



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 May 26, 2025 for **Project ID No. DBM-2025-30, “Managed Services for Level 1 and Level 2 Helpdesk Support for the DBM,”** 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/CLARIFICATIONS                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
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| <b>Section I. Invitation to Bid</b>                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Section I. Invitation to Bid</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| XXX                                                                                                                                                                                                                                                                                                                                                                                                                                              | XXX                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 2. The DBM now invites bids for the above-entitled Procurement Project. Delivery of the Goods is required as specified in Section VI (Schedule of Requirements) of the Bidding Documents. Bidders should have completed within the period of May 27, 2020 to May 26, 2025 a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders). | 2. The DBM now invites bids for the above-entitled Procurement Project. Delivery of the Goods is required as specified in Section VI (Schedule of Requirements) of the Bidding Documents. Bidders should have completed within the period of <del>May 27</del> <b>JUNE 3</b> , 2020 to <del>May 26</del> <b>JUNE 2</b> , 2025 a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders). |
| XXX                                                                                                                                                                                                                                                                                                                                                                                                                                              | XXX                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 7. Bids must be duly received by the BAC Secretariat or the DBM-Central Records Division through manual submission at the office address indicated below on or before May 27, 2025, 10:00 a.m. Late bids shall not be accepted.                                                                                                                                                                                                                  | 7. Bids must be duly received by the BAC Secretariat or the DBM-Central Records Division through manual submission at the office address indicated below on or before <del>May 27</del> <b>JUNE 3</b> , 2025, <del>10:00 a.m</del> <b>1:00 P.M.</b> Late bids shall not be accepted.                                                                                                                                                                                                                 |
| XXX                                                                                                                                                                                                                                                                                                                                                                                                                                              | XXX                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 9. Bid opening shall be on May 27, 2025, 10:00 a.m., at the given address below and via video conferencing. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity. Authorized attendees, including representatives of bidders, who are physically present at the BAC Conference Room, DBM Building III, General Solano                                                                           | 9. Bid opening shall be on <del>May 27</del> <b>JUNE 3</b> , 2025, <del>10:00 a.m</del> <b>1:00 P.M.</b> , at the given address below and via video conferencing. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity. Authorized attendees, including representatives of bidders, who are physically present at the BAC Conference Room, DBM Building III, General                                                                                |

| <p>St., San Miguel, Manila shall likewise join the meeting via videoconferencing.</p> <p>xxx</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <p>Solano St., San Miguel, Manila shall likewise join the meeting via videoconferencing.</p> <p>xxx</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |     |  |     |                                                                                                                                                              |     |  |                                                                                                                                                                                                                                                                                                                                                                                                                                    |            |  |     |  |     |                                                                                                                                                                                                                |     |  |
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| <p><b>Section II. Instructions to Bidders</b></p> <p>xxx</p> <p><b>10. Documents comprising the Bid: Eligibility and Technical Components</b></p> <p>xxx</p> <p>10.2. The Bidder's SLCC as indicated in ITB Clause 5.3 should have been completed within the period of May 27, 2020 to May 26, 2025.</p> <p>xxx</p> <p><b>14. Bid Security</b></p> <p>xxx</p> <p>14.2 The Bid and bid security shall be valid until September 24, 2025. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.</p> <p>xxx</p> | <p><b>Section II. Instructions to Bidders</b></p> <p>xxx</p> <p><b>10. Documents comprising the Bid: Eligibility and Technical Components</b></p> <p>xxx</p> <p>10.2. The Bidder's SLCC as indicated in ITB Clause 5.3 should have been completed within the period of <del>May 27</del> <b>JUNE 3</b>, 2020 to <del>May 26</del> <b>JUNE 2</b>, 2025.</p> <p>xxx</p> <p><b>14. Bid Security</b></p> <p>xxx</p> <p>14.2 The Bid and bid security shall be valid until <del>September 24</del> <b>OCTOBER 1</b>, 2025. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.</p> <p>xxx</p> |  |     |  |     |                                                                                                                                                              |     |  |                                                                                                                                                                                                                                                                                                                                                                                                                                    |            |  |     |  |     |                                                                                                                                                                                                                |     |  |
| <p><b>Section III. Bid Data Sheet</b></p> <table border="1"> <tr> <th>ITB Clause</th><th></th></tr> <tr> <td colspan="2">xxx</td></tr> <tr> <td>5.3</td><td> <p>For this purpose, contracts similar to the Project shall:</p> <p>xxx</p> <p>b. have been completed within the period of May 27, 2020 to May 26, 2025.</p> </td></tr> <tr> <td colspan="2">xxx</td></tr> </table>                                                                                                                                                                                          | ITB Clause                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  | xxx |  | 5.3 | <p>For this purpose, contracts similar to the Project shall:</p> <p>xxx</p> <p>b. have been completed within the period of May 27, 2020 to May 26, 2025.</p> | xxx |  | <p><b>Section III. Bid Data Sheet</b></p> <table border="1"> <tr> <th>ITB Clause</th><th></th></tr> <tr> <td colspan="2">xxx</td></tr> <tr> <td>5.3</td><td> <p>For this purpose, contracts similar to the Project shall:</p> <p>xxx</p> <p>b. have been completed within the period of <del>May 27</del> <b>JUNE 3</b>, 2020 to <del>May 26</del> <b>JUNE 2</b>, 2025.</p> </td></tr> <tr> <td colspan="2">xxx</td></tr> </table> | ITB Clause |  | xxx |  | 5.3 | <p>For this purpose, contracts similar to the Project shall:</p> <p>xxx</p> <p>b. have been completed within the period of <del>May 27</del> <b>JUNE 3</b>, 2020 to <del>May 26</del> <b>JUNE 2</b>, 2025.</p> | xxx |  |
| ITB Clause                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |     |  |     |                                                                                                                                                              |     |  |                                                                                                                                                                                                                                                                                                                                                                                                                                    |            |  |     |  |     |                                                                                                                                                                                                                |     |  |
| xxx                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |     |  |     |                                                                                                                                                              |     |  |                                                                                                                                                                                                                                                                                                                                                                                                                                    |            |  |     |  |     |                                                                                                                                                                                                                |     |  |
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| xxx                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |     |  |     |                                                                                                                                                              |     |  |                                                                                                                                                                                                                                                                                                                                                                                                                                    |            |  |     |  |     |                                                                                                                                                                                                                |     |  |
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| 20                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <p>The bidder with the Lowest Calculated Bid (LCB) shall submit ALL of the following post-qualification requirements:</p> <ol style="list-style-type: none"> <li>1. Latest Income and Business Tax Returns, filed and paid through the Electronic Filing and Payment System (EFPS), consisting of the following: <ol style="list-style-type: none"> <li>i. 2024 Income Tax Return with proof of payment; and</li> <li>ii. VAT Returns (Form 2550M and 2550Q) or Percentage Tax Returns (2551M) with proof of payment covering the months from October 2024 to March 2025; and</li> </ol> </li> </ol> <p style="text-align: center;">XXX</p> | 20                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p>The bidder with the Lowest Calculated Bid (LCB) shall submit ALL of the following post-qualification requirements:</p> <ol style="list-style-type: none"> <li>1. Latest Income and Business Tax Returns, filed and paid through the Electronic Filing and Payment System (EFPS), consisting of the following: <ol style="list-style-type: none"> <li>i. 2024 Income Tax Return with proof of payment; and</li> <li>ii. VAT Returns (Form 2550M and 2550Q) or Percentage Tax Returns (2551M) with proof of payment covering the months from <del>October</del> <b>NOVEMBER</b> 2024 to <del>March</del> <b>APRIL</b> 2025; and</li> </ol> </li> </ol> <p style="text-align: center;">XXX</p> |
| <p><b>Statement of all Ongoing Government and Private Contracts Including Contracts Awarded but not yet Started</b></p> <p style="text-align: center;">XXX</p> <p>Instructions:</p> <ol style="list-style-type: none"> <li>i. State <b>ALL</b> ongoing contracts including those awarded but not yet started (government [<b>including the DBM</b>] and private contracts which may be similar or not similar to the project being bidded) up to May 26, 2025.</li> </ol> <p style="text-align: center;">XXX</p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <p><b>Statement of all Ongoing Government and Private Contracts Including Contracts Awarded but not yet Started</b></p> <p style="text-align: center;"><b>(REVISED)</b></p> <p style="text-align: center;">XXX</p> <p>Instructions:</p> <ol style="list-style-type: none"> <li>i. State <b>ALL</b> ongoing contracts including those awarded but not yet started (government [<b>including the DBM</b>] and private contracts which may be similar or not similar to the project being bidded) up to <del>May 26</del> <b>JUNE 2</b>, 2025.</li> </ol> <p style="text-align: center;">XXX</p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <p><b>Statement of Single Largest Completed Contract which is Similar in Nature</b></p> <p style="text-align: center;">XXX</p> <p>Instructions:</p> <p style="text-align: center;">XXX</p> <ol style="list-style-type: none"> <li>b. The SLCC should have been completed (i.e., accepted) within the period of May 27, 2020 to May 26, 2025.</li> </ol> <p style="text-align: center;">XXX</p>                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <p><b>Statement of Single Largest Completed Contract which is Similar in Nature</b></p> <p style="text-align: center;"><b>(REVISED)</b></p> <p style="text-align: center;">XXX</p> <p>Instructions:</p> <p style="text-align: center;">XXX</p> <ol style="list-style-type: none"> <li>b. The SLCC should have been completed (i.e., accepted) within the period of <del>May 27</del> <b>JUNE 3</b>, 2020 to <del>May 26</del> <b>JUNE 2</b>, 2025.</li> </ol> <p style="text-align: center;">XXX</p>                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

| Queries:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Clarifications:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
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| <p><b>Key Performance Indicators (KPIs)</b></p> <ol style="list-style-type: none"> <li>1. What are the requirements for Automatic Call Distributor (ACD), noting that this is part of the Performance Metrics/Key Performance Indicators (KPIs) under Section 4.5 of the Detailed Technical Specifications?</li> </ol> <p><b>Single Point of Contact (SPOC)</b></p> <ol style="list-style-type: none"> <li>2. In line with the Single Point of Contact (SPOC), what Hotline will be used for the project?</li> <li>3. Can the existing hotline / helpdesk number of DBM be re-used and the whole telephony infrastructure?</li> </ol> <p>What is DBM using today?</p> <p>Is it acceptable for DBM to propose a cloud-based Contact Center Solution?</p> <p><b>Extension of the submission of Bids</b></p> <ol style="list-style-type: none"> <li>4. Can the bid submission be extended from May 27, 2025 to June 3, 2025 to provide ample time in bid preparation and coordination with partners?</li> </ol> <p><b>Data Sovereignty</b></p> <ol style="list-style-type: none"> <li>5. The Department of Information and Communications Technology (DICT) cloud first policy provides that "Highly Sensitive" and "Top Secret" data shall utilize a secure private cloud hosted in on premise infrastructure within the Philippines or in territory over which the Philippines exercises jurisdiction. Can you share the Data Classification of the data of the systems in scope?</li> </ol> | <p><b>Clarifications:</b></p> <ol style="list-style-type: none"> <li>1. The ACD shall generate reports based on KPIs as specified under Section 4.5 of the Detailed Technical Specifications.</li> <li>2. A hotline shall be provided by the bidder in accordance with the requirement specified under Section 4.2.1 of the Detailed Technical Specifications.</li> <li>3. No. The bidder is expected to include all necessary telephony requirements in its bid. The use of cloud is allowed, provided it meets the SLA and KPI requirements under the Detailed Technical Specifications.</li> <li>4. Yes, the submission and opening of bids is moved to June 3, 2025.</li> <li>5. <b>Most of the data from the systems in scope will be used for internal purposes only and consists primarily of non-sensitive information.</b> The data is largely operational and administrative in nature, supporting internal processes and system functionalities with minimal confidentiality or security risks. Furthermore, <b>to reinforce data protection and confidentiality, the project includes the execution of a Non-Disclosure Agreement as stipulated in Section 11.1 of the Detailed Technical Specifications.</b></li> </ol> |

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| <p>6. If data is classified as sensitive or below, can we use public cloud?</p> <p>7. Data Residency - Is it acceptable for DBM for its data to be stored outside the Philippines?</p> <p><b>Tickets/ Incidents</b></p> <p>8. What are the monthly average tickets/incidents being received by the current provider?</p> <p><b>Application and Asset Inventory</b></p> <p>9. Can we have the inventory of applications and systems in scope that will be supported? Can you also share the nature of applications, how these are currently supported and if existing support meets the P1 and P2 requirements in this requirement specifications.</p> <p>10. May we request the inventory of applications to be supported at L2 level?</p> | <p>6. The use of public cloud is allowed, provided that data security is ensured in accordance with Data Privacy Act of 2012 and the Data Sovereignty clause of the bidding documents. <b>Most of the data from the systems in scope will be used for internal purposes only and consist primarily of non-sensitive information.</b> To further strengthen data safeguards and ensure compliance with privacy requirements, the project also requires the execution of a Non-Disclosure Agreement as specified in Section 11.1 of the Detailed Technical Specifications.</p> <p>7. There is no specific requirement for data to be stored within the Philippines, provided that data storage and handling comply with the data sovereignty provisions outlined in <b>Section 10 of the Detailed Technical Specifications and are fully aligned with the Data Privacy Act of 2012.</b></p> <p>8. The current average is 300 tickets per month; however, the ticket count may increase with the rollout of new applications.</p> <p>9. Most of the applications are IFMIS-related and include other relevant systems with which they interact. These applications are primarily classified as P1/P2 (Refer to Attachment 2 service level matrix) in nature when issues arise during normal business hours. Further details may also be discussed or provided during Phase 1, while the documentary requirements may be submitted during Phase 2 or the Discovery and Planning Phase.</p> <p>10. A list of applications will be provided during project kickoff. Further details may also be discussed or provided during Phase 1, while the documentary requirements may be submitted during Phase 2 or the Discovery and Planning Phase.</p> |
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| <p>11. May we ask for the skills and technology stack of the applications to be supported?</p> <p>12. What are the assets in scope? Can you please provide the inventory of these assets?</p> <p>13. What is the expectation of Basic Level 1 Application support? What are applications to be supported, are there home-grown apps included?</p> <p>14. On “4.2.18 <i>Coordinate and/or escalate to the appropriate support teams such as L2 support or approved DBM ICTG personnel of any deviations and/or alarms from pre-defined thresholds of normal operating parameters which may include but not limited to capacity, performance, security, and availability.</i>” Is this requirement related to the applications to be supported?</p> <p>15. On “4.3.4 <i>Perform platform, systems, and database administration control functions to support existing systems and plan new systems. Proposed Plan for required changes in systems platform and/or database due to business growth and project implementation.</i>” What are the Database to be supported?</p> <p>16. On “4.3.12 <i>Perform in-depth analysis, troubleshooting, and root cause analysis of complex incidents. Use system logs and monitoring tools for detailed diagnostics. Monitoring tools to be provided by the DBM during Phase 2 of the Project Plan.</i>” What is this being referred to?</p> <p>17. Is there an existing ITSM tool of DBM that Bidder’s proposed ITSM will have to integrate into? May we ask for the ITSM</p> | <p>11. Technology stack and skills will be based on the list of applications to be provided during project kickoff.</p> <p>12. The list will be provided during project kickoff, as some applications are still scheduled to go live.</p> <p>13. Basic troubleshooting of application and/or user access issues is required. Some applications are home-grown, and escalation points will be provided as Level 3 (L3) support resources.</p> <p>14. Yes, this is related to the applications to be supported.</p> <p>15. The majority of the databases utilize Oracle and SQL technologies. <b>For security purposes, specific details about the technology stack—including database configurations and architecture—will be discussed during Phase 1 (Project Kick-off Meeting) and formally provided during Phase 2 (Discovery and Planning Phase).</b> This phased disclosure ensures the proper handling of sensitive technical information in alignment with data protection and project confidentiality protocols, as stipulated under <b>Section 11: Confidentiality of Data</b> of the Detailed Technical Specifications (DTS).</p> <p>16. This refers to the reported incident. A complex incident involves multiple interrelated incidents.</p> <p>17. None. The bidder must provide their own ITSM tool and grant access to DBM. The current ITSM tool in use is FreshDesk.</p> |
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| <p>platform currently in use so we can determine compatibility and interoperability?</p> <p>18. Is our assumption correct that Phases 1 to 3 under section 4.6 will take place for 3 months?</p> <p>19. Are you looking for a cloud-based ITSM solution? Software as a Service platform?</p> <p>20. What is your existing API GW or middleware?</p> <p>21. How long is the stabilization Period and when does stabilization start?<br/>How many environments (prod, dev, test, dr, etc.) do you have? Are they on-prem, on-cloud or hybrid? If on cloud, what are you using?</p> <p><b>FTE Support</b></p> <p>22. Can you provide Job description / role expectations / skill sets needed on the FTEs indicated, especially the Level 2 support FTEs?</p> | <p>18. Yes, the Phase 1 to 3 under Section 4.6 shall be completed within 3 months. Specifically, a comprehensive solutions project plan (Phase 1-Phase 3)—including discovery, transition, training, and implementation—must be submitted and approved within 90 days from the Notice to Proceed (NTP). The timeline for the plan should ensure that support call handling begins no later than 120 days from the NTP.</p> <p>19. There is no preference, as long as the requirement is met.</p> <p>20. Most of the APIs are REST-based and are hosted either in the cloud or on-premises.</p> <p>21. <b>The stabilization period shall have a maximum duration of six (6) months, commencing upon the successful deployment and acceptance of the production environment.</b> The DBM operates multiple environments—including development, testing, and production—across on-premises, cloud-based, and hybrid infrastructure setups. For security and operational efficiency, troubleshooting and support services during the stabilization period will be <b>limited to the production environment only</b>. Specific details on the number of environments and application configurations, including deployment architecture, will be provided during Phase 2 (Discovery and Planning Phase).</p> <p>22. For the required roles, please refer to Attachment 1: Service Support Coverage. Personnel should possess at least a working knowledge of Outsystems, Appian, AWS, Azure, Entra ID, Windows, Linux, Oracle, Java, MySQL, as well as REST and SOAP APIs.</p> |
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| <p>23. If the setup is Hybrid, will our engineers have a place in DBM in case they report onsite?</p> <p><b>Systems to be supported</b></p> <p>24. Aside from BTMS, what other related applications shall the team be supporting?</p> <p><b>Network Certification and Security certification:</b></p> <p>25. Would like to know if you can provide us a more detailed information as to type of certification you are exactly looking for?</p> <p>26. For the qualification, what specific requirements are you asking when you say “25 years”? Is it 25 years of existence of the company or “25” years in the industry that provide Helpdesk?</p> | <p>23. Yes, onsite arrangements can be made by DBM.</p> <p>24. The applications consist of a combination of in-house developed systems and those built on Outsystems and Appian low-code platforms. Most of the applications utilize the following technology stacks: Outsystems, Appian, AWS, Azure, Entra ID, Windows, Linux, Oracle, Java, MySQL, and REST and SOAP APIs. A list of applications will be provided to the winning bidder at the project kickoff.</p> <p>25. For the type of certification, please refer to Section 5.4 of the Detailed Technical Specification which provides the list of Certifications.</p> <p>26. This shall refer to the number of years in the IT industry or ICT Consulting business based on Securities and Exchange Commission registration as specified under Section 5.1 of the Detailed Technical Specifications.</p> |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <p><b>Note:</b></p> <p><b><u>Attached are the following documents which should be used as part of the Bidding Documents to be submitted by the bidders:</u></b></p> <ol style="list-style-type: none"> <li><b>1. Statement of all Ongoing Government and Private Contracts Including Contracts Awarded but not yet Started (Revised); and</b></li> <li><b>2. Statement of Single Largest Completed Contract which is Similar in Nature (Revised).</b></li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                   |



**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 June 3, 2025, right after the opening of bids.
- For guidance and information of all concerned.

  
Digitally signed by  
Gerardo E. Maula  
**GERARDO E. MAULA**  
*Assistant Secretary*  
*Chairperson, DBM-BAC* 

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

*[shall be submitted with the Bid]*

(Revised)

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

| Name of Client/Contact Person/Contact Number/Contact Email Address | Date of the Contract | Title of the Contract / Name of the Project | Kinds of Goods | Total Amount of Contract | Value of Outstanding Contract | Date of Delivery |
|--------------------------------------------------------------------|----------------------|---------------------------------------------|----------------|--------------------------|-------------------------------|------------------|
| <u>Government</u>                                                  |                      |                                             |                |                          |                               |                  |
|                                                                    |                      |                                             |                |                          |                               |                  |
|                                                                    |                      |                                             |                |                          |                               |                  |
|                                                                    |                      |                                             |                |                          |                               |                  |
|                                                                    |                      |                                             |                |                          |                               |                  |
| <u>Private</u>                                                     |                      |                                             |                |                          |                               |                  |
|                                                                    |                      |                                             |                |                          |                               |                  |
|                                                                    |                      |                                             |                |                          |                               |                  |
|                                                                    |                      |                                             |                |                          |                               |                  |

Submitted by : \_\_\_\_\_

(Printed Name and Signature)

Designation : \_\_\_\_\_

Date : \_\_\_\_\_

Instructions:

- i. State **ALL** ongoing contracts including those awarded but not yet started (government **[including the DBM]** and private contracts which may be **similar or not similar** to the project being bid) up to June 2, 2025.
- ii. If there is no ongoing contract including those awarded but not yet started as of the aforementioned period, state none or equivalent term.
- iii. The total amount of the ongoing and awarded but not yet started contracts should be consistent with those used in the Net Financial Contracting Capacity (NFCC).
- iv. Please note that item 6.4 of the Government Procurement Policy Board (GPPB) Circular No. 04-2020 dated September 16, 2020 states that, "[t]he PEs shall check **compliance of the submitted forms with the mandatory provisions stated above. Non-submission of the Required Forms or non-inclusion of the mandatory provisions in any of the Required Forms shall be a ground for disqualification.**"

Moreover, GPPB Non-Policy Matter Opinion No. 041-2014 dated October 9, 2014 partially states that **"even contracts that include non-disclosure agreements or**

**confidentiality clauses are required to be disclosed.** It is likewise good to clarify that the requirement refers to a “statement” to be made by the bidder relative to all its ongoing and private contracts, and not the actual submission of the physical contracts.”

***Statement of Single Largest Completed Contract***  
***which is Similar in Nature***  
*[shall be submitted with the Bid]*  
(Revised)

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

| Name of Client/Contact Person/Contact Number/Contact Email Address | Date of the Contract | Title of the Contract / Name of the Project | Kinds of Goods | Amount of Contract | Date of Acceptance* | End User's Acceptance or Official Receipt(s) Issued for the Contract |
|--------------------------------------------------------------------|----------------------|---------------------------------------------|----------------|--------------------|---------------------|----------------------------------------------------------------------|
|                                                                    |                      |                                             |                |                    |                     |                                                                      |

Submitted by : \_\_\_\_\_  
(Printed Name and Signature)

Designation : \_\_\_\_\_

Date : \_\_\_\_\_

Instructions:

- a. Pursuant to Section 23.4.1.3 of the 2016 Revised IRR of RA No. 9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project, the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to the following requirements:
  - i. a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC; **OR**
  - ii. at least two (2) similar contracts:
    - (a) the aggregate amount of which should be equivalent to at least fifty percent (50%) of the ABC for this Project; **AND**
    - (b) the largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above (i.e., twenty-five percent [25%]).
- b. The SLCC should have been completed (i.e., accepted) within the period of **June 3, 2020 to June 2, 2025**.
- c. The similar contract for this Project shall refer to the Information Technology Services and/or Software Subscription which includes Information Technology Service Management (ITSM) services such as IT Technical Services, Implementation, Deployment, Managed Services and/or IT Support Services in either the public or private sector. If the Information Technology Services and/or Software Subscription which includes ITSM services such as IT Technical Services, Implementation, Deployment, Managed Services and/or IT Support Services in either the public or private sector forms part of a bigger contract, only the cost component of the Information Technology Services and/or Software Subscription which include ITSM services such as IT Technical Services, Implementation, Deployment, Managed Services and/or IT Support Services in either the

public or private sector shall be considered for purposes of comparing the value thereof to at least fifty percent (50%) of the ABC.

- d. Please note that item 6.4 of the Government Procurement Policy Board (GPPB) Circular No. 04-2020 dated September 16, 2020 states that, "[t]he PEs shall check **compliance of the submitted forms with the mandatory provisions stated above. Non-submission of the Required Forms or non-inclusion of the mandatory provisions in any of the Required Forms shall be a ground for disqualification.**"

Moreover, GPPB Non-Policy Matter Opinion No. 041-2014 dated October 9, 2014 partially states that **"even contracts that include non-disclosure agreements or confidentiality clauses are required to be disclosed.** It is likewise good to clarify that the requirement refers to a "statement" to be made by the bidder relative to all its ongoing and private contracts, and not the actual submission of the physical contracts."

- \* Date of Acceptance shall mean the date when the items delivered have **satisfactorily met** the requirements of the procuring entity, as evidenced by either a Certificate of Final Acceptance/Completion from the bidder's client, or an Official Receipt or a Sales Invoice (to be submitted during post-qualification).