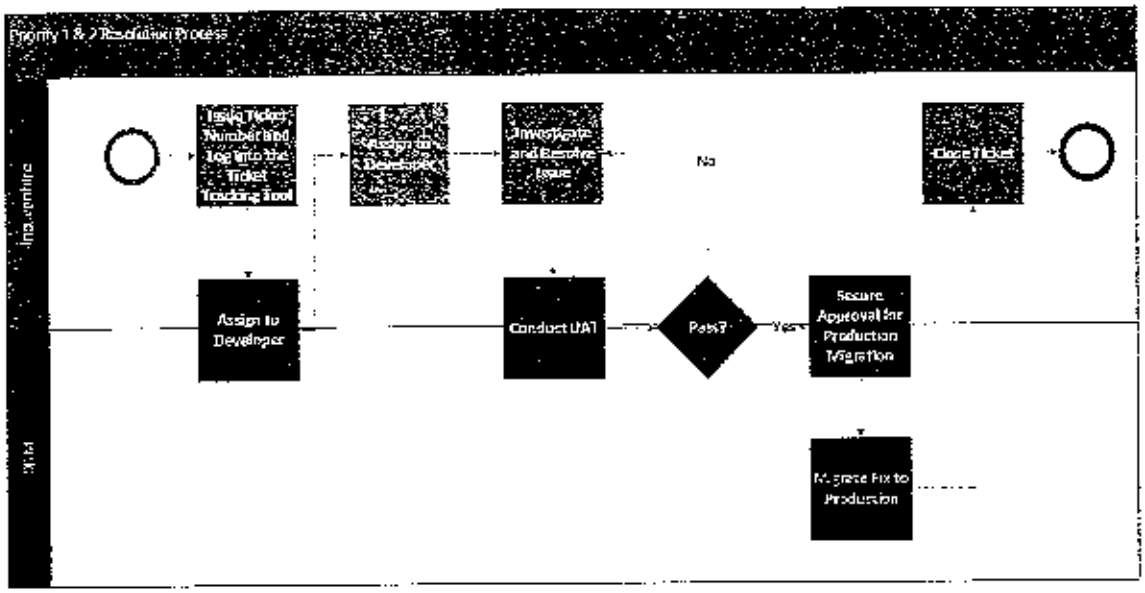

Step	Priority 1 & 2 Resolution Steps	Responsible
1	Acknowledge ticket by issuing ticket number and logging into the Ticket Tracking tool.	Incuventure-Project Team
2	Confirm priority 1 and 2 requests based on the agreed upon SLA.	Incuventure-PM and DBM IT Team
3	Assign to appropriate developer for issue resolution.	Incuventure -PM
4	Investigate and resolve issue.	Incuventure -Project Team and DBM IT Team
5	Test issue with the user. If the issue passes the user requirements, proceed to Step 5; otherwise, go back to Step 4.	Incuventure Project Team and DBM IT Team
6	Secure appropriate approval for production migration.	Incuventure -Project Team and DBM IT Team
7	Migrate fix to production	DBM IT Team
8	Close ticket in the Ticket Tracking Tool. Log time	Incuventure -Project Team

7.1.8.2 Priority 3 Resolution Process

The table and diagram below illustrates the Issue Resolution Process of all Priority 3 issues. Throughout the course of the process, the Incuventure Project Team shall further evaluate the issue to determine if there is an issue in functionality and if its priority should be changed to Priority 4.

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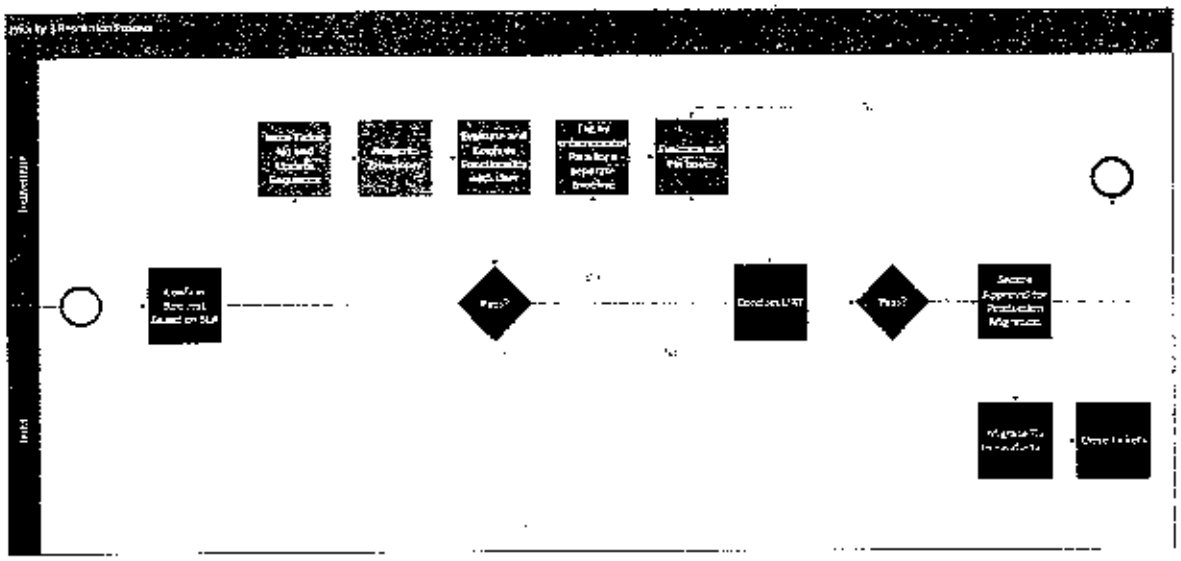

Step	Priority 3 Resolution Steps	Responsible
1	Confirm Priority 3 request based on the agreed upon SLA.	Incuventure -PM and DBM IT Team
2	Update ticket to P3. Create ticket number and send update to requestor.	Incuventure -PM and DBM IT Team
3	Assign work to developer. Further evaluate issue to determine if there is an issue on functionality. Confirm with user as regards to correct business process.	Incuventure -Project Team
4	Investigate and fix issue. Devise a workaround if necessary.	Incuventure -Project Team and DBM IT Team
5	Test issue with the user. If the issue passes the user requirements, proceed to Step 5; otherwise, go back to Step 4.	Incuventure -Project Team and DBM IT Team
7	Secure appropriate approval for production migration.	Incuventure -Project Team and DBM IT Team
8	Migrate fix to production.	DBM IT Team
9	Close ticket in the Ticket Tracking Tool. Log time.	Incuventure -Project Team

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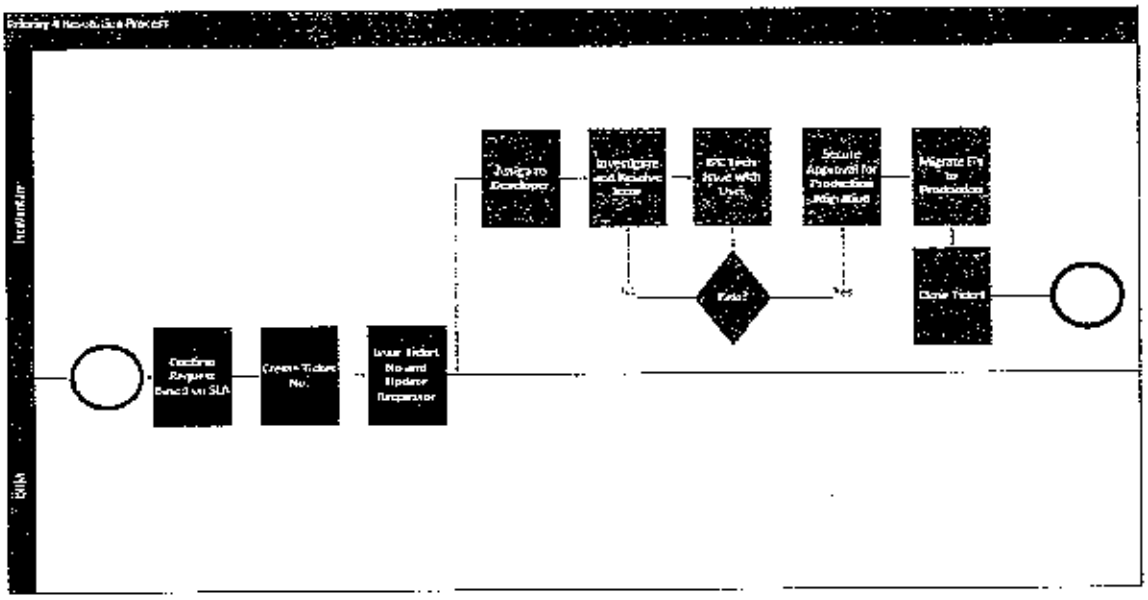
7.1.8.3 Priority 4 Resolution Process

The diagram below illustrates the Issue Resolution Process for Priority 4 issues. An issue can be tagged as Priority 4 after evaluating that a Priority 3 issue will require Functional changes.



Step	Priority 4 Resolution Steps	Responsible
1	Confirm Priority 4 request based on the agreed upon SLA.	Incuventure -PM and DBM IT Team
2	Update ticket to P4. Create ticket number, and send update to requestor.	Incuventure -PM and DBM IT Team
3	Assign work to developer. Investigate and resolve. Devise a workaround, if necessary.	Incuventure -Project Team
4	Close ticket in the Ticket Tracking Tool. Log time.	Incuventure -Project Team

7.1.8.4 Priority 5 Resolution Process

The diagram and table below illustrate the Issue Resolution Process for Priority 5 Issues. This type of issue shall be treated as a Project and shall be developed in accordance with the standard process.

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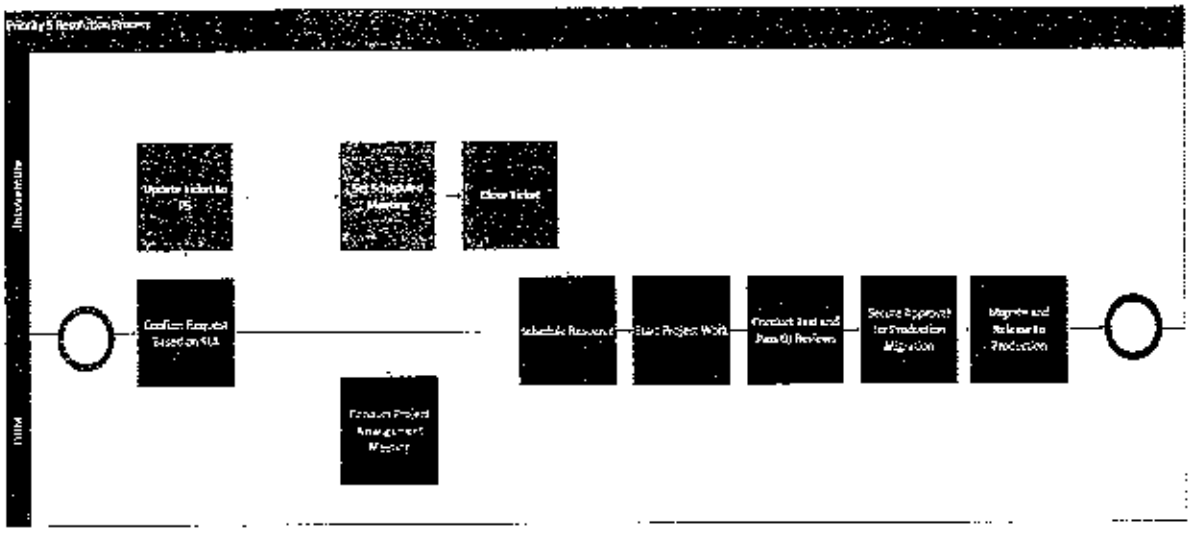

Step	Priority 5 Resolution Process	Responsible
1	Confirm Priority 5 request based on the agreed upon SLA.	Incuventure -PM and DBM IT Team
2	Update priority status to P5 in the Ticket Tracking Tool as appropriate.	Incuventure -Project Team
3	Schedule and conduct a project arrangement meeting to discuss initial requirements, timeline, and workplan.	Incuventure -PM and DBM IT Team
4	Close ticket in the Ticket Tracking Tool. Log time.	Incuventure -Project Team
5	Schedule resources, start project work, complete testing, and pass all QI reviews	Incuventure -Project Team and DBM IT Team
6	Require production migration approval, and prepare for project release	Incuventure -Project Team and DBM IT Team
7	Migrate and release project to production	Incuventure -Project Team and DBM IT Team

7.2 Change Management

7.2.1 Defining between a Bug or Feature

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impact to service while still meeting business requirements. The outcome of this activity represents a go or no-go decision for the RFC.

1. Schedule and Assign Change
   - Schedule Change for implementation. Resolve any scheduling conflicts with inputs from the Forward Schedule of Change and the Change Manager.
2. Approve Change
   - Depending on the impact level of the Change, the responsible party (e.g., Change Approvers) will approve or reject the RFC, based on the impact and risks of the proposed Change.

7.2.4.4 Implement Change

The goal of this step is to distribute the Change and implement the Change. If the implementation is not successful, the rollback scenario will be performed. The Change will be deployed in the UAT environment prior to deployment in the production environment (PROD) if the UAT environment exists. Pre-production validation by the Change Implementer is required prior to deployment in PROD.

1. Pre-Production Verification is triggered:

- After deployment in UAT is successful

The Change Implementer performs a final verification that all outstanding items on the Release checklist and follow-up actions from the UAT Test have been duly completed. If there are outstanding items uncovered in the verification, the Change Requestor will be notified to complete those tasks before the deployment in PROD can proceed.

2. Deploy Change
   - Distribute the built Change package to prepare for activation of the Change. Install and activate the Change.
     If other projects or groups are involved in the completion of tasks required to deploy the Change and Rollback, the Change Implementer must:
     - Coordinate tasks with other Change Implementer(s);
     - Understand the impact of co-requisite and prerequisite tasks;
     - Notify other areas regarding the tasks that must be completed; and
     - Track the progress and completion of all related tasks.
3. Conduct Network Level Test
   - Test/Validate Change implementation success at the network level.

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4. Conduct System and Application Test

- Test/Validate change implementation success at the Systems and Application level.

5. Close Change

The purpose of this step is to evaluate whether the Change had the desired effect and met its objectives; whether the Change Requestor is satisfied with the solution and with the way the solution was implemented. If unexpected or undesirable side effects occur, these should be evaluated. The information can be used to make recommendations for process improvement.

a. Validate Change Information
   i. Validate if the Change record information is correct.
b. Conduct Post Implementation Review
   i. Conduct a Post Implementation Review (PIR) with inputs from the Implementer, if Change is not successful.
   ii. Assess the cause of inadequate results, and proceed to Initiate Follow-up Actions.
c. Initiate Follow-up Actions
   i. Create a list of actions to be completed, and execute follow-up actions (e.g., resolve technical gaps before another RFC of the same or similar nature is submitted again).
d. Update and Close Change Record
   i. Close the Change record.

7.2.4.5 Emergency Change

Emergency change is an unforeseen and unplanned change situation that can arise when the business criticality of a Change requires immediate execution of the Change due to a "Critical" or "High" priority incident

1. Verbally Approve Change
   i. The Change Approver(s) assesses and approves the Change verbally due to time constraints and the criticality of the change.
   ii. The Change Requestor will document the verbal approval in an email to the Change Approver(s).
   iii. No email reply from the approvers is required.
2. Deploy Change
   i. If UAT environment exists, deploy Change in UAT first.
   ii. If UAT environment is not available or if testing is not required, deploy in PROD directly.
   iii. Distribute the built Change package (Release Unit) to the target CIs to prepare for activation of the Change.
   iv. Install and activate Change.
3. Conduct System and Application level test
   i. Test/Validate change implementation success at the System and Application level.

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4. Conduct Network Test
   i. Test/Validate Change implementation success at the network level.
5. Perform Rollback.
6. Update Documentation.

7.3 RISK MANAGEMENT

Incuventure recognizes the importance of the capability to manage risks in meeting the target completion of the Project as well as delivering it with quality. Minimizing negative impact on an organization and the need for sound basis in decision making are the rationale for implementing a risk management framework for the duration of the Project. The first step in risk management is to assess the risks that may impact the Project. Incuventure has identified the following initial risk and mitigation measures:

Category	Risk Description	Likelihood	Impact	Mitigation Measures
Environmental	Extreme weather conditions may affect the project schedule.	Medium	Low	Capability to work off-site
Knowledge	Possible attrition of key users, development/testing team members.	Low	Medium	Ensure backup personnel. Ensure complete turnover to the appointed replacement.
Organizational	Slow processing time of requests, reviews, approvals, and sign-off of users and/or approvers.	High	High	Prepare corresponding documents and notify the person in-charge that certain documents will be needed for approval.
Organizational	Internal processes and policies that may impede the finalization of business, functional, and technical requirements.	High	High	Close coordination with the department heads.
Regulatory	New or changes in the rules, policies, or legislation implemented by the government that may have a direct/indirect to the functionalities of the system.	Low	Medium	Close coordination with the department heads.

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Category	Risk Description	Likelihood	Impact	Mitigation Measures
Schedule	Failure to identify complex functionalities and time required to develop those functionalities.	Medium	High	Close coordination with the department heads.
Scope	Additional requirements may result in scope creep.	High	High	Close coordination with the department heads. Provide a well-defined scope of work.
Scope	Insufficiently defined scope of work.	Medium	High	Provide a well-defined scope of work.
Security	Obsolete operating technology used by some stakeholders might be vulnerable to attacks.	Medium	Medium	Consolidate technologies requirements.
Stakeholder	Change in Management or change in personnel/resources allotted to the project.	Low	High	Close coordination with all the stakeholders involved in the project.
Stakeholder	Lack of end user involvement.	Medium	High	Close coordination will all the end users of the system.
Stakeholder	Miscommunication with third-party network providers.	Low	Low	Close coordination with the third party providers.
Technological	Interoperability/ incompatibility with technologies that the users of the system employ.	Medium	Medium	Consolidate technologies requirements.
Technological	Availability of the specified hardware requirements.	Low	High	Close coordination with the department heads and the supplier/s.

During the creation of the Inception Report, Incuventure, together with DBM, shall revisit and update the Risk Management Table according to the results of the risk assessment.

The final Risk Management Matrix shall be included in the Inception Report.

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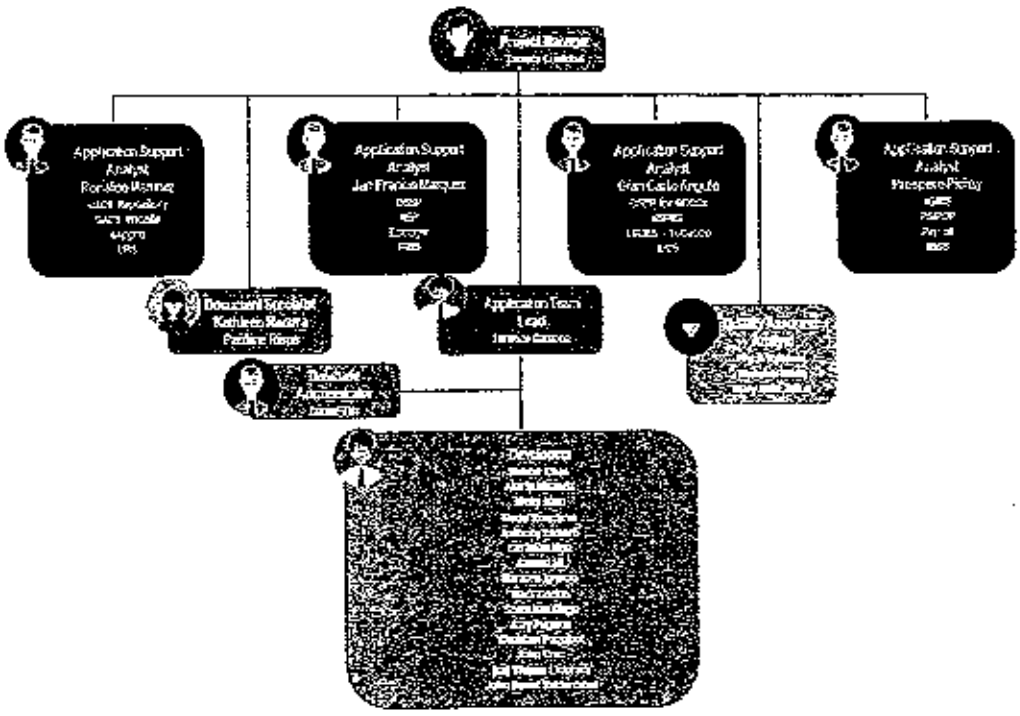
8 Manpower Requirements

Incuventure hall provide the manpower resources for the DBM Application Support and Maintenance Project in accordance with the requirements and qualifications stated in the TOR. The Consultant commits to create a project team that will be composed of experts and specialists. The minimum composition and minimum required relevant experience of the project team indicated in the TOR will be complied with. The professional certifications held by individual specialists will be included.

The following are the Key Personnel, the curriculum vitae of which can be found in the submitted TPF 6.

1. Project Manager
2. Application Support Analyst
3. Application Team Lead / Senior Developer
4. Database Administrator
5. Quality Assurance Analyst
6. Developers
7. Documentation Specialist



Apart from the key personnel identified in the TOR, Incuventure will augment the following resources to ensure timely delivery of the enhancements. Below will be the total manpower assigned to this project.

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Position	DBM TOR Manpower Requirement	IPC Manpower Resources
[illegible]	1	1
Application Support Analyst	4	4
[illegible]	1	1
[illegible]	15	19
[illegible]	1	1
[illegible]	2	2
[illegible]	2	2

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9 PROJECT MANAGEMENT

9.1 PROJECT MANAGEMENT METHODOLOGY

The Consultant shall base the Project Management Methodology on the **Project Management Institute Body of Knowledge (PMBOK)** as endorsed by the Project Management Institute (PMI). The Consultant shall apply the following advocated **five (5) process groups and ten (10) knowledge areas.**

9.1.1 Process Groups

The five (5) process groups according to the PMBOK (PMI 2014) are the following:

1. **Initiation** – The Project Manager will define a new project or a new phase of an existing project by obtaining authorization to start the project or phase. Within the Initiating processes, the initial scope is defined, and initial financial resources are committed.

2. **Planning** – The Project Manager will establish the total scope of the effort, define and refine the objectives, and develop the course of action required to attain those objectives. The Planning processes develop the project management plan and the project documents that will be used to carry out the project.

3. **Executing** – The Project Manager will perform activities to complete the work defined in the project management plan to satisfy the project specifications- in this case, System Integration Testing. This Process Group involves coordinating people and resources, managing stakeholder expectations, as well as integrating and performing the activities of the project in accordance with the project management plan.

4. **Monitoring and Control** – The Project Manager will perform tasks which require him/her to track, review, and orchestrate the progress and performance of the project; identify any areas in which changes to the plan are required; and initiate the corresponding changes. In this Process Group, project performance is measured and analyzed at regular intervals, appropriate events, or exception conditions to identify variances from the project management plan.

5. **Closing** – The Project Manager will conclude all activities across all Project Management Process Groups to formally complete the project, phase, or contractual obligations.

9.1.2 Knowledge Areas

The ten (10) knowledge areas as identified in the PMBOK are the following:

1. Project Integration Management
2. Project Scope Management
3. Project Time Management

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4. Project Cost Management
5. Project Quality Management
6. Project Human Resource Management
7. Project Communications Management
8. Project Risk Management
9. Project Procurement Management
10. 10.Project Stakeholders Management

In line with the project management methodologies, the Consultant proposes a project organization in the next section.

9.2 PROJECT TEAM STRUCTURE

In line with the project management methodologies, Incuventure proposes a project organization structure to facilitate collaboration between DBM and Incuventure, and overall management and direction form executive stakeholders of DBM.

Prior to the start of the Project Kickoff, the Consultant and the DBM shall identify the members of the Project Team.

The Steering Committee generally consists of the Project Sponsor, IT Director (CIO), End-user Director/s (if needed), and the Consultant management-level resources associated to the Project.

The Technical Working Committee consists of the Consultant and DBM team:

- The DBM team is composed of the End-user Team and DBM IT team (IT Representative, Database Representative and Network Representative)
- The Consultant Team composed of the Project Manager, Application Support Analyst, Application Team Lead, Database Administrator, Quality Assurance Analyst, Developer, Document Specialist

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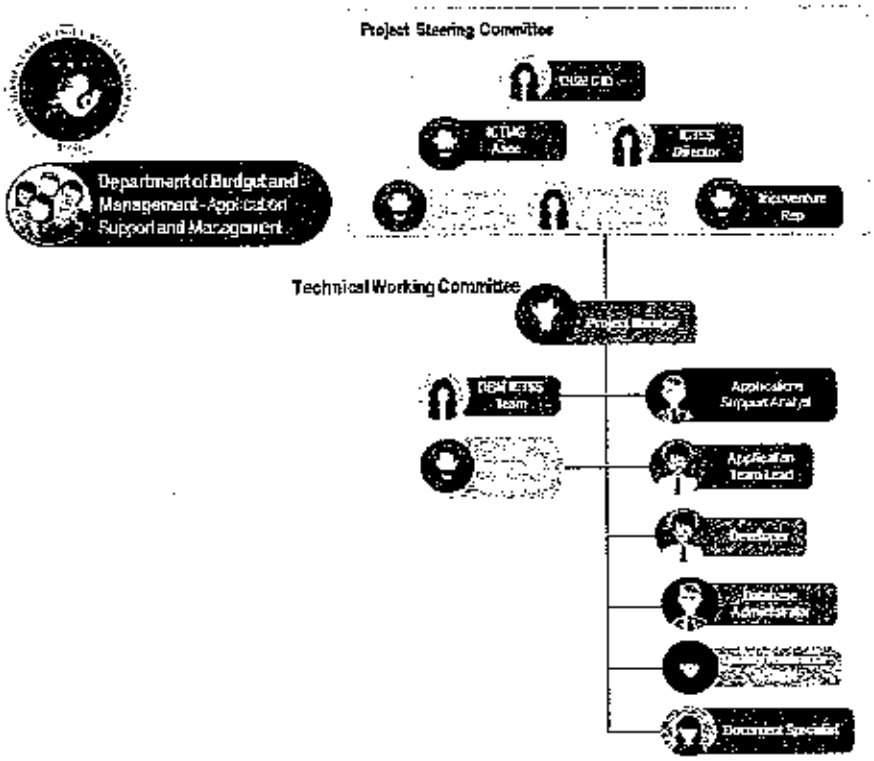

Incuventure expects the following duties and responsibilities from each principal group/stakeholder for the successful delivery of the project:

Project Committee	Duties and Responsibilities
Steering Committee	Regularly meet to provide a venue to update on project milestones achieved, discuss pertinent areas for consideration, provide guidance on strategic organizational initiatives and goals, and decide on issues related to agency and/or government policies and resources.
Technical Working Committee	Regularly meet to discuss and address operational matters to ensure that all agreed upon deliverables will be achieved. Adhere to the mutually agreed upon project schedule and deliverables.

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Project Committee	Duties and Responsibilities
DBM IT Team	Support the Incuventure Project Team in terms of functional and technical knowledge of the present systems and the current technical constraints in setting up the proper technology environment for the system.
DBM Software User Group/Enhancement Requestor	Share business and project knowledge on the DBM Systems and its components to the Project Team.
Incuventure Project Team	Ensure that all project deliverables are submitted/implemented as scheduled in accordance to the requirements/specifications.

Stakeholder Mapping is important to determine the level of participation and interest of the different stakeholders. Furthermore, Incuventure commits to adhere to all the Consultant responsibilities in accordance to the TOR.

9.3 TURNOVER

Upon the completion or termination of the contract, the Consultant shall turn over all VM and backup data to the DBM without additional cost. Customized application source codes, program scripts, libraries, data backups, and all project documentation and application system-related resources shall be handed over to DBM upon contract completion or termination.

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TPF 5. TEAM COMPOSITION AND TASK PROJECTS

1. Technical/Managerial Staff		
Name	**Position**	**Task**
Tamera O. Cristobal	Project Manager	• Overall in-charge of managing, overseeing and monitoring the project. • Create Inception Report which will include project's timetable, milestones, project approach, deliverables, resource requirements, roles and responsibilities of the project team, impact analysis and application development methodology. • Develop and/or review estimates and assumptions for the projects schedule, effort, and cost using established estimating models, best practices, and past experience. • Review a series of documents during the initiation phase: business, user, and operational requirements. • Create project plan design then determine resources, assign tasks and manage the timeline of implementation. • Involved in design evaluation, operations requirements, pilot and deployment plan/schedule. • Responsible for all matters and commitments related to the development and technical implementation. • Develop tactical implementation strategies and coordinate it with the project team and stakeholders • Make sure that the objectives of the project are met at the mutually agreed scope, time and cost. • Represent the project team at client meetings. • Ensure that the end-product fulfills the contract and meets the sponsors expectations.
Ronaldo Martinez Prospero Rommel Pichay III	Application Support Analyst	• Ensure that the needs of end-users and business process owners (which brought about the need for software/

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1. Technical/Managerial Staff		
Name	**Position**	**Task**
Giancarlo Angulo Jan Francis Marquez		application) are translated into requirements, specifications, and use-cases for the developers to be able to produce the desired software and application (fulfillment of intent of use or the context of the requirement). • Conduct Business/Systems Analysis and Design related, but not limited to, budget, accounting, financial management applications, accounting patterns for eGovernment applications. • In-charge of preliminary user testing (black box testing) and documentation for all systems assigned to. • Creations of Systems Documentation and Business Communications. • Work closely with the Hardware Manager to provide ICT infrastructure and hardware recommendations based on business process requirements and software specifications.
Terence Gamboa	Application Team Lead/Senior Developer	• Spearheads the design of the technical architecture for development efforts • Considers project proposals and evaluate feasibility • Provides technical direction for the development, design, and systems integration for client engagement from definition phase through implementation. • Applies significant knowledge of industry trends and developments to improve service to our clients. • Reviews work of development team. • Easily recognizes system deficiencies and implements effective solutions. • Creates and executes development plans and revises as appropriate to meet changing needs and requirements. • Owns the development lifecycle and is responsible for managing technical risks throughout the project.

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1. Technical/Managerial Staff		
Name	**Position**	**Task**
		• Communicates and enforces coding standards • Performs code reviews, and mentors junior developers. • Manages technical resources within budget and project schedule. • Monitors technology and trends that could further improve delivery of services • Works closely with the Project Managers and key team members to ensure quality and on-time completion of various systems
Daniel Tan	Database Administrator	• Assign to day to day application and database server administration • Install and maintain database management software • Perform upgrades and data migration • Manage Oracle Automatic Storage management • Apply one-off patches, patch set and critical patch updates • Assign in Backup and Recovery • Monitor, maintain and manage space usage within the database and related resources • Document procedures, troubleshoot, disaster recovery standard procedures, database design, and other DB related documentations
Glynn Kathleen Meneses-Talon Mary Ruth G. Juico	Quality Assurance Analyst	• Assign to day to day application and database server administration • Install and maintain database management software • Perform upgrades and data migration • Manage Oracle Automatic Storage management • Apply one-off patches, patch set and critical patch updates • Assign in Backup and Recovery • Monitor, maintain and manage space usage within the database and related resources • Document procedures, troubleshoot, disaster recovery

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		related documentations
Nelson Chan	Developer (Senior Power Builder)	• Responsible in migration from another database platform to another RDBMS platform • Responsible in conversion of program in other language to another programming language. • Responsible for developing system enhancements. • Document the code/ application to facilitate maintenance as based on design standards and specifications. • Provide system security features. • Responsible for submission of program specifications and source codes. • Conduct technology transfer specifically, Technical Trainings. • Deploy the system to the production environment the accepted system.
Ricky Nino Aldrin Miranda Rodel Rianzares Anthony Esmero	Developer (Senior Java)	
Mark Corton Shem San Diego Jory Puguon Ahmad Ali Christian Nipa Christian Paquibot John Cruz John Daniel Valderama Rali Llobera Daniel Del Mundo	Developer (Mid-Level)	
Katherine Navarra Pauline Risos	Documentations Specialist	• Establish and maintain system documentation for both application and network systems. • Responsible for document security, for assigning access, and for removing obsolete documents. • Prepare monthly report and support documents to the monthly recurring charges. • Participate in the Preliminary user testing (black box testing) when necessary.

2. Support Staff		
Name	**Position**	**Task**
Prospero Rommel Pichay III Jan Francis Marquez	Application Support Analyst	• Follow standard procedures, respond to requests for assistance by providing information to enable users to

Ronaldo Martinez Giancarlo Angulo		resolve their problems • Providing an effective interface between users and Consultant supplying all necessary diagnostic information according to procedures
Nelson Chan Ricky Nino Rodel Rianzares Anthony Esmero Aldrin Miranda Christian Nipa Ahmad Ali Mark Corton Shem San Diego Jory Puguon Christian Paquibot John Daniel Valderama Daniel Del Mundo	Developer	• Responsible for the corrective, adaptive and preventive maintenance of the DBM Applications. • Conduct off-site bug resolution • Perform functional, unit, load and performance testing. • Identify root cause analysis with the Application Support Analyst

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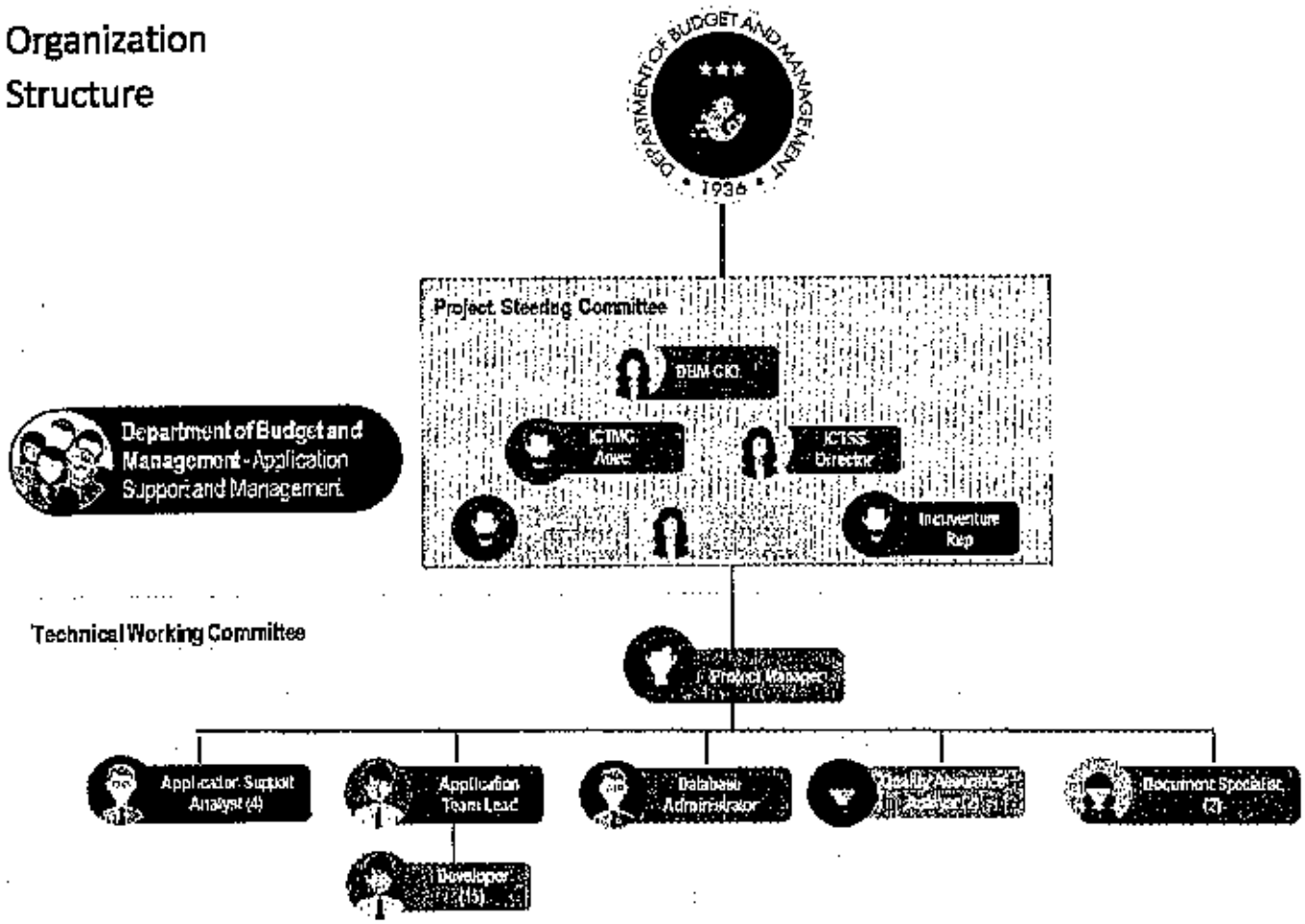
3. Where applicable, indicate relationships among the Consultant and any partner and/or subconsultant, the Procuring Entity, the Funding Source and other parties or stakeholders.

Organization Structure



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TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

Proposed Position: Application Support Analyst

Name of Firm: Incuventure Partners Corporation

Name of Staff: Ronaldo Martinez

Profession: Systems Analyst/System Developer/Quality Assurance Analyst

Date of Birth: August 8, 1973

Years with Firm/Entity: 1 year **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Ensure that the needs of end-users and business process owners (which brought about the need for software/ application) are translated into requirements, specifications, and use-cases for the developers to be able to produce the desired software and application (fulfillment of intent of use or the context of the requirement).
- **Business & Systems Analysis and Design** related, but not limited to, **budget, accounting, financial management applications, accounting patters & eGovernment applications.**
- In-charge of **preliminary user testing** (black box testing) and documentation for all systems assigned to.
- Creations of **Systems Documentation** and **Business Communications.**
- Work closely with the Hardware Manager to provide ICT infrastructure and hardware recommendations based on business process requirements and software specifications.

Key Qualifications:

Cumulative IT Experience	**Over 14 years of IT Experience** • *Roughly around **10 years & 8 months*** relevant work experience in different positions covering business and system analysis and design related to multiple applications including budget, accounting financial management application, accounting patterns and e-government applications.

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Skillset	• Acquired foundation as Scrum Member (Project Management) – International Scrum Institute™ Certification • Expert in system documentation and business communication skills. • Expert in testing multiple IT systems relating to budget accounting and financial management. • Proficient in Budget Cycle (Preparation, Legislation, Execution and Accountability) • Proficient in performing preliminary user testing for related applications & systems

Education:

School	Course	Year Graduated
San Sebastian College - Recoletos de Cavite	**Bachelor of Science in Business Administration Major in Computer Science**	2002

Employment Record:

Incuventure Partners Corporation
March 2017 – Present (1 year)
Systems Analyst/System Developer/Quality Assurance Analyst
(Applicable Experience as Application Support Analyst)

Key responsibilities and accountabilities:

Department of Budget and Management – Software and Network Maintenance and Development

- Performed as the Business Analyst / System Analyst / Documentation Specialist for the various budget preparation, budget legislation, budget execution, and e-government applications in the DBM.
- Developed system documentation.
- Assisted project manager in determining and monitoring overall scope and work plans for the aforementioned systems.
- Coordinated with the development team in the programming of the approved system design and enhancements.

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- Performs unit and comprehensive testing for overall quality assurance of functional and technical quality of deliverables
- Conducts requirements gathering, user training, capacity building, and knowledge transfer with the user groups of the systems.
- Creates business, system, functional and technical documentation
- Assists the project manager in determining and monitoring overall scope and work plans
- Coordinates with the development team in the programming of the approved system design and enhancements
- Conducts User Acceptance Testing (UAT)
- Analyzes the root cause of issues reported
- Creation of Test Plans for Development, Customization, and Enhancement of Web Based Application System
- Creation of Test Scripts for Development, Customization, and Enhancement of Web Based Application System
- Performed Quality Assurance Management and Software Testing of Web Based system.
- Developed offline URS uploading.
- Platforms: Oracle Database, ASP.NET, C#.NET

Armoria Network Services Pte. Ltd. Deployed at Bank of Tokyo – MUFJ
June 2015 – September 2016 (1 year & 3 months)
System Developer/ Systems Analyst/ Quality Assurance Analyst
(Applicable Experience as Application Support Analyst)

Key responsibilities and accountabilities:

- Analyzed plan documentation, defined and documented project requirements, and business processes.
- Conducted user interview to gather business requirements to be used in designing, developing and implementing the system.
- Developed Applications using PHP web components .NET framework and their enhancements.
- Assessed client's current processes and proposed solutions.
- Developed system specifications, process flow, and conversion strategies for system development.
- Created test plans and test scripts for testing references.
- Developed application enhancements and applications.
- Handled new and existing in-house system request.
- Performed unit and comprehensive testing for overall quality assurance of functional and technical quality of deliverables.
- Responsible for the creation of Test Plans and Test Scripts for Development, Customization, and Enhancement of Web Based Application System.
- Trained users of the implemented system and facilitated knowledge and technology turnover session.
- Performed unit and comprehensive testing for overall quality assurance of functional and technical quality of deliverables.
- Created Test Plans and Test Scripts for Development, Customization, and Enhancement of Web Based Application System
- Responsible for end-user support and implementation of enhancements.
- Platforms: PHP, .NET Framework.

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IBM Solutions Delivery Inc.
September 2013 – May 2015 (1 year & 8 months)
Application Programmer/System Analyst/ Quality Assurance Analyst
(Applicable Experience as Application Support Analyst)

Key responsibilities and accountabilities:

- Developed Applications using PHP web components .NET framework and their enhancements.
- Responsible for end-user support and implementation of enhancements.
- Conducted training sessions and knowledge and technology transfer to the clients.
- Conducted unit testing and User Acceptance Testing.
- Assessed client's current processes and assisted in identifying gaps and proposing solutions.
- Developed system specifications, process flow, and conversion strategies for system development.
- Led, managed, mentored and provided tasks to the developers and system/QA analysts.
- Created and monitored schedules for analysis, development and testing.
- Analyzed plan documentation, defined and documented project requirements, and business processes.
- Conducted user interview to gather business requirements to be used in designing, developing and implementing the system.
- Created test plans and test scripts for testing references.
- Provided support and maintenance to the existing systems.
- Performed Quality Assurance Management and Software Testing of Web Based system.
- Platforms: PHP, .NET Framework.

Micro-D International Inc. Deployed at ABS-CBN Network
April 2013 – September 2013 (6 months)
Software Engineer/ System Analyst/ Quality Assurance Analyst
(Applicable Experience as Application Support Analyst)

Key responsibilities and accountabilities:

- Handled support and maintenance of new and existing in-house systems.
- Developed Applications using PHP web components .NET framework and their enhancements.
- Conducted unit testing and User Acceptance Testing.
- Responsible for end-user support and implementation of enhancements.
- Conducted training sessions and knowledge and technology transfer to the clients.
- Assessed client's current processes and assisted in identifying gaps and proposing solutions.
- Developed system specifications, process flow, and conversion strategies for system development.
- Analyzed plan documentation, defining and documenting project requirements, and business processes.
- Conducted user interview to gather business requirements to be used in designing, developing and implementing the system.
- Created test plans and test scripts for testing references.
- Responsible for end-user support and implementation of enhancements.

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- Conducted training sessions and knowledge and technology transfer to the clients.
- Created system documentations.
- Platforms: PHP, .NET Framework.

MNSys Pte. Ltd. Deployed at HDB Toa Payoh
December 2010 – December 2012 (2 years)
Software Engineer/ System Analyst/ Quality Assurance Analyst
(Applicable Experience as Application Support Analyst)

Key responsibilities and accountabilities:

- Handled support and maintenance of new and existing in-house systems
- Developed Applications using PHP web components .NET framework and their enhancements.
- Conducted unit testing and User Acceptance Testing.
- Assessed client's current processes and assisted in identifying gaps and proposing solutions.
- Developed system specifications, process flow, and conversion strategies for system development.
- Analyzed plan documentation, defining and documenting project requirements, and business processes.
- Conducted user interview to gather business requirements to be used in designing, developing and implementing the system.
- Created test plans and test scripts for testing references.
- Responsible for end-user support and implementation of enhancements.
- Conducted training sessions and knowledge and technology transfer to the clients.
- Created system documentations.
- Platform: PHP, .NET Framework.

GlobalSpan Corporation
October 2009 – December 2010 (1 year & 2 months)
Software Developer/ System Analyst/ Quality Assurance Analyst
(Applicable Experience as Application Support Analyst)

Key responsibilities and accountabilities:

- Developed Applications using using PHP web components .NET framework and their enhancements.
- Responsible for end-user support and implementation of enhancements.
- Conducted training sessions and knowledge and technology transfer to the clients.
- Developed system specifications, process flow, and conversion strategies for system development.
- Conducted unit testing and User Acceptance Testing.
- Assessed client's current processes and assists in identifying gaps and proposing solutions.
- Analyzed plan documentation, defining and documenting project requirements, and business processes.
- Conducted user interview to gather business requirements to be used in designing, developing and implementing the system.
- Created test plans and test scripts for testing references.
- Platform: PHP, .NET Framework.

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San Sebastian College – Recoletos De Cavite
June 2009 –October 2009
Part Time Instructor

Key responsibilities and accountabilities:

- Taught the following:
  - Basic & Advance Programming, Database Management.
  - Object Oriented Programming Principles.

Micro-D International Inc.
May 2006 –June 2009 (3 years & 1 month)
Software Developer/ System Analyst/ Quality Assurance Analyst
(Applicable Experience as Application Support Analyst)

Key responsibilities and accountabilities:

- Handled support and maintenance of new and existing in-house systems.
- Developed applications using PHP web components, .NET framework and their enhancements.
- Design database using Oracle.
- Conducted unit testing and User Acceptance Testing.
- Assessed client's current processes and assisted in identifying gaps and proposing solutions.
- Developed system specifications process flow, and conversion strategies for system development.
- Analyzed plan documentation, defined and documented project requirements, and business processes.
- Conducted user interview to gather business requirements to be used in designing, developing and implementing the system.
- Created test plans and test scripts for testing references.
- Platforms: PHP web components, .NET Framework, Oracle.

Inter-Petal Recreational Corporation
May 2004 –May 2006 (2 years)
Software Developer

Key responsibilities and accountabilities:

- Created user interface using JAVA, PHP and POS for online telesabong game.
- Platforms: JAVA, PHP

Cre@tive Site Internet & Computer Rentals
May 2002 –May 2004 (2 years)
Assistant Technical Support

Key responsibilities and accountabilities:

- Assisted customers in using the World Wide Web (www) and MS Office programs.
- Programmed in Pascal, VB6 and C++ languages.
- Conducted tutorials for MS Word 2000.

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Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Certifications

- Scrum Member – International Scrum Institute™ Certification

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Trainings Attended:

SCRUM Member Certification Training
Makati City
March 2018

Unified Reporting System Training
DBM by Incuventure
March 2017- May 2017

URS Architecture, Tools, Development Onboarding
DBM by Incuventure
March 2017- May 2017

Websphere Message Queue
IBM
April 21, 2014 – April 25, 2014

Informatica Powercenter 7 level 1 developer
Solvento Philippines Inc.
December 3, 2007 – December 7, 2007

Java Programming Language
Mapua IT Center
August 21, 2007 – August 28, 2007

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Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

Date: 03/22/2018

[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: RONDRIGO M. MARTINEZ

Full name of authorized representative: Hedrian M. Cruz

SUBSCRIBED AND SWORN to before me this MAR 23 2018 day of *March 2018* at QUEZON CITY 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 TIN, with his/her photograph and signature appearing thereon, with no. 201-030-570-000.

Witness my hand and seal this MAR 23 2018 day of *March 2018.*

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 365
Page No. 41
Book No. 221
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5520234, January 3, 2018, QUEZON CITY
IBP NO. 018073 12-20-2017 - QUEZON CITY
ROLL NO. 13398
ADM. MATTER NO. NP-066-(2017-2018)
TIN NO. 177-557-618-000
MCLE III-0024526 - December 12, 2017
#34 Assets St. GSIS Village
Project 8 Quezon City

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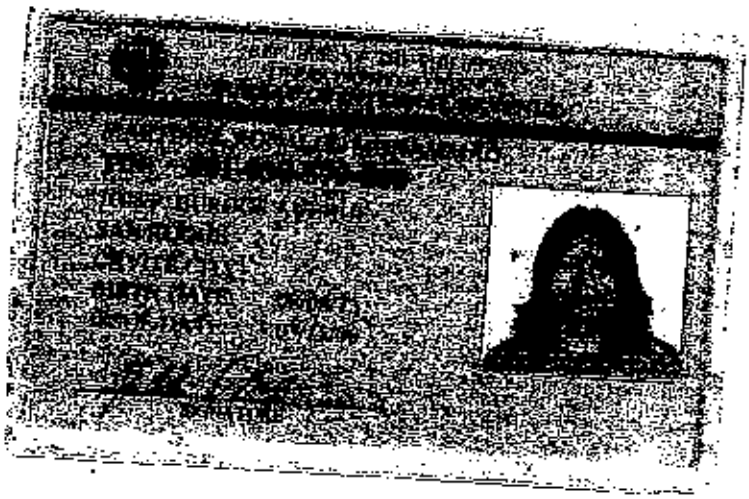

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SCRUM TEAM MEMBER

ACCREDITED CERTIFICATION™

HEREBY WITH THIS CERTIFICATE WE ARE PROUD TO ENTITLE

RONALDO MARTINEZ

AS SCRUM TEAM MEMBER

IN TESTIMONY THEREOF, AFTER FORMAL EVALUATIONS WE ACKNOWLEDGE DEMONSTRATED KNOWLEDGE AND OUTSTANDING COMPETENCE OF OUR STUDENT AS SCRUM TEAM MEMBER.

26 MARCH 2018

DATE

AUTHORIZED SIGNATURE

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WWW.SCRUM-INSTITUTE.ORG

INTERNATIONAL SCRUM INSTITUTE™

15925354659091

AUTHORIZED CERTIFICATION ID

WWW.SCRUM-INSTITUTE.ORG

San Sebastian College-Recoletos

City of Cavite, Philippines

TO ALL WHOM THIS DIPLOMA COMES TO VIEW
GREETINGS IN THE LORD

Let all men know that

Ronaldo M. Martinez

has faithfully and successfully complied with our prescribed course of study. Be it therefore declared, that in virtue of the authority granted to us by the Commission on Higher Education (CHED), of the Republic of the Philippines, we confer upon the said student the degree of

Bachelor of Science in Business Administration (B.S.B.A.)

In testimony whereof, we have caused to be affixed hereto the Seal of our College and our signatures.

Done at the City of Cavite, Philippines, on this 22nd *day of* March *year two thousand and* 02

Special Order No. 50 – 343920 – 4 – 0888 *, 20* 02

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REGISTRAR

DEAN

PRESIDENT

INCUVENTURE

Unit 1237-C7, 12/F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 621.2114
www.incuventure.net

CERTIFICATION

This is to certify that **Ronaldo M. Martinez** is an employee and working as a project consultant for the position of a **Systems Analyst/System Developer/Quality Assurance Analyst** by **Incuventure Partners Corporation** from **March 1, 2017** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Professional Staff

Proposed Position: Application Support Analyst

Name of Firm: Incuventure Partners Corporation

Name of Staff: Prospero Rommel R. Pichay III

Profession: Applications Support Manager

Date of Birth: September 5, 1984

Years with Firm/Entity: 2 years **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Ensure that the needs of end-users and business process owners (which brought about the need for software/ application) are translated into requirements, specifications, and use-cases for the developers to be able to produce the desired software and application (fulfillment of intent of use or the context of the requirement).
- **Business & Systems Analysis and Design** related, but not limited to, **budget, accounting, financial management applications, accounting patters & eGovernment applications.**
- In-charge of **preliminary user testing** (black box testing) and documentation for all systems assigned to.
- Creations of **Systems Documentation** and **Business Communications**.
- Work closely with the Hardware Manager to provide ICT infrastructure and hardware recommendations based on business process requirements and software specifications.

Key Qualifications:

Cumulative IT Experience	**Over 13 years of IT Experience** • *Roughly around **9 years & 2 months*** relevant work experience in different positions covering business and system analysis and design related to multiple applications including budget, accounting financial management application, accounting patterns and e-government applications.
Skillset	• Acquired foundation as Certified ScrumMaster® (Project Management) – Scrum Alliance®

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	• Acquired foundation as Scrum Member (Project Management) – International Scrum Institute™ Certification • Expert in system documentation and business communication skills. • Expert in testing multiple IT systems relating to budget accounting and financial management. • Proficient in Budget Cycle (Preparation, Legislation, Execution and Accountability) • Proficient in performing preliminary user testing for related applications & systems.

Education:

School	Course	Year Graduated
San Beda College	Bachelor of Science in Commerce Major in Computer Applications	2005
San Beda College	Master in Business Administration	2015

Employment Record:

Incuventure Partners Corporation
July 2017 – Present (9 months)
Application Support Analyst Consultant
(Applicable Experience as Application Support Analyst)

- Provides consultancy services to and support and maintenance projects.
- Plan, Perform, and Lead effort in Preliminary User Testing for related applications and systems.
- Plan, Perform, and Lead effort in Preliminary System Design for related applications and systems.
- Create Documentations such as Business Requirements Document (BRD), Functional Specifications Document (FSD), Technical Specifications Document (TSD), Deployment Plan, Deployment Manual, Operations Plan, Operations Manual, Incident Reports, and Business Continuity Plan.
- Create Business Communications like Minutes of the Meeting, Meeting Scheduling, Meeting Agenda, Training Plan, and User Announcements

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- Prepares project documentation such as status reports and presentations, and serves as the liaison to the clients.
- Efficient, Articulate, and Effective Oral Communication through facilitation of Client Service Review Meeting, Facilitation of process review and process improvement workshops.

Home Credit Philippines
April 2016 – June 2017 (1 year and 3 months)
IT Project Manager/ Systems Analyst
(Applicable Experience as Application Support Analyst)

- Managed web-based applications development outsourcing, designing and implementing object-oriented web-based technology and Java architecture.
- Spearheaded planning, preparation and execution of project plans following a best practice project management methodology.
- Provided overall management, prioritization, development, and implementation of information technology solutions to meet the business objectives of clients.
- Performed unit and comprehensive testing for overall quality assurance of functional and technical quality of deliverables
- Established cross - functional and end-user teams to define and implement IT projects with consideration for the project triple constraints of time, scope and budget.
- Oversaw the work being done by programmers/ software developers and business/ system analysts of the project team.
- Ensured adherence to techniques, methodologies, structures and other standards set by the Company for the Project.
- Established application support management and helpdesk facility to ensure service level agreement levels are met, and to analyze root causes of issues reported.
- Oversaw the requirements gathering, analysis and documentation activities.
- Create Documentations such as Business Requirements Document (BRD), Functional Specifications Document (FSD), Technical Specifications Document (TSD), Deployment Plan, Deployment Manual, Operations Plan, Operations Manual, Incident Reports, and Business Continuity Plan.
- Conducted requirements gathering, user training, capacity building, and knowledge transfer with the user groups of the systems. Platforms used for the projects handled Java EE/SE, Oracle Database.

Incuventure Partners Corporation
October 2014 – March 2016 (1 year and 6 months)
Senior Systems Analyst/ Deputy Project Manager
(Applicable Experience as Application Support Analyst)

Bureau of the Treasury – New National Government Accounting System

- Assessed client's current processes and assisted in identifying gaps and proposing solutions for national government accounting and reporting.
- Developed business requirements and system specifications documentation.
- Performed unit and comprehensive testing with testing team for overall quality assurance of functional and technical quality of deliverables.

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- Assisted project manager in determining and monitoring overall project direction, scope and work plans.
- Assessed and managed resources assigned to the project.

Department of Budget and Management – Software and Network Maintenance and Development

- Performed as the Business Analyst / System Analyst / Documentation Specialist for the various budget preparation, budget legislation, budget execution, and e-government applications in the DBM.
- Developed system documentation.
- Assisted project manager in determining and monitoring overall scope and work plans for the aforementioned systems.
- Coordinated with the development team in the programming of the approved system design and enhancements.

eAppropriation System (eAppro) and Unified Reporting System (URS)

- Conducted requirements gathering, user training, capacity building, and knowledge transfer with the user groups of the systems like the Congress of the Philippines for the eAppro, and National Government Agencies for the URS.
- Performed unit and comprehensive testing for overall quality assurance of functional and technical quality of deliverables.

Financial Management System Implementation Project

- Responsible for gathering business requirements, evaluating procedures, and translating them to a technical solution to improve business efficiency and productivity
- Presented business proposals for new IT solutions and designs.
- Responsible for constructing workflows for business processes through Business Process Modeling Notation to capture system requirements
- Coordinated production with the involved programmers
- Continuously working closely with the clients for questions and clarifications on business flows and processes.
- Responsible for the preparation of Test Scripts, Test Scenarios, Test Data and other test asses for Quality Assurance Testing and User Access Training Phase.
- Provided User Access Training of the new system.
- Prepared various forms of system and requirements documentation
- Created diagnostic and other reports.
- Responsible for conducting presentations to various users from the Business side and the IT side regarding the solution
- Prepared of a comprehensive but highly visual functional specification document (FSD) covering workups and process flows as well as Form Validation Documents (FVD) based on the requirements of the end-users.
- Diligent in documentation of all discussion
- Assisted the Project Manager in managing expectations of the client with regards to the project.

24/7 International
February 2012 – June 2014 (2 years and 5 months)
Project Manager/ Systems Analyst/ Developer
(Applicable Experience as Application Support Analyst)

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- Managed web-based applications development outsourcing, designing and implementing object-oriented web-based technology and Java architecture.
- Created the project management plan to govern the triple constraint of the projects: budget, scope and schedule.
- Analyzed plan documentation, defining and documenting project requirements, and business processes.
- Oversaw the design and development team tasked to create and implement applications, along with the Technical Lead.
- Conducted user interview to gather business requirements to be used in designing, developing and implementing the system.
- Assessed client's current processes and propose solutions.
- Developed system specifications, process flow, and conversion strategies for system development.
- Created test plans and test scripts for testing references.
- Organized SCRUM Activities Developed application enhancements and applications using object-oriented programming design.
- Platforms used for the projects handled Java EE/SE, Oracle Database.

Technistock Philippines
July 2008 – November 2011 (3 years and 5 months)
Business/ Systems Analyst
(Applicable Experience as Application Support Analyst)

- Developed application enhancements and applications using object-oriented programming design.
- Assessed client's current processes and assists in identifying gaps and proposing solutions.
- Developed system specifications, process flow, and conversion strategies for system development.
- Managed, mentored and provided tasks to the junior developers and system/QA analysts.
- Created and monitored schedules for analysis, development and testing.
- Analyzed plan documentation, defining and documenting project requirements, and business processes.
- Conducted user interview to gather business requirements to be used in designing, developing and implementing the system.
- Created test plans and test scripts for testing references.
- Conducted unit testing and User Acceptance Testing.
- Platforms used for the projects handled Java EE/SE, Oracle Database.

E-Commerce Philippines/ IT Associates Corp.
June 2005 – June 2008 (3 years)
Customer Care Specialist Level III
(Applicable Experience as Application Support Analyst)

- Provided Technical Support both on and off-site.
- Tested and document applications in the company's portfolio.
- Created training materials.
- Conducted on-site application training sessions.

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Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Certifications

- **Scrum Master – International Scrum Institute™**
- **Certified ScrumMaster® – Scrum Alliance®**

Trainings Attended:

Application Testing Training
Ensuring Project Management Success
Ortigas, Pasig City
April 2016

Business Analysis Training
Makati City
February 2016

SCRUM Master Certification Training
Makati City
February 2015

AGILE Project Management with SCRUM
San Juan City
February 2014

Project Management Training
Mandaluyong City
December 2011

C#.Net/ Object- Oriented Concepts with Systems Analysis and Design Training
Makati City
September 2011

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Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

_____ Date: 03/23/2018

[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: PROSPERO ROMMEL R. PICHAY III

Full name of authorized representative: Hadrian M. Cruz

MAR 23 2018

SUBSCRIBED AND SWORN to before me this ___ day of *March 2018* at QUEZON CITY, 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 DRIVER'S LICENSE, with his/her photograph and signature appearing thereon, with no. D16-08-276421.

MAR 23 2018

Witness my hand and seal this ___ day of *March 2018.*

NAME OF NOTARY PUBLIC

ATTY. BENJAMIN E. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 8520234, January 3, 2018, QUEZON CITY
IBP NO. 019973 12-28-2017 - QUEZON CITY
ROLL NO. 13286
ADM. MATTER NO. NP-048-(2017-2018)
TIN NO. 177-697-619-000
PTR NO. 8524526 - December 11, 2017
#24 Aguinaldo St. NSS Village
Project 8 Quezon City

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 202
Page No. 41
Book No. 74
Series of 2018

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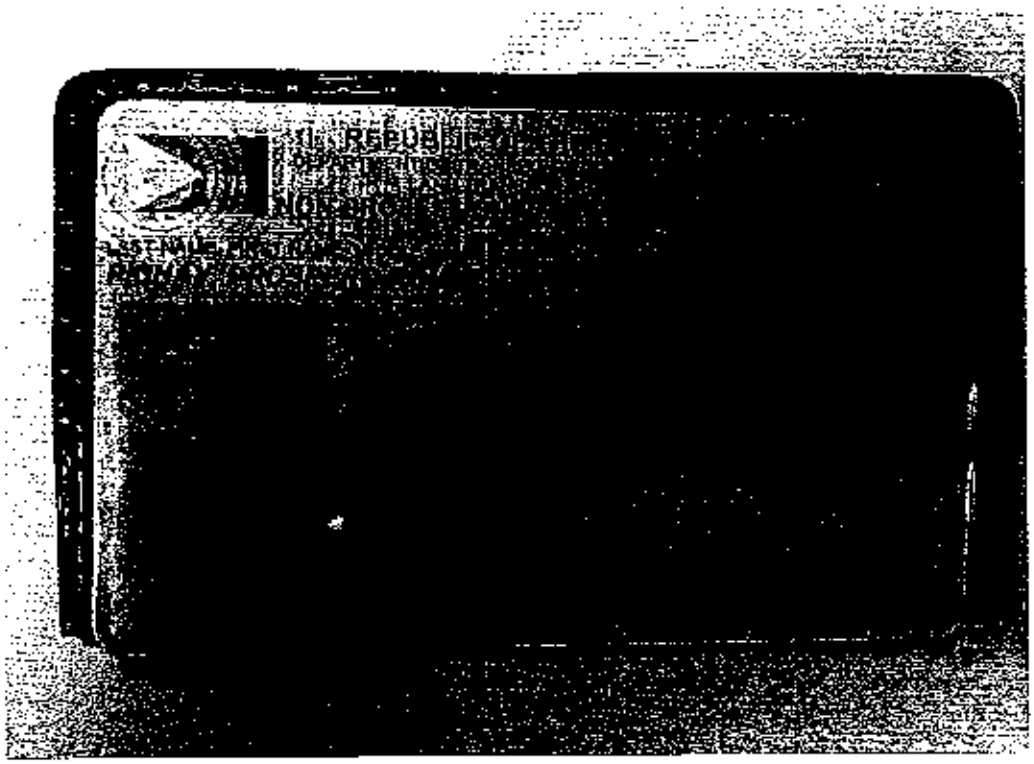

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ScrumAlliance®

Transforming the World of Work

Prospero Rommel R. Pichay III

is awarded the designation Certified ScrumMaster® on this day, February 08, 2015, for completing the prescribed requirements for this certification and is hereby entitled to all privileges and benefits offered by SCRUM ALLIANCE®.

Certificant ID: 000391144 Certification Expires: 08 February 2017

Certified Scrum Trainer®

Chairman of the Board

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SCRUM MASTER

ACCREDITED CERTIFICATION™

HEREBY WITH THIS CERTIFICATE WE ARE PROUD TO ENTITLE

PROSPERO ROMMEL
PICHAY III

AS SCRUM MASTER

IN TESTIMONY THEREOF, AFTER FORMAL EVALUATIONS WE ACKNOWLEDGE DEMONSTRATED KNOWLEDGE AND OUTSTANDING COMPETENCE OF OUR STUDENT AS SCRUM MASTER.

05 FEBRUARY 2018

DATE

AUTHORIZED SIGNATURE

(CERTIFIED) TRUE COPY

W.SCRUM-INSTITUTE.ORG

INTERNATIONAL SCRUM INSTITUTE™

13116043512243

AUTHORIZED CERTIFICATION ID

WWW.SCRUM-INSTITUTE.ORG

San Beda College

Manila, Philippines
Conducted by the Benedictine Monks

Pax!

Know All By These Presents:

That upon the recommendation of the Faculty, the Board of Trustees of San Beda College conferred upon

Prospero Rommel R. Pichay III

who has fulfilled all the requirements therefor, the degree of

Master of Business Administration

with all the rights, honors, and privileges, as well as the obligations and responsibilities thereto appertaining.

In testimony whereof, we have subscribed hereunto our names and affixed the seal of this college at Manila, Philippines, this 4th day of July in the year of Our Lord Two Thousand and [illegible]

[illegible]
Acting President

[illegible]

That in all things God may be glorified

San Beda College

Manila, Philippines
Conducted by the Benedictine Monks

SAN BEDA COLLEGE
A TRUE COPY
RAMON T. QUINTO
REGISTRAR
DATE March 4, 2010

Peace!

Know All By These Presents:

That upon the recommendation of the Faculty, the Board of Trustees of San Beda College confers upon

Prospero Romnel R. Pichay III

who has fulfilled all the requirements therefor, the degree of

Bachelor of Science in Commerce

Major in Computer Applications & Information Science

with all the rights, honors, and privileges, as well as the obligations and responsibilities thereto appertaining.

In testimony whereof, we have subscribed hereunto our names and affixed the seal of this college at Manila, Philippines, this 19th day of March in the year of Our Lord Two Thousand and Five

Rector-President

Dean

That in all things, God may be glorified.

INCUVENTURE

Unit 1237-07, 12/F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 621.2114
www.incuventure.net

CERTIFICATION

This is to certify that **Prospero Rommel R. Pichay III** is an employee and working as a project consultant for the position of a **Application Support Analyst consultant** by **Incuventure Partners Corporation** from **July 10, 2017** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

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Proposed Position: Application Support Analyst

Name of Firm: Incuventure Partners Corporation

Name of Staff: Giancarlo C. Angulo

Profession: System Analyst/Senior Developer

Date of Birth: August 4, 1983

Years with Firm/Entity: 8 Years Nationality: Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Ensure that the needs of end-users and business process owners (which brought about the need for software/ application) are translated into requirements, specifications, and use-cases for the developers to be able to produce the desired software and application (fulfillment of intent of use or the context of the requirement).
- **Business & Systems Analysis and Design** related, but not limited to, **budget, accounting, financial management applications, accounting patters & eGovernment applications.**
- In-charge of **preliminary user testing** (black box testing) and documentation for all systems assigned to.
- Creations of **Systems Documentation** and **Business Communications**.
- Work closely with the Hardware Manager to provide ICT infrastructure and hardware recommendations based on business process requirements and software specifications.

Key Qualifications:

Cumulative IT Experience	**Over 10 years, 11 months of IT experience** • Over **10 years and 11 months** experience in computer programming, maintenance and enhancement of IT system.
Skillset	• Expert in system documentation and business communication skills. • Expert in testing multiple IT systems relating to budget accounting and financial management. • Proficient in Budget Cycle (Preparation, Legislation, Execution and Accountability) • Proficient in performing preliminary user

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	testing for related applications & systems

Education:

School	Course	Year Graduated
University of the Philippines	BS Electrical Engineering (extensive and in-depth IT related background and training)	2007

Employment Record:

Incuventure Partners Corporation
March 2010 – Present (8 years)
Senior System Developer/ Chief Technology Officer
Solutions Architect/ Technical Lead
Senior Software Developer
(Applicable Experience as Application Support Analyst)

Key responsibilities and accountabilities:

- Spearheads the design of the technical architecture for development efforts.
- Considers project proposals and evaluate feasibility.
- Provides technical direction for the development, design, and systems integration for client engagement from definition phase through implementation.
- Applies significant knowledge of industry trends and developments to improve service to our clients.
- Reviews work of development team.
- Easily recognizes system deficiencies and implements effective solutions.
- Creates and executes development plans and revises as appropriate to meet changing needs and requirements.
- Owns the development lifecycle and is responsible for managing technical risks throughout the project.
- Communicates and enforces coding standards.
- Performs code reviews, and mentors junior developers.
- Manages technical resources within budget and project schedule.
- Monitors technology and trends that could further improve delivery of services.
- Works closely with the Project Managers and key team members to ensure quality and on-time completion of various systems.
- **Tools:** Development and Design of Object Oriented web based application using Java EE/SE, Groovy, Grails and Relational Database Oracle, SQL Server and MySQL,AngularJS, jQuery.

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Solutions Architect/ Technical Lead

- Spearheaded the design and implementation of project architecture, standards and processes.
- Researched, identified and documented client's technical requirements.
- Developed and documented the system architecture.
- Assessed and guided the development teams for project enhancements.
- Created data flows and database schemas.
- Implemented project design, standards and processes.
- Identified project tasks and defined task definitions.
- **Tools:** Development and Design of Object Oriented web based application using Java EE/SE, Groovy, Grails and Relational Database Oracle, SQL Server and MySQL,AngularJS, jQuery

Senior Software Developer

- Responsible for programming application software designs.
- Responsible for testing application software codes.
- Responsible for creating comprehensive test plans for application codes or modules.
- Document the code/application to facilitate maintenance as based on design standards and specifications.
- Responsible for demonstrating the awareness of how own program links with those of other developers and of the overall system.
- Participate in code reviews.
- Ensure that the quality is never overlooked in developing modules.
- Build and test changes to the application or technical architecture.
- Respond to production support Service Requests.
- Respond quickly and efficiently to high-priority issues.
- Perform routine maintenance and support activities.
- Participate in the program/modules detailed design.
- **Tools:** Assist in the implementation of newly developed or enhanced applications, Development and Design of Object Oriented web based application using Java EE/SE, Groovy, Grails and Relational Database Oracle, SQL Server and MySQL,AngularJS, jQuery.

Symbio Inc. Ortigas CBD
April 2008 – March 2010 (1 year, 11 months)
Analyst / Programmer
(Applicable Experience as Application Support Analyst)

Key responsibilities and accountabilities:

- Design, Implementation, Coding, Testing, Maintenance of Faxtool.
- Design, Implementation, Coding, Testing, Maintenance of PCIBS, Phone card inventory and billing system.

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- Design, Implementation, Coding, Testing. Maintenance.for Fax Report Generator.
- Coding. Testing. Maintenance.of VertexCRM, Customer Relations Management tool.
- Design, Implementation, Coding, Testing. Maintenance of CDR-Tollfree Report Generator.
- Coding, Testing. Maintenance of ORM/CS Webtool.
- Coding, Testing. Maintenance of Agent Tools
  Technology Used: ASP.Net, Java, Spring MySQL, SQL Server ORACLE Server, PHP

Azeus Philippines Ltd. Ortigas CBD.
November 2007 – January 2008 (2 months)
Software Test Engineer Trainee
(Applicable Experience as Application Support Analyst)

Key responsibilities and accountabilities:

- Training for creating and implementing unit test plans for web based applications, reports and backend processes.

Dynamic Soft Solutions Inc Angeles City.
July 2006 – May 2007 (10 months)
Software Developer
(Applicable Experience as Application Support Analyst)

Key responsibilities and accountabilities:

- Rich Internet Application tool for Medical Transcription, Tool used to handle medical transcription workflow. Java. EJB. PostgreSQL. FreeBSD. Testing. Coding.
- Proof of Concept / Initial Implementation of Audio Recorder Downloading program. Java. JNI. Swing. Windows XP.
- Proof of Concept / Initial Implementation of Multi Page Scanning and Printing program. Java. JNI. Swing. Windows XP.Proof of Concept / Initial Implementation of Java Based Audio Player program. Java. JNI. Swing. Windows XP.
- Proof of Concept / Initial Implementation of Java Library/Application to Wrap OS based signals from Foot Pedal Control. Java. JNI. Swing. Windows XP.

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent

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Filipino	Excellent	Excellent	Excellent

Certifications:

- **Scrum Team Member – International Scrum Institute™**

Trainings Attended:

SCRUM Member Certification Training
Makati City
February 2018

JAVA
Sagittarius Bldg, Makati City
October 2017

PHP
Sagittarius Bldg, Makati City
October 2017

AngularJS and NodeJS (eGMIS onboarding)
DBM, Manila
August 2017 - Sept 2017

Java and Springboot (eGMIS onboarding)
DBM, Manila
August 2017 - Sept 2017

Database Oracle Design
Government Service Insurance System, Pasay City
January 30, 2017 – January 31, 2017

JQuery
Government Service Insurance System, Pasay City
January 18, 2016 – January 19, 2016

JavaScript
Government Service Insurance System, Pasay City
December 19, 2016 – December 21, 2016

Java

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Government Service Insurance System, Pasay City
December 12, 2016 – December 14, 2016

Service Oriented Architecture
Government Service Insurance System, Pasay City
November 15, 2016 – November 16, 2016

Microservices
Government Service Insurance System, Pasay City
November 8, 2016 – November 9, 2016

Oracle Services Bus
Government Service Insurance System, Pasay City
October 17, 2016 – October 18, 2016

Web Logic
Government Service Insurance System, Pasay City
October 10, 2016 – October 11, 2016

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Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

_____ Date: 23/March/2018
[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: GIANCARLO ANGULO
Full name of authorized representative: Hadrian M. Cruz

MAR 23 2018 QUEZON CITY

SUBSCRIBED AND SWORN to before me this ___ day of *March 2018* at _____, 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 UMID _____, with his/her photograph and signature appearing thereon, with no. CRN-011-0993118-9.

Witness my hand and seal this 23rd day of *March 2018*.

NAME OF NOTARY PUBLIC

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 8520234, January 3, 2018, QUEZON CITY
IBP NO. 019073 12-28-2017 - QUEZON CITY
ROLL NO. 13296
ADM. MATTER NO. NP-046-(2017-2018)
TIN NO. 177-987-819-000
MCLE III-0024526 - December 12, 2017
34 Assert's St. GSIS Village
Project 8 Quezon City

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 209
Page No. 42
Book No. 72A
Series of 2018

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SCRUM TEAM MEMBER

ACCREDITED CERTIFICATION™

HEREBY WITH THIS CERTIFICATE WE ARE PROUD TO ENTITLE

GIANCARLO ANGULO

AS SCRUM TEAM MEMBER

IN TESTIMONY THEREOF, AFTER FORMAL EVALUATIONS WE ACKNOWLEDGE DEMONSTRATED KNOWLEDGE AND OUTSTANDING COMPETENCE OF OUR STUDENT AS SCRUM TEAM MEMBER.

05 FEBRUARY 2018

DATE

AUTHORIZED SIGNATURE

CERTIFIED TRUE COPY

WWW.SCRUM-INSTITUTE.ORG

INTERNATIONAL SCRUM INSTITUTE™

11183193551376

AUTHORIZED CERTIFICATION ID

WWW.SCRUM-INSTITUTE.ORG

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INCUVENTURE

Unit 1237-07, 12/F Times Plaza Building
United Nations Avenue corner Taft Avenue,
Ermita, Manila
(632) 521.2114
www.incuventure.net

CERTIFICATION

This is to certify that **Giancarlo C. Angulo** is an employee and working as a project consultant for the position of a **Senior System Developer/Application Support Analyst** by **Incuventure Partners Corporation** from **March 8, 2010** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

Proposed Position: Application Support Analyst

Name of Firm: Incuventure Partners Corporation

Name of Staff: Jan Francis U. Marquez

Profession: Application Support Analyst/Quality Assurance Analyst

Date of Birth: April 26, 1988

Years with Firm/Entity: 2 years **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Ensure that the needs of end-users and business process owners (which brought about the need for software/ application) are translated into requirements, specifications, and use-cases for the developers to be able to produce the desired software and application (fulfillment of intent of use or the context of the requirement).
- **Business & Systems Analysis and Design** related, but not limited to, **budget, accounting, financial management applications, accounting patters & eGovernment applications.**
- In-charge of **preliminary user testing** (black box testing) and documentation for all systems assigned to.
- Creations of **Systems Documentation** and **Business Communications.**
- Work closely with the Hardware Manager to provide ICT infrastructure and hardware recommendations based on business process requirements and software specifications.

Key Qualifications:

Cumulative IT Experience	**Over 6 years & 7 months IT Experience** • *At least 3 years* relevant work experience in different positions covering business and system analysis and design related to multiple applications including budget, accounting financial management application, accounting patterns and e-government applications.

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Skillset	• Acquired foundation as Scrum Member (Project Management) – International Scrum Institute™ Certification • Expertise in system documentation and business communication skills. • Expertise in testing multiple IT systems relating to budget accounting and financial management. • Proficient in Budget Cycle (Preparation, Legislation, Execution and Accountability) • Proficient in performing preliminary user testing for related applications & systems

Education:

School	Course	Year Graduated
Mapua Institute of Technology	**Bachelor of Science in Computer Engineering**	2008

Employment Record:

Incuventure Partners Corporation
February 2016 – Present (2 years & 1 month)
Application Support Analyst/Quality Assurance Analyst
(Applicable Experience as Application Support Analyst)

Key responsibilities and accountabilities:

Department of Budget and Management – Software and Network Maintenance and Development

- Performed as the Business Analyst / System Analyst / Documentation Specialist for the various budget preparation, budget legislation, budget execution, and e-government applications in the DBM.
- Developed system documentation.
- Assisted project manager in determining and monitoring overall scope and work plans for the aforementioned systems.
- Coordinated with the development team in the programming of the approved system design and enhancements.
- Responsible for testing the system to ensure that it is developed according to the specification and it is aligned with the business requirements.

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- Responsible for Test Planning, Test Analysis and Design, Test Execution, and Test Reporting
- Made sure that quality assurance process was documented and communicated and adequate to ensure agreed quality levels for the application
- Ensured traceability of test cases to requirements, worked with the project Business Analyst to ensure all requirements were tested.
- Conducts needs assessments with clients to identify business requirements to translate into a functional design
- Work with the technical architect and the customers to define usability and data requirements changes.
- Supervise other designers or programmers in completing designs.
- Participate in quality reviews, and ensure traceability of the application design changes to the requirements.
- Analyze and design enhancements, development programs, and/or required fixes to production problems.
- Work with functional architects to gather and interpret user requirements into design specifications.
- Document and log errors encountered during test runs.
- Collaborate with the systems analyst and software developers as needed to ensure correct understanding of the bugs.

Advent Softwares
June 2014 – May 2015 (11 months)
Systems & Business Analyst/Application Support Specialist
(Applicable Experience as Application Support Analyst)

Key responsibilities and accountabilities:

- Performed as the Business Analyst / System Analyst / Documentation Specialist for the various budget preparation, budget legislation, budget execution, and e-government applications in the DBM.
- Developed system documentation.
- Assisted project manager in determining and monitoring overall scope and work plans for the aforementioned systems.
- Coordinated with the development team in the programming of the approved system design and enhancements.
- Provided both high-level and in-depth technical support by resolving software issues reported by APX users over the phone, email and web.
- Created custom reports and dashboards in Salesforce.com to deliver information to the users in ways that work best for them.
- Worked as part of a special team that handles overnight automation jobs on behalf of US and Middle East based clients.
- Conducted internal software quality assurance testing using predefined test scripts.
- Documented and logged errors encountered during test runs.
- Collaborated with the Systems Analysts and Software Developers as needed to ensure correct understanding of the bugs and their resolution

Misys Philippines, Inc.
May 2011 – December 2013 (2 years & 7 months)
Application Support Consultant Associate/ Quality Assurance Analyst
(Applicable Experience as Application Support Analyst)

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Key responsibilities and accountabilities:

- Analyzed functional and technical problems, providing a resolution in accordance with agreed customer metrics.
- Debugged affected program code and provided temporary patch to the client until the official fix is released by the development team.
- Led regular team meetings to discuss escalated cases or any issues that needs to be resolved swiftly.
- Spearheaded technical calls with client representatives to discuss priority issues and provide updates on the status of outstanding cases.
- Conducted internal software quality assurance testing using predefined test scripts.
- Documented and logged errors encountered during test runs.
- Collaborated with other Systems Analysts and Software Developers to ensure correct understanding of the bugs and their resolution.

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Certifications

- Scrum Member – International Scrum Institute™ Certification

---

Trainings Attended:

SCRUM Member Certification Training
Makati City
March 2018

Quality Assurance - Software Testing Training
Manila
July 2017

Basics of Business Analysis
Taguig
August 2014

Project Management
Makati
December 2013

Agile Methodology using Scrum
Makati
May 2012

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Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

_____ Date: 03/22/18
[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: JAN FRANCIS U. MARQUEZ
Full name of authorized representative: Hedrizn M. Cruz

MAR 23 2018

SUBSCRIBED AND SWORN to before me this ___ day of *March 2018* at QUEZON CITY, 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 VOTER'S ID, with his/her photograph and signature appearing thereon, with no. VIN-7404-6031A-D2644JVM10000

MAR 23 2018

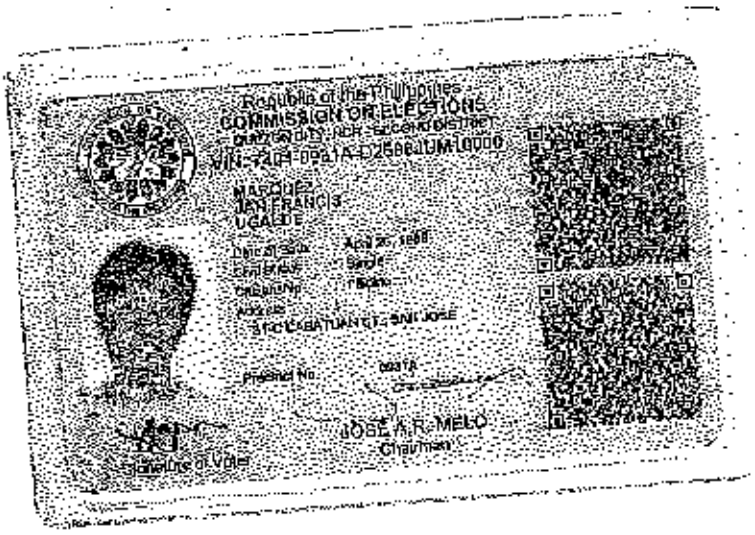
Witness my hand and seal this ___ day of *March 2018.*

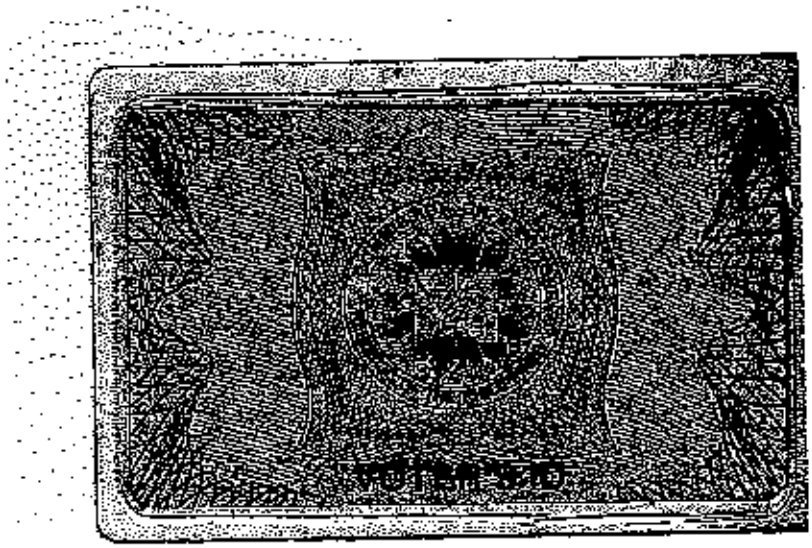
NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 257
Page No. 41
Book No. 73
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5530224, January 3, 2018, QUEZON CITY
IBP NO. 010973 12-20-2017 - QUEZON CITY
ROLL NO. 13336
ADM. MATTER NO. NP-046-(2017-2018)
TIN NO. 177-867-619-000
MCLE III-0024526 - December 12, 2017
34 Aseola St. GSIS Village
Project 8 Quezon City

CERTIFIED TRUE COPY





CERTIFIED TRUE COPY

SCRUM TEAM MEMBER

ACCREDITED CERTIFICATION™

HEREBY WITH THIS CERTIFICATE WE ARE PROUD TO ENTITLE

JAN FRANCIS MARQUEZ

AS SCRUM TEAM MEMBER

IN TESTIMONY THEREOF, AFTER FORMAL EVALUATIONS WE ACKNOWLEDGE DEMONSTRATED KNOWLEDGE AND OUTSTANDING COMPETENCE OF OUR STUDENT AS SCRUM TEAM MEMBER.

26 MARCH 2018

DATE

AUTHORIZED SIGNATURE

CERTIFIED TRUE COPY

WWW.SCRUM-INSTITUTE.ORG

INTERNATIONAL SCRUM INSTITUTE™

494708287646 06

AUTHORIZED CERTIFICATION ID

WWW.SCRUM-INSTITUTE.ORG

Mapua Institute of Technology

upon the recommendation of

the Faculty and the Academic Council, and the approval of the Board of Trustees

hereby confers on

Jan Francis Ugalde Marquez

the Degree of

Bachelor of Science

in

Computer Engineering

with all the Rights and Privileges thereto pertaining in recognition of his having fulfilled all the requirements for such degree as prescribed by the Institute.

Given under the seal of the Institute this [illegible] day of [illegible] the year two thousand and [illegible] in Manila, Philippines.

Felicia S. Galupo
Dean

President

CERTIFIED TRUE COPY

CERTIFIED TRUE COPY

Mapua Institute of Technology

INCUVENTURE

Unit 1231-07, 12th Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 621.2114
www.incuventure.net

CERTIFICATION

This is to certify that **Jan Francis U. Marquez** is an employee and working as a project consultant for the position of a **Application Support Analyst/Quality Assurance Analyst** by **Incuventure Partners Corporation** from **February 15, 2016** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Professional Staff

Proposed Position: Application Team Lead/Senior Developer

Name of Firm: Incuventure Partners Corporation

Name of Staff: Terence S. Gamboa

Profession: Application Team Lead/Senior Developer

Date of Birth: December 13, 1975

Years with Firm/Entity: 11 years 3 months **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Spearheads the design of the technical architecture for development efforts
- Considers project proposals and evaluate feasibility
- Provides technical direction for the development, design, and systems integration for client engagement from definition phase through implementation.
- Applies significant knowledge of industry trends and developments to improve service to our clients.
- Reviews work of development team.
- Easily recognizes system deficiencies and implements effective solutions.
- Creates and executes development plans and revises as appropriate to meet changing needs and requirements.
- Owns the development lifecycle and is responsible for managing technical risks throughout the project.
- Communicates and enforces coding standards
- Performs code reviews, and mentors junior developers.
- Manages technical resources within budget and project schedule.
- Monitors technology and trends that could further improve delivery of services
- Works closely with the Project Managers and key team members to ensure quality and on-time completion of various systems

Key Qualifications:

Cumulative IT Experience	**Over 20 years, 4 months of IT experience** • Roughly **20 years'** experience in leading a team for computer programming, maintenance and enhancement of IT systems.

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Skillset	• Graduate of *Bachelor of Science in Management Information System (MIS)* • Has *extensive equivalent technical trainings in Java Programming: Java 2 Platform, Enterprise Edition (J2EE) & Java Platform, Enterprise Edition (Java EE) 5 Training* • Proficient in programming languages such as JAVA, .NET framework, Grails, Sybase EA Server application, PHP • Proficient in database languages such as PL/SQL and Oracle • Expert in leading a team for software development. • Has work experience in group projects and collaborations • Experiences include project management.

Education:

School	Course	Year Graduated
Ateneo De Manila University	**Bachelor of Science Major in Management Information Systems**	1997

Employment Record:

Incuventure Partners Corporation
January 2007 – Present (11 years, 2 months)
Subject Matter Expert/Technical Consultant/Application Team Lead/Senior Developer/

Department of Budget and Management (DBM) - Software and Network Maintenance and Development Project

- IT services include the administration, maintenance development and implementation of DBM's client-server and budget applications and network infrastructure across the DBM head office and regional offices.
- Transformed budget systems to be compliant with reforms related to Unified Account Code Structure (UACS).
- Provide up-to-date user manuals and conducted trainings for Executives, Budget Directors, Managers, End users and IT staffs on the proper use of the Applications and Network
- Leads and supervise in software development
- Spearheads the design of the technical architecture for development efforts
- Considers project proposals and evaluate feasibility

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- Provides technical direction for the development, design, and systems integration for client engagement from definition phase through implementation.
- Applies significant knowledge of industry trends and developments to improve service to our clients.
- Reviews work of development team.
- Easily recognizes system deficiencies and implements effective solutions.
- Creates and executes development plans and revises as appropriate to meet changing needs and requirements.
- Owns the development lifecycle and is responsible for managing technical risks throughout the project.
- Communicates and enforces coding standards
- Performs code reviews, and mentors junior developers.
- Manages technical resources within budget and project schedule.
- Monitors technology and trends that could further improve delivery of services
- Platform: PowerBuilder 9, 10, 11, Java, .NET framework, Grails, Sybase EA Server Application, PHP, Oracle SQL

Bureau of Treasury (BTr) Linkages of Debt Management and Financial Analysis System (DMFAS) to the Investment Management Application System (IMAS-B) and Automated Debt Auction Processing System (ADAPS)

- Developed a system module and user interface to migrate securities data from the IMAS-B and ADAPS to UNCTAD's DMFAS ver. 6.0
- Executed the necessary system analysis, development, quality assurance activities to successfully deploy migration program
- Leads and supervise in software development
- Platform: Java EE/SE, PL/SQL, Oracle Database

National Home Mortgage Finance Corporation (NHMFC) - Support, Maintenance and Enhancement of Existing NHMFC I.T. Systems and Network Management Project

- Provided services of support, maintenance, enhancement, design, development and implementation of computerized client-server and web-enabled information systems for accurate processing of the purchase, billing, collection and the securitization of housing loan receivables through the following systems:
    - Online processing of borrower registration.
    - Account Management System that provides correct computation of borrower loan amortization depending on the loan programs applied by each member
    - Fully secure web-based NHMFC Securitization System (NSS) that is flexible and adaptable to the changing requirements of each securitization offering
    - Terminal and Web-based Borrower Service Card System (BSCS) that provides efficient and timely processing of borrower loan amortization payments
    - Collection Team System: Interest on Unpaid Principal Collection Team System (IUCPTS)
    - Oracle Financials which includes the following modules: General Ledger, Accounts Payable, Purchasing, Fixed Assets, Inventory, Receivables and Cash Management
    - General Ledger Interface System
    - Payroll System
- Managed network-based applications.
- Provided help desk support to the users of the systems in the different departments of the NHMFC.

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- Designed, developed, and implemented client-requested system and process enhancements.
- Delivered flexible system integration among all systems based on industry best practices.
- Generated the crucial report requirements of NHMFC operational units.
- Provided knowledge and technology transfer to functional (Executives, Managers and End-Users) and technical users (IT staff) of NHMFC through trainings.
- Created all the system and technical documentation.
- Spearheaded the formation of the database structure, and ensured its uptime and daily responsiveness and maintenance.
- Provided warranty and support for all systems developed during the engagement.
- Utilized I.T. industry-standard project management methodologies.
- Leads and supervise in software development
- Platform: Java, Grails, Oracle Forms, PL/SQL, FoxPro, PowerBuilder

NHMFC - Support and Maintenance of the NHMFC I.T. Systems Project

Information Systems Technology services include the following:

- Provision of help desk support to the users of the systems in the different departments of the NHMFC.
- Develop and implement client-requested system and process enhancements.
- Conduct data migration, system administration and network management related requirements.
- Provided systems integration for all NHMFC systems.
- Provided knowledge and technology transfer to functional (Executives, Managers and End-Users) and technical users (IT staff) of NHMFC through trainings.
- Platform: Java, Grails, Oracle Forms, PL/SQL, FoxPro, PowerBuilder

NHMFC - Development of the NHMFC Borrower Service Card System

I.T. services provided include:

- Requirements Elicitation, Design and Development of a web-based borrower system utilizing Radio Frequency Identification (RFID) technology.
- Integration with the Mortgage Accounting and Collection Information System (MACIS) for borrower data and transactions.
- Development of a card management module.
- Supply of card personalization hardware and other peripherals.
- Development of a web-based facility covering the registration and reporting of accredited banks and employers.
- Provided post-implementation support
- Provided knowledge and technology transfer to functional (Executives, Managers and End-Users) and technical users (IT staff) of NHMFC through trainings.
- Platform: Java, Oracle SQL

NHMFC - Support and Maintenance of Existing NHMFC I.T. Systems ProjectCY 2009-2010

- Provided application support & maintenance services for all the existing NHMFC IT systems including those based in Oracle Forms and Reports and those running on Oracle database
- Integrated the systems to enable synchronization and efficient processing of borrower and loan information
- Provided systems integration for all NHMFC systems
- Provided knowledge and technology transfer to functional (Executives, Managers and End-Users) and technical users (IT staff) of NHMFC through trainings.

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- Platform: Java, Grails, Oracle Forms, PL/SQL, FoxPro, PowerBuilder

DBM - Software Maintenance of the DBM Application Systems Project FY 2011-2012

- Provided the following Information Technology services which include primary end-user support, application and database server administration, on-site systems diagnostics and recovery, development and implementation of enhancements for existing client-server and web-based information systems of the DBM:
  - Budget Preparation Management System (BPMS)
  - Government Manpower Information System (GMIS)
  - eBudget
  - Foreign Assisted Project System (FAPS)
  - Document Tracking System (DTS)
  - Manpower Management Information System (MMIS)
    - Payroll Module
    - Personnel Database Management System
  - Index of Payment Computerized System (IPCS)
  - Property Monitoring Information System (PMIS)
  - Transparency and Accountability Initiative for Lumpsum System (TAILS)
- Provided up-to-date user manuals and conducted trainings for Executives, Managers, End users and IT staffs on the proper use of the Applications and Network
- Platform: Grails, Java, PHP, PowerBuilder, .NET, PL/SQL

DBM - Software Maintenance of the DBM Application Systems Project FY 2009-2010

- Provide software support & maintenance services for existing applications for the electronic processing of major budget release documents including but not limited to:
  - Budget Preparation Management System (BPMS)
  - Government Manpower Information System (GMIS)
  - eBudget
  - Foreign Assisted Project System (FAPS)
  - Document Tracking System (DTS)
  - Manpower Management Information System (MMIS)
    - Payroll Module
    - Personnel Database Management System
  - Index of Payment Computerized System (IPCS)
  - Property Monitoring Information System (PMIS)
  - Electronic Lump-Sum Appropriations Management Program (eLamp)
  - Government Disbursement Reporting System (GDRS)
- Maintain the information systems of DBM across the country.
- Develop and implement client-requested enhancements to the client-server and web-enabled systems.
- Provided systems integration for all systems.
- Provided up-to-date user manuals and conducted trainings for Executives, Managers, End users and IT staffs on the proper use of the Applications and Network
- Platform: Grails, Java, PHP, PowerBuilder, .NET, PL/SQL

Business Process Management System for the Department of Transportation and Communication (DOTC)

- Implementation of a Business Process Management Solution for the Department of Transportation and Communication (DOTC), carrying out the full Software Development Life Cycle (SDLC), including Requirements Gathering, System Analysis and Design, System Development, Quality Assurance, Deployment to Production, Go Live, and Warranty

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- Specifically, it included:
  - Creation and implementation of business workflows
  - Creation and design of online forms
  - Monitoring and optimization of processes
  - Implementation of e-mail and SMS notifications
  - Integration with Oracle e-Business Suite R12
  - Utilization of an Active Directory authentication and synchronization
  - Development of a DOTC Portal using Liferay
  - Employment of Alfresco Enterprise Edition for the enterprise content management system
  - Platform: Java, Liferay Portal, Alfresco Enterprise Edition

Philippine Dealing System (PDS) - FX Data Consolidator

- Designed and developed a facility to retrieve and consolidate the foreign exchange (FX) trades from Thomson Reuters System and PDS XStream Trading System and to push the data trades for the consumption of PDS Gateway, BSP Tool and New Market Page (NMP) for the purposes of data reporting and publication.
- Conducted the IT training to the IT personnel of the PDS group
- Platform: PHP, Linux, Apache, MySQL

Novel Capital, Inc. (NCI) - Placements System

- Designed and developed a fully web-based Placements System to manage investor records and administration of investments, including the following modules:
  - Investor Management
  - Placements Administration
    - Placement Opening
    - Placement Disposition
    - Placement Modification
    - Payment Request
    - Transaction and Monthly Management and Accounting Reports
  - User Management
  - System Maintenance
- Provided support to the system following go-live
- Facilitated trainings for Executives Managers, End users and IT staffs
- Platform: Java, Grails, Jasper Reports, MySQL

PDS - PDS Comprehensive Clearing and Settlement System

- Elicited requirements, designed, developed, and tested a fully web-based clearing and settlement system for fixed income securities and foreign currency exchange. The system includes the following modules in Java:
  - Trade Loading and Validation
  - Trade Enrichment
  - Clearing and Authorization
  - Settlement
- The system also facilitates the registration of all trading and settlement participants, such as banks and other financial institutions, into the system.
- Provided system integration with all the third-party applications of PDS and its partner regulatory bodies, the BTr and the Bangko Sentral ng Pilipinas (BSP) via Web Services.

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- Provided post-implementation support
- Conducted training to PDS IT group
- Platform: Java, Grails, Javascript, Oracle 11G
- Responsible in performing all User Acceptance Testing, coordinating with other relevant departments / personnel that have touch points with the project to perform testing, documenting outcomes and raise bugs or issues.
- Assist the team especially with the Business Analyst with Systems and User Interface testing.

Ideal Solutions Inc. (Guam)
Feb 2006 – Aug 2006 (6 months)
Senior Project Manager

Speed Bingo Game System and ACRES Management System
- Overall supervision of the development and technical implementation.
- Prepared and reviewd periodic progress evaluation/ reports.
- Oversight of network implementation and disaster recovery planning
- Managed the day-to-day operations of the company
- Pursued new opportunities for the company through proposals, quotations, regular meetings, among many others
- Architected solutions to help improve processes of potential clients
- Maintained relationships with existing accounts.
- Involved in all aspects of go live implementation activities.

Numbers International
March 2005 – Feb 2006 (11 months)
Senior Project Manager

- Overall supervision of the development and technical implementation.
- Prepared and reviewed periodic progress evaluation/ reports
- Oversight of network implementation and disaster recovery planning.

Accenture/Anderson Consulting
Nov 1997 – Mar 2005 (7 years 3 months)
Technical Consultant/Team Lead
- Arranged and initiated projects from business-project study phase to implementation phase
- Managed budgets and ensured that projects are on schedule
- Identified resources to be aligned to multiple projects at the same time
- Conducted regular meetings with onshore counterparts and Process Lead to discuss demand and identify work opportunities for Manila
- Conducted regular meetings with each team member to discuss issues, goals and expectations
- Arranged for knowledge transfers and trainings needed by the team
- Provided regular status reports to project management and onshore counterparts
- Provided evaluations to team members
- Implemented applications written in COBOL .NET and Java

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Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Certifications

- IBM Certified Database Associate – DB2 10.1 Fundamentals
- IBM Java Based Application Server Websphere MQ Technical Sales Mastery Test V2

Trainings Attended:

Java Platform, Enterprise Edition (Java EE) 5 Training
Active Learning, Makati City
May 2008

Java 2 Platform, Enterprise Edition (J2EE) Training
Manila city
January 2008

Project Management Training
Ateneo de Manila University
December 2010

Intensive Alfresco (Java Based) Training for Development
Afresco, CIGNEX
Manila city
March 2011

Team Development Workshop
America Executive Search & Organization
Manila City
July 2003

CERTIFIED TRUE COPY

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

Date: 03/23/2018

[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: TERENCE S. CAMBOA

Full name of authorized representative: Hadrian M. Cruz

SUBSCRIBED AND SWORN to before me this MAR 23 2018 day of March 2018 at QUEZON CITY 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 PASSPORT, with his/her photograph and signature appearing thereon, with no. EC 6060340.

Witness my hand and seal this MAR 23 2018 day of March 2018.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 203
Page No. 41
Book No. 721
Series of 2018

ATTY. BENJAMIN P. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5526334, January 3, 2018, QUEZON CITY
IBP NO. 013073 12-20-2017 - QUEZON CITY
ROLL NO. 43246
ADM. MATTER NO. NP-066-(2017-2018)
TIN NO. 177-967-619-000
MCLE III-0024526 - December 12, 2017
34 Assisi St. GSIS Village
Project 6 Quezon City

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MGA PAGTATAKDA-LIMITATIONS

REPUBLIKA NG PILIPINAS / REPUBLIC OF THE PHILIPPINES

PASAPORTE
PASSPORT

Uri / Type: P
Kodigo ng Bansa / Country Code: PHL
Pasaporte Blg / Passport No: EC6060340
Apelyido / Surname: GAMBOA
Pangalan / Given Names: TERENCE
Dating apelyido / Other Name: SANCHEZ
Petsa ng kapanganakan / Date of birth: 13 Dec 75
Nasyonalidad / Nationality: FILIPINO
Kasarian / Sex: M
Pook ng kapanganakan / Place of birth: SILAY CITY
Araw ng pagtatalaloob / Date of issue: 24 Nov 15
Pinalabas ng / Issued by: DFA BACOLOD
Araw ng pagkamalang bisa / Valid until: 23 Nov 20
Lagda ng pinagkalooban / Signature of bearer:

P<PHLGAMBOA<<TERENCE<<<<<<<<<<<<<<<<<<<<<<<<
EC60603401PHL7512135M2011231<<<<<<<<<<<<<<<04

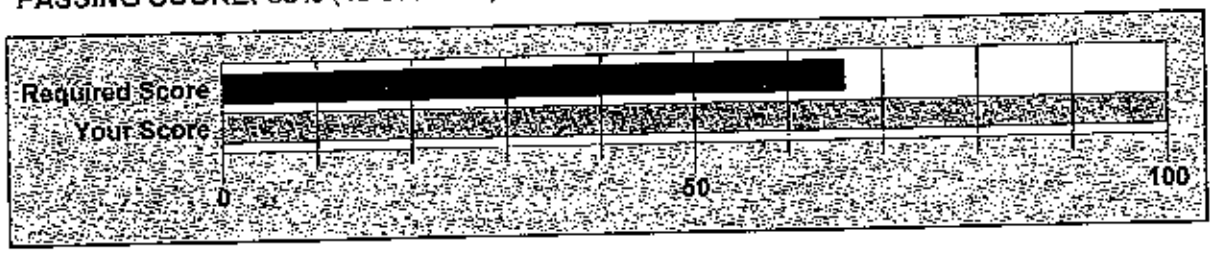
CERTIFIED TRUE COPY

Certified for IBM Information Management software

Professional Certification Program from IBM
IBM Certified Database Associate - DB2 10.1 Fundamentals
Examination Score Report

Candidate:	TERENCE GAMBOA		
Candidate ID:	SR8969562	**Date:**	February 20, 2013
Registration Number:	X01SYD5288	**Site Number:**	PH30
ExamSeries:	610		

PASSING SCORE: 66% (46 out of 69) **YOUR SCORE:** 100% (69 out of 69) **Grade:** Pass



The following shows each section/category and your related score.

Section/Category	% of Test	Your Score
1. Planning	10% (7 out of 69)	100% (7 out of 7)
2. Security	15% (10 out of 69)	100% (10 out of 10)
3. Working with Databases and Database Objects	20% (14 out of 69)	100% (14 out of 14)
4. Working with DB2 Data using SQL	20% (14 out of 69)	100% (14 out of 14)
5. Working with DB2 Tables, Views and Indexes	22% (15 out of 69)	100% (15 out of 15)
6. Data Concurrency	13% (9 out of 69)	100% (9 out of 9)
	100% (69 out of 69)	

Information on all certifications offered through the **Professional Certification Program from IBM** can be found at www.ibm.com/certify.Questions and concerns should be addressed to certify@us.ibm.com.

This examination was delivered at an Authorized Prometric Testing Center. For all your IBM testing needs in the United States and Canada, call 1-800-959-EXAM. Elsewhere, please contact your Prometric regional service center.

CERTIFIED TRUE COPY

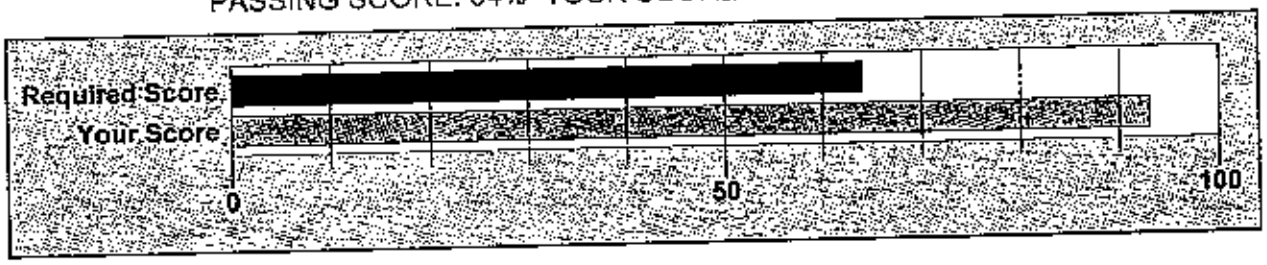
Professional Certification Program from IBM

IBM WebSphere MQ Technical Sales Mastery Test v2

Examination Score Report

Candidate:	TERENCE GAMBOA		
Candidate ID:	SR8969562	**Date:**	January 30, 2013
Registration Number:	WEDSYD5088	**Site Number:**	PH30
ExamSeries:	M39		

PASSING SCORE: 64% YOUR SCORE: 93% GRADE: Pass



The following shows each section/category and your related score.

Section/Category	Number of Items	Your Score
1.Messaging Based Applications	4 out of 31	4 out of 4
2.Solution Architecture	8 out of 31	7 out of 8
3.Application Development	8 out of 31	8 out of 8
4.System administration	11 out of 31	10 out of 11

Information on all certifications offered through the Professional Certification Program from IBM can be found at **www.ibm.com/certify**. Questions and concerns should be addressed to certify@us.ibm.com

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Ateneo Manilani Curatores

Omnibus praesentes litteras visuris salutem in Domino

Facultate nobis a Republica Philippinarum concessa, testamur dilectum

Terence S. Gamboa

omnibus rite peractis quae more solitoque nostro imperantur liberalium disciplinarum studiosis, facultate pertinebat ad

Baccalaureatum Scientiae Administrationis Institutionis Informationis

a nobis fuisse probatum et omnibus ceteris singulis requisitis ad istum gradum pertinentibus fuisse donatum.

In cuius rei testimonium Praeses Decanus auctoritate sibi commissa die XXII mensis MARTII anno Domini MCMXCVII, Atheneii vero Manilani CCCXXIII litteras hisce Collegii sigillo munitas nomina subscripserunt.

Decanus

Praeses

CERTIFIED TRUE COPY

INCUVENTURE

Unit 1237-07, 12 F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 621.2114
www.incuventu.net

CERTIFICATION

This is to certify that **Terence S. Gamboa** is an employee and working as a project consultant for the position of a **Application Team Lead/Senior Developer** by **Incuventure Partners Corporation** from **January 8, 2007** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

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TPF 6. Format of Curriculum Vitae (CV) for Proposed Professional Staff

Proposed Position: Database Administrator

Name of Firm: Incuventure Partners Corporation

Name of Staff: Daniel Tan

Profession: Database Administrator

Date of Birth: July 8, 1985

Years with Firm/Entity: 1 month **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Assign to day to day application and database server administration
- Install and maintain database management software
- Perform upgrades and data migration
- Manage Oracle Automatic Storage management
- Apply one-off patches, patch set and critical patch updates
- Assign in Backup and Recovery
- Monitor, maintain and manage space usage within the database and related resources
- Document procedures, troubleshoot, disaster recovery standard procedures, database design, and other DB related documentations

Key Qualifications:

Cumulative IT Experience	**Over 9 years of IT Experience** • At least 9 years relevant work experience as an Enterprise Database Administrator for varying industries & organizations.
Certifications	• Oracle Database 11g Administrator Certified Professional (OCP) • Oracle Database 11g Administrator Certified Associate(OCA) • Oracle Certified SQL Certified Expert • ITIL v3 Foundation Certified

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Skillset	• Expert in database languages such as Oracle RAC 10g/11g, Oracle RMAN. Oracle, PL/SWL, Oracle ASM, Oracle Data guard 11g, SQL, Unix/Linux Scripting, Windows batch Scripting. • Knowledgeable on Red Hat Linux (RHEL) & Windows Environment.
Trainings Attended	• SQL Tuning Workshop ed.2 • Oracle 11g: Administer Data warehouse Ed 2 • Oracle 11g: RAC Administration Ed 1 • Oracle Database Fundamentals 1 • PL/SQL Fundamentals

Education:

School	Course	Year Graduated
Adamson University	**Bachelor of Science in Electronics and Communications Engineering**	2008

Employment Record:

Incuventure Partners Corporation
March 2018 – Present
Database Administration Consultant

Key responsibilities and accountabilities:

- Provides Database Administration consultancy services to support and maintenance projects.
- Apply one-off patches, patch set and critical patch updates
- Assign in Backup and Recovery
- Monitor, maintain and manage space usage within the database and related resources
- Document procedures, troubleshoot, disaster recovery standard procedures, database design, and other DB related documentations.

Indra Philippines, Inc.
Feb 2017 – Feb 2018 (1 year)
Senior Oracle Database Administrator

Key responsibilities and accountabilities:

- Repaired broken data guard configuration.
- Configured automated alert notifications

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- Resolved existing performance issues encountered by business units
- Tuned sub-optimal queries running against the database
- Implemented partitioning on relevant tables to minimize database I/O and improve query performance
- Ensured high availability and performance
- Design and Implement backup strategies using RMAN and integrate with other industry-standards as needed.
- Provide consultancy for database sizing and hardware recommendations

DAnateq Pte. Ltd. Singapore
March 2014 – Feb 2017(3 years)
Senior Oracle Database Administrator

Key responsibilities and accountabilities:

- Responsible for optimizing the performance of the Database which accommodates more than 10 million transactions per day.
- Responsible for recommending application code changes for non-optimized queries.
- Coordinate with the client in defining their report requirements from the platform.
- Created and designed the entire reports structure of the platform based on the requirements of business units like Revenue Accounting, Customer LifeCycle Management, and Revenue Assurance.
- Integrated the platform to a 3rd party Data Warehouse company which uses Teradata.
- Automated the delivery of the reports including the email.
- Provide 3rd level support after the project was delivered.

Telecoms Project

- Responsible for ensuring availability and performance of the databases and implementation and release of database changes as submitted by the Research and Development Team.
- Ability to interact with development teams, business owners, and varioius levels of management with the experience with performance tuning and monitoring.
- Ensure high availability and performance
- Experience working as part of a team that delivers a high availability service
- Proactively monitor the database systems to ensure secure services with minimum downtime
- Provide trend analysis to enable the team to make informed decisions regarding resource management.
- Responsible for improvement and maintenance of the databases to include rollout and upgrades.
- Provide Oracle database assessments and subsequent hardware,software, and services recommendations relative to both the overall health of an oracle environment and deep-dive into new Oracle products/features.
- Upgrade, configure, and tune all components of the Oracle technology stack including the Oracle 10g and 11gR2 Database.
- Architect and implement High Availability and Disaster Recovery solutions to ensure application availability (RAC/Dataguard)
- Design and implement backup strategies using RMAN and integrate with other industry-standards as needed.
- Stay current on Oracle technology, new functionality, and release roadmap.

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- Provide evaluation, architecture, and integration technical capabilities to implement Oracle database products and features i.e.: Partitioning, Compression, Encryption, Data Guard etc..
- Script/design automation of repetitive processes to minimize human error and maximize service delivery.
- Research database technology, determine business requirements, propose changes, and develop migration and implementation plans.
- Hands-on experience running Oracle's Exadata platform.
- Involvement in pre-sales activities including client-facing meetings and presentations.

Hewlett-Packard Philippines Corporation
Oct 2010 – March 2014 (3 years & 5 months)
Platform and Applications Database Administrator

Key responsibilities and accountabilities:

- 3rd Level Incident Management Platform and Applications DBA supporting Client's Data Warehouse which uses Oracle 11g RAC Databases with Dataguard running on Exadata machines.
- Troubleshoot and resolve platform or application related incidents.
- Perform root cause analysis and provide permanent fixes or workarounds to platform related problems
- Optimize database performance
- Tune and optimize long running queries
- Resolve database related job failures encountered by applications
- Develop PL/SQL packages and procedures to improve day to day operations
- Develop database triggers for increased database security
- Provide management reports on the performance of the database
- Manage user roles and permissions
- Review and execute routine service requests
- Conduct technology specific trainings and/or qualification exams
- Participate in design review meetings and provide recommendations to platform related changes
- Provide consultancy to other HP support team on database related matters
- Create, review, maintain, and deploy technology platform documentations (e.g. technical documents, etc.)
- Coordinate with Oracle Exadata group in resolving technology system and infrastructure issues
- Interface with Oracle Support for database related bugs.
- Configure Oracle Wallet for important application Schemas

Softwares Ventures International Corporation
September 2008 – October 2010 (2 years & 1 month)
System Database Administrator

Key responsibilities and accountabilities:

- Installed Oracle 11gR2 RAC database on Oracle Enterprise Linux 5.5 on 2 nodes in a test environment
- Upgraded Oracle 10gR2 (10.2.0.1) production databases to Oracle 10gR2(10.2.0.5)
- Implemented Oracle 10gR2 production database on multiple production facilities

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- Replicated production databases to test environments using Import/Export Utilities or Datapump
- Implemented Oracle Financials R12.1.1 with an 11g Database on RHEL 5.3 for a production environment
- Applied upgrades and patches for Oracle Financials and Database.
- Implemented Oracle Financials R12.0.4 with a 10g Database on RHEL 4.5 for a test environment
- Administered the schemas of various Database users
- Monitored Performance of all production databases\
- Implemented a backup solution that will satisfy the business needs using RMAN
- Used ADDM, Explain Plan, and other EM advisors to improve database performance

---

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Certifications

- Oracle Database 11g Administrator Certified Professional (OCP)
- Oracle Database 11g Administrator Certified Associate(OCA)
- Oracle Certified SQL Certified Expert
- ITIL v3 Foundation Certified

Trainings Attended:

SQL Tuning Workshop ed.2
Oracle University
April 2012

Oracle 11g: Administer Data warehouse Ed 2
Oracle University
November 2011

Oracle 11g: RAC Administration Ed 1
Oracle University
June 2011

Oracle Database Fundamentals 1
HP Formal Training

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May 2013

PL/SQL Fundamentals
HP Formal Training
March 2011

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Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

Date: 03/23/2018

[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: DANIEL TAN

Full name of authorized representative: Hadrian M. Cruz

MAR 2 6 2018

SUBSCRIBED AND SWORN to before me this ___ day of *March 2018* at _____, 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 PASSPORT, with his/her photograph and signature appearing thereon, with no. EC7920196.

Witness my hand and seal this 26 day of *March 2018.*

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. ___
Page No. ___
Book No. ___
Series of ___

ATTY. FLORIMOND C. ROUS
Notary Public for Quezon City
Until December 31, 2018
PTR No 5321227 / 1-3-18 Q.C
IBP LIFETIME NO. 00919
ROLL NO. 25759 / TIN. 112-154-936
MCLE 5 Comp-03301549, 1-22-2018
Appt. Notar. No. 153 / RTC-QC / 2016

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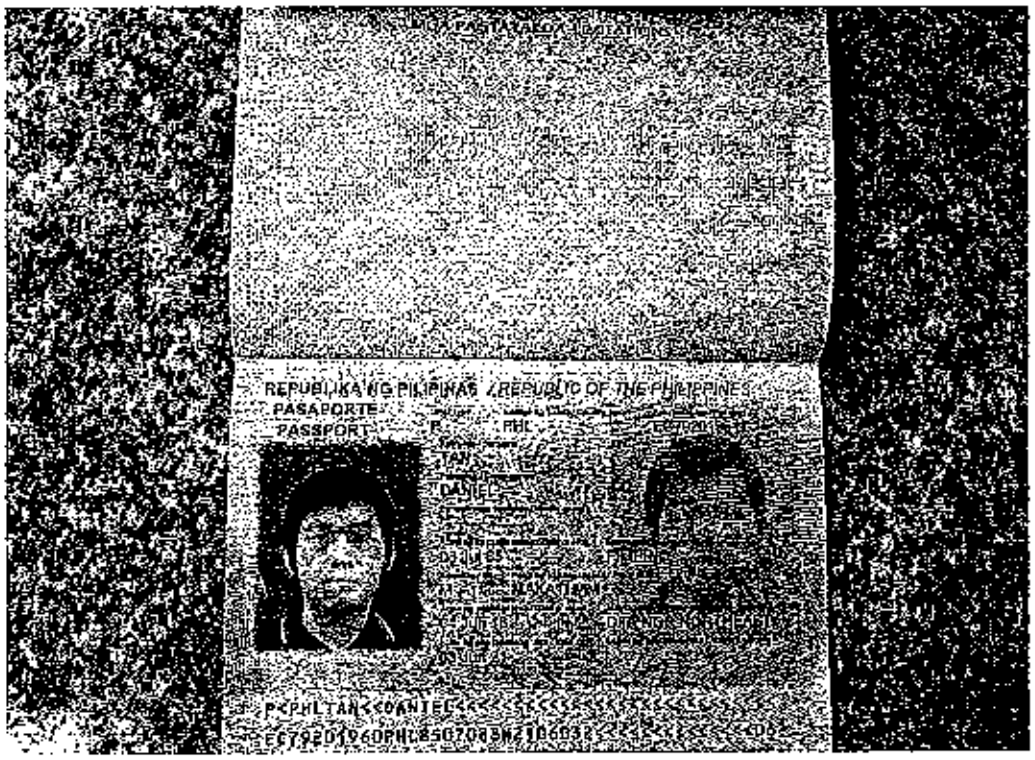

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View all the Oracle Certification exams you've taken in one place. Access exam titles, score reports and more.

Certification Status Report

Candidate Informations and Credentials

Full Name: Daniel Tan

City: Quezon City

State:

Country Code: PHL

Credential Title	Certification Date
Oracle Database 11g Administrator Certified Professional	07-SEP-13
Oracle Database 11g Administrator Certified Associate	28-MAY-12
Oracle Database SQL Certified Expert	16-APR-12

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ADAMSON
UNIVERSITY

OFFICE OF THE REGISTRAR
900 San Marcelino Street, Ermita, Manila 1000 Philippines
Tel. Nos. (632) 524.20.11 local 129, 133 & 102;
525.70.13; 525.98.56
Telefax No.: (632) 522.55.26

CERTIFICATION

This is to certify that MR. DANIEL G. TAN is a graduate of this University with the degree of B.S. ELECTRONICS AND COMMUNICATIONS ENGINEERING in MARCH, 2008.

During his residence here, he has shown good moral character. He was well disciplined and had not violated any of the rules and regulations of this University.

This certification is issued upon request for whatever legitimate purpose it may serve him.

26 June 2008.

NILDA S. IBAÑEZ
Registrar

Not Valid Without
School Seal.

/11

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ADAMSON UNIVERSITY

Manila, Philippines

OFFICE OF THE REGISTRAR

OFFICIAL TRANSCRIPT OF RECORDS

Student No.: 200314138

NAME: TAN (Family Name) DANIEL (First Name) GUETAN (Middle Name)

Nationality: Filipino Date of Birth: July 08, 1985

Place of Birth: Makati City (Municipality) (Province)

Parent or Guardian: Bibiana G. Tan

Home Address: 28-C Masbate St., West Ave., Quezon City

Admission Credential: Transcript Admission Status: Transferee

School Last Attended: De La Salle University

Course: BACHELOR OF SCIENCE IN ELECTRONICS AND COMMUNICATIONS ENGINEERING

GRADING SYSTEM:

GRADE	PERCENTAGE EQUIVALENT	LETTER EQUIVALENT	DESCRIPTION
1.0	97-100	A	Excellent
1.1	97-98		
1.2	95-96		
1.3	93-94		
1.4	91-92		
1.5	90		
1.6/1.7	87-89	B	Above Average
1.8/1.9	85-86		
2.0/2.1	83-84		
2.2/2.3	81-82		
2.4/2.5	78-80		
2.6/2.7	75-77	C	Passing
2.8	74	I	Incomplete
2.9/5.0	Below 75	F	Failure
5.0	Dropped	D	Dropped

ACCREDITATION:
Adamson University is an accredited member of the following national and international educational organizations:

- Philippine Accrediting Association of Schools, Colleges and Universities (PAASCU)
- Philippine Association of Colleges and Universities Commission on Accreditation (PACU-COA)
- Philippine Association of Colleges and Universities (PACU)
- Catholic Educational Association of the Philippines (CEAP)
- Federation of Accrediting Agencies of the Philippines (FAAP)
- Association of Catholic Universities of the Philippines (ACUP)
- International Federation of Catholic Universities (IFCU)

Accredited Courses:

- College of Engineering (PAASCU)
- College of Business Administration (PACU-COA)
- College of Liberal Arts (PACU-COA)

Credit: One hour of lecture or recitation for three hrs. of laboratory work for one semester of 18 weeks equals one semester hour credit. The Summer Term carries the same number of hours.

REMARKS:

Graduated with the degree of BACHELOR OF SCIENCE IN ELECTRONICS AND COMMUNICATIONS ENGINEERING (B.S.E.C.E.) on MARCH 29, 2008. Deregulated Status-EXEMPTED from Special Order per CHED Memo No. 59 series 2007.

Please refer to the attached certified true copy of Chi's official Transcript of Records from De La Salle University.

(Not valid without School Dry Seal)

This copy is a true copy of the original transcript on file in the Office of the Registrar of the University and should be treated as an original copy when issued by the Registrar's Office and bearing the wet signature of the University Registrar. Any copy or copies issued with an authorized by the Registrar of the Registrar's Office.

Transcript No.: 1434
Prepared by: [illegible]
Checked by: L. Bryhton
Date: June 18, 2008

Certification:

This is to certify that the foregoing records of TAN, DANIEL GUETAN have been verified against the originals on file in this Institution.

NILDA S. TORRES
REGISTRAR

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INCUVENTURE

Unit 1237-27, 12 F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 521.2114
www.incuventure.net

CERTIFICATION

This is to certify that **Daniel Tan** is an employee and working as a project consultant for the position of a **Database Administration** Consultant by **Incuventure Partners Corporation** from **March 1, 2018** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

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CURRICULUM VITAE (CV) FOR PROPOSED KEY PROFESSIONAL STAFF

Proposed Position: Quality Assurance Analyst

Name of Firm: Incuventure Partners Corporation

Name of Staff: Glynn Meneses-Talon

Profession: Quality Assurance Analyst/Application Support Manager

Date of Birth: April 17, 1987

Years with Firm/Entity: 4 years **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Spearhead the creation of User Acceptance Test Plan, Criteria, Analysis and Design, Test Execution and Test Reporting
- Execute process, functional, regression testing of modules in terms of functionalities reports using approved test criteria
- Execute end-to- end system testing using approved test criteria
- Prepare ensure that all test criteria are approved and accepted by the Incuventure Project Team and clients Project Team
- Provides detailed status reports on test cycles and schedules

Key Qualifications:

Cumulative IT Experience	**Over 10 years, 8 months of relevant IT experience** • At least 10 years' experience in Quality Management Software and Processes.
Skillset	• Expert in testing multiple IT systems relating to budget accounting and financial management. • Proficient in creating clear and concise and detail-oriented test plans/cases from specifications or verbal communications • Experienced in Business and System Analysis • Proficient in Customer and Technical Support • Knowledgeable in Budget Cycle (Preparation, Legislation, Execution and Accountability) • Knowledgeable in programming languages such

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	as Python, JAVA/EE/SE, Grails, MyBatis, Spring MVC, SAP, Angular JS • Knowledgeable in database languages such as MySQL, Oracle database

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Education:

School	Course	Year Graduated
St. Louis University	Bachelor of Science in Information Technology (Cum Laude)	2008

Employment Record:

Incuventure Partners Corporation
July 2016 – Present (1 year, 8 months)
Quality Assurance Analyst/Applications Support Manager

Key responsibilities and accountabilities:

- Provides Quality assurance and application support management consultancy services to support and maintenance projects.
- Execute process, functional, regression testing of modules in terms of functionalities reports using approved test criteria
- Execute end-to- end system testing using approved test criteria
- Prepare ensure that all test criteria are approved and accepted by the Incuventure Project Team and clients Project Team
- Provides detailed status reports on test cycles and schedules

Alba Spectrum LLC - Chicago
June 2016 – Dec 2017 (1 year, 6 months)
Business Analyst/Quality Assurance Analyst

Key responsibilities and accountabilities:

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- Monitor the project milestones and deliverables, including doing quality check on all documentary deliverables needed for projects.
- Providing clients a phone, email, remote desktop, and onsite support.
- Check and ensure quality of Inception Reports, Business Requirements Specifications, Technical Specifications Documents, Test Plans, Project Management Plans, Deployment and Implementation plans as well as Test Scripts and make sure that they conform to standards set by the company.
- Assists in requirement elicitation and systems design and analysis and coordinates with the development team in the programming of the approved software design and enhancements
- Responsible for Test Planning, Test Analysis and Design, Test Plan Creation, Test Cases Creation, Test Execution, and Test Reporting from Written and Verbal Communication/ Documentations
- Made sure that quality assurance process was documented and communicated and adequate to ensure agreed quality levels for the application
- Document and log errors encountered during test runs.
- Collaborate with the systems analyst and software developers as needed to ensure correct understanding of the bugs.
- Directly communicates with Clients abroad (USA, Canada, Jamaica, etc.) to elicit Requirements and from which, provide Business and Technical Solutions to their needs
- Assists in Company's Sales and Marketing Team through client engagement and business case development
- Assists Development team in analyzing which technology framework and system engineering approach is most relevant for each project handled
- Designs User Interfaces, Web Services, Database Tables using design principles and patterns to speed up development
- Creates Business and Technical Requirements Documents, User Manuals for Systems developed by Alba.

Business Domains: IT Software solutions for the following facets:

- Microsoft Dynamics GP (Financials, Purchasing, Sales, Inventory) Customizations including Process Automation Tools
- System Integration of Microsoft Dynamics GP with Other Systems such as E-commerce sites, Warehouse Management Systems, Retail Management Systems
- Development of Workflow Management Systems, Web Applications using .NET

Incuventure Partners Corporation
Feb 2014 – June 2016 (2 years, 4 months)
Quality Assurance Analyst/Application Support Manager/Senior System Analyst

Key responsibilities and accountabilities:

Department of Budget Management – Software and Network Maintenance Development

- Responsible for the Analysis and Design of the system

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- Created the Business Requirements Document, Functional and Technical Specifications Document and Test Criteria
- Spearheads the support concerns in the pilot test of the application
- Performs as the Quality Assurance Analyst / Application Support Manager, Lead Business Analyst / Systems Analyst / Documentation Specialist
- Conducts requirements gathering, user training, capacity building, and knowledge transfer with the user groups of the systems.
- Assists project manager in determining and monitoring overall scope and work plans
- Coordinated with the development team in the programming of the approved system design.
- Facilitated root cause analysis on issues reported during support period.
- Conducted internal software quality assurance testing using predefined test scripts.
- Documented and logged errors encountered during test runs.
- Collaborated with the Systems Analysts and Software Developers as needed to ensure correct understanding of the bugs and their resolution.
- Ensured traceability of test cases to requirements, worked with the project Business Analyst to ensure all requirements were tested.
- Facilitates root cause analysis on issues reported during support period.
- Assessed incidents and issues reported based on the procedures of the ITIL Service Operations Framework.
- Participated the ITIL - Service Operations concepts implementation for application support

Government Service Insurance System – GSIS Wireless Automated Processing System (GWAPS) Enhancement

- Performed as the System Analyst and Quality Assurance Analyst.
- Conducted systems analysis and design of object-oriented web-based GWAPS applications with Oracle database.
- Assisted the project manager in determining and monitoring overall scope and work plans.
- Conducted requirements gathering, user training, capacity building, and knowledge transfer with the user groups of the systems.
- Created system documentation.
- Performed unit and comprehensive testing for overall quality assurance of functional and technical performance of the system.
- Coordinated with the development team in the programming of the approved system design.
- Facilitated root cause analysis on issues reported during support period.
- Conducted internal software quality assurance testing using predefined test scripts.
- Documented and logged errors encountered during test runs.
- Collaborated with the Systems Analysts and Software Developers as needed to ensure correct understanding of the bugs and their resolution.
- Ensured traceability of test cases to requirements, worked with the project Business Analyst to ensure all requirements were tested.
- Platforms used: Java, Grails, Oracle Web Services, Oracle Service Bus, MyBatis, Spring MVC, SAP, Angular JS

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Towers Watson
March 2012 – Jan 2014 (1 year, 10 months)
Quality Assurance Analyst/Requirement Analyst/Business Analyst

Key responsibilities and accountabilities:

- Facilitated root cause analysis on issues reported during support period.
- Conducted internal software quality assurance testing using predefined test scripts.
- Documented and logged errors encountered during test runs.
- Collaborated with the Systems Analysts and Software Developers as needed to ensure correct understanding of the bugs and their resolution.
- Ensured traceability of test cases to requirements, worked with the project Business Analyst to ensure all requirements were tested.
- Received Business requirements from product management and Subject Matter Experts and reviewed these to interpret business needs
- Researched best practices and applied domain knowledge to identify optimal approach to address needs
- Translated and documented needs into functional requirements and technical specifications for new enhancements
- Communicated with Stakeholders to present resolutions and walked them through the requirements developed for the different enhancements
- Managed System Documentation, including document version control and standard templates
- Conducted functional and usability testing
- Evaluated existing processes, identified and recommended possible change for continuous improvement
- Prepared and designed "mockups" or sample screens to illustrate proposed changes/enhancements
- Assisted QA teams in developing their test cases
- Ensured deliverables were reviewed and approved by SMEs and other Stakeholders
- Assisted peers in issue resolution and peer reviews
- Shared and transferred Domain Knowledge to the different product development teams
- Prepare communications scheduling document such as Presentation, Minutes of the Meeting, Approval Sheet
- Conducted walkthroughs and knowledge transfer sessions

IGen Dev Center
Sept 2010 – Mar 2012 (1 year, 6 months)
Business/Systems Analyst

Key responsibilities and accountabilities:

- Directly communicated with local and off shore clients
- Involved in extensive impact and gap analysis, requirements gathering, providing UI/UX design, conceptual design, business requirements documentation, user guide

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documentation and defining project scope and plans for various projects in different platforms. Platforms include mobile (iOS, Android), .NET Web Applications, .NET WPF (Desktop application) and POS Terminal devices

- Created technical designs for ground up, and revised applications including flow charts, system specifications, project feasibility, and programming guidelines
- Consulted with end-users/clients to define system requirements, and identify programming and output needs
- Studied current and new programming languages, and identified feasibility of proposed resolutions
- Created mockups/screen designs for representation of enhancements/new products
- Prepared User Manuals for delivered applications
- Assisted in training users and provides technical assistance
- Provided testing support
- Worked closely with project and development teams throughout the systems development lifecycle (SDLC) to ensure quality and that requirements are met
- Led standardization of SA process and documentation
- Led in conceptual designs and overall project planning and designing of company's core product
- Entrusted with project management tasks, including writing of project proposals, Scope of Work document, budgeting, scoping, task assignment and scheduling.
- Led project kick-offs, project delivery, support, and status catch-up meetings with clients.
- Clients/Projects include San Miguel Corporation, VeriFone (Clearwater USA, Telaviv), Micros (USA), Indue (Australia), Lynx Financial Systems (Australia)
- Projects:
  - Domino – Lynx Banking System (Australia) – Migration of Command Line Banking System to a Windows-based System
  - Serino Portal (Formerly Trimble) – All-in- one Content Management System, CRM, Mobile Application Management, Mobile Device Management using web-based Portal
  - Serino Mobile Application – XML-based Game Engine for mobile applications (iOS and Android)
  - Sombrero Mobile Application – Spanish Language Immersion Program using Learning and Game modules for iPad.
  - Verifone US – eSMS (Enterprise Site Management System) – Remote Deployment of Payment Terminal Settings (POS) to different store/site locations
  - Verifone US – TablePAY – Mobile Payment for Restaurant Table Checkout integrated with Micros Point of Sale system

OMED Corp.
January 2010 – September 2010 (9 months)
Senior Software Engineer

Key responsibilities and accountabilities:

- Developed several core product solutions for Manufacturing Industry using both JAVA and .NET technologies
- Deployed in REMEC Broadband as Consultant
- Involved in elicitation of requirements, development of software, deployment and user training

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- Involved in Data Warehousing and Reporting using MS SQL and SSRS.
- Projects:
  - Integrated Machine Maintenance System (IMMS) – Tracking of Equipment and Maintenance
  - Human Resource Management System-Financial Accounting System (HRMS-FAS) – Human Resource Management System involving hiring up to payroll and generation of government agency reports. FAS – General Ledger, Balance Sheet, Accounts Receivable, Accounts Payable.

Oracle Philippines
August 2008 – October 2009 (2 months)
Associate Consultant

Key responsibilities and accountabilities:

- Developed solutions for client-specific configurations using Oracle Customer Care and Billing Involved in JAVA and COBOL programming as well as Web Services and Web Scripting to meet custom requirements
- Involved in creating test plans, unit testing and deployment
- Assigned to write Release Notes for several projects

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Trainings Attended:

Scrum Training
Active Learning Inc.
Pasig City
November 2015

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Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

_____ Date: 03/23/2018

[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: GLYNN KATHLEEN A. MENESES-TALON

Full name of authorized representative: Hadrian M. Cruz

SUBSCRIBED AND SWORN to before me this MAR 23 2018 day of *March 2018* at QUEZON CITY, 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 PASSPORT, with his/her photograph and signature appearing thereon, with no. EC624571 LLC.

Witness my hand and seal this 28th day of *March 2018.*

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 201
Page No. 41
Book No. 92
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5520234, January 3, 2018, QUEZON CITY
IBP NO. 018073 12-20-2017 - QUEZON CITY
ROLL NO. 43286
ADM. MATTER NO. NP-045-(2017-2018)
TIN NO. 177-607-519-000
MCLE III-0024525 - December 12, 2017
#31 Acacia St. GSIS Village
Project 8 Quezon City

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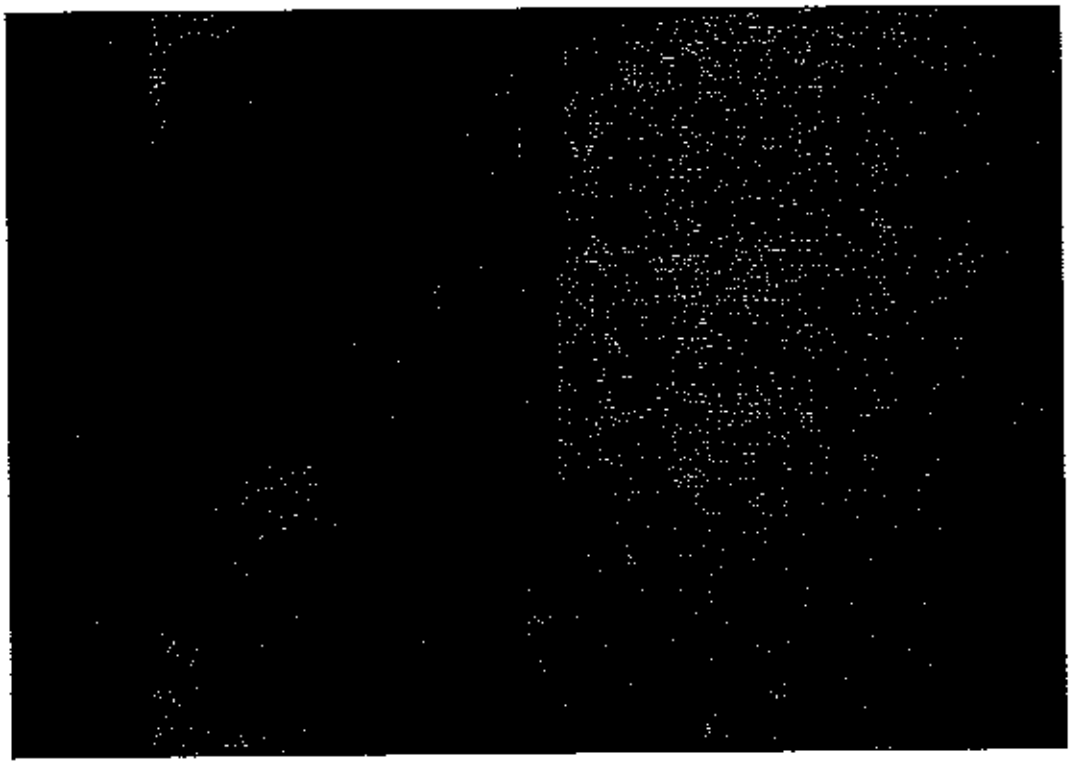

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Saint Louis University

BAGUIO CITY, PHILIPPINES

In lieu of matriculation or laboratory fee, Saint Louis University

TO ALL PERSONS TO WHOM THESE PRESENTS MAY COME, GREETING:

Be it known that **Bonifacio Ng. Sison** *has fulfilled the requirements of the University and is hereby*

BE IT KNOWN, THAT SAINT LOUIS UNIVERSITY, UPON CONSIDERATION OF THE REQUIREMENTS

is entitled to the degree of Bachelor of Science in Medicine, with all the rights, privileges and honors appertaining thereto.

THE ENDOWMENT OF GOOD MORAL CHARACTER AND

Wherefore, the College Council and Faculty of the University, upon the recommendation of the Dean of the College of Medicine and Surgery, hereby confer upon him the degree of Bachelor of Science in Medicine, and do hereby grant him the diploma of the University, with all the rights, privileges and honors appertaining thereto.

CONSIDERATION OF HIGHER EDUCATION, REPUBLIC OF THE

Given at Baguio City, Philippines, this **Meneses, Alfonso Rodriguez, Ocheta**

Satisfyer ng Aguinaldo

BACHELOR OF SCIENCE

Manggamot ng Gamot

College and Laboratory Fee

WITH ALL THE RIGHTS

Dean, College of Medicine and Surgery

President

CERTIFIED TRUE COPY

INCUVENTURE

Unit 1237-07, 12/F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 521.2114
www.incuventure.net

CERTIFICATION

This is to certify that **Glynn Kathleen A. Meneses-Talon** is an employee and working as a project consultant for the position of a **Quality Assurance Analyst/Applications Support Manager** by **Incuventure Partners Corporation** from **July 1, 2016** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

CURRICULUM VITAE (CV) FOR PROPOSED KEY PROFESSIONAL STAFF

Proposed Position: Quality Assurance Analyst

Name of Firm: Incuventure Partners Corporation

Name of Staff: Mary Ruth G. Juico

Profession: Systems Analyst/Quality Assurance Analyst/Operations Manager

Date of Birth: October 25, 1993

Years with Firm/Entity: 3 years, 3 months **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Spearhead the creation of User Acceptance Test Plan, Criteria, Analysis and Design, Test Execution and Test Reporting
- Execute process, functional, regression testing of modules in terms of functionalities reports using approved test criteria
- Execute end-to- end system testing using approved test criteria
- Prepare ensure that all test criteria are approved and accepted by the Incuventure Project Team and client Project Team
- Provides detailed status reports on test cycles and schedules

Key Qualifications:

Cumulative IT Experience	**Over 3 years, 3 months or relevant IT experience** • At least 3 years and 3 months experience in Quality Management Software and Process
Skillset	• Expert in testing multiple IT systems relating to budget accounting and financial management. • Proficient in creating clear and concise and detail-oriented test plans/cases from specifications or verbal communications • Knowledgeable in programming

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	languages such as Python, JAVA/EE/SE, Grails, MyBatis, Spring MVC, SAP, Angular JS • Knowledgeable in database languages such as MySQL, Oracle database

Education:

School	Course	Year Graduated
De La Salle University - Manila	Bachelor of Science in Information Systems	2014

Employment Record:

Incuventure Partners Corporation
December 2014 – Present (3 years, 3 months)
Systems Analyst/Quality Assurance Analyst/Operations Manager

Key responsibilities and accountabilities:

- Monitor the project milestones and deliverables, including doing quality check on all documentary deliverables needed for projects
- Providing clients a phone, email, remote desktop, and onsite support.
- Check and ensure quality of Inception Reports, Business Requirements Specifications, Technical Specifications Documents, Test Plans, Project Management Plans, Deployment and Implementation plans as well as Test Scripts and make sure that they conform to standards set by the company.
- Assists in requirement elicitation and systems design and analysis and coordinates with the development team in the programming of the approved software design and enhancements
- Responsible for Test Planning, Test Analysis and Design, Test Plan Creation, Test Cases Creation, Test Execution, and Test Reporting from Written and Verbal Communication/ Documentations
- Made sure that quality assurance process was documented and communicated and adequate to ensure agreed quality levels for the application
- Document and log errors encountered during test runs.
- Collaborate with the systems analyst and software developers as needed to ensure correct understanding of the bugs.

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Bureau of the Treasury - National Government Accounting System

- Conducts Systems Analysis and Design in gathering business and functional requirements for the NGAS which is a object-oriented web-based system applications using Oracle database
- Creates system and project-related documentation
- Analyze the functional/ technical cases and provide root cause analysis and resolution
- Coordinates with the development team in the programming of the programming of the approved system design and enhancements.
- Responsible for testing the system to ensure that it is developed according to the specification and it is aligned with the business requirements.
- Responsible for Test Planning, Test Analysis and Design, Test Plan Creation, Test Cases Creation, Test Execution, and Test Reporting from Written and Verbal Communication/ Documentations
- Made sure that quality assurance process was documented and communicated and adequate to ensure agreed quality levels for the application
- Document and log errors encountered during test runs.
- Collaborate with the systems analyst and software developers as needed to ensure correct understanding of the bugs.
- Platforms used Python/ Java EE/SE, Oracle Database

Government Service Insurance System – GSIS Wireless Automated Processing System (GWAPS) Enhancement

- Performed as the Assistant Project Manager and Quality Assurance Analyst.
- Conducted systems analysis and design of object-oriented web-based GWAPS applications with Oracle database.
- Assisted the project manager in determining and monitoring overall scope and work plans.
- Conducted requirements gathering, user training, capacity building, and knowledge transfer with the user groups of the systems.
- Created system documentation.
- Performed unit and comprehensive testing for overall quality assurance of functional and technical performance of the system.
- Coordinated with the development team in the programming of the approved system design.
- Facilitated root cause analysis on issues reported during support period.
- Conducted internal software quality assurance testing using predefined test scripts.
- Documented and logged errors encountered during test runs.
- Collaborated with the Systems Analysts and Software Developers as needed to ensure correct understanding of the bugs and their resolution.
- Ensured traceability of test cases to requirements, worked with the project Business Analyst to ensure all requirements were tested.
- Platforms used: Java, Grails, Oracle Web Services, Oracle Service Bus, MyBatis, Spring MVC, SAP, Angular JS

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Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Trainings Attended:

Quality Assurance - System Testing Training
Incuventure Partners Corporation
Quezon City
June 2017

Introduction to Project Management
Sinag Solutions
Pasig City
July 2017

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Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

_____ Date: 23/03/18
[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: Mary Ruth Juko
Full name of authorized representative: Hadrian M. Cruz

SUBSCRIBED AND SWORN to before me this MAR 23 2018 day of *March 2018* at QUEZON CITY 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 PASSPORT, with his/her photograph and signature appearing thereon, with no. EC3479592.

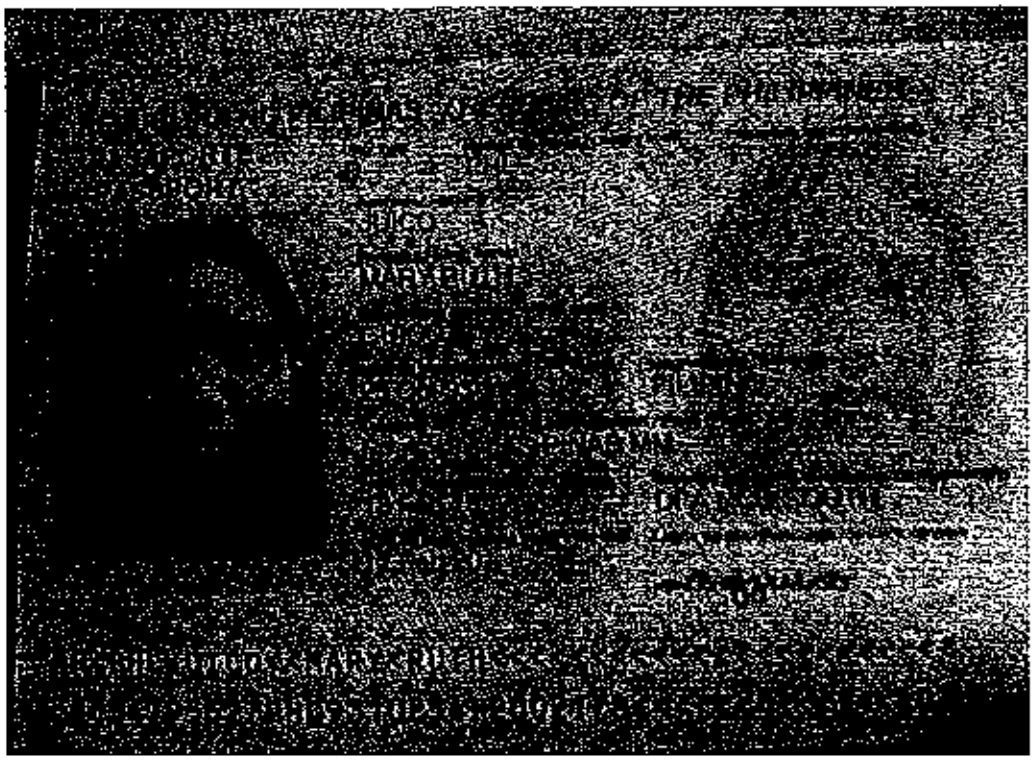
Witness my hand and seal this MAR 23 2018 day of *March 2018.*

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 199
Page No. 36
Book No. 72
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5520234, January 3, 2018, QUEZON CITY
IBP NO. 019973 12-20-2017 - QUEZON CITY
ROLL NO. 43268
ADM. MATTER NO. NP-044-(2017-2018)
TIN NO. 177-987-619-000
MCLE III-0025326 - December 12, 2017
34 Aseo's St. GSIS Village
Project 8 Quezon City

CERTIFIED TRUE COPY



CERTIFIED TRUE COPY

INCUVENTURE

Unit 1207-07, 12/F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue
Ermita, Manila
(632) 621-2114
www.incuventure.net

CERTIFICATION

This is to certify that **Mary Ruth G. Juico** is an employee and working as a project consultant for the position of a **Quality Assurance Analyst/Systems Analyst/Operations Manager** by **Incuventure Partners Corporation** from **June 26, 2014** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

Proposed Position: Developer (Senior Java)

Name of Firm: Incuventure Partners Corporation

Name of Staff: Ricky Nino

Profession: Senior Developer

Date of Birth: April 19, 1973

Years with Firm/Entity: 8 Months **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Responsible for developing system enhancements.
- Provide technical support for bug resolution.
- Document the code/ application to facilitate maintenance as based on design standards and specifications.
- Provide system security features.
- Responsible for submission of program specifications and source codes.
- Conduct technology transfer specifically, Technical Trainings.
- Deploy the system to the production environment the accepted system.

Key Qualifications:

Cumulative IT Experience	**Over 21 years, 2 months of IT experience** • At least **9 years, 10 months** experience in computer programming maintenance and enhancement of IT System.
Skillset	• **Languages:** C#, Java EE/SE, Groovy, JavaScript, HTML, PHP • **Databases:** .NET, Oracle (PL/SQL), SQL Server, MySQL, MS SQL • **Frameworks:** Grails, AngularJS, jQuery • **Platforms/Others:** OOP, LINUX
Trainings Attended	• Project Management – A Practical Approach

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	• Application Life-Cycle Management Workshop • Structured Systems Analysis, Design and Development(SSADD) • Developing MS ASP.Net Web Applications using Visual Studio.Net • Systems Administration for Microsoft SQL Server 7.0 Edupro, Inc • JAVA Programming • Digital Unix System Administration • Digital Unix Utilities and Commands

Education:

School	Course	Year Graduated
Pamantasan ng Lungsod ng Maynila	**Bachelor of Science in Computer Science**	1994

Employment Record:

Incuventure Partners Corporation
July 2017 – Present (8 months)
Senior Developer

Key responsibilities and accountabilities:

- Responsible for programming application software designs.
- Responsible for testing application software codes.
- Responsible for creating comprehensive test plans for application codes or modules.
- Document the code/application to facilitate maintenance as based on design standards and specifications.
- Responsible for demonstrating the awareness of how own program links with those of other developers and of the overall system.
- Participate in code reviews.
- Ensure that the quality is never overlooked in developing modules.
- Build and test changes to the application or technical architecture.

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- Respond to production support Service Requests.
- Respond quickly and efficiently to high-priority Issues.
- Perform routine maintenance and support activities.
- Participate in the program/modules detailed design.
- Assist in the implementation of newly developed or enhanced applications, Development and Design of Object Oriented web based application using Java EE/SE, Groovy, Grails and Relational Database Oracle, SQL Server and MySQL,AngularJS, jQuery.

LOANPlus Lending Corporation
March 2016 – June 2017 (1 year, 3 months)
General Manager (Self-employed)

Key responsibilities and accountabilities:

- Responsible for the start-up of the LOANPlus Lending Corp.
- Worked with various service providers with regard to business permits and compliance with the monthly, quarterly and annual business requirements Bureau of Internal Revenue (BIR) and Securities of Exchange Commission (SEC).
- Defined and implemented processes on Loan approval, releasing and collection.
- Led and provided directions to employees comprising of a branch manager, solicitors, and collectors.
- Helped in the managing the design and development of object-oriented web-based application using Java EE/SE, .Net Framework, and MySQL, MSSQL.

Accenture
April 2015 – February 2016 (10 months)
Program Project Service Manager

Key responsibilities and accountabilities:

- Responsible for managing a team of service delivery that provides Level 1, 2, and 3 Support to various software applications used by assigned account.
- Acted as an incident manager for all reported incidents.
- Responsible for the allocation and deployment of Software Architects to various projects within the assigned account.
- Helped the team in the management of the design and development of object-oriented web-based applications using Java EE/SE, PHP, and any other languages that the clients wished to implement.
- Worked with various Project Managers for their Software Architecture requirements.
- Provided leadership to a group of Software Architects that is responsible for providing recommendations on how to improve assigned software application.
- Participated in the review of findings and its associated recommendations.

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- Approved recommendations and monitored its delivery to the Production environment.
- Measured success and failure of the implemented recommendations and provided report to all stakeholders.
- Planned and monitored Software Architect training package to ensure compliance with the required training plan.

West Contact Services Inc. - Interactive Services
April 2012 – February 2015 (3 years)
Information Services Manager

Key responsibilities and accountabilities:

- Responsible for the development of Interactive Voice Response (IVR) and Web applications.
- Performed requirements analyses and project management tasks to software development projects handled by Makati office.
- Designed and developed of object-oriented web-based applications using different tools and languages like JAVA, PHP, C#, .NET and any related programs for the development of the system.
- Worked with various Project Managers for their Software Architecture requirements.

REMEC Broadband Wireless International Inc.
January 2010 – April 2012 (2 years 3 months)
IT Manager

Key responsibilities and accountabilities:

- Ensured compliance to company's IT project management methodology.
- Secured approval from project committee for every project milestone (inception, elaboration)
- Helped in the design and development of object-oriented web-based application using different tools and languages like JAVA, PHP, C#, .NET and any related programs for the development of the system.
- Approved technical designs such as software architecture and database designs.
- Managed problems encountered in implemented systems and reports by driving problem/root cause analysis and provided immediate and permanent fixes.

Intel Technology Philippines
August 2003 – December 2007(4 years, 4 months)
Business Analyst/IT Support Specialist

Key responsibilities and accountabilities:

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- Owned the preparation and completion of Operations Execution Document (OED) to ensure flawless implementation of application changes to Production environment.
- OED contains information related to Change Description, Business Impact of not doing the change, Risk Assessment Implementing the change, Mitigation and Contingency Plans, Success Criteria, Pre-implementation and Implementation Plans,
- Validation and Testing Plans, and Back-out Plans.
- Provided solution and planning of the design project. Help in deciding what's best in creating/building the system in terms of web development or system development.
- Provided decision making.
- Provided presentation to Technical, Planning and Deployment Change Approval Board (CAB) to get approval on the implementation of application to Production Environment.

Department of Budget and Management
November 1996 – August 3, 2003 (6 years 9 monts)
Systems Engineer/Computer Programmer II

- Responsible for developing system enhancements.
- Provide technical support for bug resolution.
- Document the code/ application to facilitate maintenance as based on design standards and specifications.
- Provide system security features.
- Responsible for submission of program specifications and source codes.
- Conduct technology transfer specifically, Technical Trainings.
- Deploy the system to the production environment the accepted system.

Metropolitan Bank and Trust Company
June 1994 – November 1996 (2 years 5 months)
Computer Programmer

- Responsible for developing system enhancements.
- Provide technical support for bug resolution.
- Document the code/ application to facilitate maintenance as based on design standards and specifications.
- Provide system security features.
- Responsible for submission of program specifications and source codes.
- Conduct technology transfer specifically, Technical Trainings.
- Deploy the system to the production environment the accepted system.

Languages:

CERTIFIED TRUE COPY

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Certifications:

- **Scrum Team Member – International Scrum Institute™**

Trainings Attended:

Project Management – A Practical Approach
ABS-CBN University
Jun 29, 2009 - Jun 30, 2009

Application Life-Cycle Management Workshop
X-box room 16th floor, 6750 Ayala Office Tower 6750
Ayala Avenue, Makati City
Mar 23, 2009 - Mar 24, 2009

Structured Systems Analysis, Design and Development (SSADD)
e-People IT Empowerment Laboratory Pasig City
November 17, 2008 - November 21, 2008

Developing MS ASP.Net Web Applications using Visual Studio.Net
MISNet, Inc. Makati City
Jan 19, 2004 - Jan 23, 2004

Systems Administration for Microsoft SQL Server 7.0
Edupro, Inc
Makati
Oct 23, 2000 - Oct 27, 2000

JAVA Programming
Philippine Systems Products, Inc
Jun 29, 1998 - Jul 3, 1998

Digital Unix System Administration
Global Knowledge Network
Sep 12 and 13, 1997 - Sep 17 to 19, 1997

Digital Unix Utilities and Commands
Global Knowledge Network
Sep 8, 1997 - Sep 11, 1997

CERTIFIED TRUE COPY

CERTIFIED TRUE COPY

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

_____ Date: 21 / 3 / 2018
[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: Ricky B. Nino
Full name of authorized representative: Hadrian M. Cruz

MAR 23 2018

SUBSCRIBED AND SWORN to before me this ___ day of *March 2018* at _____, 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 TIN, with his/her photograph and signature appearing thereon, with no. 147-704-646-000.

Witness my hand and seal this MAR 23 2018 day of March 2018.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 149
Page No. 94
Book No. 32
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5520234, January 3, 2018, QUEZON CITY
IBP NO. 019973 12-20-2017 - QUEZON CITY
ROLL NO. 13296
ADM- MATTER NO. NP-046-(2017-2018)
TIN NO. 177-987-619-000
MCLE III-0024528 - December 12, 2017
1134 Aseoite St. Gulis Village
Project 8 Quezon City

CERTIFIED TRUE COPY

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE

NINO RICKY BONUS
TIN: 147-706-886-000
DAFFODIL AVE
VERGIBORWOOD PARKPLACE VILLAGE
NABUAMUSLCAVITE
BIRTH DATE: 04/19/1973
ISSUE DATE: 07/09/2014
SIGNATURE

CERTIFIED TRUE COPY

Pamantasan ng Lungsod ng Pasay

Sa Lahat ng Makatalunghay Dito

Buong kanangalang ipinakahayag na sa mungkahi ng Kagawaran ng [illegible]
ay ipinagkaloob na pamanagalan nito ng Lupon ng mga Iskolar, kay

Ricky B. Nim

ang titulong

Doktorado sa Agham Pangkomputer

matapos na buong kasiyahang makatupad siya sa mataas na [illegible]
pagtutuong pagtatalubhasang kaya karapat dapat na [illegible]
taglay ang lahat ng karapatan, kanangalan, at kanangalang [illegible]
at [illegible] taglay nanukol dito.

Ibinigay ngayong [illegible]

INCUVENTURE

Unit 1207-07, 12/F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 521.2114
www.incuventure.net

CERTIFICATION

This is to certify that **Ricky B. Nino** is an employee and working as a project consultant for the position of a **Senior Developer** by **Incuventure Partners Corporation** from **July 24, 2017** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

Proposed Position: Developer (Senior – Java)

Name of Firm: Incuventure Partners Corporation

Name of Staff: Rodel Azame Rianzares

Profession: Senior Developer

Date of Birth: November 30, 1983

Years with Firm/Entity: 9 months **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Responsible for developing system enhancements.
- Provide technical support for bug resolution.
- Document the code/ application to facilitate maintenance as based on design standards and specifications.
- Provide system security features.
- Responsible for submission of program specifications and source codes.
- Conduct technology transfer specifically, Technical Trainings.
- Deploy the system to the production environment the accepted system.

Key Qualifications:

Cumulative IT Experience	**Over 12 years of IT experience** • **At least 11 years and 3 months** experience in computer programming, maintenance and enhancement of IT system.
Skillset	• **Languages:** Java EE/SE, Groovy, JavaScript, HTML • **Databases:** Oracle (PL/SQL), SQL Server, MySQL • **Frameworks:** .NET, Spring Boot, Grails, MyBatis, AngularJS, jQuery • **Platforms/Others:** Tomcat, NodeJS,

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	Jetty, PowerBuilder
Trainings Attended	• AngularJS and NodeJS • Java and SpringBoot

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Education:

School	Course	Year Graduated
Adamson University	B.S. Computer Science	2005

Employment Record:

Incuventure Partners Corporation
June 2017 – Present (9 months)
Senior System Developer

Key responsibilities and accountabilities:

Department of Budget and Management – enhanced Government Manpower System (eGMIS)

- Developed the User Interface design and database design of the eGMIS application
- Developed the integration between the eGMIS and payroll data
- Responsible in assigning tasks to junior developers. Monitor and Review tasks progress up to closure.
- Closely collaborate with project manager, business analysts and QA analysts to ensure customer requirements are met and on time product delivery.
- **Platform:** Java EE/SE, Tomcat, Jetty, MyBatis, Oracle Database, Grails, SpringBoot, NodeJS, jQuery, AngularJS.

Veracion
August 2014 – June 2017 (2 years, 10 months)
Java Developer

Key responsibilities and accountabilities:

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- Design, implement and maintain java application phases
- To take part in software and architectural development activities
- Conduct software analysis, programming, testing, debugging, and maintenance
- Identifying production and non-production application issues
- Transforming requirements into stipulations
- Develop, test, implement and maintain application software
- Recommend changes to improve established java application processes
- Develop technical designs for application development
- Develop application code for java programs
- **Platform:** Java EE/SE, Tomcat, Jetty, MyBatis, Oracle Database, Grails, SpringBoot.

iSphere Global iFriend Services
April 2013 – July 2014 (1 year, 3 months)
Java Developer

Key responsibilities and accountabilities:

- Designing, implementing, and maintaining Java applications that are often high-volume and low-latency, required for mission-critical systems
- Delivering high availability and performance
- Contributing in all phases of the development lifecycle
- Writing well-designed, efficient, and testable code
- Conducting software analysis, programming, testing, and debugging
- Managing Java and Java EE application development
- Ensuring designs comply with specifications
- Preparing and producing releases of software components
- Transforming requirements into stipulations
- Support continuous improvement
- **Platform:** Java EE/SE, Tomcat, Jetty, MyBatis, Oracle Database, Grails, SpringBoot.

Standard Chartered MB Global Pricing and Billing System Software
May 2011 – March 2013 (1 year 10 months)
Java Developer

Key responsibilities and accountabilities:

- Defines site objectives by analyzing user requirements; envisioning system features and functionality.
- Designs and develops user interfaces to internet/intranet applications by setting expectations and features priorities throughout development life cycle; determining design methodologies and tool sets; completing programming using languages and software products; designing and conducting tests.

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- Recommends system solutions by comparing advantages and disadvantages of custom development and purchase alternatives.
- Integrates applications by designing database architecture and server scripting; studying and establishing connectivity with network systems, search engines, and information servers.
- Creates multimedia applications by using authoring tools.
- Completes applications development by coordinating requirements, schedules, and activities; contributing to team meetings; troubleshooting development and production problems across multiple environments and operating platforms.
- Supports users by developing documentation and assistance tools.
- **Platform:** Java EE/SE, Tomcat

Logica Philippines ECM Alfresco Software
Sept 2008 – April 2011 (2 years, 7 months)
Java Developer

Key responsibilities and accountabilities:

- Translate application storyboards and use cases into functional applications
- Design, build, and maintain efficient, reusable, and reliable Java code
- Ensure the best possible performance, quality, and responsiveness of the applications
- Identify bottlenecks and bugs, and devise solutions to these problems as enhancements
- Help maintain code quality, organization, and automation
- **Platform:** Java EE/SE

Michelin Asia Pacific Application Support Center
August 2006 – August 2008 (2 years)
IT Consultant / Java Developer

Key responsibilities and accountabilities:

- Application demonstration
- Study of Technical functionalities and Interfaces from Users.
- Document the daily, weekly, monthly, and quarterly, half-yearly and annual batch jobs of the application.
- Understand Service Levels – Current and Future, Understand the Tools / Process for SLA Monitoring
- Prepare and explain a System Configuration document.
- Complete System Maintenance and Technical Document
- Transition Risk Management
- Communication Link and offshore infrastructure establishment
- Updating of the Transition Risk Register

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- Simulate On-shore setup in collaboration with Michelin, Michelin primarily do the work and WIPRO watches the way Michelin team does the work.
- Knowledge transfer to Off-shore team
- Prepare and explain Tools and Applications for development environment – Onsite /Off-shore
- Ensure the operational test and development environments.
- **Platform:** PHP, Java EE/SE, Tomcat, Jetty, MyBatis, Oracle Database, .NET Framework.

Proctor & Gamble
Aug 2005 – July 2006 (11 months)
IT Specialist

Key responsibilities and accountabilities:

- Manages the Data Warehouse Automation Tool
- Provides timely and valuable updates
- Uploads data/database to shared servers and GKC timely
- Maintains back-up system of data/database to a secured dropbox
- Manages downloads of Market Measurements reports and database from different sources (FTP, Dropbox, Email, Vendor Websites)
- Manages update of new initiatives by releasing monthly email to AAI Marketing
- Provides back-up support coverage for other team members when needed (e.g. ebp mail, sametime, and drive o: access registration
- Provides 1st Level Technical Support to different users in Singapore
- Transacts and communicates with the different Market Measurements clients from Japan, Korea, India, Vietnam, and Philippines

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Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

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Trainings Attended:

AngularJS and NodeJS (eGMIS onboarding)
DBM, Manila
Aug 2017 – Sept 2017

Java and Springboot (eGMIS onboarding)
DBM, Manila
Aug 2017 – Sept 2017

CERTIFIED TRUE COPY

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

_____ Date: 21/03/18

[Signature of staff/member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: RODEL A. RIANZARES

Full name of authorized representative: Hadrian M. Cruz

SUBSCRIBED AND SWORN to before me this MAR 23 2018 day of *March 2018* at QUEZON CITY 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 SSS, with his/her photograph and signature appearing thereon, with no. 33-9344317-7.

Witness my hand and seal this MAR 23 2018 day of *March 2018.*

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 220
Page No. 44
Book No. 72A
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5520234, January 3, 2018, QUEZON CITY
IBP NO. 019073 12-28-2017 - QUEZON CITY
ROLL NO. 13336
ADM. MATTER NO. NP-040-(2017-2018)
TIN NO. 177-867-619-000
MCLE III-0024528 - December [illegible]
34 Assaffe St. [illegible]

CERTIFIED TRUE COPY

CERTIFIED TRUE COPY

Adamson University

To all to whom these presents shall come, Greetings:

The Board of Trustees of the University [illegible] Foundation

of the University Faculty and by virtue of the Authority vested in [illegible] of the Philippines

has this day conferred

Rodel [illegible]

to the degree of

Bachelor of Science in Computer Science

and has granted all the Rights, Honors and Privileges pertaining

Given at Manila, this 18th [illegible] Two Thousand Five

[illegible] Third Year of the University

PHOTOCOPY

INCUVENTURE

Unit 1207-07, 12/F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 621.2114
www.incuventure.net

CERTIFICATION

This is to certify that **Rodel A. Rianzares** is an employee and working as a project consultant for the position of a **Senior System Developer** by **Incuventure Partners Corporation** from **June 28, 2017** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

Proposed Position: Developer (Senior – Java)

Name of Firm: Incuventure Partners Corporation

Name of Staff: Anthony D. Esmero

Profession: Senior System Developer/ Development Team Lead

Date of Birth: November 29, 1986

Years with Firm/Entity: 4 years, 8 months **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Responsible for developing system enhancements.
- Provide technical support for bug resolution.
- Document the code/ application to facilitate maintenance as based on design standards and specifications.
- Provide system security features.
- Responsible for submission of program specifications and source codes.
- Conduct technology transfer specifically, Technical Trainings.
- Deploy the system to the production environment the accepted system.

Key Qualifications:

Cumulative IT Experience	**Over 7 years, 3 months of IT experience** • At least **7 years and 3 months** experience in computer programming maintenance and enhancement of IT System.
Skillset	• **Languages:** Java EE/SE, Groovy, JavaScript, HTML, CSS, PHP • **Databases:** Oracle (PL/SQL), SQL Server, MySQL • **Frameworks:** .NET, Spring Boot, Grails, MyBatis, AngularJS, jQuery, Bootstrap

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	• **Platforms/Others:** Tomcat, Jetty
Trainings Attended	• Grails • CSS • Groovy • PHP • Structured Cabling • Networking • Root Cause Analysis • ISO 27001

Education:

School	Course	Year Graduated
Informatics International College, Diliman	Bachelor's Degree in Computer Science	2009

Employment Record:

Incuventure Partners Corporation
July 2013 – Present (4 years 8 months)
Senior System Developer/ Development Team Lead

Key responsibilities and accountabilities:

Department of Budget and Management - Software and Network Management and Development

Systems Handled:

- **Budget Accountability Reporting System** – A reporting system for the Department of Budget and Management
- **Budget Legislation System** – A system designed for the encoding, preparation, and printing of the General Appropriations Act (National Budget) of the Philippines
- **A System for the Submission of Budget Proposals of National Government Agencies** – A web-based system designed for the capture and report generation

  - Distribute and monitor tasks for software developers
  - Program modules for various web-based applications
  - Coach software developers on development strategies, standards, and best practices

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- Participate in meetings, data gathering sessions, user trainings and workshops
- Work in tandem with Business Analysts / Systems Analysts in the design of proposed software applications
- Perform code review and QA
- Oversee deployment of latest application builds to production environment
- Respond to production support Service Requests.
- Respond quickly and efficiently to high-priority issues.
- Perform routine maintenance and support activities.
- Do research and development for the enhancement of existing applications
- Used technologies such as but not limited to: **Java EE/SE, Tomcat, Jetty, MyBatis, Oracle Database, Grails, SpringBoot.**

Maritime Clinic for International Seafarers, Inc
Apr 2009 – Jun 2013 (4 years)
Team Leader/Software Developer/ Deputy Information Security Management Rep

Key responsibilities and accountabilities:

Audit and implementation of ISMS (2010) and Surveillance Audits for ISMS (2011 & 2012)

- Lead the software and development team in projects
- Oversee projects and give advice to development team members on topics regarding software development
- Directly report to the IT Manager on all software development tasks and projects
- Take part in meetings and product evaluations for 3rd-party systems and suppliers
- Develop and maintain software modules and systems
- Integrate 3rd-party systems with in-house systems
- Prepare software documentation such as diagrams, ERDs, etc.
- Interview clients and users in order to gather data and requirements
- Train users on the usage of released software modules and projects
- Support the Information Security Management Representative (ISMR) in the implementation and practice of ISO 27001 (Information Security Management System)
- Prepare necessary reports and forms related to the implementation of ISMS
- Take part in activities regarding the formulation and revision ISMS guidelines and related documents
- Assist the ISMR in evaluating change requests that can possibly affect the implementation of ISMS
- Develop and maintain software modules and systems
- Prepare software documentation such as diagrams, ERDs, etc.
- Interview clients and users in order to gather data and requirements
- Train users on the usage of released software modules and projects
- Platform: **PHP, Apache, MySQL**

SynerMaxx Corp

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Jan 2009 – Mar 2009 (3 months)
Junior Software Engineer

Key responsibilities and accountabilities:

eLearning - online system used by Informatics Diliman, Cainta and Fairview

- Develop and maintain software modules and systems
- Prepare software documentation such as diagrams, ERDs, etc.
- Interview clients and users in order to gather data and requirements
- Train users on the usage of released software modules and projects
- Platform: **PHP, Apache, MySQL**

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Trainings Attended:

Java, Groovy, Grails
DBM, Manila
September 2015

CSS
Incuventure Partners Corporation
DBM, Manila
November 2015

PHP
DBM, Manila
November 2015

Structured Cabling
Makati City
March 2013

Networking

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Makati City
March 2013

Root Cause Analysis
Intramuros, Manila
May 2010

ISO 27001
Intramuros, Manila
Nov 2010

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Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

_____ Date: 03/23/2018

[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: ANTHONY D. ESMERO

Full name of authorized representative: Hadrian M. Cruz

SUBSCRIBED AND SWORN to before me this MAR 23 2018 day of *March 2018* at QUEZON CITY, 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 UMID, with his/her photograph and signature appearing thereon, with no. 04-0034-1447069-2.

Witness my hand and seal this MAR 23 2018 day of *March 2018.*

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ____, *[date issued], [place issued]*
IBP No. ____, *[date issued], [place issued]*
Doc. No. 214
Page No. 43
Book No. 34
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 8920334, January 3, 2018, QUEZON CITY
IBP NO. 015073 12-20-2017 - QUEZON CITY
ROLL NO. 13296
ADM. MATTER NO. NP-046-(2017-2018)
TIN NO. 177-987-819-000
MCLE III-0026526 - December 12, 2017
836 Aurora St. QCIS Village
Tel. No. 8 - 3241 [illegible]

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PhilHealth

03-060649[illegible]-3

PhilHealth Number

ESMERO, ANTHONY D[illegible]

Name

Signature

REPUBLIC OF THE PHILIPPINES
Unified Multi-Purpose ID

UMID

CRN-0034-14[illegible]081-2

SURNAME ESMERO

GIVEN NAME ANTHONY

MIDDLE NAME FULLER

SEX MALE

DATE OF BIRTH 1986/11/29

ADDRESS
40 FORT MAGSASAY ST VETERANS
VILLAGE HOLY SPIRIT QUEZON CITY
METRO MANILA PHI 1127

CERTIFIED TRUE COPY

informatics

PHILIPPINES

Having completed the requirements of the course of study and upon the recommendation of the Officers and Faculty of this academic institution, Informatics hereby confers upon

ESMERO, ANTHONY D.

the Degree

BACHELOR OF SCIENCE IN COMPUTER SCIENCE

with all the rights, privileges and responsibilities pertaining thereto. In witness whereof, the official seal and the signatures of its Officers are hereunto affixed this *23rd May* in the year of *Two Thousand and Nine*

DIPLOMA

LEONARDO A. RIINGEN
PRESIDENT / CEO

CERTIFIED TRUE COPY

INCUVENTURE

Unit 1237-07, 12/F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 621.2114
www.incuventure.net

CERTIFICATION

This is to certify that **Anthony C. Esmero** is an employee and working as a project consultant for the position of a **Senior System Developer/Development Team Lead** by **Incuventure Partners Corporation** from **July 1, 2013** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

Proposed Position: Developer (Senior)

Name of Firm: Incuventure Partners Corporation

Name of Staff: Aldrin P. Miranda

Profession: Senior Developer

Date of Birth: July 29, 1978

Years with Firm/Entity: 1 year, 10 months **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Responsible for developing system enhancements.
- Provide technical support for bug resolution.
- Document the code/ application to facilitate maintenance as based on design standards and specifications.
- Provide system security features.
- Responsible for submission of program specifications and source codes.
- Conduct technology transfer specifically, Technical Trainings.
- Deploy the system to the production environment the accepted system.

Key Qualifications:

Cumulative IT Experience	**Over 12 years, 7 months of related IT experience** • **At least 9 years and 3 months** experience in computer programming, maintenance and enhancement of IT system.
Skillset	• **Languages:** c#, Java, Groovy, PHP, , AngularJS • **Databases:** MySQL, Oracle • **Frameworks:** Spring, Grails • **Others:** BREW and J2ME, Ubuntu, J2EE
Trainings Attended	• JAVA (OOPs in Java: Encapsulation, Inheritance, Polymorphism, and Abstraction)

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	• J2ME (Java 2 Platform, Micro Edition: Mobile Screen Canvas, Sprite Images) • C++/BREW (Binary Runtime Environment for Wireless): Memory Management • Unified Reporting System onboarding • URS Architecture, Tools, Development onboarding

Education:

School	Course	Year Graduated
Bachelor of Science in Computer Science	Bachelor of Science in Computer Science	2000

Employment Record:

Incuventure Partners Corporation
May 2016 - Present
Senior Developer

Key responsibilities and accountabilities:

Department of Budget and Management - Software and Network Maintenance and Development (SNMD)

- Development of front-end user interfaces and back-end for DB-web applications using Java, Groovy, PHP, Spring, Grails, PowerBuilder, AngularJS, Oracle, MySQL
- Database querying and modification
- Management of releases to be deployed to environments of clients

Department of Trade and Industry - Application Support and Maintenance Service for the Program Management Team - Business Registration

- Development and enhancement of front-end and back-end of Philippine Business Registry System (PBRS) and Business Name Registration System (BNRS) using Java, Groovy, Spring, Grails, Oracle, MySQL. Both DTI systems are web-based applications used by external users.
- Perform screen/ functional testing on web applications design
- Report issues and fix bugs found on application system design.

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The PJH Group
July 2013 – May 2016
Software Developer/Programmer

Key responsibilities and accountabilities:

- Debug / troubleshoot / fixes bugs if encountered on existing database system both in front and back ends.
- Provide updates on existing application / program
- Develop new version of program using C# language, Java Web Services, J2EE and redesign MySQL and Oracle database structure.

Tambunting Group of Companies
December 2011 - May 2013
I.T. Supervisor/ Programmer

Key responsibilities and accountabilities:

- Monitored employee's safe and in a productive environment.
- Created a program called Transaction Code Generator in C# for use in Tambunting Pera Padala.
- Provided Plateria Database Manager programmed in C# for use in Plateria Section, wherein it can save, retrieve and create reports of auctioned items with picture.
- Created MySQL data structure hosted at Ubuntu server as backend for the Plateria Database Manager program.

PJH Lending Corporation
July 2010 - July 2011
Software Developer/ Programmer

Key responsibilities and accountabilities:

- Resolved double lending issue
- Fast query and centralization of client records
- Created and designed a database structure to hold information of clients using MySQL technology running in Ubuntu OS Server.
- Setup Server that includes remote access from other two branches.
- Developed desktop application for the use of staffs to encode, create and save clients information into the database, likewise the same application could generate reports, save and retrieve data.
- The Application should work both in windows and in Ubuntu Desktop Operating System.
- Database maintenance (backup database, etc.).

AXIOM XCELL Inc.
May 2008 - July 2010
Software Engineer

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Key responsibilities and accountabilities:

- Porting BREW and J2ME applications across a multitude of mobile devices.
- Performed debugging of applications; conducts manual and automated tests execution on physical devices and device emulators.
- Provided high level code quality and all supporting documentation
- Performed bug fixing of various handsets; design work-around for device issues.
- Performed automated and manual test execution; deliver accurate, high quality test results and documentation
- Validated the product through open-ended functional tests; produce test reports.
- Performed custom testing based on requirements provided.
- Prepared and submitted documentation for completed tests; document device issues into database; maintain and update content on Intranet, and Extranet test web page.
- Recommended improvements in workflow, procedures, and equipment for internal departments.
- Participated in testing during software development cycle; assist other staff in testing and porting projects.

CYBERSOFT Data Network Inc.
June 2007 - September 2007
Computer Operator

Key responsibilities and accountabilities:

- Data encoder / tagging data into the database of every detail in yellow page directory.

Unlad Surigao Foundation (USFI)
January 2004 - April 2004
Computer Technician/ Data Encoder

Key responsibilities and accountabilities:

- Encoded project proposals, surveys and evaluations.
- Repaired / troubleshoot office computers and other IT related stuffs.

Department of Agrarian
August 2002-June 2003
Computer Technician/ Data Encoder

Key responsibilities and accountabilities:

- Encoded government project related data.
- Repaired / troubleshoot office computer equipment and other IT related stuffs.

Department of Public Works and Highway (DPWH)
July 2001 - July 2002

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Computer Technician (Designate) / Clerk

Key responsibilities and accountabilities:

- Repair / troubleshoot office computer equipment and other IT related stuffs.

Purisima High School
July 2000 - April 2001
Computer Teacher

Key responsibilities and accountabilities:

- Handled / In-Charge in school's computer laboratory.
- Taught basic computer operations (First year – Fourth year students).
- Taught basic DOS batch programming (Fourth year students only).
- Handled Math subject for Fourth year students.

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Trainings Attended:

URS Architecture, Tools, Development onboarding
DBM, Incuventure Partners Corporation
May 2016 - July 2016

Unified Reporting System onboarding
DBM, Incuventure Partners Corporation
May 2016 - July 2016

C++/BREW (Binary Runtime Environment for Wireless): Memory Management
AXIOM XCELL INC.
Mandaluyong City
August 2008

J2ME (Java 2 Platform, Micro Edition: Mobile Screen Canvas, Sprite Images)
AXIOM XCELL INC.
Mandaluyong City

CERTIFIED TRUE COPY

July 2008

JAVA (OOPs in Java: Encapsulation, Inheritance, Polymorphism, and Abstraction)
AXIOM XCELL INC.
Mandaluyong City
June 2008

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

_____ Date: 21/03/2014
[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: ALBIN P. MIRANDA
Full name of authorized representative: Hadrian M. Cruz

SUBSCRIBED AND SWORN to before me this MAR 23 2018 day of *March 2018* at QUEZON CITY, 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 UMID, with his/her photograph and signature appearing thereon, with no. CRN-0111-3736144-4.

Witness my hand and seal this MAR 23 2018 day of *March 2018*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 213
Page No. 94
Book No. 72A
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 952(234, January 3, 2018, QUEZON CITY
IBP NO. 019973 12-28-2017 - QUEZON CITY
ROLL NO. 43286
ADM. MATTER NO. NP-045-(2017-2019)
TIN NO. 177-987-619-000
MCLE III-0004526 - December 12, 2017
34 Aguirre St. GSIS Village
Paranaque City

CERTIFIED TRUE COPY

REPUBLIC OF THE PHILIPPINES
Unified Multi-Purpose ID

CRN - 0111-3738148-4

SURNAME MIRANDA

GIVEN NAME ALDRIN

MIDDLE NAME PAITAN

SEX MALE

DATE OF BIRTH 1978/06/29

ADDRESS
QUEZON ST. BRGY 1 POBLACION DAPA
SURIGAO DEL NORTE PHL 8417

CERTIFIED TRUE COPY

CERTIFIED TRUE COPY

INCUVENTURE

Unit 1207-07, 12/F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 521 2114
www.incuventure.net

CERTIFICATION

This is to certify that **Aldrin P. Miranda** is an employee and working as a project consultant for the position of a **Senior System Developer** by **Incuventure Partners Corporation** from **May 2, 2016** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Professional Staff

Proposed Position: Project Manager

Name of Firm: Incuventure Partners Corporation

Name of Staff: Tamera O. Cristobal

Profession: Project Manager and/or Operations Manager Consultant

Date of Birth: June 2, 1984

Years with Firm/Entity: 1 year 11 months **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Develop and/or review estimates and estimating assumptions for the projects schedule, effort, and cost using established estimating models, best practices, and past experience.
- Review a series of documents during the initiation phase: business, user, and operational requirements.
- Create project plan design then determine resources, assign tasks and manage the timeline of implementation.
- Involved in design evaluation, operations requirements, pilot and deployment plan/schedule.
- Responsible for of all matters and commitments related to the development and technical implementation.
- Develop tactical implementation strategies and coordinate it with the project team and stakeholders
- Make sure that the objectives of the project are met at the mutually agreed scope, time and cost.
- Represent the project team at client meetings.
- Ensure that the end product fulfills the contract and meets the sponsors' expectations.

Key Qualifications:

Cumulative IT Experience	**Over 13 years of IT Experience** • At least 6 years 6 months relevant work experience as Project Manager and/or Operations Manager, including but not limited to; support, maintenance, development and deployment of complex mission-critical applications relating to software development particularly in budgeting, accounting, financial management applications and

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	accounting patterns.
Skillset & Certification	• Certification in Information Technology Infrastructure Library (ITIL) v3 Foundation • Scrum Member (Project Management) – International Scrum Institute™ Certification • Scrum Master (Project Management) – International Scrum Institute™ Certification • Highly Proficient in IT Project Management & Operations Management • Experience in e-Government application development, project management, human resource and service management based on best practices and industry standards • Highly Efficient in preparing reports, technical and business communication writing and articulate in oral communication. • Experienced in Business and System Analysis • Proficient in Customer and Technical Support

Education:

School	Course	Year Graduated
Mapua Institute of Technology	Bachelor of Science in Information Technology	2005

Employment Record:

Incuventure Partners Corporation
April 2016 – Present (1 year 11 months)
Operations Manager Consultant
(Applicable Experience & Expertise as Project Manager)

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- Provides consultancy services for Project Management on Agile Scrum and Application Support & Maintenance projects assigned by the Chief Operations Officer which includes Philippine Government Clients.
- Subject Matter Expert in IT Operations Management to provide technical and operational direction based on Information Technology Infrastructure Library (ITIL) framework.
- Spearheads the Training and nationwide deployment of enterprise applications.
- Oversees the Maintenance Agreement for the Financial Management Applications.
- Ensures satisfactory delivery of commitments and management of concerns pertaining the applications managed and clients' concerns.
- Responsible for the following key IT Projects of the Company:
  - A Support and Maintenance Enhancement Project for e-Government Applications for the premier Trade and Investment Agency of the Philippines.
  - An e-government application for the Philippines foremost Narcotics Enforcement Agency.
  - Nationwide Systems for a Healthcare Maintenance Organization.
  - An enterprise application for a Non-bank Finance Company.
- Breadth of experience in e-Government application development, project management, human resource and service management based on best practices on Agile Scrum and the Information Technology Infrastructure Library (ITIL) Industry standard.
- Responsible & Proficient in preparing reports, technical and business communication writing and articulate in oral communication.
- Platforms of the Projects Handled include ASP.Net, Java, Spring MySQL, SQL Server ORACLE Server, PHP

Philippine Dealing System Holdings Corp. & Subsidiaries
Oct 2014 – Mar 2016 (1 year 5 months)
Head Service Operations Management
(Applicable Experience & Expertise as Project Manager)

Operations Monitoring and Management

- Oversee Overall Technology Platform (technology, data store, integration, networks and hardware peripherals) monitoring for errors and performance problems. Provide technical and operational direction based on Information Technology Infrastructure Library (ITIL) framework.
- Provide off hours support, as needed, to support system updates, equipment upgrades, and technical issues.
- Setup and configure application monitor probes that test the health and availability of applications
- Responsible & Proficient in preparing reports, technical and business communication writing and articulate in oral communication.
- Lead any outage issues to successful conclusion and effectively communicate to management resolution.
- Ensure that core components are all accessible during business operating hours

Technology Platform (Applications & Infrastructure) Compliance

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- Develop or update existing integration mechanism and lead automation of routine, scheduled and event driven jobs, tasks and processes
- Ensure that all core components are equipped with current licenses, software package versions, patches and fixes
- Ensure compliance to operational maintenance activities such as data retention, log rotation and server retirement
- Review and evaluate end of day operation reports and recommend tactful and strategic capacity management
- Develop and implement all IT policies and procedures, including those for architecture, security, disaster recovery, standards and service provision

Relationship Management

- Conducts effective progress evaluations in a timely manner
- Leads the team and mentors those with less experience
- Suggests areas for improvement in internal processes along with possible solutions
- Ensures operations compliance and adherence with Audit and Risk by providing a holistic gathering of all information necessary during evaluation and reviews
- Create a seamless hand over of deployments from development to pre-production to operations
- Serve as contact/liaison for functional users, the systems vendor(s), Application and Infrastructure Management
- Work with Application Management staff in the technical support of PDS Platform
- Work to identify and develop "power users" within each department who can respond to routine functional and training issues

Excitor Asia Inc
Apr 2011 – July 2014 (3 years 2 months)
Technical Solutions Manager – Asia Pacific
(Applicable Experience & Expertise as Project Manager)

- Responsible for the overall technical operations for Asia Pacific DME and ERP clients that includes but not limited to technical directions in server deployment and maintenance, POC, User and Partner training, system development and integration and pre-sales orientation.
    - Dynamic Mobile Exchange (DME) is a complete and secured enterprise mobility solution, containing a variety of applications to mobilize an organization.
    - Enterprise Resource Planning (ERP) is an end-to-end application solution for core businesses which includes accounting, financial management and human resource management
- Responsible & Proficient in preparing reports, technical and business communication writing and articulate in oral communication.

Projects Handled

- POC deployment for Asian Development Bank Philippines
- Production deployment and training to Ruiting Co. Ltd. Regional partner in Taiwan
- Production deployment and training to Scorpion Holdings Regional partner in Thailand
- Production deployment to Bharti AXA Life Insurance in India
- POC deployment for Skagen Denmark
- 3rd Level Technical Support for clients of Soliton Systems K.K., Japan
- 3rd Level Technical Support for Bharti Airtel India.

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Sabre International Airline Solutions
Nov 2006 – Mar 2011(4 years 3 months)
Senior System Administrator/Senior Linux System Engineer

- Responsible in leading capacity planning, upgrading and configuring of core IBE components.
- Assigned to perform load balancing configuration, database schema evolve management, actional tool server management and release management for European airlines such as Brussels Airlines, Olympic Air, Syberia Airlines, Gulf Air, Trans Aero and Aero Mexico. Novare Technologies Inc
- Assigned to provide internal technical support for the company and responsible in managing company's IT resources and computer systems.
- Handles Linux and Unix servers, MySQL and Oracle database administration both for internal and external client systems. Performs hardware and application installations and configurations as well as server maintenance.
- Accountable in administering server user accounts and permission. Write backup scripts and automate jobs. Design and evaluate system and network layout. In-charge in implementing high internal IT policies and forceful security.
- Performs regular database check and monitoring on client's system. Designs database backup scripts and recovery procedure.
- Experienced in advanced troubleshooting issues and implementing solutions.
- Implemented open-source VoIP system for company's telecommunication needs. Designed dial plan configuration and advance IVR solution. Setup Asterisk VoIP system for a call center; configure call conferences as well as administering VoIP trunks and SIP account configurations.
- Implemented open-source VoIP system for company's telecommunication needs. Designed dial plan configuration and advance IVR solution. Setup Asterisk VoIP system for a call center; configure call conferences as well as administering VoIP trunks and SIP account configurations.

Neustar NGM Inc.
Feb 2008 – Dec 2008 (10 months)
Outsourced Solutions Engineer

- One of the two chosen engineers to be deployed and pioneered to Israel for 3 robust weeks for technical solutions and product training and later on assigned as Onsite Solutions Engineer for 3HK Hutchison Telecommunication, Celcom Malaysia and Globe Philippines to provide technical services such as support, consultation, end to end testing and quality assurance. Neustar NGM is the the leading provider of Instant Messaging, Presence and Interconnect solutions to the telecommunications industry. In addition, it has has provided the wireline, mobile and internet industry with innovative addressing and service infrastructure solutions that carriers, service providers and enterprises have come to trust and upon which they rely to interoperate seamlessly.

Novare Technologies Inc.
May 2006 – Nov 2006 (6 months)
Support Engineer

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- Performs regular monitoring of SMART's IVSMS, Multiline, ITR / OTR and other services. Ensures that the servers (Unix based) and applications are in running state. Analyzes server logs and execute necessary troubleshooting whenever experiencing service interruptions. Coordinates with Roamware engineers and SMART International Roaming Group whenever server activities and system testing are being done. Executes server patching such as Upgrading of Solaris server to newer version.
- Internal and External Server Monitoring through Nagios and Remote Access. Monitoring and troubleshooting of operational problems such as Network Connection and Server Issues.
- Responsible for system management tasks such as security and user administration on Linux servers.
- Maintain and Utilize Internal Applications such as Nagios Monitoring System and Mantis Bugtracker. Manages reports and documentations for every downtime incidents.
- Monitors Client servers via Remote access.
- QA Engineer for www.blogstar.com

SVI Technologies Inc.
Mar 2005 – April 2006 (1 year 1 month)
Technical Support Specialist (Network)/Technical Support Engineer II

- Provides first-level troubleshooting support as part of the helpdesk team. Responsible in providing a continuous customer service function 24/7 for the whole SVI Group of Companies. Facilitates requests from clients and troubleshoots different workstation, server and network problems, and attempts to solve all the inquiries and conflicts reported then escalate those on the appropriate groups as needed.
- Monitors the links, hosts and services status to ensure the quality of service provided by the company. Escalates update information regarding exception or technical issues and downtimes that affect the total company's performance.
- Member of the team in charge of physical transfer of SVI Connect Call center to another location. Responsible for the cabling, routing, asset transfer, and monitoring of links to assure the restoration of quality and service.
- Participated in planning and negotiating new DS3 line; contributing to settle technical specifications based on the project requirements. Worked in assuring the quality of system operation by performing system post and pre-operation check; made sure that the line quality is acceptable.

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Certifications

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- Information Technology Infrastructure Library (ITIL®) v3 Foundation Certified
- Scrum Member (Project Management) – International Scrum Institute™
- Scrum Master (Project Management) – International Scrum Institute™
- CompTIA Linux+ Certified Professional – Candidate Equivalent score: 900 (Range is 100 to 900)
- RIM Blackberry Certified Associate
- Brainbench Linux Administration (General Assessment)
- Brainbench Linux Security Administration (General Assessment)
- Brainbench Networking Concepts (General Assessment)

Trainings Attended:

Information Technology Infrastructure Library (ITIL®) v3
Foundation Training
Makati City
Sept 2015

SCRUM Master Certification Training
Makati City
March 2018

Risk Management Training
Makati City
January 2015

CERTIFIED TRUE COPY

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

_____ Date: 03/23/2018

[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: TAMERA O. CRISTOBAL

Full name of authorized representative: Hedrizn Cruz

SUBSCRIBED AND SWORN to before me this MAR 26 2018 day of *March 2018* at QUEZON CITY 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 PASSPORT, with his/her photograph and signature appearing thereon, with no. P8976029A.

Witness my hand and seal this 26th day of *March 2018.*

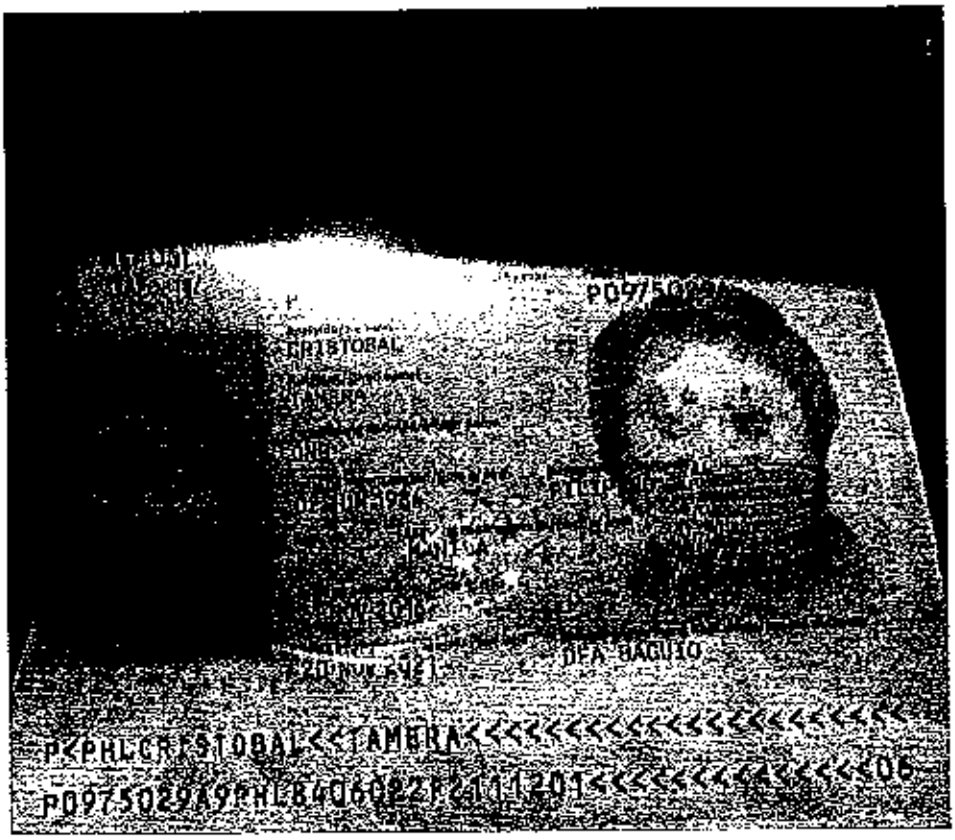
NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. ___
Page No. ___
Book No. ___
Series of ___

ATTY FLORIMOND C. ROUS
Notary Public for Quezon City
Until December 31,2018
PTR No. [illegible] Q.C
[illegible] NO. 00316
[illegible] 142-164-935
[illegible] 1-02-2014
Roll Number No. 1[illegible] / NTC QC / 2016

Doc. No. 174
Page No. 35
Book No. [illegible]
Series of 20 18

CERTIFIED TRUE COPY


P<PHLCRISTOBAL<<AMERA<<

SCRUM TEAM MEMBER

ACCREDITED CERTIFICATION™

HEREBY WITH THIS CERTIFICATE WE ARE PROUD TO ENTITLE

TAMERA
CRISTOBAL

AS SCRUM TEAM MEMBER

IN TESTIMONY THEREOF, AFTER FORMAL EVALUATIONS WE ACKNOWLEDGE DEMONSTRATED KNOWLEDGE AND OUTSTANDING COMPETENCE OF OUR STUDENT AS SCRUM TEAM MEMBER.

26 MARCH 2018
DATE

AUTHORIZED SIGNATURE

WWW.SCRUM-INSTITUTE.ORG

CERTIFIED TRUE COPY

INTERNATIONAL SCRUM INSTITUTE™

98842897637747
AUTHORIZED CERTIFICATION ID

WWW.SCRUM-INSTITUTE.ORG

SCRUM MASTER

ACCREDITED CERTIFICATION™

HEREBY WITH THIS CERTIFICATE WE ARE PROUD TO ENTITLE

TAMERA
CRISTOBAL

AS SCRUM MASTER

IN TESTIMONY THEREOF, AFTER FORMAL EVALUATIONS WE ACKNOWLEDGE DEMONSTRATED KNOWLEDGE AND OUTSTANDING COMPETENCE OF OUR STUDENT AS SCRUM MASTER.

26 MARCH 2018

DATE

AUTHORIZED SIGNATURE

CERTIFIED TRUE COPY

WWW.SCRUM-INSTITUTE.ORG

INTERNATIONAL SCRUM INSTITUTE™

84613124865107

AUTHORIZED CERTIFICATION ID

WWW.SCRUM-INSTITUTE.ORG

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Login As: tamera.cristobal@pcs.com.ph | Logout

You are here: Courses Registered

Courses Registered

Order Number	MQ.15.10353
Course Name	ITIL® 2011 Foundation with Case study
Registration Date	23 Sep 2015 07:35 AM
Location	Phoenix One Knowledge Solutions, Inc.
Start Date	21 Sep 2015 09:00 AM
End Date	23 Sep 2015 05:00 PM

Examination

Session Id	ITIL/20002143836
Examination Date	23 Sep 2015 05:00 PM
Result	Click here to complete the survey prior viewing the result
No. Of Questions	40
No. To Pass	26
No. Of Questions That Are Correct	34

CERTIFIED TRUE COPY

Mapua Institute of Technology

upon the recommendation of

the Faculty and the Academic Council, and the approval of the Board of Trustees

hereby confers on

Tampera Ong Cristobal

the degree of

Bachelor of Science

in

Information Technology

with all the rights and privileges thereunto appertaining in recognition thereof

this diploma is issued in accordance with the Rules and Regulations of the Institute.

INCUVENTURE

Unit 1207-07, 12/F Times Plaza Building
United Nations Avenue Corner Taft Avenue,
Ermita, Manila
(632) 521.2114
www.incuventure.ph

CERTIFICATION

This is to certify that **Tamera O. Cristobal** is an employee and working as a project consultant for the position of a **Operations Manager Consultant** by **Incuventure Partners Corporation** from **April 4, 2016** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

---

Proposed Position: Developer (Senior – PowerBuilder)

Name of Firm: Incuventure Partners Corporation

Name of Staff: Nelson O. Chan

Profession: Senior System Developer

Date of Birth: August 31, 1975

Years with Firm/Entity: 8 years Nationality: Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Responsible for developing system enhancements.
- Provide technical support for bug resolution.
- Document the code/ application to facilitate maintenance as based on design standards and specifications.
- Provide system security features.
- Responsible for submission of program specifications and source codes.
- Conduct technology transfer specifically, Technical Trainings.
- Deploy the system to the production environment the accepted system.

Key Qualifications:

Cumulative IT Experience	**Over and 17 years, 5 months of IT experience** • At least 17 years and 5 months experience in computer programming, maintenance and enhancement of IT system.
Skillset	• **Languages**: Java, Groovy, JavaScript, HTML, COBOL, C/C++ • **Databases**: .NET, Oracle (PL/SQL), SQL Server, MySQL, Sybase12.5/11 • **Frameworks:** Spring Boot, Grails • **Platforms/Others:** PowerBuilder (11.1,10.5,9,8,7,5.0), Crystal Reports, Cognos
Trainings Attended	• American Institute for English Proficiency Training – 2007 • Sybase PowerBuilder / Jaguar Training

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	– 2000 • Java Bootcamp, Basic Java and IEEE • Seagate Info (Crystal Report) • Introduction to Sybase SQL • Jaguar CTS • Power Builder, PFC • Visual Basic

Education:

School	Course	Year Graduated
De La Salle University - Manila	Bachelor of Science in Computer Science	1996

Employment Record:

Incuventure Partners Corporation
March 2010 – Present (8 year)
Senior System Developer

Key responsibilities and accountabilities:

National Home Mortgage Finance Corporation (NHMFC) – Application Support, Maintenance, Enhancement and Development of NHMFC I.T. Systems and Network Management Project

- In coordination with the Business and System Analysts, creates or updates the system design in accordance to new requirements
- Develops, tests, and troubleshoots programs utilizing the appropriate hardware, database, and programming technology in accordance to the requirements and design documentation, i.e. Business Requirements Document (BRS), Functional Specifications Document (FSD), Technical Specifications Document (TSD), Job Request Forms (JRF)
- Focuses on the development of the Mortgage Accounting and Collection Information System (MACIS) System and Payroll System for the NHMFC
- Builds and tests changes to the application or technical architecture

National Home Mortgage Finance Corporation (NHMFC) – Application Support, Maintenance, Enhancement and Development of NHMFC I.T. Systems and Network Management Project

- In coordination with the Business and System Analysts, creates or updates the system design in accordance to new requirements
- Develops, tests, and troubleshoots programs utilizing the appropriate hardware, database, and programming technology in accordance to the requirements and design documentation, i.e. Business Requirements Document (BRS), Functional Specifications Document (FSD), Technical Specifications Document (TSD), Job Request Forms (JRF)

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- Focuses on the development of the Mortgage Accounting and Collection Information System (MACIS) System and Payroll System for the NHMFC
- Builds and tests changes to the application or technical architecture
- Participates in transitions of the application or technical architecture to the testers to ensure a clear and complete understanding of the product and its expected performance.

Department of Budget and Management – Application Support, Maintenance, and Enhancement of existing systems, such as GMIS, BPMS, NEP, Staffing System, and IRA

- Developed PSIPOP and EBudget web-based application using Powerbuilder, IIS and Oracle database.
- In coordination with the Business and Systems Analysts, created and updated the system design in accordance to new requirements
- Developed, tested and troubleshot programs utilizing the appropriate hardware, database, and programming technology in accordance to the requirements and design documentation, i.e. Business Requirements Document (BRS), Functional Specifications Document (FSD), Technical Specifications Document (TSD), Job Request Forms (JRF)
- Participated in the rollout of PSIPOP, and trained other agencies' users.

Global American Staffing
Dec. 2007 – Dec. 2009 (1 year)
Software Engineer

Key responsibilities and accountabilities:

IOWA Foundation for Medical Care

- Created reports using PowerBuilder and Cognos
- Conducted and participated in code review
- Created technical specification for the report objects
- Deployed objects into the EA Server Environment
- Performed quality assurance on reports
- Spearheaded Production Support

Information Professionals Inc.
Aug. 2006 – Sept. 2007 (1 year 1 month)
Senior Programmer/Analyst

Key responsibilities and accountabilities:

- Supported and Enhanced AMAX System.
- Create report for marketing department using PowerBuilder, Crystal Reports and MS SQL.
- Elicited business requirements, created functional specification and technical design document
- Prepared detailed system design
- Took part in the development and production support for the module
- Prepared validation scripts for the database modifications
- Conducted and participated in code review
- Supported and extracted data based on user's requirements and generated ad hoc reports

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Software Laboratories Inc.
Jan. 2006 - Aug. 2006 (7 months)
Senior Programmer/Analyst

Key responsibilities and accountabilities:

Universal Robina Corporation

- Created a fixed monthly system that monitors allowances and expenses of each sales person in URC
- Enhanced and converted Inventory System to web-based application
- Elicited user requirements, analysis, design (GUI & Database) and developed the system
- Interacted with the users to discuss business logic and workflow of the system
- Created functional specifications, technical design document, integration and unit test cases
- Designed the system in terms of screen and table structure

SNU Commercial
Oct. 2005 – Dec. 2005 (2 months)
Senior Programmer/Analyst

Key responsibilities and accountabilities:

General Ledger Accounting System

- Created an accounting system that will generate reports such as balance sheet and income statement.
- Defined the scope and schedule of the system
- Configured server, database server, backup and network systems
- Designed the system in terms of screen and table structure
- Supported and trained users on how to use the system

Fans Digital Imaging
May 2004 – Sept 2004 (4 months)
Senior Programmer/Analyst

Key responsibilities and accountabilities:

Payroll and Inventory System

- Created Payroll and Inventory system
- Define the scope and schedule of the system
- Elicited user requirements
- Conducted and participated in

Dragon Spirit Motorcycle
Feb 2004 – April 2004
Programmer/Analyst

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Key responsibilities and accountabilities:

- Developed solutions for client-specific configurations using Oracle Customer Care and Billing Involved in JAVA and COBOL programming as well as Web Services and Web Scripting to meet custom requirements
- Involved in creating test plans, unit testing and deployment
- Assigned to write Release Notes for several projects

Software Laboratories Inc.
July 2003 – Jan 2004 (1 year)
Senior Programmer/Analyst

Key responsibilities and accountabilities:

- American International Underwrites (AIU)
- Maintained and Enhanced Pegasus System which computes payment of Insurance in a particular period.
- Debugged SQL Stored procedure
- Conducted and participated in Peer Code Review
- Debugged and
- enhanced the system

Data Matrix Inc
April 2003 – June 2004 (1 year, 2 months)
Programmer/Analyst

Key responsibilities and accountabilities:

- Land Transportation Office (LTO)
- Developed and maintained Motor Vehicle Registration System Module.

Total Quality Systems
Jan 2002 -June 2002 (6 months)
Programmer/Analyst

Key responsibilities and accountabilities:

- Department of Health (DOH)
- Maintained and deployed Hospital Systems to various regions in the Philippines Motivasion Asia Philippines
- Developed and performed unit testing of Redemption Systems

RCG IT Philippines
Feb 2002 – Dec 2002 (11 months)
Programmer/Analyst

Key responsibilities and accountabilities:

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- Land Transportation Office (LTO)
- Developed and performed unit testing of Motor Vehicle Registration System Module
- Prepared system documentation of the same system
- Designed the system in terms of screen and table structure
- Supported user's data problem
- Supported user's how to use the system
- Supported user's new requirements

SoftTech Advantage Inc
July 1997 – Feb 2000 (2 years, 7 months)
Programmer/Analyst

Key responsibilities and accountabilities:

- University of Batangas
- Developed and performed unit testing of Enrollment System
- Philippine Commercial and International Bank
- Developed and performed unit testing of Banking System

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Certifications

- **Brainbench PowerBuilder 9.0 Certified** 2007
- **Brainbench Oracle PL/SQL Certified** 2007

Trainings Attended:

Java Bootcamp, Basic Java and IEEE
MAPUA, Makati City
May 2016 - Jun 2016

Seagate Info (Crystal Report)

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Globe Telecom, Globe Tower, Pioneer
August 2007

Introduction to Sybase SQL
Unisys, Makati City
June 2000

Jaguar CTS
Unisys, Makati City
Jun 2000

Power Builder, PFC
Unisys, Quezon City
May 2000

Visual Basic
Softech Advantage, Makati City
Aug 1998 - Sep 1998

CERTIFIED TRUE COPY

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

Date: 03/23/2016

[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: NELSON O. CHAN

Full name of authorized representative: Hadrian M. Cruz

SUBSCRIBED AND SWORN to before me this MAR 23 2018 day of *March 2018* at QUEZON CITY 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 DRIVER'S LICENSE, with his/her photograph and signature appearing thereon, with no. N02-03-031727.

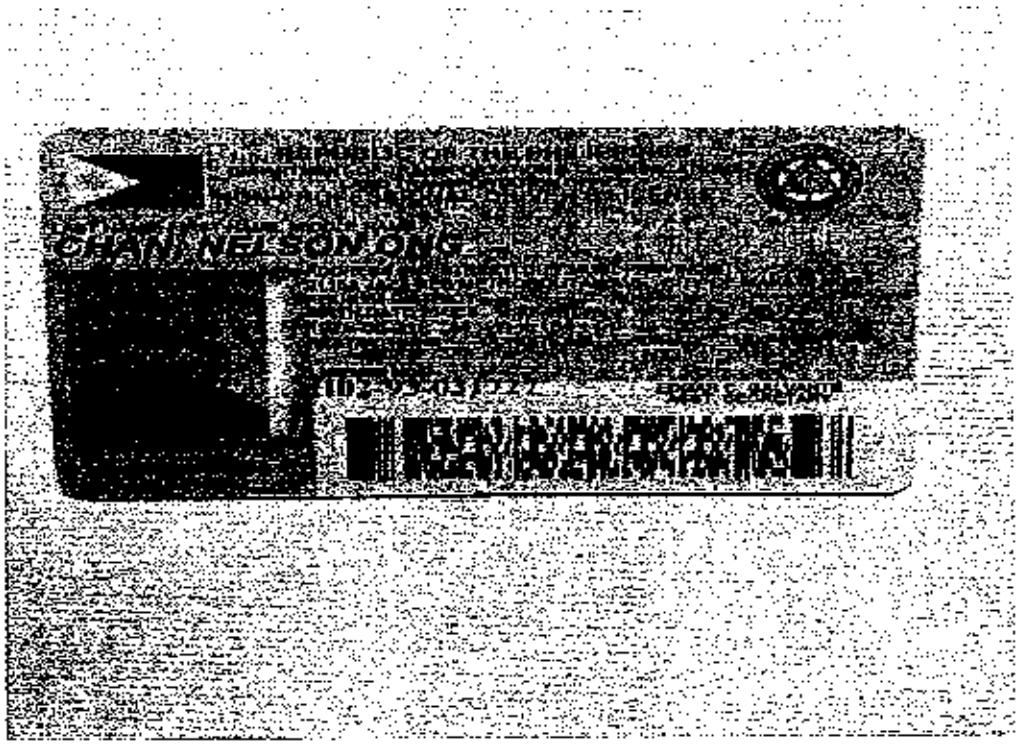
Witness my hand and seal this MAR 23 2018 day of *March 2018*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 210
Page No. 42
Book No. 72
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5529224, January 3, 2018, QUEZON CITY
IBP NO. 019073 12-20-2017 - QUEZON CITY
ROLL NO. 43298
ADM. MATTER NO. NP-046-(2017-2018)
TIN NO. 177-367-818-000
MCLE III-0024526 - December 12, 2017
#24 Aguirre St. GSIS Village
Project 8 Quezon City

CERTIFIED TRUE COPY



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Ang Pangulo at mga Guro

THE PRESIDENT AND FACULTY OF

De La Salle University

Maynila, Republika ng Pilipinas

MANILA, REPUBLIC OF THE PHILIPPINES

Sa lahat ng makakatunghay ng kasulatang ito, Mapitagang Bati sa Ngalan ng Maykapal

TO ALL TO WHOM THIS DIPLOMA COMES TO VIEW GREETINGS IN THE LORD.

Ipinababatid ng mga titik na ito na si

THIS DIPLOMA MAKES KNOWN THAT

Nelson Ong Chan

ay nakatupad sa itinakdang kurso at nakasulit nang maluwalhati

HAS FAITHFULLY COMPLIED WITH THE PRESCRIBED COURSE OF STUDY WITH DILIGENCE.

Ipinaaalam samakatwid na kami, sa paggamit ng kapangyarihang kaloob ng Komisyon ng Lalong Mataas

BE IT THEREFORE DECLARED, THAT BY VIRTUE OF THE AUTHORITY GRANTED TO US BY THE COMMISSION ON HIGHER

na Edukasyon, Republika ng Pilipinas ay nagkaloob sa naturang mag-aaral ng titulong

EDUCATION, REPUBLIC OF THE PHILIPPINES, WE CONFER UPON THE SAID STUDENT THE DEGREE OF

Batsilyer ng Agham sa Agham Pang-kompyuter

BACHELOR OF SCIENCE IN COMPUTER SCIENCE

At aming inihahayag na siya'y mag-aanghin ng lahat ng karapatan at pribilehiyong nawikol dito.

AND WE DECLARE THAT HE/SHE IS ENTITLED TO ENJOY ALL THE RIGHTS AND PRIVILEGES PERTAINING THERETO.

Bilang katunayan ay taglay nito ang tatak ng aming Pamantasan at ang mga lagda namin.

IN TESTIMONY WHEREOF, WE HAVE CAUSED TO BE AFFIXED HERETO THE SEAL OF OUR UNIVERSITY AND OUR SIGNATURES.

Inilagda sa Maynila, Pilipinas ngayong ika – 19 ng Disyembre

DONE AT MANILA, PHILIPPINES ON DECEMBER 19

taon ng ating Panginoon, sanlibo siyam na raan at siyamnapu't anim

IN THE YEAR OF OUR LORD, NINETEEN HUNDRED AND NINETY-SIX.

Carmelito Quebengco

Pangalawang Panguloang Tagapagganap

Executive Vice-President

Br. Andrew Gonzalez, FSC

Pangulo

President

CERTIFIED TRUE COPY

INCUVENTURE

Unit 1237-07, 12/F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 521-0114
www.incuventure.net

CERTIFICATION

This is to certify that **Nelson O. Chan** is an employee and working as a project consultant for the position of a **Senior System Developer** by **Incuventure Partners Corporation** from **March 1, 2010** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

Proposed Position: Developer (Mid-Level)

Name of Firm: Incuventure Partners Corporation

Name of Staff: Mark Joseph G. Corton

Profession: Developer

Date of Birth: September 19, 1988

Years with Firm/Entity: 3 years and 4 months **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Responsible for developing system enhancements.
- Provide technical support for bug resolution.
- Document the code/ application to facilitate maintenance as based on design standards and specifications.
- Provide system security features.
- Responsible for submission of program specifications and source codes.
- Conduct technology transfer specifically, Technical Trainings.
- Deploy the system to the production environment the accepted system.

Key Qualifications:

Cumulative IT Experience	**Over 7 years & 9 months of IT Experience** • Roughly 7 years and 5 months relevant experience on computer programming maintenance and enhancement of IT System.
Skillset	• **Languages:** Java SE/EE Groovy, Grails, Java, Javascript, HTML, CSS, PHP and Cobol • **Databases:** .NET, Oracle, MySQL • **Frameworks:** Xcode, jQuery, Eclipse, Grails, .NET • **Others:** XML, Actionscript 2.0 and 3.0,

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	Adobe Flash, Adobe Photoshop
Trainings Attended	• Basic Java Programming • PHP Web Components Fundamentals • Learning the .NET Framework • Introduction to SQL using Oracle • Grails • Groovy • CSS

Education:

School	Course	Year Graduated
Rizal Technological University	Bachelor of Science in Computer Engineering	2010

Employment Record:

Incuventure Partners Corporation
December 2014 – Present (3 years & 4 months)
System Developer

Key responsibilities and accountabilities:

Department of Budget and Management – Software Network Maintenance and Development FY 2015-2017

- Involved in development and support in banking and budget management system applications
- Perform bug fixing in Production live and deferred issues
- Perform screen/ functional testing on web application design
- Report issues and bugs found on application system design

Trade Finance System for a private bank

- Involved in development and support in banking and budget management system applications
- Perform bug fixing in Production live and deferred issues
- Perform screen/ functional testing on web application design
- Report issues and bugs found on application system design

Igen Dev Center

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February 2013 – August 2014 (1 year & 7 months)
Senior XML Mobile App Dev (iOS / Android) / Web App Engineer

Key responsibilities and accountabilities:

- Develop games, story books and business apps using XML code with Xcode; Eclipse tools for iOS/Android engine
- Develop websites using HTML/ PHP/ CSS/ Javascript/ Jquery
- Conceptualize app storyboards into a working mobile app while integrating animation, sprites, audio, video and graphical assets
- Work with iOS/Java engineers for testing and executing codes and to ensure technical compatibility and user satisfaction

Globaltonics, Inc.
March 2011 – February 2013 (1 year & 11 months)
Flash Programmer

Key responsibilities and accountabilities:
Developed flash games, presentations, animations and programs using Actionscript 2.0 and 3.0

- Created user interactive design using adobe flash and Photoshop
- Worked with web developer and design team for creating advance applications
- Involved in web development for updating company's website and their client using HTML/ PHP/ CSS/ Javascript language

Hotbox Creations, Inc.
November 2010 - January 2011 (3 months)
Junior Web/ Flash Developer

Key responsibilities and accountabilities:

- Developed and implemented procedures for ongoing website revision using HTML/ CSS/ Javascript language
- Developed flash presentations, animations and programs using Actionscript 2.0 and 3.0
- Designed web hosting brochures using Photoshop

Accenture
July 2010 - October 2010 (4 months)
Associate Software Engineer

Key responsibilities and accountabilities:

- Developed code program using Mainframe Cobol language and evaluate the DB2/ JCL on the code program
- Involved with boot camp that is focused on learning and insight on the Mainframe Cobol programming to provide support and maintain applications utilizing required tools and technologies

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Software Ventures International
August 2009 - November 2009 (4 months)
IT/Helpdesk (OJT)

Key responsibilities and accountabilities:

- Responsible for troubleshooting computer hardware and network connection
- Responsible for installation, maintenance software and database

---

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Trainings Attended:

Incuventure Boot Camp

1) Basic Java Programming
2) PHP Web Components Fundamentals
3) Learning the .NET Framework
4) Introduction to SQL using Oracle

Manila City
March 2018

Grails
DBM, Incuventure Partners Corporation
December 2015

Groovy
DBM, Incuventure Partners Corporation
October 2015

CSS
DBM, Incuventure Partners Corporation
September 2015

CERTIFIED TRUE COPY

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

Date: 03/23/2018

[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: MARK JOSEPH CORTON

Full name of authorized representative: Hadrian M. Cruz

SUBSCRIBED AND SWORN to before me this MAR 23 2018 day of *March 2018* at QUEZON CITY, 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 MARK JOSEPH CORTON PHIL, with his/her photograph and signature appearing thereon, with no. 01-0252626654-3.

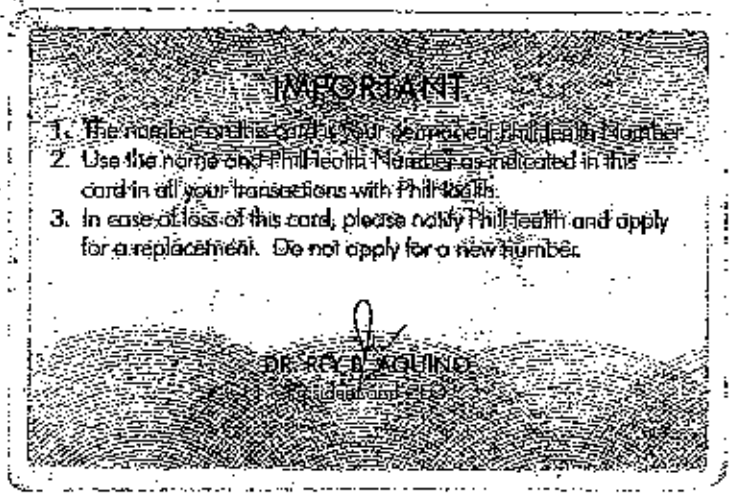
Witness my hand and seal this MAR 23 2018 day of *March 2018.*

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 121
Page No. 47
Book No. 224
Series of 2018

ATTY. BENJAMIN F. [illegible]
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5520134, January 3, 2018, QUEZON CITY
IBP NO. 949573 12-20-2017 - QUEZON CITY
ROLL NO. 13266
ADM. MATTER NO. NP-045-(2017-2018)
TIN NO. 177-867-819-000
MCLE III-0024526 - December 12, 2011
[illegible] St. Quiz Village
[illegible]

CERTIFIED TRUE COPY



IMPORTANT

1. The number on this card is your permanent PhilHealth Number.
2. Use the name on PhilHealth Number as indicated in this card in all your transactions with PhilHealth.
3. In case of loss of this card, please notify PhilHealth and apply for a replacement. Do not apply for a new number.

DR. REY B. AQUINO
President and CEO

Pag-IBIG Number - 1210 - 0691-3974

CERTIFIED TRUE COP

Rizal Technological University

PAMANTASANG TEKNOLOHIKAL NG RIZAL
LUNGSOD NG MANDALUYONG, PILIPINAS

Sa Lahat ng Mahatutunghay Nito, Pagbati:
To All Persons to Whom These Presents May Come, Greetings:

Pinababatid na si
Be it known that

Mark Joseph G. Carton

pagkaraang matapos ng kasiya-siya at mahusay na naisakatuparan ang mga pangangailangan ng
having completed the studies and fulfilled the requirements of the

College of Engineering and Industrial Technology

ay pinagkalooban ng titulong
has accordingly been granted the degree of

Bachelor of Science in Computer Engineering

kalakip ang lahat ng karapatan, pribilehiyo, at karangalan nauukol dito.
together with all the rights, privileges, and honors thereto appertaining.

Bilang katunayan, ang liham ito ay nilagdaan ng Pangulo, Dekano at Tagatala na kalakip ang Selyo ng Unibersidad.
In witness whereof, this diploma was signed by the President, Dean and Registrar and affixed hereto the University seal.

Pinagtibay sa Lungsod ng Mandaluyong, Pilipinas. Ngayong ika-6 ng Abril dalawang libo't sampu
Given at the City of Mandaluyong, Philippines, on the 6th day of April two thousand and ten

Dekano
Dean

Pangulo
President

Tagatala
Registrar

CERTIFIED TRUE COPY

INCUVENTURE

Unit 1237-07, 12th Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 671.2114
www.incuventure.net

CERTIFICATION

This is to certify that **Mark Joseph G. Corton** is an employee and working as a project consultant for the position of a **System Developer** by **Incuventure Partners Corporation** from **December 10, 2014** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

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Proposed Position: Developer (Mid-Level)

Name of Firm: Incuventure Partners Corporation

Name of Staff: Shem Ardi D. San Diego

Profession: Senior System Developer

Date of Birth: October 9, 1988

Years with Firm/Entity: 3 years 1 month **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Responsible for developing system enhancements.
- Provide technical support for bug resolution.
- Document the code/ application to facilitate maintenance as based on design standards and specifications.
- Provide system security features.
- Responsible for submission of program specifications and source codes.
- Conduct technology transfer specifically, Technical Trainings.
- Deploy the system to the production environment the accepted system.

Key Qualifications:

Cumulative IT Experience	**Over 7 years & 5 months of IT Experience** • Roughly 7 years and 5 months relevant experience in computer programming, maintenance and enhancement of IT system.
Skillset	• **Languages:** J2EE (JDK 1.8) and RESTful web services, PHP • **Databases:** Oracle and MySQL • **Frameworks:** .NET, Spring Boot, MyBatis and AngularJs (v1.5), • **Others:** Linux server and Tomcat
Trainings Attended	• Basic Java Programming

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	• PHP Web Components Fundamentals • Learning the .NET Framework • Introduction to SQL using Oracle • Angular JS • Web Logic • Oracle Service Bus • Microservices • Service Oriented Architecture • Java • JavaScript • JQuery • Database Oracle Design

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Education:

School	Course	Year Graduated
De La Salle University	Bachelor of Science in Computer Science specialization in Software Technology	2009

Employment Record:

Incuventure Partners Corporation
March 2015 – Present (3 years & 1 month)
Senior System Developer

Key responsibilities and accountabilities:

Department of Budget and Management – Software and Network Maintenance and Development

- Redeveloped the UACS (Unified Accounts Code Structure) Management Tool wisth PRECX (Program Expenditure Classification) update from scratch.
- Developed the display, search, creation and maintenance of the UACS-PREXC using **Spring Boot framework, J2EE (JDK 1.8), MyBatis, AngularJs (v1.5), RESTful web services, Oracle database, MySQL, Tomcat, Linux server**

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- The architectural pattern used for this project is SOA (Service - Oriented Architecture).
- Used JHipster to generate the project application template as this project is started from scratch
- Worked with the Business Analysts and Systems Analysts in gathering the business, functional and technical requirements from the client
- Responsible for designing the applications together with the Systems Analysts
- Responsible for defining the technologies that would be used in developing the systems
- Responsible for setting up the Spring Boot server and deploying the project
- Supported and maintained the UACS - PREXC Tool and other assigned applications
- Technologies Used: **Spring Boot framework, J2EE (JDK 1.8), MyBatis, AngularJs (v1.5), RESTful web services, Oracle database, MySQL, Tomcat, Linux server**

Government Service Insurance System – GSIS Wireless Automated Processing System (GW@PS) Enhancement

- Developed the G-W@PS' insurance claims, insurance claims batches, insurance claims reports, UMID/ eCard Plus card activation, card activation reports, annual renewal of active status (ARAS) for pensioners, ARAS reports and card activation batches.
- The architectural pattern of G-W@PS is SOA (Service - Oriented Architecture).
- The technologies used in this project are **Spring framework, J2EE (JDK 1.7), AngularJs (v1.4), Groovy, RESTful web services, Oracle database, Oracle Enterprise Linux server, Oracle Service Bus 11g, Oracle Weblogic server 10.3.6 and MyBatis.**
- Worked side by side with the systems analyst to create the database structure for G-W@PS loans, claims, card verification, and ARAS.
- Responsible for setting up the Oracle Weblogic server for the development environment for the team. Responsible for setting up the Oracle Service Bus (OSB) for the team and for the client.
- Created the deployment manual for the G-W@PS.
- Responsible for verification of fixes and enhancements that the client has raised during the user acceptance testing (UAT) period.
- Responsible for training the in-house developers and technical personnel of GSIS on the technical aspects of the system.
- Responsible for the support and maintenance of G-W@PS application.
- Development and Design of Object Oriented web based application using Java EE/SE, and Relational Database MySQL and Oracle
- Technologies Ued: Spring framework, J2EE (JDK 1.7), AngularJs (v1.4), Groovy, RESTful web services, Oracle database, Oracle Enterprise Linux server, Oracle Service Bus 11g, Oracle Weblogic server 10.3.6 and MyBatis

IBM Philippines
July 2013 – February 2015 (1 year & 8 months)
Application Developer: Java Core

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Key responsibilities and accountabilities:

- Developed and implemented a web based tool used by all Wholesale Club Lobaws stores.
- Developed internal tools to support large data query reports and large data update.
- Responsible for providing technical support.
- Development and Design of Object Oriented web based application using **Java EE/SE, and Relational Database MySQL and Oracle**

Network Labs, Inc.
November 2010 – June 2013 (2 years & 8 months)
Software Engineer/ R&D Engineer 1

Key responsibilities and accountabilities:

- Established and built the foundation of the WCDMA BTS Tools and Automation Team from the Hangzhou, China site to the Manila, Philippines site.
- Analyzed test cases and developed plugins for a test automation tool.
- Developed and supported an internal tool used to parse excel files to HTML and upload them into an internal wiki site.
- Developed a tool used to upload or download feature configuration file to the radio network controller. It also has a feature that parses the configuration file into Excel to be able to make it more readable so that the user can easily check the features present in the configuration file.
- Developed a tool that automatically generates an excel file that contains the equipment usage report, together with graphs, for the past week and automatically emails the report to the email addresses specified by the user.
- Development and Design of Object Oriented web based application using PHP web design, and MySQL
- **Technologies Used:** PHP and MySQL

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

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Certifications:

N/A

Trainings Attended:

Incuventure Boot Camp
1) Basic Java Programming
2) PHP Web Components Fundamentals
3) Learning the .NET Framework
4) Introduction to SQL using Oracle

Manila City
March 2018

Database Oracle Design
GSIS, Pasay City
December 2016

JQuery
GSIS, Pasay City
December 2016

JavaScript
GSIS, Pasay City
December 2016

Java
GSIS, Pasay City
November 2016

Service Oriented Architecture
GSIS, Pasay City
November 2016

Microservices
GSIS, Pasay City
November 2016

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Oracle Service Bus
GSIS, Pasay City
November 2016

Web Logic
GSIS, Pasay City
November 2016

Angular JS
GSIS, Pasay City
September 2016

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Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

Sherm Andi San Diego Date: 21/03/18

[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: Sherm Andi San Diego

Full name of authorized representative: Hadrian M. Cruz

SUBSCRIBED AND SWORN to before me this MAR 23 2018 day of *March 2018* at QUEZON CITY 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 PhilC, with his/her photograph and signature appearing thereon, with no. 03-0504340U-5.

Witness my hand and seal this MAR 23 2018 day of *March 2018*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 115
Page No. 43
Book No. 21
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5520224, January 3, 2018, QUEZON CITY
IBP NO. 048073 12-20-2017 - QUEZON CITY
ROLL NO. 13296
ADM. MATTER NO. NP-056-(2017-2018)
TIN NO. 177-957-619-000
MCLE III-0020928 - December 12, 20
234 Assets St. Gold Village
Payatas B Quezon City

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PhilHealth

03-050934608-5

PhilHealth No.

SAN DIEGO, SHEM

DELLOTA

Name

Signature

IMPORTANT

1. The number on this card is your permanent PhilHealth Number
2. Use the name and PhilHealth Number as indicated in this card in all your transactions with PhilHealth.
3. In case of loss of this card, please notify PhilHealth and apply for a replacement. Do not apply for a new number.

DR. EDUARDO P. BANZON
President and CEO

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Ang Pangulo at ang mga Guro ng

The President and Faculty of

De La Salle University

Manila

Maynila, Republika ng Pilipinas

Manila, Republic of the Philippines

Sa lahat ng makababasa [illegible] Kapatid ng Mataas na Paaralan ng Maykapal

[illegible]

[illegible]

Shem Ardi Dellota San Diego

[illegible] ay nakatupad sa lahat ng kursong pakatsulitnang pag-aral [illegible]

has satisfactorily completed the prescribed course of study [illegible]

Ipinatatalos ng kasulatang ito ang [illegible] sa pagpapatibay ng pangyayaring kabilang ng [illegible] ng Taong Mataas

[illegible] the authority vested in us by the Commissioner [illegible]

[illegible] ng Pilipinas at nakalaang sa [illegible] ng [illegible]

[illegible] Republic of the Philippines, we confer upon the said graduate the degree of

Batsilyer ng Agham sa Agham Pangkomputer

Bachelor of Science in Computer Science

At ating inilalagda [illegible] ng [illegible] ng lahat ng karapatan at pribilehiyong nauukol dito.

And we do [illegible] the said degree with all the rights and privileges thereto pertaining.

Bilang kinumpirma ng aking dito ang tatak ng aming Pamantasan at ang aking lagda namin.

In testimony whereof we have caused to be affixed hereunto the seal of our University and our signatures.

Inilagda sa Maynila, Pilipinas, ngayon ika- [illegible] ng Setyembre

Done at Manila, Philippines on this [illegible] day of September

taon ng aking Panginoon, dalawang libo at siyam.

in the year of our Lord, two thousand and nine.

www.dlsu.edu.ph

Dr. Julius B. Mandable
Vice Chancellor for Academics and Research

Br. Armin A. Luistro FSC
President and Chancellor

CERTIFIED TRUE COPY

INCUVENTURE

Unit 1237-37, 12 F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 621.2114
www.incuventure.net

CERTIFICATION

This is to certify that **Shem Ardi D. San Diego** is an employee and working as a project consultant for the position of a **System Developer** by **Incuventure Partners Corporation** from **March 11, 2015** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

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TP6. FORMAT OF CURRICULUM VITAE (CV) FOR PROPOSED KEY PROFESSIONAL STAFF

Proposed Position: Developer (Mid-Level)

Name of Firm: Incuventure Partners Corporation

Name of Staff: Ahmad K. Ali

Profession: Developer

Date of Birth: December 23, 1986

Years with Firm/Entity: 3 years, 2 months **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Responsible for developing system enhancements.
- Provide technical support for bug resolution.
- Document the code/ application to facilitate maintenance as based on design standards and specifications.
- Provide system security features.
- Responsible for submission of program specifications and source codes.
- Conduct technology transfer specifically, Technical Trainings.
- Deploy the system to the production environment the accepted system.

Key Qualifications:

Cumulative IT Experience	**Over 7 years & 1 month of IT Experience** • Roughly 7 years and 1 month relevant experience in computer programming, maintenance and enhancement of IT system.
Skillset	• **Languages:** Java, Groovy, JavaScript, HTML, PHP • **Databases:** Oracle (PL/SQL), SQL Server, MySQL • **Frameworks:** .NET, Spring Boot, Grails, Struts, RESTEasy, MyBatis, Hibernate, AngularJS, jQuery, Bootstrap, EasyUI

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	• **Others:** Servlet, JSP, GSP, JSON, AJAX, XML, XSLT, JSTL, CSS, JAX-WS, Jasper Report
Trainings Attended	• Basic Java Programming • PHP Web Components Fundamentals • Learning the .NET Framework • Introduction to SQL using Oracle • Database Oracle Design • JQuery • JavaScript • Java • Oracle Service Bus

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Education:

School	Course	Year Graduated
Mindanao State University - Main Campus	Bachelor of Science in Information Technology	2009

Employment Record:

Incuventure Partners Corporation
February 2015 – Present (3 years & 2 months)
Developer

Department of Budget and Management – Software and Network and Maintenance and Development (SNMD)

- Migrates from use of Unified Accounts Code Structure (UACS) to PRogram EXpenditure Classification (PREXc)
- Develops and Implements of enhancements and bug fixes
- Collaborates with the System Analysts in ensuring that the system being programmed is in accordance to the approved functional requirements
- Takes part in technical solution discussions
- Conducts bug diagnosis and resolution for issues found on the system during internal testing and User Acceptance Testing

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Department of Budget and Management – enhanced Government Manpower System (eGMIS)

- Developed the User Interface design and database design of the eGMIS application
- Developed the integration between the eGMIS and payroll data
- Responsible in assigning tasks to junior developers. Monitor and Review tasks progress up to closure.
- Closely collaborate with project manager, business analysts and QA analysts to ensure customer requirements are met and on time product delivery.
- **Technologies Used:** Java EE/SE, Tomcat, Jetty, MyBatis, Oracle Database, Grails, SpringBoot.

Government Service Insurance System – GSIS Wireless Automated Processing System

- Performs as Developer using various technologies such as but not limited to Java Web Services, J2EE, and XML in the implementation of an e-government and financial management application referred to as the GWAPS inclusive of but not limited to the following modules:
    - Membership Inquiry
    - Loans Inquiry and Application
    - Claims Inquiry and Application
    - Loan Record Maintenance
    - User Management
    - AAO Maintenance
    - Reports
- Collaborates with the System Analysts in ensuring that the system being programmed is in accordance to the approved functional requirements
- Takes part in technical solution discussions
- Conducts bug diagnosis and resolution for issues found on the system during internal testing and User Acceptance Testing
- Develops software solutions by studying information needs; conferring with users; studying systems flow, data usage, and work processes; investigating problem areas; following the software development lifecycle.
- Determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions.
- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis; recommending changes in policies and procedures.
- Updates job knowledge by studying state-of-the-art development tools, programming techniques, and computing equipment; participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations.
- Protects operations by keeping information confidential.
- Provides information by collecting, analyzing, and summarizing development and service issues.
- Accomplishes engineering and organization mission by completing related results as needed.

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- Supports and develops software engineers by providing advice, coaching and educational opportunities.
- **Technologies used:** HTML, CSS, Javascript, jQuery, JSON, XML, Oracle (PL/SQL), SQL Server, MySQL, PHP web, .NET Framework

Infor PSSC
July 2012 – September 2014 (2 years & 3 months)
Software Engineer

- Spearheaded the development of an application that provides localization service by generating Accounting Journal Entries based on accounting rules and received financial transactions. These financial transactions are interfaced with GFC through ION in the form of Business Object Documents (BODs)
- Prepared/updated technical requirements specification
- Presented and participated in technical requirements specification review
- Developed and enhanced modules based on technical requirements specification
- Investigated and resolved bugs
- Conducted unit testing on the implemented module and carried out the necessary fixes
- Performed various Proof of Concept (POC) demonstrations
- Documented and presented POCs
- Determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions.
- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis; recommending changes in policies and procedures.
- Obtains and licenses software by obtaining required information from vendors; recommending purchases; testing and approving products.
- Updates job knowledge by studying state-of-the-art development tools, programming techniques, and computing equipment; participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations.
- Protects operations by keeping information confidential.
- Provides information by collecting, analyzing, and summarizing development and service issues.
- Accomplishes engineering and organization mission by completing related results as needed.
- Develops software solutions by studying information needs; conferring with users; studying systems flow, data usage, and work processes; investigating problem areas; following the software development lifecycle.
- **Technologies used:** Grails, Groovy, GSP, Spring, Hibernate, HTML, CSS, Javascript, jQuery, JSON, XML, AJAX, Oracle (PL/SQL), SQL Server, MySQL, PHP web, .NET Framework

Philippine Airline (Contract thru Emerio Philppines Inc.)
January 2012 – June 2012 (6 months)

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Software Engineer

- Developing and directing software system validation and testing methods.
- Directing our software programming initiatives
- Overseeing the development of documentation.
- Working closely with clients and cross-functional departments to communicate project statuses and proposals.
- Analyzing data to effectively coordinate the installation of new systems or the modification of existing systems.
- Managing the software development lifecycle.
- Monitoring system performance.
- Communicating key project data to team members and building cohesion among teams.
- Developing and executing project plans.
- Applying mathematics and statistics to problem-solving initiatives.
- Applying best practices and standard operating procedures.
- Creating innovative solutions to meet our company's technical needs.
- Testing new software and fixing bugs.
- Shaping the future of our systems.
- **Technologies used:** Java, Struts, Spring, jQuery, AJAX, CSS, HTML, Oracle, Oracle Web Toolkit, MySQL, PHP web, .NET Framework

Asian Business Solutions, Inc.
August 2010 – February 2011 (7 months)
System Analyst / Programmer

- Confirms project requirements by reviewing program objective, input data, and output requirements with analyst, supervisor, and client.
- Arranges project requirements in programming sequence by analyzing requirements; preparing a work flow chart and diagram using knowledge of computer capabilities, subject matter, programming language, and logic.
- Encodes project requirements by converting work flow information into computer language.
- Programs the computer by entering coded information.
- Confirms program operation by conducting tests; modifying program sequence and/or codes.
- Prepares reference for users by writing operating instructions.
- Maintains historical records by documenting program development and revisions.
- Maintains client confidence and protects operations by keeping information confidential.
- Ensures operation of equipment by following manufacturer's instructions; troubleshooting malfunctions; calling for repairs; evaluating new equipment and techniques.
- Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies.
- Contributes to team effort by accomplishing related results as needed.
- **Technologies used:** Java, Servlet, JSP, Oracle, Filenet, Jasper Report, AJAX, jQuery, JavaScript, CSS, HTML, SQL Server, MySQL, PHP web, .NET Framework

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American Data Exchange Corporation
January 2010 – July 2010 (7 months)
Application Developer

- Establishing a detailed program specification through discussion with clients
- Clarifying what actions the program is intended to perform
- Breaking down program specification into its simplest elements and translating this logic into a programming language
- Devising possible solutions to anticipated problems
- Working as part of a team, which may be established purely for a particular project to write a specific section of the program
- Combining all elements of the program design and testing it
- Testing sample data-sets to check that output from the program works as intended
- Conducting testing and installing the program into production
- Reacting to problems and correcting the program as necessary
- Evaluating and increasing the program's effectiveness
- Adapting the program to new requirements, as necessary
- **Technologies used:** Java, XML, Oracle, AJAX, JavaScript, CSS, HTML, SQL Server, MySQL, PHP web, .NET Framework

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Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Trainings Attended:

Incuventure Boot Camp
1) Basic Java Programming
2) PHP Web Components Fundamentals
3) Learning the .NET Framework
4) Introduction to SQL using Oracle

Manila City
March 2018

Database Oracle Design
Government Service Insurance System – Pasay City
January 30, 2017 – January 31, 2017

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JQuery
Government Service Insurance System – Pasay City
January 18, 2016 – January 19, 2016

JavaScript
Government Service Insurance System – Pasay City
December 19, 2016 – December 21, 2016

Java
Government Service Insurance System – Pasay City
December 12, 2016 – December 14, 2016

Oracle Service Bus
Government Service Insurance System – Pasay City
October 17, 2016 – October 18, 2016

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Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

_____ Date: 21/3/18

[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: Ahmad F. Ali

Full name of authorized representative: Hadrian M. Cruz

SUBSCRIBED AND SWORN to before me this MAR 23 2018 day of *March 2018* at QUEZON CITY, 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 TIN, with his/her photograph and signature appearing thereon, with no. 294-095-605-000.

Witness my hand and seal this MAR 23 2018 day of *March 2018.*

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 216
Page No. 44
Book No. 44
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5520734, January 3, 2018, QUEZON CITY
IBP NO. 019973 12-28-2017 - QUEZON CITY
ROLL NO. 13295
ADM. MATTER NO. NP-046-(2017-2018)
TIN NO. 177-957-615-000
MCLE III-0024528 - December 12, 2017
34 Aguila St. GSIS Village
Project 2 Quezon City

CERTIFIED TRUE COPY

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE

ALI, AHMAD KHALID
TIN 298-095-605-000
2960 PARK AVENUE,
PASAY,
PASAY CITY
BIRTH DATE 12/23/1986
ISSUE DATE 10/29/2014

SIGNATURE

CERTIFIED TRUE COPY

Republic of the Philippines

Mindanao State University

OFFICE OF THE REGISTRAR

Marawi City

OFFICIAL TRANSCRIPT OF RECORDS

12 534 8

Name of Student : ALI, Ahmad Khalid
Degree/Course : BS Information Technology
Date Conferred : Apr 12, 2012
Special Order : Exempted ... State University
Home Address : Nunungan, Lanao del Norte
Entrance Data : not applicable

Entrance Data : Form 137-A
ID Number : 200532028
Year Admitted : 1st semester, 2005-2006
Last School Attended : Iligan City National High School
Last Year Attended : 2005

SUBJECT	DESCRIPTIVE TITLE	FINAL GRADE	COMP GRADE	CREDIT
2005 -2006 , 1st semester				
Engl 1	College English 1	2.75		3
Engl 3	Oral Communication	2.75		3
[illegible]	Sining ng Komunikasyon	2.50		3
Hist 1	Philippine History and Institutions	INC	3.00	3
Math 17	Algebra and Trigonometry	2.25		6
MS 11	Military Training 1	1.50		3
Hum 1	Introduction to Humanities	2.00		3
PE 1	Physical Fitness and Health	2.00		2
2005 -2006 , 2nd semester				
PE 4	Team Sports	1.75		2
IT 112	Computer Applications in Business	2.25		1
IT 110	Fundamentals of Logic & Algorithms	2.50		3
MS 12	Military Training 2	3.00		3
Engl 2	College English 2	2.50		3
Acctg 101	Fundamentals of Accounting 1	3.00		6
Math 51	Analytic Geometry and Calculus 1	2.25		6
20[illegible] -2007 , 1st semester				
PE 2	Combative Sports/Folk Dance/Social Dance	1.75		2
Acctg 102	Fundamentals of Accounting 2	5.00		0
CSc 101	Introduction to Computer Programming	2.25		3
Math 61	Analytic Geometry and Calculus 2	2.50		6
Econ 1	Introduction to Economics, Taxation, Land Reform and Cooperatives	2.00		3
Mgt 101	Principles of Management	2.00		3
2006 -2007 , 2nd semester				
CSc 121	Data Structures 1	1.75		4
PE 3	Individual and Dual Sports	1.75		2
Engl 4	Introduction to Literature	2.00		3
Acctg 102	Fundamentals of Accounting 2	1.50		6
Math 121	Linear Algebra 1	2.50		3
IT 120	Basic Switching Theory & Intro to Assembly Language	1.50		3

GRADING SYSTEM: Undergraduate/Graduate Courses: 1.00, 1.25 - Excellent; 1.50, 1.75 - Very Good; 2.0, 2.25 - Good; 2.50, 2.75 - Satisfactory; 3.00 - Passing; 5.00 - Failure, no credit; INC - Incomplete, no credit; DRP - Dropped, no credit; IP - In progress, no credit; 5.00* - Overdue, no credit.

Diploma Courses: E - Excellent; VG - Very Good; G - Good; S - Satisfactory; P - Passing; INC - Incomplete, no credit; F or U - Failure, no credit.

CREDIT: One university unit of credit is one hour lecture or recitation each week for the period of one semester, while in all laboratory courses, three hours of laboratory work.

NOTE: This transcript is valid only when it bears the seal of the University and the original signature in ink of the Registrar. Any alteration made on this copy renders the whole transcript invalid.

CERTIFIED TRUE COPY

Republic of the Philippines
Mindanao State University
OFFICE OF THE REGISTRAR
Marawi City

OFFICIAL TRANSCRIPT OF RECORDS

12 534 0

Name of Student : ALI, Ahmad Khalid
Degree/Course : BS Information Technology
Date Conferred : Apr 12, 2012
Special Order : Exempted ... State University
Home Address : Nunungan, Lanao del Norte
Entrance Data : not applicable

Entrance Data : Form 137-A
ID Number : 200532028
Year Admitted : 1st semester, 2005-2006
Last School Attended : Iligan City National High School
Last Year Attended : 2005

SUBJECT	DESCRIPTIVE TITLE	FINAL GRADE	COMP GRADE	CREDIT
2006 -2007, Summer				
Bio 1	Basic Biology	2.50		3
Hist 5	Life & Works of Rizal	2.00		3
2[illegible] -2008, 1st semester				
CSc 122	Data Structures 2	2.00		4
Psych 20	Business Psychology	3.00		3
Nat Sci 1	Foundation of Physical Science	3.00		3
Mgt 102	Organizational Behavior	1.50		3
Engl 8	Technical Writing	2.75		3
Hist 3	History of the Filipino Muslims & the Lumads	3.00		3
BL 1	Obligations and Contracts	2.50		3
2007 -2008, 2nd semester				
CSc 181	Software Engineering 1	1.75		3
CSc 151	Database Systems	2.00		3
CSc 157	Computer Graphics	3.00		4
IT 132	Computer Architecture	3.00		3
Entrep 101	Introduction to Entrepreneurship	2.25		3
[illegible] 3	Law on Negotiable Instruments & Credit Transactions	2.00		3
Stat 32	Statistics for Management Science	2.50		3
2008 -2009, 1st semester				
CSc 182	Software Engineering 2	INC	1.50	3
IT 140	Business Application Systems Design & Development	1.50		3
IT 143	Management Information System	2.50		3
IT 160	Client/Server Systems	INC	3.00	3
IT 141	Concepts of Operating Systems	5.00		0
IT 156	Distributed Database Systems	2.25		3
IT 142	Computer Networks	2.75		3
Pol Sci 2	Phil Govt & Const Agrarian Reform with Taxation & Pop Educ	2.50		3
2008 -2009, 2nd semester				
IT 146	Software Metrics	2.00		3
IT 157	Network Administration	1.75		3

GRADING SYSTEM: Undergraduate/Graduate Courses: 1.00, 1.25 - Excellent; 1.50, 1.75 - Very Good; 2.0, 2.25 - Good; 2.50, 2.75 - Satisfactory; 3.00 - Passing; 5.00 - Failure, no credit; INC - Incomplete, no credit; DRP - Dropped, no credit; IP - In progress, no credit; 5.00* - Overdue, no credit.

Diploma Courses: E - Excellent; VG - Very Good; G - Good; S - Satisfactory; P - Passing; INC - Incomplete, no credit; F or U - Failure, no credit.

CREDIT: One university unit of credit is one hour lecture or recitation each week for the period of one semester, while in all laboratory courses, three hours of laboratory work.

NOTE: This transcript is valid only when it bears the seal of the University and the original signature in ink of the Registrar. Any alteration made on this copy renders the whole transcript invalid.

CERTIFIED TRUE COPY

Republic of the Philippines
Mindanao State University
OFFICE OF THE REGISTRAR
Marawi City

OFFICIAL TRANSCRIPT OF RECORDS

12 53110

Name of Student : ALI, Ahmad Khalid
Degree/Course : BS Information Technology
Date Conferred : Apr 12, 2012
Special Order : Exempted ... State University
Home Address : Nunungan, Lanao del Norte
Entrance Data : not applicable

Entrance Data : Form 137-A
ID Number : 200532028
Year Admitted : 1st semester, 2005-2006
Last School Attended : Iligan City National High School
Last Year Attended : 2005

SUBJECT	DESCRIPTIVE TITLE	FINAL GRADE	COMP GRADE	CREDIT
IT 151	Web Page Design & Construction	1.00		3
IT 145	Programming Language for Business	1.50		3
IT 164	Principles of E-Commerce	1.75		3
49	Decision Support Systems	2.25		3
2008 - 2009, Summer				
CSc 155	Introduction to Operating Systems	1.75		3

Remarks: GRADUATED: Conferred the degree of BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY (B.S.I.T.) on April 12, 2012.

-x—x—x—x—x—x—x—x—x—x—x—x—x—x—x—TRANSCRIPT CLOSED—x—x—x—x—x—x—x—x—x—x—x—x—x—x

INCUVENTURE

Unit 1237-37, 12/F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue
Ermita, Manila
(632) 621-2114
www.incuventure.net

CERTIFICATION

This is to certify that **Ahmad K. Ali** is an employee and working as a project consultant for the position of a **Developer** by **Incuventure Partners Corporation** from **February 1, 2015** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

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Proposed Position: Developer (Mid-Level)

Name of Firm: Incuventure Partners Corporation

Name of Staff: Jory Culhi D. Puguon

Profession: Senior System Developer

Date of Birth: October 27, 1985

Years with Firm/Entity: 4 years, 10 months Nationality: Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Responsible for developing system enhancements.
- Provide technical support for bug resolution.
- Document the code/ application to facilitate maintenance as based on design standards and specifications.
- Provide system security features.
- Responsible for submission of program specifications and source codes.
- Conduct technology transfer specifically, Technical Trainings.
- Deploy the system to the production environment the accepted system

---

Key Qualifications:

Cumulative IT Experience	**Over 7 years of IT Experience** • Roughly **7 years** relevant experience in computer programming, maintenance and enhancement of IT system.
Skillset	• **Languages:** Java (SE/EE), Groovy, PHP • **Databases:** , Oracle, MySQL, .NET • **Frameworks:** Spring, Grails, YII, AngularJS • **Others:** WordPress, PowerBuilder
Trainings Attended	• Basic Java Programming • PHP Web Components Fundamentals • Learning the .NET Framework

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	• Introduction to SQL using Oracle • PHP • CSS • Groovy • Grails

---

Education:

School	Course	Year Graduated
Saint Mary's University	Bachelor of Science in Information Technology	2009

Employment Record:

Incuventure Partners Corporation
June 2013 – Present (4 years & 10 months)
Senior System Developer

Key responsibilities and accountabilities:

- Using various technologies such as but not limited to Java, PHP, and Oracle SQL, carries out support, maintenance, enhancement and programming activities for several DBM systems namely URS, OSBP, and eAppropriation System
- Provide primary end-user support
- Conducts bug diagnosis and resolution addressing issues related to the aforementioned systems
- **Platforms: Java (SE/EE), Groovy, PHP, WordPress, Yii, Spring, Grails, PowerBuilder, AngularJS, Oracle, MySQL**

Development Bank of the Philippines
December 2011 – June 2013 (1 year & 7 months)
System Developer/ Programmer

Key responsibilities and accountabilities:

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- Developed object-oriented web-based (e.g. Java, SQL) applications and relational database management system
- Provided technical expertise and recommendations in assessing new IT software projects and initiatives to support and enhance our existing Microsoft based systems.
- Made recommendations on custom applications which include a number of MS-Access data capture systems for Stewardship and other databases which need to be moved into a central SQL repository.
- Identified opportunities that can improve efficiency of business processes.
- Investigated and resolved application functionality related issues and provide first level support and troubleshooting of our Financial Edge and Raiser's Edge systems
- Coordinated application development for multiple projects.
- Assisted in troubleshooting software application issues.
- Assisted network administrator with application installation and testing.
- Troubleshoot technical issues and identify modifications needed in existing applications to meet changing user requirements.
- Analyzed data contained in the corporate database and identify data integrity issues with existing and proposed systems and implement solutions.
- Provided assistance and advice to business users in the effective use of applications and information technology.
- Provided minor programming for some in-house IT projects.
- Wrote technical procedures and documentation for the applications including operations, user guide, etc.
- Produced technical documentation for new and existing applications.
- Verified database and data integrity
- Participated in weekly meetings with the IT network team to discuss progress and issues to be resolved, and report progress on a weekly basis to the CIO.
- Participated on IT project steering committees and be involved in the design phase of any new IT software development projects.
- Assisted in the creation of the system design and functional specifications for all new development projects.
- **Platforms: Java (SE/EE), PHP, Spring, Oracle, MySQL**

HotStop Mobile Phils, Inc.
April 2011 – October 2011 (7 months)
Programmer

Key responsibilities and accountabilities:

- Developed object-oriented web-based (e.g. Java, SQL) applications and relational database management system
- Created and modifies computer programs by converting project requirements into code.
- Confirmed project requirements by reviewing program objective, input data, and output requirements with analyst, supervisor, and client.
- Arranged project requirements in programming sequence by analyzing requirements; preparing a work flow chart and diagram using knowledge of computer capabilities, subject matter, programming language, and logic.
- Encoded project requirements by converting work flow information into computer language.

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- Programmed the computer by entering coded information.
- Confirmed program operation by conducting tests; modifying program sequence and/or codes.
- Prepared reference for users by writing operating instructions.
- Maintained historical records by documenting program development and revisions.
- Ensured operation of equipment by following manufacturer's instructions; troubleshooting malfunctions; calling for repairs; evaluating new equipment and techniques.
- Maintained professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies.
- Contributed to team effort by accomplishing related results as needed.
- **Platforms: Java (SE/EE), PHP, Oracle, MySQL**

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Certifications:

N/A

Trainings Attended:

Incuventure Boot Camp

1) Basic Java Programming
2) PHP Web Components Fundamentals
3) Learning the .NET Framework
4) Introduction to SQL using Oracle

CERTIFIED TRUE COPY

Manila City
March 2018

Grails
DBM, Manila City
December 2015

Groovy
DBM, Manila City
December 2015

CSS
DBM, Manila City
November 2015

PHP
DBM, Manila City
November 2015

CERTIFIED TRUE COPY

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

_____ Date: 21/03/2018
[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: PUGUON, JORY CULHI
Full name of authorized representative: Hadrian M. Cruz

SUBSCRIBED AND SWORN to before me this MAR 23 2018 day of *March 2018* at QUEZON CITY, 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 TIN, with his/her photograph and signature appearing thereon, with no. 433-093-440-000.

Witness my hand and seal this MAR 23 2018 day of *March 2018*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 213
Page No. 43
Book No. 72
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5529334, January 3, 2018, QUEZON CITY
IBP NO. 018573 10-20-2017 - QUEZON CITY
ROLL NO. 43288
ADM. MATTER NO. NP-045-(2017-2019)
TIN NO. 177-967-419-000
MCLE III-0024628 - December 12, 2017
836 Aguada St. CBS Village
Project 3 Quezon City

CERTIFIED TRUE COPY

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE

PUGUON, JORY CUL
TIN: 433-993-480-1 00
JCAMP Comp.
Pula Asipulo
Ilocos
Date of Birth: 10-5-1985
Date Issued: 03-2-2013

SIGNATURE

PhilHealth

0-025508262-6
PhilHealth Number
PUGUON, JORY CUL

CERTIFIED TRUE COPY

REPUBLIKA NG PILIPINAS
Republic of the Philippines
KOMISYON SA LALONG MATAAS NA EDUKASYON
Commission on Higher Education

Saint Mary's University

Bayombong, Nueva Vizcaya

SA LAHAT NG MAKAKATUNGHAY SA KASULATANG ITO, MAPITAGANG BATI:

To all persons to whom these presents may come, greetings:

PINABABATID NA ANG **Saint Mary's University**, SA TAGUBILIN NG MGA GURO NG KOLEHIYO AT SA PAGGAMIT NG KAPANGYARIHANG KALOOB NG **Komisyon sa Lalong Mataas na Edukasyon** NG REPUBLIKA NG PILIPINAS AY NAGGAWAD KAY

Be it known that **Saint Mary's University**, *upon the recommendation of the faculty and by authority of the* **Commission on Higher Education**, *Republic of the Philippines, has conferred upon*

Jory Culhi Puguon

NA NAKATUPAD SA LAHAT NG KINAKAILANGAN UKOL DITO, NG TITULONG

Who has fulfilled all the requirements therefor, the degree of

Batsilyer sa Agham ng Teknolohiyang Pangkaalaman

(Bachelor of Science in Information Technology)

KALAKIP ANG LAHAT NG KARAPATAN, KARANGALAN, AT MGA PRIBILEHIYO, GAYON DIN ANG MGA TUNGKULIN AT PANANAGUTANG DOON NAUUKOL.

with all the rights, honors, and privileges, as well as the obligations and responsibilities thereunto appertaining.

BILANG KATUNAYAN AY TAGLAY NITO ANG TATAK NG PAMANTASAN AT ANG MGA LAGDA NG PANGULO AT NG DEKANG NG PAMANTASAN.

In witness whereof, the seal of the University and the signatures of the President and the Dean of the College are hereunto affixed.

NILAGDAAN SA BAYOMBONG, NUEVA VIZCAYA, PILIPINAS, NGAYONG IKA-8 NG ABRIL TAON NG ATING PANGINOON, DALAWANG LIBO'T SIYAM.

Given at Bayombong, Nueva Vizcaya, Philippines, this 8th day of April in the year of our Lord, Two Thousand and Nine.

SPECIAL ORDER
(B)
No. 50-464108-009-02
S. 2009
July 20, 2009
Date

GERTRUDE G. DANAO
DEKANO
(Dean)

REV. FR. RENILLO H. STA. ANA, CICM
PANGULO
(President)

CERTIFIED TRUE COPY

INCUVENTURE

Unit 1237-37, 12/F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 621.2114
www.incuventure.net

CERTIFICATION

This is to certify that **Jory Culhi D. Puguon** is an employee and working as a project consultant for the position of a **Senior System Developer** by **Incuventure Partners Corporation** from **June 24, 2013** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

Proposed Position: Developer (Mid-Level)

Name of Firm: Incuventure Partners Corporation

Name of Staff: Christian L. Nipa

Profession: Developer

Date of Birth: August 29, 1988

Years with Firm/Entity: 1 month Nationality: Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Responsible for developing system enhancements.
- Provide technical support for bug resolution.
- Document the code/ application to facilitate maintenance as based on design standards and specifications.
- Provide system security features.
- Responsible for submission of program specifications and source codes.
- Conduct technology transfer specifically, Technical Trainings.
- Deploy the system to the production environment the accepted system.

Key Qualifications:

Cumulative IT Experience	**Over 6 years of IT Experience** • Roughly **4 years and 8 months** relevant experience in computer programming, maintenance and enhancement of IT system.
Skillset	• **Languages:** Java/JEE, PHP, Groovy, Javascript, VB.NET, C/C++ • **Frameworks:** .NET • **Database:** MySql, MS Sql Server, Oracle 9/10g/11g
Trainings Attended	• *Basic Java Programming* • PHP Web Components Fundamentals • Learning the .NET Framework • Introduction to SQL using Oracle

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	• AWS Technical Professional Online (Architecting) • Architecting on AWS • AWS Technical Essentials (Designing and Architecting)

Education:

School	Course	Year Graduated
Bicol University	Bachelor's Degree in Computer Science	2009
Saint Louis University	Units in Master's Degree in Information Technology	Ongoing

Employment Record:

Incuventure Partners Corporation
March 2018 – Present (1 month)
Developer Consultant

Key responsibilities and accountabilities:

- Provide services for projects that include software development, migration, integration of systems applications, support and maintenance IT systems

B1G2 Technologies International, Inc.
July 2017 – March 2018 (9 months)
Chief Technology Officer/ Application Architect/ Designer

Key responsibilities and accountabilities:

- Architects and designed solutions to help improve processes of potential clients.
- Overall supervision of the development and technical implementation.
- Prepares and reviewed periodic progress evaluation reports.
- Oversees of network implementation and disaster recovery planning.
- Responsible for overseeing all technical aspects of the company.
- Responsible for leading the development team in design, development, coding, testing, and debugging.
- Provide technical design documentation and lead development of cross-functional, multi-platform applications system
- Responsible for the detailed technical documentation describing the construction and implementation of the hardware and system software
- Work with the Executive Management to grow the company through the use of technological resources
- **Technology Used:** ASP.Net, Java, Spring MySQL, SQL Server ORACLE Server, PHP

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Valueline Systems & Solutions Corp.
May 2017 – March 2018 (11 months)
Chief Software, Solutions and Application Architect

Key responsibilities and accountabilities:

- Architected and designed solutions to help improve processes of clients.
- Overall supervision of the development and technical implementation.
- Make sure the software and system architecture are synchronized.
- Make sure the right modeling is done to meet qualified performance
- Provide all necessary tools, procedures, facilities and services to safeguard the integrity, reliability and availability of the system.
- Prepared and reviewed periodic progress evaluation/ reports.
- Oversight of network implementation and disaster recovery planning.
- Resolve technical problems
- Maintain morale both within and external of the architecture group.
- Provided sound design, good presentations, and materials to inform the organization is on the right track
- Understand and plan new technology insertion and evolutionary paths
- Manage risk identification and risk mitigation strategies associated with the architecture
- **Technology Used:** ASP.Net, Java

Valueline Systems and Solutions Corporation
June 2014 – May 2017 (3 years)
Software/Solution Architect Developer

Key responsibilities and accountabilities:

- Took the lead in software applications development.
- Provided technical design and lead development of application systems.
- Developed the security plan and disaster recovery plan.
- Assisted in the creation of system architecture plan.
- Provided all necessary tools, procedures, facilities and services to safeguard the integrity, reliability and availability of the system.
- Responsible for the detailed technical documentation describing the construction and implementation of the hardware and system software.
- Coded, tested and debugged programs utilizing appropriate tools and technology.
- Analyzed system performance.
- Wrote and maintained programming documentation.
- Researched and developed new technology.
- Maintained and developed company website.
- Developed and designed prototype for new product that company will offer.
- Engaged in mobile development ranging from embedded systems to smartphone and table pc using .NET and Android.
- Integrated company online store with third-party web services.
- **Technology Used:** ASP.Net, Java , Spring MySQL, SQL Server ORACLE Server, PHP

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St. Camillus, College of Manaoag
June 2010 – May 2011 (1 year)
Developer/ Programmer 1

Key responsibilities and accountabilities:

- Planned programs by studying specifications.
- Arranged specifications by developing logical sequence, prepared flowcharts and researched solutions.
- Encoded specifications by converting logical sequence and workflow into program language.
- Verified encoding by performing trial runs and modified code.
- Prepared program reference by documenting control language
- Advanced job knowledge to next level by participating in educational opportunities, reading professional publications.
- Responsible for programming, debugging, maintaining and supporting, creating database architecture.
- Assisted in managing and directing the development team.
- Provide technical design documentation and involved in the development of software applications.
- Accomplished department and organization mission by completing related results as needed.
- **Technology Used:** ASP.Net, Java , Spring MySQL, SQL Server ORACLE Server, PHP

St. Camillus, College of Manaoag
July 2009 – May 2010 (11 months)
Instructor

Key responsibilities and accountabilities:

- Provided academic units and accurate course description in a timely fashion to students.
- Communicated and fulfilled course objectives.
- Evaluated students' performance according to the course objectives.
- **Technology Used:** C/C++, VB.Net, Web Design

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Certifications:

- **Amazon Solutions Architect – Associate** October 10, 2017

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Trainings Attended:

Incuventure Boot Camp
Manila City
March 2018

1) ***Basic Java Programming***
2) **PHP Web Components Fundamentals**
3) **Learning the .NET Framework**
4) **Introduction to SQL using Oracle**

AWS Technical Professional Online (Architecting)
Amazon Web Services (AWS), Makati City
October 25, 2016 – October 25, 2016

Architecting on AWS
Amazon Web Services (AWS), Makati City
May 5, 2015 – May 8, 2015

AWS Technical Essentials (Designing and Architecting)
Amazon Web Services (AWS), Makati City
May 4, 2015 – May 4, 2015

CERTIFIED TRUE COPY

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

Date: 03/23/2018

[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: CHRISTIAN L. NIPA

Full name of authorized representative: Hadrizn M. Cruz

SUBSCRIBED AND SWORN to before me this MAR 23 2018 day of March 2018 at QUEZON CITY, 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 UMID, with his/her photograph and signature appearing thereon, with no. CRN-011-1421366-9.

Witness my hand and seal this MAR 23 2018 day of March 2018.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 207
Page No. 43
Book No. 724
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5528204, January 3, 2018, QUEZON CITY
IBP NO. 018073 12-20-2017 - QUEZON CITY
ROLL NO. 19395
ADM. MATTER NO. NP-046-(2017-2018)
TIN NO. 177-557-619-000
MCLE III-0024528 - December 12, 2017
34 Aguirre St. GSIS Village
Tiro-ruz 2 Quezon City

CERTIFIED TRUE COPY

REPUBLIC OF THE PHILIPPINES
Unified Multi-Purpose ID

CRN 011

SURNAME NIPA
GIVEN NAME CHRISTIAN
MIDDLE NAME GLORIA
SEX MALE
DATE OF BIRTH 1988/08/29
ADDRESS
2F NO. 23 J AND L BLDG NATALINO ST
BRGY CENTRAL DILIMAN QUEZON CITY
NCR PHL 1101

8

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REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES

Pamantasan ng Bikol
BIGOL UNIVERSITY

LUNGSOD NG LEGAZPI
CITY OF LEGAZPI

TO ALL PERSONS TO WHOM THESE PRESENTS MAY COME
BATI
GREETINGS

Be it known that the Board of Regents, by authority of Republic Act [illegible]
and on the recommendation of the Academic Council has conferred on

Christian Lorca Nipa

Bachelor of Science in Computer Science

CERTIFIED TRUE COPY

INCUVENTURE

Unit 3207-07, 12-F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 621.2414
www.incuventure.net

CERTIFICATION

This is to certify that **Christian L. Nipa** is an employee and working as a project consultant for the position of a **Developer Consultant** by **Incuventure Partners Corporation** from **March 1, 2018** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

Proposed Position: Developer (Mid-Level)

Name of Firm: Incuventure Partners Corporation

Name of Staff: Christian C. Paquibot

Profession: System Developer

Date of Birth: November 17, 1989

Years with Firm/Entity: 7 Months **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Responsible for developing system enhancements.
- Provide technical support for bug resolution.
- Document the code/ application to facilitate maintenance as based on design standards and specifications.
- Provide system security features.
- Responsible for submission of program specifications and source codes.
- Conduct technology transfer specifically, Technical Trainings.
- Deploy the system to the production environment the accepted system.

Key Qualifications:

Cumulative IT Experience	**Over 5 years of IT Experience** • Roughly **5 years** relevant experience in computer programming, maintenance and enhancement of IT system.
Skillset	• **Languages**: Java/J2SE, Visual Basic, Groovy, JavaScript, HTML, PHP • **Databases**: Oracle (PL/SQL), SQL Server, MySQL, MS SQL, Sybase EA Server Application, PostgreSQL • **Frameworks**: .NET, Grails, Struts, AngularJS, jQuery • **Platform/Others**: PowerBuilder 9, 10, 11, Fedora Linux, Eclipse, Jasper Report, CVS, OpenJDK, Windows
Trainings Attended	• Basic Java Programming

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	• PHP Web Components Fundamentals • Learning the .NET Framework • Introduction to SQL using Oracle • Junior ITE Researchers 1st ITE Students Research Colloquium • Windows Mobile • IT Infrastucture Library and Windows Vista • SMS Programming and Interfacing • Java (DBM Onboarding) • Powerbuilder (DBM Onboarding)

Education:

School	Course	Year Graduated
Adamson University	Bachelor of Science in Computer Science	2010

Employment Record:

Incuventure Partners Corporation
September 2017 – Present (7 months)
System Developer

Key responsibilities and accountabilities:
Department of Budget and Management (DBM) - Software and Network Maintenance and Development Project

- Responsible for development, maintenance and enhancement of DBM's client-server and budget applications
- Responsible for implementation of enhancements in the system application
- Conducted training sessions and knowledge turnover
- Transformed budget systems to be compliant with reforms related to Unified Account Code Structure (UACS).
- **Technologies Used:** PowerBuilder 9, 10, 11, Java, .NET framework, Grails, Sybase EA Server Application, PHP, Oracle SQL

CenQHomes Development Corporation
April 2013 – August 2017 (4 years & 5 months)
Java Programmer

Key responsibilities and accountabilities:

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JRecords 2.0, JSchhedule 1.0, JPolicy 1.0, System 2.2

- Developed Java interfaces and configuration management of the source code.
- Developed new applications, components and functionalities to existing systems
- Responsible for implementation of enhancements in the system application
- Responsible for setting-up foreign data wrapper between PostgreSQL and MS-SQL for consolidating data in generating of advance reports.
- **Technologies Used:** Eclipse, PostgreSQL, JasperReport, CVS, OpenJDK, MS-SQL, RazorSQL, Fedora Linux, Windows

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Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Trainings Attended:

Incuventure Boot Camp
1) Basic Java Programming
2) PHP Web Components Fundamentals
3) Learning the .NET Framework
4) Introduction to SQL using Oracle

Manila City
March 2018

Powerbuilder (DBM Onboarding)
DBM, Incuventure Partners Corporation
September 2017-November 2017

Java (DBM Onboarding)
DBM, Incuventure Partners Corporation
September 2017-November 2017

SMS Programming and Interfacing
Adamson University, Computer Architecture Laboratory
August 09, 2008

IT Infrastucture Library and Windows Vista
Adamson University, SV Mezzanine
September 20, 2008

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Windows Mobile
Adamson University, Computer Architecture Laboratory
August 24, 2008

Junior ITE Researchers 1st ITE Students Research Colloquium
Techonological Institute of the Philippines
March 12, 2009

CERTIFIED TRUE COPY

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

_____ _____ Date: 14 / 03 / 2018
[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: CHRISTIAN PAQUIBOT
Full name of authorized representative: Hadrian M. Cruz

SUBSCRIBED AND SWORN to before me this MAR 23 2018 day of *March 2018* at QUEZON CITY, 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 UMID, with his/her photograph and signature appearing thereon, with no. CRN-0111-4316013-3.

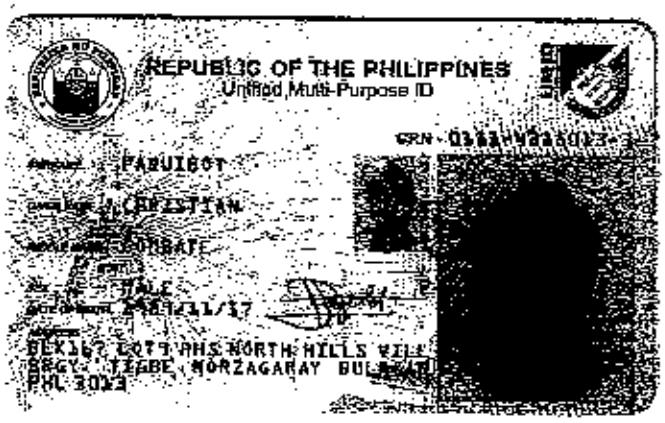
Witness my hand and seal this MAR 23 2018 day of *March 2018*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 216
Page No. 44
Book No. 321
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5520234, January 3, 2018, QUEZON CITY
IBP NO. 019073 12-20-2017 - QUEZON CITY
ROLL NO. 13293
ADM. MATTER NO. RP-346-2017-2018
TIN NO. 177-857-619-000
MCLE III-0024526 - December 12, 2017
204 Apache St. GSIS Village
Project 8 Quezon City

CERTIFIED TRUE COPY



CERTIFIED TRUE COP

Adamson University

To all to whom these Letters may come; Greetings:

The Board of Trustees of the University on recommendation

of the University Faculty and by virtue of the Authority vested in Them by the Republic of the Philippines

has this day admitted

Christian Combate Paquibot

to the degree of

Bachelor of Science in Computer Science

and has granted all the Rights, Privileges and Honors thereto pertaining.

Given at Manila, this 20th day of March, Two Thousand and Ten

in the 78th Year of the University.

President

Dean

Registrar

CERTIFIED TRUE COPY

Vol: 9

Fol. 856-16

INCUVENTURE

Unit 1237-37, 12/F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 671 2114
www.incuventure.net

CERTIFICATION

This is to certify that **Christian C. Paquibot** is an employee and working as a project consultant for the position of a **System Developer** by **Incuventure Partners Corporation** from **September 11, 2017** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

---

Proposed Position: Developer Mid-Level

Name of Firm: Incuventure Partners Corporation

Name of Staff: John Daniel E. Valderama

Profession: Mid-Level Developer

Date of Birth: June 15, 1993

Years with Firm/Entity: 1 month Nationality: Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Responsible for developing system enhancements.
- Provide technical support for bug resolution.
- Document the code/ application to facilitate maintenance as based on design standards and specifications.
- Provide system security features.
- Responsible for submission of program specifications and source codes.
- Conduct technology transfer specifically, Technical Trainings.
- Deploy the system to the production environment the accepted system.

Key Qualifications:

Cumulative IT Experience	**Over 4 years & 2 months of IT Experience** • Roughly **4 years and 2 months** relevant experience in computer programming, maintenance and enhancement of IT system.
Skillset	• **Languages:** Java/JEE, PHP, Groovy, Javascript, C#, CSS3 • **Frameworks**: .NET, Spring Framework • **Database**: SQL , Oracle Database
Trainings Attended	• Basic Java Programming • PHP Web Components Fundamentals • Learning the .NET Framework • Introduction to SQL using Oracle

---

CERTIFIED TRUE COPY

Education:

School	Course	Year Graduated
Bulacan State University	Bachelor of Science in Computer Engineering	2014

Employment Record:

Incuventure Partners Corporation
March 2018 – Present (1 month)
Developer Consultant

Key responsibilities and accountabilities:

- Provides consultancy in line with the development of front-end user interfaces and back-end for web applications using Java EE/SE, AngularJS, .NET framework Oracle Database, SAP, Spring, Oracle ESB
- Database querying and modification
- Work in a team and communicate effectively
- Develop system enhancement using PHP, Java EE/SE, PL/SQ
- Management of releases to be deployed to environments of clients
- Documentation of development and deployment manuals, and other technical documents

Sun-Life
September 2016 – Present (1 year & 7 months)
Systems Analyst/Programmer

Key responsibilities and accountabilities:

- Fixing errors and bugs
- Responsible for maintenance and updates of Software and Database (Oracle, SQL Server, MySQL)
- Perform Relational Database Backup and Restore of Oracle Database and SQL Server
- Database querying and modification
- Management of releases to be deployed to environments of clients
- Documentation of development and deployment manuals, and other technical documents

KForce Global Solutions
January 2016 – September 2016 (9 months)
Developer

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Key responsibilities and accountabilities:

- Management of releases to be deployed to environments of clients
- Documentation of development and deployment manuals, and other technical documents
- Creating template for new email if there is no existing template using HTML and CSS
- Fixing errors and bugs
- Editing email template HTML and CSS

Tsukiden Global Solutions
April 2014 – December 2015 (1 year & 9 months)
Design Engineer II

Key responsibilities and accountabilities:

- Database querying and modification
- Develops software solutions by studying information needs; conferring with users; studying systems flow, data usage, and work processes; investigating problem areas; following the software development lifecycle.
- A loan and claims processing system for a government servicing agency
- Management of releases to be deployed to environments of clients
- Documentation of development and deployment manuals, and other technical documents

---

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Trainings Attended:

Incuventure Boot Camp

1) Basic Java Programming
2) PHP Web Components Fundamentals
3) Learning the .NET Framework
4) Introduction to SQL using Oracle

Manila City
March 2018

CERTIFIED TRUE COPY

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

_____ Date: 23 MARCH 2018

[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: JOHN DANIEL F. VALDERAMA

Full name of authorized representative: Hadrian M. Cruz

MAR 23 2018

SUBSCRIBED AND SWORN to before me this ___ day of *March 2018* at QUEZON CITY, 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 VOTER'S ID, with his/her photograph and signature appearing thereon, with no. UN: 1403-0316A-F1503 JEV.10000

MAR 23 2018

Witness my hand and seal this ___ day of *March 2018*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 206
Page No. 42
Book No. 72A
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5520234, January 3, 2018, QUEZON CITY
IBP NO. 019073 12-20-2017 - QUEZON CITY
ROLL NO. 13796
ADM. MATTER NO. NP-045-(2017-2019)
TIN NO. 177-987-819-000
MCLE III-0024828 - December 12, 2014
#34 Russel St. GSIS Village
Project 8 Quezon City

CERTIFIED TRUE COPY

Republic of the Philippines
COMMISION ON ELECTIONS
BALIUAG, BULACAN
VIN: 1403-0316A-F1593 J-V10000

VALDERAMA
JOHN DANIEL
EBTUDILLO

Date of Birth: [illegible]
Civil Status: Single
Citizenship: Filipino
Address:
581 M. PONCE ST. BULIUC
Precinct No: [illegible]

Signature of Voter

SIXTO S. BRILLANTES, JR.
Chairman

CERTIFIED TRUE COPY

Republic of the Philippines

Bulacan State University

City of Malolos, Bulacan

To All Men To Whom These Presents May Come
Greetings:

Be it known that *pursuant to the provisions of Republic Act No. 7665, the University Charter, the Board of Regents upon the recommendation of the Academic Council has conferred upon*

John Daniel E. Valderama

who has fulfilled all the requirements thereof, the degree of

Bachelor of Science in Computer Engineering

with the rights, honors and privileges as well as the obligations and responsibilities thereunto appertaining.

In Testimony Whereof *the seal of the University and the signatures of the President and the Registrar of the University are hereunto affixed.*

Given at City of Malolos, Bulacan, Philippines, this 4th day of April in the year of our Lord, 2014

LEILANI M. LIZARDO
Registrar

MARIANO C. DE JESUS
President

CERTIFIED TRUE COPY

INCUVENTURE

Unit 1207-07, 12 F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 621.2114
www.incuventure.net

CERTIFICATION

This is to certify that **John Daniel E. Valderama** is an employee and working as a project consultant for the position of a **Developer Consultant** by **Incuventure Partners Corporation** from **March 1, 2018** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

Proposed Position: Developer (Mid-level)

Name of Firm: Incuventure Partners Corporation

Name of Staff: John Christopher A. Cruz

Profession: System Developer

Date of Birth: October 9, 1991

Years with Firm/Entity: 4 years, 9 months **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Responsible for developing system enhancements.
- Provide technical support for bug resolution.
- Document the code/ application to facilitate maintenance as based on design standards and specifications.
- Provide system security features.
- Responsible for submission of program specifications and source codes.
- Conduct technology transfer specifically, Technical Trainings.
- Deploy the system to the production environment the accepted system.

Key Qualifications:

Cumulative IT Experience	**Over 4 years & 9 months of IT Experience** • Roughly **4 years and 9 months** relevant experience in computer programming, maintenance and enhancement of IT system.
Skillset	• **Languages:** Java, JavaScript, jQuery, PHP • **Databases:** Oracle. MySQL, IBM DB2, .NET • **Frameworks:** Grails, Hibernate, Spring • **Others:**
Trainings Attended	• Basic Java Programming • PHP Web Components Fundamentals • Learning the .NET Framework

CERTIFIED TRUE COPY

	• Introduction to SQL using Oracle • Introduction to Spring Framework • Beginning Android • Type Mock • Software Testing Talk

Education:

School	Course	Year Graduated
Mapua Institute of Technology	Bachelor of Science in Information Technology	2013

Employment Record:

Incuventure Partners Corporation
July 2013 – Present (4 years & 9 months)
System Developer

Trust Banking System (Private Bank)

- Responsible for programming application software designs.
- Responsible for testing application software codes.
- Responsible for creating comprehensive test plans for application codes or modules.
- Document the code/application to facilitate maintenance as based on design standards and specifications.

Loan Purchasing System and Securitization System (Government)

- Responsible for programming application software designs.
- Responsible for testing application software codes.
- Responsible for creating comprehensive test plans for application codes or modules.
- Document the code/application to facilitate maintenance as based on design standards and specifications.

NHMFC Unified Collection System

- Developed system that accepts and monitors collections transacted within the company.
- Generates daily and monthly reports per user or teller.
- In coordination with the Business and System Analysts, creates or updates the system design in accordance to new requirements

CERTIFIED TRUE COPY

- Develops, tests and troubleshoots programs utilizing the appropriate hardware, database, and programming technology in accordance to the requirement and/or design documentation, i.e. Business Requirements Document (BRS), Functional Specifications Document (FSD), Technical Specifications Document (TSD), Job Request Forms (JRF)
- Focuses on the development of the MACIS System and Payroll System for the NHMFC
- Builds and tests changes to the application or technical architecture
- Participates in transitions of the application or technical architecture to the testers to ensure a clear and complete understanding of the product and its expected performance.

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Trainings Attended:

Incuventure Boot Camp

1) Basic Java Programming
2) PHP Web Components Fundamentals
3) Learning the .NET Framework
4) Introduction to SQL using Oracle

Manila City
March 2018

Software Testing Talk
Mapua Institute of Technology, Accenture, Makati City
February 2013

Type Mock
Mapua Institute of Technology, Makati City
February 2012

Beginning Android
Mapua Institute of Technology, Makati City
March 2012

Introduction to Spring Framework
Mapua Institute of Technology, Makati City

CERTIFIED TRUE COPY

September 2012

CERTIFIED TRUE COPY

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

_____ Date: 03/23/2018

[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: JOHN CHRISTOPHER A. CRUZ

Full name of authorized representative: Hadrian M. Cruz

MAR 23 2018

SUBSCRIBED AND SWORN to before me this ___ day of *March 2018* at QUEZON CITY 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 POSTAL ID, with his/her photograph and signature appearing thereon, with no. PRN-146170917042 P.

MAR 23 2018

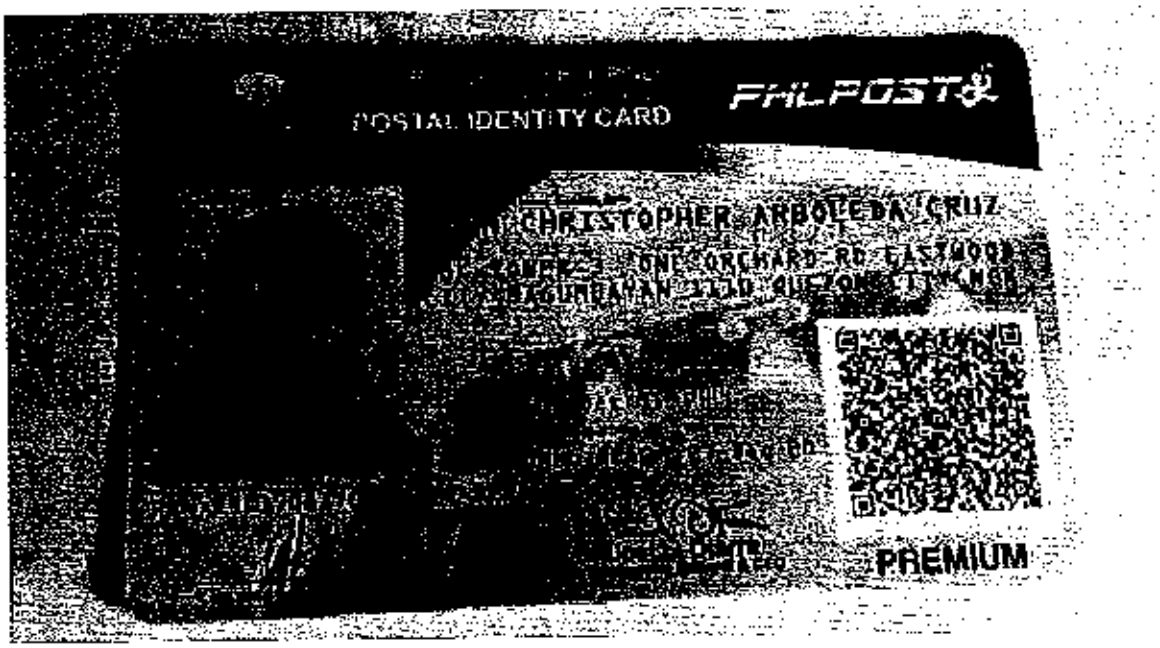
Witness my hand and seal this ___ day of *March 2018*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 211
Page No. 43
Book No. 74A
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5520234, January 3, 2018, QUEZON CITY
IBP NO. 013073 12-29-2017 - QUEZON CITY
ROLL NO. 13298
ADM. MATTER NO. NP-046-(2017-2018)
TIN NO. 127-967-618-000
[illegible] - December 12, 2017
[illegible] Village
[illegible] Quezon City

CERTIFIED TRUE COPY



CERTIFIED TRUE COPY

[illegible] Board of Trustees
[illegible]

John Christopher Arboleda Cruz

the Degree of

Bachelor of Science

in

Information Technology

with the Rights and Privileges thereto pertaining in recognition of his having fulfilled all the requirements for such program as prescribed by the Institute.

Given under the seal of the Institute this 23rd day of May in the year two thousand and thirteen in Manila, Philippines.

Dean

President

CERTIFIED TRUE COPY

INCUVENTURE

Unit 1207-07, 12/F Times Plaza Building
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 621.2114
www.incuventure.net

CERTIFICATION

This is to certify that **John Christopher A. Cruz** is an employee and working as a project consultant for the position of a **System Developer** by **Incuventure Partners Corporation** from **July 9, 2013** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

---

Proposed Position: Developer Mid-Level

Name of Firm: Incuventure Partners Corporation

Name of Staff: Daniel S. Del Mundo

Profession: System Developer

Date of Birth: July 7, 1994

Years with Firm/Entity: 8 months **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Responsible for developing system enhancements.
- Provide technical support for bug resolution.
- Document the code/ application to facilitate maintenance as based on design standards and specifications.
- Provide system security features.
- Responsible for submission of program specifications and source codes.
- Conduct technology transfer specifically, Technical Trainings.
- Deploy the system to the production environment the accepted system.

Key Qualifications:

Cumulative IT Experience	Over **3 years, 6 months** of related IT experience • Roughly **3 years and 6 months** experience in computer programming, maintenance and enhancement of IT system.
Skillset	• **Languages:** Java, JavaScript, HTML, CSS, PHP, Java EE/SE, C++ • **Databases:** MySQL, Oracle Database, SQL Server, PL/SQL • **Frameworks:** .NET
Trainings Attended	• Basic Java Programming • PHP Web Components Fundamentals

COPY

	• Learning the .NET Framework • Introduction to SQL using Oracle

---

Education:

School	Course	Year Graduated
STI College Fairview, Quezon City	Bachelor of Science in Information Technology	2015

Employment Record:

Incuventure Partners Corporation
July 2017 - Present
System Developer

Key responsibilities and accountabilities:

- Responsible for maintenance and updates of Software and Database (Oracle, SQL Server, MySQL)
- Responsible for bug fixing and testing
- Develop system enhancement using PHP, Java EE/SE, PL/SQL
- Maintain deployed hardware devices
- Work in a team and communicate effectively
- Perform Relational Database Backup and Restore of Oracle Database and SQL Server
- Create Backup Restore Plans Documentations, and Scripts for the Relational Database Oracle and SQL Server.
- Perform common Database Management Tasks for the Relational Database Oracle and SQL Server
- Security and Performance Tuning of the Relational Database: Oracle Database and SQL Server tables, indexes, scripts.

CERTIFIED TRUE COPY

StraightArrow Corporation
April 2016 – July 2017
PHP Web Development Specialist

Key responsibilities and accountabilities:

- Programming/coding using PHP
- Creating template for new email if there is no existing template using HTML and CSS
- Editing email template HTML and CSS
- Fixing errors and bugs
- Collaborate with the UK clients in technical queries

Business Switch (Philippines) Inc
September 2015-April 2016
Junior Software Engineer – PHP/JAVA

Key responsibilities and accountabilities:

- Adding features on websites using PHP, Java, HTML, CSS, JS, etc.
- Fixing errors and bugs
- Designing website based on the given mock up using JavaScript, HTML and CSS

Strontium Hex Technologies, Inc.,
February 2015-August 2015
Website Developer (Outsource) -PHP/JAVA

Key responsibilities and accountabilities:

- Develops websites using PHP, MySQL and Java
- Analyzes client's requirements on their desired websites
- Creates and edits websites' structure based on client's demand

Christian Media Group
March 2014-September 2014
Freelance web designer – PHP/JAVA

Key responsibilities and accountabilities:

- Develops websites using PHP, MySQL and Java
- Analyzes client's requirements on their desired websites

CERTIFIED TRUE COPY

- Creates and edits websites' structure based on client's demand

---

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Trainings Attended:

Incuventure Boot Camp
1) Basic Java Programming
2) PHP Web Components Fundamentals
3) Learning the .NET Framework
4) Introduction to SQL using Oracle

CERTIFIED TRUE COPY

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

Date: 03/23/18

[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: Daniel Del Mundo

Full name of authorized representative: Hzdrian Cruz

SUBSCRIBED AND SWORN to before me this 27 MAR 2018 day of *March 2018* at CITY OF MANILA, 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 NBI Clearance, with his/her photograph and signature appearing thereon, with no. 38874650.

Witness my hand and seal this 27th day of *March 2018*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 3666
Page No. 75
Book No. LXXXII
Series of 2018

ATTY. ESPERANZA C. DOROJA
Notary Public
Until December 31, 2019
PTR No. 6993875 - 01/03/18 - Mla.
IBP No. 1071169 - 9/14/17 - Mla. II
Roll No. 14399
MCLE Compliance No. VI-0003126
Office Address: 2/F FUBC Bldg. PhiL First Insurance Co., Escolta, Manila

CERTIFIED TRUE COPY

Republic of the Philippines
Department of Justice
National Bureau of Investigation

33874650

This is to certify that the person whose name, picture and print appearing below requested for a CLEARANCE and the results are as follows:

NBI ID NO.
D455GDGL49-RM312679

VALID UNTIL
August 14, 2018

FAMILY NAME
DEL MUNDO

FIRST NAME
DANIEL

MIDDLE NAME
SORIANO

HUSBAND'S SURNAME
--

ADDRESS
BO 14 SAN ISIDRO TALA CALOOCAN CITY

DATE OF BIRTH
July 07, 1994

PLACE OF BIRTH
QUEZON CITY

SIGNATURE

CITIZENSHIP
FILIPINO

CIVIL STATUS
SINGLE

GENDER
MALE

PURPOSE
LOCAL EMPLOYMENT

NOT VALID FOR TRAVEL ABROAD

REMARKS
NO DEROGATORY RECORD

Date Printed: Friday, August 25, 2017 10:20 AM

Agency	RM	DATID	rbulong
CASID	rbulong	BIOID	rbulong
O.R. No.	MPL3YOEDV5	RECID	guorbal2
O.R. Date	08/14/2017 11:00:48 AM	INTID	
DS PAID		PRTID	demula

D455GDGL49-RM312679

ATTY. DANTE A. GIERRAN, CPA
Director

CERTIFIED TRUE COPY

To all to whom this diploma comes to view,

be it known that

DANIEL SORIANO DEL MUNDO

has faithfully complied with the prescribed program of study with diligence

By virtue of the authority granted to us by the

Commission on Higher Education, Republic of the Philippines

we hereby confer upon him the degree of

Bachelor of Science in Information Technology

with all the rights and privileges pertaining thereto

In witness whereof, we have affixed our signatures

hereto this seventh day of June, two thousand

eleven, in the City of Manila, Philippines.

TRUE COPY

INCUVENTURE

Unit [illegible] 19F Three Rockwell Building
United Nations Avenue Corner Tek
Avenue, Ermita, Manila
[illegible]
www.incuventure.ph

CERTIFICATION

This is to certify that **Daniel S. Del Mundo** is an employee and working as a project consultant for the position of a **System Developer** by **Incuventure Partners Corporation** from **July 3, 2017** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

Proposed Position: Developer Mid-Level

Name of Firm: Incuventure Partners Corporation

Name of Staff: Rall William S. Llobrera

Profession: Mid-Level Developer

Date of Birth: February 10, 1993

Years with Firm/Entity: 3 years, 4 months **Nationality:** Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Responsible for developing system enhancements.
- Provide technical support for bug resolution.
- Document the code/ application to facilitate maintenance as based on design standards and specifications.
- Provide system security features.
- Responsible for submission of program specifications and source codes.
- Conduct technology transfer specifically, Technical Trainings.
- Deploy the system to the production environment the accepted system.

Key Qualifications:

Cumulative IT Experience	**Over 3 years & 4 months of IT Experience** • Roughly 3 years and 4 months relevant experience in computer programming, maintenance and enhancement of IT system.
Skillset	• **Languages:** Java/JEE, PHP, Groovy, Javascript, VB.NET, C/C++ • **Frameworks:** .NET • **Database:** MySql, MS Sql Server, Oracle Database
Trainings Attended	• Basic Java Programming • PHP Web Components Fundamentals • Learning the .NET Framework • Introduction to SQL using Oracle • Database Oracle Design

CERTIFIED TRUE COPY

	• JQuery • Java • Service Oriented Architecture • Microservices • Oracle Service Bus • Web Logic • Angular JS • PHP • .NET

Education:

School	Course	Year Graduated
Ateneo De Manila University	Bachelor of Science in Computer Science	2014

Employment Record:

Incuventure Partners Corporation
December 2014 – Present (3 years & 4 months)
Senior Systems Analyst

Key responsibilities and accountabilities:

Trade Finance System for a private bank

- Development of front-end user interfaces and back-end for web applications using Java EE/SE, AngularJS, .NET framework Oracle Database, SAP, Spring, Oracle ESB
- Database querying and modification
- Management of releases to be deployed to environments of clients
- Documentation of development and deployment manuals, and other technical documents

Government Service Insurance System –GSIS Wireless Automated Processing System (GW@PS) Enhancement

CERTIFIED TRUE COPY

- Development of front-end user interfaces and back-end for web applications using Java EE/SE, AngularJS, .NET framework Oracle Database, SAP, Spring, Oracle ESB
- Database querying and modification
- Management of releases to be deployed to environments of clients
- Documentation of development and deployment manuals, and other technical documents

---

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Trainings Attended:

Incuventure Boot Camp

1) Basic Java Programming
2) PHP Web Components Fundamentals
3) Learning the .NET Framework
4) Introduction to SQL using Oracle

Manila City
March 2018

Database Oracle Design
GSIS, Incuventure Partners Corporation
December 2016

JQuery
GSIS, Incuventure Partners Corporation
December 2016

Java
GSIS, Incuventure Partners Corporation
November 2016

Service Oriented Architecture
GSIS, Incuventure Partners Corporation
November 2016

Microservices
GSIS, Incuventure Partners Corporation
November 2016

CERTIFIED TRUE COPY

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

Date: 03/23/2018
[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: KALL WILLIAM S. LLOBRERA
Full name of authorized representative: Hadrian Cruz

SUBSCRIBED AND SWORN to before me this 2 day of *March 2018* at [illegible] 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 PASSPORT, with his/her photograph and signature appearing thereon, with no. EC6153994.

Witness my hand and seal this 23rd day of *March 2018.*

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. ___
Page No. ___
Book No. ___
Series of ___

ATTY. FLORIMONO OPROUS
Notary Public for Quezon City
Until December 31, 2018
PTR No. [illegible] 1-3-18 Q.C.
IBP [illegible]
ROLL NO. [illegible]-825
MCLE [illegible] 1-29-2014
Appointment No. [illegible]

Doc. No. 177
Page No. 26
Book No. [illegible]
Series of 18

CERTIFIED TRUE COPY

MGA PAGTATAKDA LIMITATIONS

REPUBLIKA NG PILIPINAS / REPUBLIC OF THE PHILIPPINES
PASAPORTE
PASSPORT

P
PHL
EC8153554
LLOBRERA
RALL WILLIAM
SANTIAGO
10 Feb 93
FILIPINO
M
MANILA
28 Jun 18
DFA MANILA
27 Jun 21

P<PHLLLOBRERA<<RALL<WILLIAM<<<<<<<<<<<<<<<<<<<<
EC8153554<PHL9302109M2106273<<<<<<<<<<<<<<<<04

CERTIFIED TRUE COPY

Athenaei Manilani Curatores

Omnibus praesentes litteras visuris salutem in Domino

Facultate nobis a Republica Philippinarum concessa, testamur dilectum

Rall William Santiago Llobrera

omnibus rite peractis quae more institutoque nostro imperantur liberalium disciplinarum studiosis, factoque periculo, ad

Baccalaureatum Scientiae

a nobis fuisse provectum et omnibus ac singulis iuribus ad istum gradum pertinentibus fuisse donatum.

In cuius rei testimonium *Praeses, Praeses Deputatus et Decanus auctoritate rite commissa die* XXIX *mensis* MARTII *anno Domini* MMXIV *Athenaei vero Manilani* CLV *litteris hisce Collegii sigillo munitis nomina subscripserunt.*

Decanus

Praeses Deputatus

CERTIFIED TRUE COPY

INCUVENTURE

Unit 1227-27, 12 F Times Plaza Building,
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 521.2114
www.incuventure.net

CERTIFICATION

This is to certify that **Rall William S. Llobrera** is an employee and working as a project consultant for the position of a **Software Developer** by **Incuventure Partners Corporation** from **July 9, 2013** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

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TPF 6. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

Proposed Position: Documentation Specialist

Name of Firm: Incuventure Partners Corporation

Name of Staff: Katherine Navarra

Profession: Document Specialist/System Analyst

Date of Birth: July 23, 1994

Years with Firm/Entity: 3 years 2 months Nationality: Filipino

Membership In Professional Societies: N/A

Detailed Tasks Assigned:

- Establish and maintain system documentation for IT application systems.
- Responsible for document security, for assigning access, and for removing obsolete documents.
- Prepare monthly report and support documents to the monthly recurring charges.
- Participate in the Preliminary user testing (black box testing) when necessary

Key Qualifications:

Cumulative IT Experience	**Over 3 years, 2 months of related IT experience** • At least 3 years' and 2 months experience in technical documentation of procedures and practices
Skillset	• Proficient in technical writing of system documentations, user manuals, business documentations and reports • Knowledgeable in managing and storing documentations

Education:

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School	Course	Year Graduated
Ateneo de Manila University	Bachelor of Science in Management minor in Economics	2015

Employment Record:

Incuventure Partners Corporation
June 2015 - Present
Document Specialist/System Analyst

Key responsibilities and accountabilities:

- Produce quality documentation that meets applicable standards.
- Design, illustrate, write, revise, and edit high quality and user-friendly documentations and manuals for end users to teach them how to operate and maintain the products of the company.
- Create learning tools or knowledge dissemination tools.

National Home Mortgage Finance Corporation (NHMFC) - Applications Support, Maintenance, Enhancement and Development of NHMFC I.T. Systems and Network Management

- Provides schedule for the deliverables and submit weekly status report of the project to the project management team.
- Works closely with the Business Analyst and Client's users in understanding the business requirements of the web-based systems of the NHMFC.
- Works closely with systems developer to evaluate different web-based systems' interfaces, operational requirements, and performance of requirements of overall system
- Responsible for assuring that output from web-based software development process includes adequate identification and interpretation of:
  - product requirements, such as traceability, requirements;
  - test requirements
  - usability, etc
- Responsible for software testing of all sixteen (16) covered systems
- Execute test plans and create test script reports to describe program evaluation, testing and correction procedures

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- Track and report upon testing activities, including testing results, test case coverage, required resources, defects discovered and their status, performance baseline.
- Facilitates functional and security testing
- Facilitates Internal Testing and User Acceptance Testing
- Software Testing Platform: Web-based Web Services, JMeter, RedMine, Mantis

Government Insurance Service System – For the Configuration, Development and Implementation of the Web-based Member Records Creation and Updating

- Works closely with systems developer to evaluate different web-based system interfaces, operational requirements, and performance of requirements of overall system.
- Responsible for quality assurance management
- Responsible for assuring that output from web-based software development process includes adequate identification and interpretation of:
  - product requirements, such as traceability, requirements;
  - test requirements
  - usability, etc
- Execute test plans and create test script reports to describe program evaluation, testing and correction procedures.
- Track and report upon testing activities, including testing results, test case coverage, required resources, defects discovered and their status, performance baseline.
- Software Testing Platform: Web-based Web Services, JMeter, RedMine, Mantis

National Home Mortgage Finance Corporation (NHMFC) - Applications Support, Maintenance, Enhancement and Development of NHMFC I.T. Systems and Network Management

- Provides schedule for the deliverables and submit weekly status report of the project to the project management team.
- Works closely with the Business Analyst and Client's users in understanding the business requirements of the web-based systems of the NHMFC.
- Works closely with systems developer to evaluate different web-based systems' interfaces, operational requirements, and performance of requirements of overall system
- Responsible for assuring that output from web-based software development process includes adequate identification and interpretation of:
  - product requirements, such as traceability, requirements;
  - test requirements
  - usability, etc.
- Responsible for software testing of all sixteen (16) covered systems
- Execute test plans and create test script reports to describe program evaluation, testing and correction procedures
- Track and report upon testing activities, including testing results, test case coverage, required resources, defects discovered and their status, performance baseline.
- Facilitates functional and security testing
- Facilitates Internal Testing and User Acceptance Testing

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- Software Testing Platform: Web-based Web Services, JMeter, RedMine, Mantis

Government Insurance Service System – For the Configuration, Development and Implementation of the Web-based Member Records Creation and Updating

- Works closely with systems developer to evaluate different web-based system interfaces, operational requirements, and performance of requirements of overall system
- Responsible for quality assurance management
- Responsible for assuring that output from web-based software development process includes adequate identification and interpretation of:
  - product requirements, such as traceability, requirements.
  - test requirements
  - usability, etc.
- Execute test plans and create test script reports to describe program evaluation, testing and correction procedures
- Track and report upon testing activities, including testing results, test case coverage, required resources, defects discovered and their status, performance baseline.
- Software Testing Platform: Web-based Web Services, JMeter, RedMine, Mantis

---

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Trainings Attended:

Business and Systems Analysis Fundamentals Training
Manila City
July 2017

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Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

Date: 24/03/18

[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: KATHERINE M. NAVARRA

Full name of authorized representative: Hedwin Cruz

SUBSCRIBED AND SWORN to before me this 27 MAR 2018 day of *March 2018* at CITY OF MANILA 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 UMID, with his/her photograph and signature appearing thereon, with no. 0111-8089447-8.

Witness my hand and seal this 27th day of *March 2018.*

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued], [place issued]*
IBP No. ___, *[date issued], [place issued]*
Doc. No. 368
Page No. 75
Book No. XXXI
Series of 2018

ATTY. ESPERANZA C. DOROJA
Notary Public
Until December 31, 2019
PTR No. 6993875 - 01/03/18 - Mla.
IBP No. 1071169 - 9/14/17 - Mla. IL
Roll No. 14399
MCLE Compliance No. VI-0003128
Office Address: 2/F FUBC Bldg. Phil. First Insurance Co., Escolta, Manila

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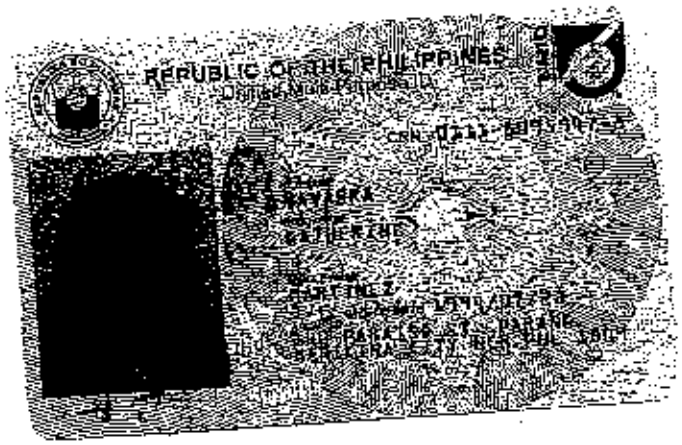

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ATENEO DE MANILA UNIVERSITY

LOYOLA SCHOOLS

Office of the Registrar

THE BOARD OF TRUSTEES OF THE ATENEO DE MANILA

Greetings in the Lord to all who will read what is written here.

In accordance with the authority granted to us by the Republic of the Philippines,

we testify that our esteemed

KATHERINE MARTINEZ NAVARRA

having satisfactorily passed the examinations and having duly completed the usual requirements in the liberal arts, has been promoted to the degree of

BACHELOR OF SCIENCE*

and has been granted all the rights and privileges thereunto appertaining.

In testimony whereof, the President, the Vice President and the Dean, with due authorization have this 28th *day of* March 2015, *affixed their signatures to this diploma and stamped it with the true seal of the Ateneo de Manila*

(Sgd.) DARWIN D. YU, Ph.D.
Dean

(Sgd.) JOHN PAUL C. VERGARA, Ph.D.
Vice President

(Sgd.) JOSE RAMON T. VILLARIN, S.J.
President

"This is to certify that the above English translation is the official translation of the Ateneo de Manila University Loyola Schools diploma"

Date December 12, 2017

*BACHELOR OF SCIENCE IN MANAGEMENT

CERTIFIED TRUE COPY

JOAQUIN JULIAN B. AGTARAP, MBA
Registrar

INCUVENTURE

Unit 1237-07, 12/F Times Plaza Building
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 621,5144
www.incuventure.net

CERTIFICATION

This is to certify that **Katherine M. Navarra** is an employee and working as a project consultant for the position of a **Document Specialist/System Analyst** by **Incuventure Partners Corporation** from **June 1, 2015** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

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TPF 6. Format of Curriculum Vitae (CV) for Proposed Professional Staff

---

Proposed Position: Documentation Specialist

Name of Firm: Incuventure Partners Corporation

Name of Staff: Pauline Angela M. Risos

Profession: Document Specialist/System Analyst

Date of Birth: September 28, 1994

Years with Firm/Entity: 7 months Nationality: Filipino

Membership in Professional Societies: N/A

Detailed Tasks Assigned:

- Establish and maintain system documentation for IT application systems.
- Responsible for document security, for assigning access, and for removing obsolete documents.
- Prepare monthly report and support documents to the monthly recurring charges.
- Participate in the Preliminary user testing (black box testing) when necessary

---

Key Qualifications:

Cumulative IT Experience	**Over 2 years 6 months of related IT experience** • At least 2 years 6 months experience in technical documentation of procedures and practices
Skillset	• Proficient in technical writing of system documentations, user manuals, business documentations and reports • Knowledgeable in managing and storing documentations

---

Education:

CERTIFIED

School	Course	Year Graduated
Ateneo De Manila University	Bachelor of Science in Business Management	2015

Employment Record:

Incuventure Partners Corporation
Sept 2017 - Present
Document Specialist/System Analyst

- Produce quality documentation that meets applicable standards.
- Design, illustrate, write, revise, and edit high quality and user-friendly documentations and manuals for end users to teach them how to operate and maintain the products of the company.
- Works closely with systems developer to evaluate different web-based system interfaces, operational requirements, and performance of requirements of overall system.
- Execute test plans and create test script reports to describe program evaluation, testing and correction procedures.
- Track and report upon testing activities, including testing results, test case coverage, required resources, defects discovered and their status, performance baseline.
- Create learning tools or knowledge dissemination tools.

Accenture Inc.
Sept 2015 – Aug 2017 (1 year, 11 months)
Program and Project Management Associate

- Improved organizational performance and achieved program goals by developing and executing end-to-end project management activities.
- Maintained accuracy of all information stored in a widely-used database system for business operations.
- Conducted requirements gathering with business stakeholders for user interface and tool functionalities changes to be implemented.
- Transformed business requirements gathered into technical requirements for application developers consumption
- Participated in User Acceptance Testing (UAT) to ensure updated database can function well in production environment according to the requirements provided.
- Communicated database changes to business stakeholders once successfully deployed in production
- Reviewed data accuracy of business reports prior to releasing to stakeholders and management

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- Drove business process improvements to align with the changing business needs
- Created and maintained internal process documentations
- Managed relationships and coordinated work among different teams across different locations (IDC)
- Escalated issues to management which cannot be resolved at a program/project level

---

Languages:

Language	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
Filipino	Excellent	Excellent	Excellent

Trainings Attended:

Swiss Re Start Up Academ4
Silang, Cavite
December 2017

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Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

Date: 25/03/2018

[Signature of staff member and authorized representative of the firm] *Day/Month/Year*

Full name of staff member: Pauline Angela M. Rivas

Full name of authorized representative: Hedwin Cruz

SUBSCRIBED AND SWORN to before me this 27 MAR 2018 day of *March 2018* at **CITY OF MANILA** 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 Unified Multi-Purpose ID, with his/her photograph and signature appearing thereon, with no. CRN-0111-5894758-0.

Witness my hand and seal this 27th day of *March 2018*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ____, *[date issued], [place issued]*
IBP No. ____, *[date issued], [place issued]*
Doc. No. 270
Page No. 75
Book No. XXXI
Series of 2018

ATTY. ESPERANZA C. DOROJA
Notary Public
Until December 31, 2019
PTR No. 6993875 - 01/03/18 - Mla.
IBP No. 1071169 - 9/14/17 - Mla. II
Roll No. 14399
MCLE Compliance No. VI-0003126
Office Address: 2/F FUBC Bldg. Phil. First Insurance Co., Escolta, Manila

CERTIFIED TRUE COPY

REPUBLIC OF THE PHILIPPINES
Unified Multi-Purpose ID

CRN-0111-5894758-0

RISOS

PAULINE ANGELA

MADRID

F 1994/09/28

BLK 13 LOT 12 VILLA SAN MATEO I GUITNANG BAYAN I SAN MATEO RIZAL PROVINCE PHL 1850

CERTIFIED TRUE COPY

ATENEO DE MANILA UNIVERSITY
LOYOLA SCHOOLS
Office of the Registrar

THE BOARD OF TRUSTEES OF THE ATENEO DE MANILA

Greetings in the Lord to all who will read what is written here.

In accordance with the authority granted to us by the Republic of the Philippines,

we certify that we recognize

PAULINE ANGELA MADRID RISOS

having satisfactorily passed the [illegible] and having duly completed the usual requirements in the [illegible] has been promoted to the degree of

BACHELOR OF SCIENCE*

and has been granted all the rights and privileges thereunto appertaining.

In testimony whereof, the President, the Vice President and the Dean, with due authorization have this 28th *day of* March 20[illegible] *affixed their signatures to this diploma and stamped it with the true seal of the Ateneo de Manila*

(Sgd.) DR. DARWIN D. YU
Dean

(Sgd.) JOHN PAUL C. VERGARA, Ph.D.
Vice President

(Sgd.) JOSE RAMON T. VILLARIN, S.J.
President

"This is to certify that the above English translation is the official translation of the Ateneo de Manila University Loyola Schools diploma"

Date March 28, 2015

JOAQUIN JULIAN B. AGTARAP, MBA
Registrar

*BACHELOR OF SCIENCE IN MANAGEMENT

CERTIFIED TRUE COPY

INCUVENTURE

Unit 1237-07, 12/F Tuhao Plaza Building
United Nations Avenue, Corner Taft Avenue,
Ermita, Manila
(632) 621.2114
www.incuventure.net

CERTIFICATION

This is to certify that **Pauline Angela M. Risos** is an employee and working as a project consultant for the position of a **Document Specialist/System Analyst** by **Incuventure Partners Corporation** from **September 1, 2017** up to Present.

Issued this 26th day of March 2018 at Manila City.

Certified True & Correct:

Dave John A. Macias
President & CEO

CERTIFIED TRUE COPY

TPF 7. Time Schedule of Professional Personnel

Name	Position	Reports / Due Activities	Months (In the Form of a Bar Chart)																					Number of Months
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
Prospero Rommel Pichay	Project Manager	Inception Report																						1
		Support and Maintenance Reports: 1. Monthly Service Performance Report 2. Draft Report 3. Final Report																						21
		System Enhancement of Existing DBM Applications Activities: 1. Oversee system enhancements																						17
Ronaldo Martinez	Application Support Analyst	Inception Report																						1
		Support and Maintenance 1. Application Support																						21
		System Enhancement of Existing DBM Applications Activities: 1. System Analysis and Design 2. User Acceptance and Testing Reports: 1. Functional Specifications Document 2. Test Scripts 3. System Manual																						17
Prospero Rommel Pichay	Application Support Analyst	Inception Report																						1
		Support and Maintenance 1. Application Support																						21

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Name	Position	Reports / Due Activities	Months (in the Form of a Bar Chart)																					Number of Months
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
		System Enhancement of Existing DBM Applications Activities: 1. System Analysis and Design 2. User Acceptance and Testing Reports: 1. Functional Specifications Document 2. Test Scripts 3. System Manual																						17
Giancarlo Angulo	Application Support Analyst	Inception Report																						1
		Support and Maintenance Activities: 1. Application Support																						21
		System Enhancement of Existing DBM Applications Activities: 1. System Analysis and Design 2. User Acceptance and Testing Reports: 1. Functional Specifications Document 2. Test Scripts 3. System Manual																						17
Jan Francis Marquez	Application Support Analyst	Inception Report																						1
		Support and Maintenance Activities: 1. Application Support																						21

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Name	Position	Reports / Due Activities	Months (in the Form of a Bar Chart)																					Number of Months
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
		System Enhancement of Existing DBM Applications Activities: 1. System Analysis and Design 2. User Acceptance and Testing Reports: 1. Functional Specifications Document 2. Test Scripts 3. System Manual																						17
Jett Gamboa	Application Team Lead/ Senior Developer	Inception Report																						1
		Support and Maintenance Activities: 1. Application Support																						21
		System Enhancement of Existing DBM Applications Activities: 1. Planning, Architecture and System Design																						17
Daniel Tan	Database Administrator	Inception Report																						1
		Support and Maintenance Activities: 1. Database Support and Maintenance 2. Database Backup and Restoration Reports: 1. Backup Reports 2. Database Setup and Configuration Manuals 3. Disaster Recovery Plan																						21

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Name	Position	Reports / Due Activities	Months (In the Form of a Bar Chart)																					Number of Months
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
		System Enhancement of Existing DBM Applications Activities: 1. Database Setup and Maintenance Reports: 1. Data Dictionary 2. Migration Plan																						17
Glynn Kathleen Meneses-Talon	Quality Assurance Analyst	Inception Report																						1
		Support and Maintenance Activities: 1. QA of Application Fixes 2. User Acceptance Testing Reports: 1. Test Scripts																						21
		System Enhancement of Existing DBM Applications Activities: 1. QA of System Enhancements 2. User Acceptance Testing Reports: 1. Test Scripts																						17
Mary Ruth G. Juico	Quality Assurance Analyst	Inception Report																						1
		Support and Maintenance Activities: 1. QA of Application Fixes 2. User Acceptance Testing Reports: 1. Test Scripts																						21

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Name	Position	Reports / Due Activities	Months (in the Form of a Bar Chart)																					Number of Months
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
		System Enhancement of Existing DBM Applications Activities: 1. QA of System Enhancements 2. User Acceptance Testing Reports: 1. Test Scripts																						17
Nelson Chan	Developer (Senior Power Builder)	Inception Report																						1
		Support and Maintenance Activities: 1. Application Support																						21
		System Enhancement of Existing DBM Applications 1. NEP / BPMS / eBPMS 2. eBudget																						13
Ricky Nino	Developer (Senior Java)	Inception Report																						1
		Support and Maintenance Activities: 1. Application Support																						21
		System Enhancement of Existing DBM Applications 1. OSBP for GOCCs 2. eAppro																						12
Aldrin Miranda	Developer (Senior Java)	Inception Report																						1
		Support and Maintenance Activities: 1. Application Support																						21
		System Enhancement of Existing DBM Applications 1. UACS Repository 2. NEP / BPMS / eBPMS 3. eBudget																						16
Rodel Rianzares	Developer (Senior Java)	Inception Report																						1
		Support and Maintenance Activities: 1. Application Support																						21

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Name	Position	Reports / Due Activities	Months (in the Form of a Bar Chart)																					Number of Months
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
		System Enhancement of Existing DBM Applications 1. eGMIS 2. PSIPOP 3. LGURS - Tobacco System																						11
Anthony Esmero	Developer (Senior Java)	Inception Report																						1
		Support and Maintenance Activities: 1. Application Support																						21
		System Enhancement of Existing DBM Applications 1. OSBP 2. URS																						14
Christian Nipa	Developer (Mid-Level)	Support and Maintenance Activities: 1. Application Support																						21
		System Enhancement of Existing DBM Applications 1. OSBP for GOCCs 2. Payroll																						14
Ahmad Ali	Developer (Mid-Level)	Support and Maintenance Activities: 1. Application Support																						21
		System Enhancement of Existing DBM Applications 1. OSBP 2. eAppro 3. PMIS																						12
Daniel Del Mundo	Developer (Mid-Level)	Support and Maintenance Activities: 1. Application Support																						21
		System Enhancement of Existing DBM Applications 1. OSBP 2. Payroll																						14
Mark Corton	Developer (Mid-Level)	Support and Maintenance Activities: 1. Application Support																						21

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Name	Position	Reports / Due Activities	Months (In the Form of a Bar Chart)																					Number of Months
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
		System Enhancement of Existing DBM Applications 1. OSBP 2. IPCS																						14
Shem San Diego	Developer (Mid-Level)	Support and Maintenance Activities: 1. Application Support																						21
		System Enhancement of Existing DBM Applications 1. UACS Website 2. eBudget																						13
Jory Puguon	Developer (Mid-Level)	Support and Maintenance Activities: 1. Application Support																						21
		System Enhancement of Existing DBM Applications 1. UACS Repository 2. NEP / BPMS 3. eBPMS 4. eBudget																						16
Christian Paquibot	Developer (Mid-Level)	Support and Maintenance Activities: 1. Application Support																						21
		System Enhancement of Existing DBM Applications 1. OSBP for GOCCs 2. URS																						14
John Cruz	Developer (Mid-Level)	Support and Maintenance Activities: 1. Application Support																						21
		System Enhancement of Existing DBM Applications 1. NEP / BPMS / eBPMS 2. IPCS																						14
John Daniel Valderama	Developer (Mid-Level)	Support and Maintenance Activities: 1. Application Support																						21

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Name	Position	Reports / Due Activities	Months (in the Form of a Bar Chart)																					Number of Months
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
		System Enhancement of Existing DBM Applications 1. OSBP for GOCCs 2. Payroll																						14
Rall Llobera	Developer (Mid-Level)	Support and Maintenance Activities: 1. Application Support																						21
		System Enhancement of Existing DBM Applications 1. NEP / BPMS / eBPMS 2. URS																						14
Katherine Navarra	Documentation Specialist	Inception Report																						1
		Support and Maintenance Reports: 1. Monthly Service Report 2. Draft Report 3. Final Report																						21
		System Enhancement of Existing DBM Applications Reports: 1. Functional Specifications Document 2. Technical Specifications Document 3. System Manual																						17
Pauline Risos	Documentation Specialist	Inception Report																						1
		Support and Maintenance Reports: 1. Monthly Service Report 2. Draft Report 3. Final Report																						21

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Name	Position	Reports / Due Activities	Months (in the Form of a Bar Chart)																					Number of Months
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
		System Enhancement of Existing DBM Applications Reports: 1. Functional Specifications Document 2. Technical Specifications Document 3. System Manual																						17

Full Time: 26

Reports Due: 102

Activities Duration: 21

Location: DBM Office, Incuventure Office

Part-Time: 0

Signature: _____
(Authorized Representative)

Full Name: Hadrian M. Cruz

Title: *Chief of Operations Officer*

Address: 1237-07, 12/F Times Plaza Building, United Nations Avenue, corner Taft Avenue, Ermita, Manila

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TPF 8. ACTIVITY (WORK) SCHEDULE

A. Field Investigation and Study Items

	[1st, 2nd, etc. are months from the start of project.]																				
	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th	14th	15th	16th	17th	18th	19th	20th	21st
Activity (Work)																					
Submission of Inception Report • Project Kick-off • Inception Report Submission																					
Support and Maintenance Services for the Current DBM Applications • Issue Resolution / Bug Fixing • Technology Update • Training Assistance																					
System Enhancement of Existing DBM Application • Migration to another RDBMS Platform • Conversion to another programming language																					

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	[1st, 2nd, etc. are months from the start of project.]																			
	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th	14th	15th	16th	17th	18th	19th	20th	21st
Activity (Work)																					
• Integration to eBPMS																					
Systems:																					
UACS Repository																					
UACS Website																					
OSBP																					
OSBP for GOCCs																					
NEP / BPMS / eBPMS																					
eGMIS																					
PSIPOP																					
eAppro																					
eBudget																					
URS																					
LGURS – Tobacco																					
Payroll																					
IPCs																					
MMIS																					
PMIS																					

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B. Completion and Submission of Reports

Reports	Date
1. Inception Report	Month 1
2. Interim Progress Report (a) Monthly Service Report (Month 1) (b) Monthly Service Report (Month 2) (c) Monthly Service Report (Month 3) (d) Monthly Service Report (Month 4) (e) Monthly Service Report (Month 5) (f) Monthly Service Report (Month 6) (g) Monthly Service Report (Month 7) (h) Monthly Service Report (Month 8) (i) Monthly Service Report (Month 9) (j) Monthly Service Report (Month 10) (k) Monthly Service Report (Month 11) (l) Monthly Service Report (Month 12) (m)Monthly Service Report (Month 13) (n) Monthly Service Report (Month 14) (o) Monthly Service Report (Month 15) (p) Monthly Service Report (Month 16) (q) Monthly Service Report (Month 17) (r) Monthly Service Report (Month 18) (s) Monthly Service Report (Month 19) (t) Monthly Service Report (Month 20) (u) Monthly Service Report (Month 21)	 Month 2 Month 3 Month 4 Month 5 Month 6 Month 7 Month 8 Month 9 Month 10 Month 11 Month 12 Month 13 Month 14 Month 15 Month 16 Month 17 Month 18 Month 19 Month 20 Month 21 Month 21
3. Draft Report	Month 21
4. Turnover of Updated System Documentation	Month 21
5. Final Report – Exit Report	Month 21

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OMNIBUS SWORN STATEMENT

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

AFFIDAVIT

I, **DAVE JOHN A. MACIAS**, of legal age, *married*, *Filipino*, and residing at *26 Bahamas St., Better Living Subdivision, Parañaque City*, and **HADRIAN M. CRUZ**, of legal age, *married*, *Filipino*, and residing at *1537 Manuel Hizon St., Sta. Cruz, Manila*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. We are the duly authorized and designated representatives of **INCUVENTURE PARTNERS CORPORATION** with office address at ***Unit 1237-07 Times Plaza Building, United Nations Avenue, corner Taft Avenue, Ermita, Manila***;

2. We are 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 ***APPLICATION SUPPORT AND MAINTENANCE (Software Development and Maintenance)*** of the **Department of Budget and Management** accompanied by the duly notarized Secretary's Certificate.

3. **INCUVENTURE PARTNERS CORPORATION** 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;

4. 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. **INCUVENTURE PARTNERS CORPORATION** is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. None of the officers, directors, and controlling stockholders of **INCUVENTURE PARTNERS CORPORATION** 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. **INCUVENTURE PARTNERS CORPORATION** complies with existing labor laws and standards; and

8. **INCUVENTURE PARTNERS CORPORATION** is aware of and has undertaken the following responsibilities as a Bidder:

   a) Carefully examine all of the Bidding Documents;

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b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
c) 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 ***APPLICATION SUPPORT AND MAINTENANCE (Software Development and Maintenance)***

9. **INCUVENTURE PARTNERS CORPORATION** 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, we have hereunto set our hands this MAR 23 2018 day of March, 2018 at Quezon City, Philippines.

DAVE JOHN A. MACIAS
President and CEO

HADRIAN M. CRUZ
Chief Operations Officer

SUBCRIBED AND SWORN to before me this MAR 23 2018 day of March, 2018 at Quezon City, Philippines. Affiants are personally known to me and were identified by me through competent evidence of identity a defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiants exhibited to me their Philippine Passports with their photographs and signatures appearing thereon:

Affiant	Valid ID	ID No.	Date/Place Issued
DAVE JOHN A. MACIAS	Philippine Passport	EC2754155	Nov. 18, 2014/ DFA Manila
HADRIAN M. CRUZ	Philippine Passport	EB9576997	Nov. 13, 2013/ DFA NCR South

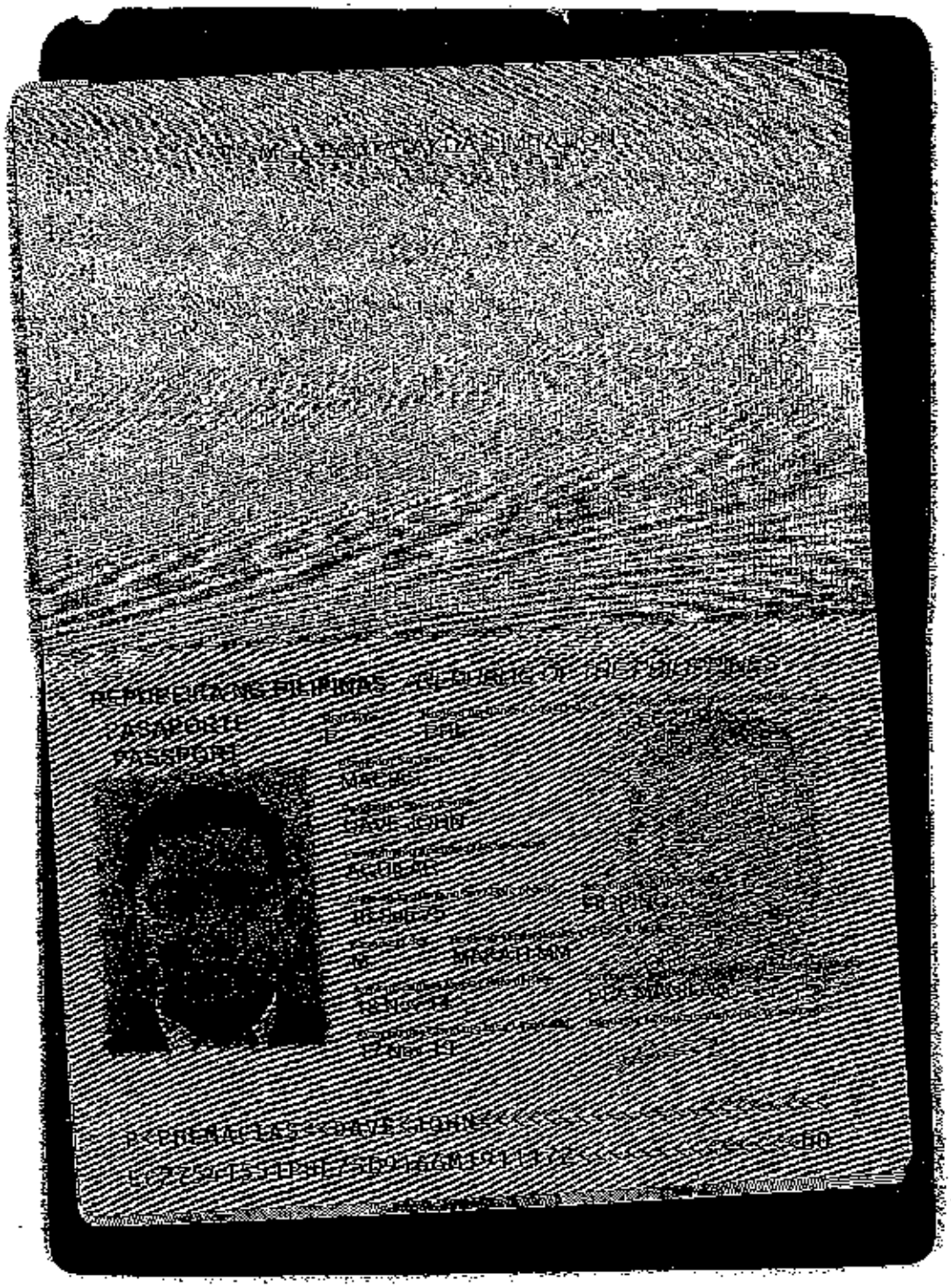
Witness my hand and seal this MAR 23 2018 day of March, 2018

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. __, *[date issued], [place issued]*
IBP No. __, *[date issued], [place issued]*
Doc. No. 193
Page No. 39
Book No. 72A
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5520334, January 3, 2018, QUEZON CITY
IBP NO. 019073 12-20-2017 - QUEZON CITY
ROLL NO. 13295
ADM. MATTER NO. NP-046-(2017-2018)
TIN NO. 177-067-619-000
MCLE III-0024526 - December 12, 2017
34 Aguinaldo St. GSIS Village
Project 8 Quezon City

CERTIFIED TRUE COPY


REPUBLIKA NG PILIPINAS
PASAPORTE
PASSPORT
MACIAS
CAVE JOHN
P<PHEMACIAS<CAVE<JOHN<<

REPUBLIKA NG PILIPINAS / REPUBLIC OF THE PHILIPPINES

PASAPORTE
PASSPORT

Uri / Type: P

Kodigo ng bansa / Country code: PHL

Pasaporte blg / Passport no.: EB9576997

Apelyido / Surname: CRUZ

Pangalan / Given names: HADRIAN

Panggitnang apelyido / Middle name: MAMARADLO

Araw ng kapanganakan / Date of birth: 16 Apr 79

Nasyonalidad / Nationality: FILIPINO

Kasarian / Sex: M

Pook ng kapanganakan / Place of birth: APALIT PAMPANGA

Araw ng pagkakaloob / Date of issue: 13 Nov 13

Awtoridad / Issuing authority: DFA NCR SOUTH

Araw ng pagkawalang bisa / Valid until: 12 Nov 18

Lagda ng pinagkalooban / Holder's signature

P<PHLCRUZ<<HADRIAN<<

BID-SECURING DECLARATION

(REPUBLIC OF THE PHILIPPINES)
CITY OF ~~QUEZON CITY~~) S.S.
x----------x

Invitation to Bid: Reference Number: 5086281
Application Support and Maintenance (Software Development and Maintenance)

To: **DEPARTMENT OF BUDGET AND MANAGEMENT**
General Solano St.,
San Miguel, Manila

I, the undersigned, declare that:

1. I 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 accept that: (a) I 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 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 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 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 declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I failed to timely file a request for reconsideration or (ii) I filed a waiver to avail of said right;
   c. I am declared as the bidder with the Highest Rated Responsive Bid, and I have furnished the performance security and signed the Contract.

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IN WITNESS WHEREOF, I have hereunto set my hand this MAR 23 2018 day of March, 2018 at Quezon City.

HADRIAN M. CRUZ
Authorized Representative

Affiant

SUBSCRIBED AND SWORN to before me this MAR 23 2018 day of March, 2018 at Quezon City Philippines. Affiant is personally known to me and was identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-08-13-SC). Affiant exhibited to me his Philippine Passport ID, with his photograph and signature appearing thereon, with no. EB9576997.

Witness my hand and seal this MAR 23 2018 day of November, 2017

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ **until** _____
Roll of Attorneys No. _____
PTR No. ___, *[date issued],[place issued]*
IBP No. ___, *[date issued],[place issued]*
Doc. No. 192
Page No. 39
Book No. 72 A
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2019
PTR NO. 5520234, January 3, 2018, QUEZON CITY
IBP NO. 019073 12-20-2017 - QUEZON CITY
ROLL NO. 13296
ADM. MATTER NO. NP-046-(2017-2018)
TIN NO. 177-957-619-000
MCLE III-0024326 - December 12, 2017
235 Anonas St. GSIS Village
Project 2 Quezon City

CERTIFIED TRUE COPY

REPUBLIKA NG PILIPINAS / *REPUBLIC OF THE PHILIPPINES*

PASAPORTE
PASSPORT

URI/ Type: P

Kodigo ng bansa/ Country code: PHL

Pasaporte blg/ Passport no.: EB9576997

Apelyido/ Surname: CRUZ

Pangalan/ Given names: HADRIAN

Pangalang apelyido/ Maiden name: MAMARADLO

Araw ng kapanganakan/ Date of birth: 16 Apr 79

Kasarian/ Sex: M

Pook ng kapanganakan/ Place of birth: APALIT PAMPANGA

Araw ng pagkakaloob/ Date of issue: 13 Nov 13

Lugar ng pagkakaloob/ Place of issue: DFA NCR SOUTH

Araw ng pagwawakas/ Date of expiry: 12 Nov 18

Lagdang may pinagkakaloob/ Issuer's signature

P<PHLCRUZ<<HADRIAN<<<<<<<<<<<<<<<<<<<<<<<<<<<<<<

EB9576997 9PHL7904163M1811124<<<<<<<<<<<<<<04

CERTIFIED TRUE COPY

AUTHORITY OF SIGNATORY

SECRETARY'S CERTIFICATE

I, **Rey Anthony T. Lapuz**, a duly elected and qualified Corporate Secretary of ***Incuventure Partners Corporation***, a corporation duly organized and existing under and by virtue of the law of the PHILIPPINES, DO HEREBY CERTIFY, that:

I am familiar with the facts herein certified and duly authorized to certify the same;

At the regular meeting of the Board of Directors of the said Corporation duly convened and held on the 29th of August 2017 at which meeting a quorum was present and acting throughout, the following resolutions were approved, and the same have not been annulled, revoked and amended in any way whatever and are in full force and effect on the date hereof:

RESOLVED, that ***Incuventure Partners Corporation*** be, as it hereby is, authorized to participate in the bidding of ***APPLICATION SUPPORT AND MAINTENANCE (Software Development and Maintenance)*** by the DBM; and that if awarded the project shall enter into a contract with the DBM; and in connection therewith hereby appoint **Dave John A. Macias** or **Hadrian M. Cruz**, acting as duly authorized representatives of ***Incuventure Partners Corporation***, and 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 ***Incuventure Partners Corporation*** in the bidding as fully and effectively as the President might do if personally present with full power of substitution and revocation and hereby satisfying and confirming all that my said representative shall lawfully do or cause to be done by virtue hereof;

Name	**Designation**	**Specimen Signature**	**Specimen Initial**
Dave John A. Macias	President and Chief Executive Officer		
Hadrian M. Cruz	Chief Operations Officer		

RESOLVED FURTHER THAT, ***Incuventure Partners Corporation*** hereby authorizes its President to:

(1) execute a waiver of jurisdiction whereby ***Incuventure Partners Corporation*** hereby submits itself to the jurisdiction of the Philippine government and hereby waives its right to question the jurisdiction of the Philippine courts;

(2) execute a waiver that ***Incuventure Partners Corporation*** shall not seek and obtain writ of injunctions or prohibition or restraining order against the DBM or any other agency in connection with this project to prevent and restrain the bidding procedures related thereto, the negotiating of and award of a contract to a successful bidder, and the carrying out of the awarded contract.

WITNESS the signature of the undersigned as such officer of the said ***Incuventure Partners Corporation*** this ***21st of March 2018***.

Rey Anthony T. Lapuz
Corporate Secretary

CERTIFIED TRUE COPY

REPUBLIC OF THE PHILIPPINES)
CITY OF ~~QUEZON CITY~~)S.S.

ACKNOWLEDGMENT

SUBSCRIBED AND SWORN to before me this MAR 23 2018 day of *March 2018* at QUEZON CITY, 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 *IBP Lifetime Membership*, with his/her photograph and signature appearing thereon, with *LRN-03812* and his/her Community Tax Certificate No. CCI2016 21714829 issued on August 31, 2017 at Mandaluyong City.

Witness my hand and seal this MAR 23 2018 day of _____ *2018.*

AFFIX DOCUMENTARY STAMP

NAME OF NOTARY PUBLIC
Serial No. of Commission _____
Notary Public for _____ until_____
Roll of Attorneys No. _____
PTR No. _____ *[date issued], [place issued]*
IBP No. _____*[date issued], [place issued]*

Doc. No. 199
Page No. 79
Book No. 71A
Series of 2018

ATTY. BENJAMIN F. ALFONSO
NOTARY PUBLIC
UNTIL December 31, 2018
PTR NO. 5520234, January 3, 2018, QUEZON CITY
IBP NO. 019073 12-29-2017 - QUEZON CITY
ROLL NO. 53996
ADM. MATTER NO. NP-046-(2017-2018)
TIN NO. 172-967-573-000
MCLE III-0024526 - December 12, 2017
34 Assets St. GSIS Village
Project 8 Quezon City

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INTEGRATED BAR OF THE PHILIPPINES

ATTY. ANTHONY T. LAPUZ

ROLL OF ATTORNEYS NO.
48751

IBP CHAPTER
BULACAN

LIFETIME MEMBER NO.
03812

Signature of Member

LIFETIME MEMBER

COMMUNITY TAX CERTIFICATE INDIVIDUAL 0012016

A. BASIC COMMUNITY TAX (₱5.00 Voluntary or Exempted ₱1.00)

B. ADDITIONAL COMMUNITY TAX (not to exceed ₱5,000.00)

Right Thumb Print

TAXPAYER'S SIGNATURE

CRISPINA D. ESPEDIDO

CITY TREASURER

CERTIFIED TRUE COPY

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

BIDS AND AWARDS COMMITTEE

NOTICE TO PROCEED

MR. HADRIAN M. CRUZ
Chief Operations Officer
Incuventure Partners Corporation
Unit 1237-07, 12/F Times Plaza Building
United Nations Avenue cor. Taft Avenue
Manila

Dear **Mr. Cruz**:

This is to inform your company that performance of the obligations specified in the attached Contract for the Project, "Application Support and Maintenance (Software Development and Maintenance)," shall commence upon receipt of this Notice to Proceed.

Very truly yours,

BENJAMIN E. DIOKNO
Secretary

I acknowledge receipt and acceptance of this Notice on: MAY 23, 2018

Name of Consultant and/or Representative: MARIFE ALRANO

Authorized Signature: _____