



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

**SUPPLEMENTAL/BID BULLETIN (SBB) NO. 1**

This SBB No. 1 dated October 31, 2023 for **Project ID No. DBM-2024-11, “Subscription to Online Learning Platform for One (1) Year,”** is issued pursuant to Section 22.5 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, to clarify, modify or amend items in the Bidding Documents. Accordingly, this shall form an integral part of the Bidding Documents.

PARTICULARS		AMENDMENTS	
<b>Section III. Bid Data Sheet</b>		<b>Section III. Bid Data Sheet</b>	
<b>ITB Clause</b>		<b>ITB Clause</b>	
20	xxx The bidder with the Lowest Calculated Bid shall submit ALL of the following post-qualification requirements: xXxx	20	xxx The bidder with the Lowest Calculated Bid shall submit ALL of the following post-qualification requirements:  xxx 4. Certification or any proofs of the following:  xxx ii. CSC accredited e-learning platform; and iii. At least three (3) years of existence in the market providing online learning platform; AND iv. <b>MUST HAVE SECURITY STRATEGY AND CONTROL FRAMEWORK. TO KEEP INDIVIDUAL ACCOUNTS SECURE.</b>  xxx
<b>Annex A</b>		<b>Annex A</b>	
<b>Detailed Technical Specifications</b>		<b>Detailed Technical Specifications (REVISED)</b>	
xxx		xxx	

<p><b>3.0 Qualifications of the Service Provider</b></p> <p>xxx</p> <p><b>5.0 Support Service and Quarterly Report</b></p> <p>xxx</p> <p><b>5.2</b> Conduct a briefing/orientation session for the learners.</p> <p>xxx</p> <p><b>6.0 Payment Details</b></p> <p>xxx</p>	<p><b>3.0 Qualifications of the Service Provider</b></p> <p>xxx</p> <p><b>3.4 MUST HAVE SECURITY STRATEGY AND CONTROL FRAMEWORK TO KEEP INDIVIDUAL ACCOUNTS SECURE.</b></p> <p><i>Note: Proofs/CERTIFICATIONS shall be submitted during post-qualification.</i></p> <p>xxx</p> <p><b>5.0 Support Service and Quarterly Report</b></p> <p>xxx</p> <p>5.2 Conduct a <del>briefing</del>—<b>TRAINING</b>/orientation session for the learners <b>AND DBM ADMINISTRATORS.</b></p> <p>xxx</p> <p><b>6.0 Payment Details</b></p> <p>xxx</p> <p>b. Certification by the Learning Service Provider that the 604 subscriptions are credited and ready for activation; <del>and</del></p> <p>c. Certification by the Learning Service Provider that the training for the administrators is completed.; <b>AND</b></p> <p><b>d. NON-DISCLOSURE AGREEMENT.</b></p>
	<p><b>Note:</b></p> <p><b><u>Attached is Annex “A” (Detailed Technical Specifications) (Revised) which should be used as part of the Bidding Documents to be submitted by the bidders.</u></b></p>

**Other matters:**

- The “No Contact Rule” shall be strictly observed. Bidders are not allowed to communicate with any member of the Bids and Awards Committee, Technical Working Group or Secretariat effective November 7, 2023 right after the opening of bids.
  
- For guidance and information of all concerned.

**RAMON VICENTE B. ASUNCION**

*Director IV*

*Vice Chairperson, DBM-BAC*

**DETAILED TECHNICAL SPECIFICATIONS  
(Revised)**

**1.0 Project Title**

Subscription to Online Learning Platform

**2.0 Project Background/Rationale**

In view of the rapid technological advancement and the ever-evolving landscape of the workforce, the Department recognizes the critical importance of effective succession planning and the need to build and strengthen the competencies of the next generation of leaders.

The online learning platform aims to provide a purposive, structured, and organized competency development for identified DBM employees<sup>1</sup> that will ensure successful talent development aligned with the strategic goals of the organization.

The online learning platform will address the individual development needs of the identified employees through flexible, customizable and self-directed learning programs.

**3.0 Qualifications of the Service Provider**

- 3.1 Civil Service Commission Accredited Learning and Development Institution (pursuant to CSC Memorandum Circular No. 7, s. 2021);
- 3.2 Civil Service Commission Accredited E-Learning Platform;
- 3.3 At least three (3) years of existence in the market providing online learning platform; and
- 3.4 Must have security strategy and control framework to keep individual accounts secure.

*Note: Proofs/Certifications shall be submitted during post-qualification.*

**4.0 Scope of Services**

- 4.1 Provision of subscription to online learning platform to six hundred four (604) learners.
- 4.2 Online Learning Content

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<sup>1</sup>Include dearth and critical positions

- 4.2.1 Unlimited access for one (1) year to a comprehensive collection of online courses corresponding to the priority competencies<sup>2</sup> of the DBM.
- 4.2.2 The Course Design shall adhere to the following principles:
  - a. learning objectives are learner-centered;
  - b. contents directly aligned to and sufficiently covers learning objectives;
  - c. methodologies are appropriate to content and follows andragogy principle;
  - d. with course outline and with sufficient detail;
  - e. content consists of a sound balance between theory and practice; and
  - f. with evaluation instruments for learning effectiveness.
- 4.2.3 The quality of programs, as evidenced by the result of learner's evaluation, shall cover the following standards:
  - a. Engaging;
  - b. not obsolete;
  - c. addresses the required competencies in the new normal;
  - d. diversified and developed by SMEs/experts worldwide;
  - e. learner evaluation result is above average.

#### 4.3 Minimum System Requirements

- 4.3.1 Cloud-based platform on a Software as a Service Application.
- 4.3.2 With administrative system to: view dashboard, track progress, generate reports and other monitoring features; provide real-time learning analytics and insights on learner's activity; provide recommended/suggested course to learners; and manage enterprise-wide licenses.
- 4.3.3 With available learning tools consisting but not limited to: learning assignment, learning paths, custom categories, learning playbooks and other similar features.
- 4.3.4 With micro-features including but not limited to: time-stamped notes and video speed adjustment.
- 4.3.5 With course builder.
- 4.3.6 With Learner's Assessment.
- 4.3.7 Allow integration with another online platform such tracking/monitoring of learner's progress and earned certificates.
- 4.3.8 Allow learner to post comments and review the course
- 4.3.9 Allow downloading of Learning resources (course outline, notes, and other resources).
- 4.3.10 Allow downloading of Level 1 Course Evaluation Report .
- 4.3.11 Allow interactive Q&A directly to the instructors.
- 4.3.12 Allow 24/7 access to all devices including, laptop, desktop, or any android or IOS devices.
- 4.3.13 With AI-driven personalization which can recommend learning materials and courses based on learner interest and online activity.

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<sup>2</sup> Based on the approved Learning and Development Plan

- 4.3.14 With re-engagement notification which automatically sends email to learners who has been inactive for 30-days or more.
- 4.3.15 Allow learner to monitor their progress through a digital tracker.
- 4.3.16 Allow learner to download or share digital certificates indicating the name, course title, and number of training hours earned.
- 4.3.17 Allow learner to, pause and pick up where they left off when ready to continue.

## **5.0 Support Service and Quarterly Report**

- 5.1 Set -up the DBM corporate account according to the specification.
- 5.2 Conduct a training/orientation session for the learners and DBM administrators.
- 5.3 Provide a dedicated a customer manager/account officer to assist the DBM administrators and learners
- 5.4 Provide a 24/7 help-desk technical support to resolve technical issues and/or system failures
- 5.5 Provide support to the DBM administrators on the management, administration, and evaluation that will ensure optimize learners' engagement
- 5.6 Quarterly report should include visual dashboard/ statistics of the individual and group learning activity, and real-time analytics.

## **6.0 Payment Details**

One-time payment shall be made, subject to the submission of the following documentary requirements, and in accordance with budgeting, accounting, and auditing laws, rules, and regulations.

- a. Certification by the Learning Service Provider that a Webpage is up and running;
- b. Certification by the Learning Service Provider that the 604 subscriptions are credited and ready for activation;
- c. Certification by the Learning Service Provider that the training for the administrators is completed; and
- d. Non-Disclosure Agreement.

## **7.0 Project Timeline**

The contract implementation for the project will commence within ten (10) working days from receipt of the Notice to Proceed.

