

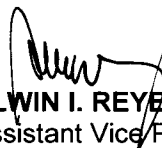
SUPPLEMENTAL/BID BULLETIN NO. 1
For LBP-HOBAC-ITB-GS-20190401-02

PROJECT : **2,000 Lotus Notes Licenses**
IMPLEMENTOR : **Procurement Department**
DATE : **May 9, 2019**

This Supplemental/Bid Bulletin is issued to modify, amend and/or clarify certain items in the Bid Documents. This shall form an integral part of the Bid Documents.

Modifications, amendments and/or clarifications:

- The Terms of Reference (Items No. 3.1.b & 4.1.a), Section VII (Specifications) and Checklist of the Bidding Documents (Item Nos. 8 & 15) have been revised. Please see attached revised Annexes A-1 to A-4, Section VII and Checklist of the Bidding Documents.



ALWIN I. REYES, CSSP
Assistant Vice President
Head, Procurement Department and
HOBAC Secretariat



LANDBANK PURCHASE OF ADDITIONAL LOTUS NOTES LICENSES TERMS OF REFERENCE 2019

Instructions on responding to this Terms Of Reference (TOR) Document

- a. The vendor/bidder understands and agrees that the requirements specified in this document are deliverables for the proposed additional Lotus Notes Domino Client Access License (CALs).
- b. All deliverables, its specifications and functionalities, must be satisfied including its necessary prerequisites without additional cost to the Bank.
- c. The vendor/bidder must answer at the second column whether the [solution requirement] complies or not—answer must be **YES** or **NO**.
- d. The REMARKS column in the table is to be filled out according to the response in the second column:
 - d.1. If answer to the third column is YES: REMARKS column is to be filled out with the complete and specific reference to the supporting document included in the bidding document to support answer/claim.
 - d.2. If the answer to the third column is NO: REMARKS column is to be filled out with the justifications why the proposed ADDITIONAL CALs cannot meet the specified requirement; include the complete and specific reference to the supporting document included in the bidding document to support answer/claim.
- e. The supporting documents, cited references to the TOR should be indexed or labeled accordingly for easy identification and validation.

REQUIREMENT	WILL COMPLY? YES/NO	REMARKS
1. ITEM DESCRIPTION/ TECHNICAL SPECIFICATIONS		
2000 additional IBM Domino Enterprise Notes Client Access Licenses (CALs) with the following support services: <ol style="list-style-type: none"> a. 120 man-hours Domino Technical Consulting Services b. 20 man-days WebSphere Application Server (WAS) & DB2 Technical Consulting Services c. 21 man-days IBM Security Appscan Source Technical Consulting Services 		

CLASS C

REQUIREMENT		WILL COMPLY? YES/NO	REMARKS
2. WARRANTY AND SUPPORT			
2.1 Support	2.1.a. Support must always be available and accessible on demand as part of the support and maintenance agreement.		
2.2 Reseller Qualification	2.2.a. The bidder must be a certified IBM partner or reseller of IBM Notes Client software licenses, and must provide proof or documentation or certification.		
	2.2.b. The bidder must be at least an IBM Platinum Partner/Reseller, and must provide proof or documentation or certification.		
	2.2.c. The bidder must be able to provide first level support for IBM Notes, Domino, DB2, Websphere and IBM Security Appscan, and must provide proof or documentation or certification.		
	2.2.d. The bidder must be able to provide first level support for IBM Notes running on the following platforms with the minimum versions and releases: <ul style="list-style-type: none"> i. Windows 7, 10, 12k ii. RHEL 6.0 and higher version iii. AIX 6.1, 7.1 and must provide proof or documentation or certification.		
	2.2.e. The bidder must be CERTIFIED to provide first level support for IBM Notes and on the operating system platforms mentioned above, and must provide proof or documentation or certification.		

CLASS C

2.3 Maintenance Cost	MA cost of the IBM Notes Client Access License (CAL) must be not more than 15% of the purchase cost, VAT included, and is fixed for the next three (3) years.		
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3. TRAININGS			
3. Lotus Notes workshops/skills transfer/tech updates/industry best practices	3.1.a. Proposed Lotus Notes workshops/skills transfer/tech updates/industry best practices is for a minimum of four (4) to maximum of 25 Lotus Notes administrators and/or power users .		
	3.1.b. The bidder must be able to provide workshops/skills transfer/tech updates/industry best practices on IBM Notes for three (3) times during the active lifetime of the warranty and MA.		
	3.1.c. The winning bidder must submit a preliminary training plan on the training courses to be carried out including the following: <ul style="list-style-type: none"> • Course Title and Description • Learning Objectives • Class Composition • Course Duration • Training Sequence 		
	3.1.d. The winning bidder must provide for the necessary training logistics and paraphernalia for the participants' needs with no additional cost to the Bank		
	3.1.e. For trainings to be conducted at vendor-elected training site, participants must have access to the internet with no additional cost to the Bank, for the duration of the training, for communication, technical support, and correspondence purposes.		

CLASS C

4. REFERENCE			
Client Reference	<p>4.1.a. The bidder must be a current provider of IBM Notes to the following:</p> <p>1. At least two (2) bank clients (each with not less than 1,000 CALs) ; and</p> <p>2. At least two (2) non-bank organizations (aggregate of 500 CALs)</p>		

5. OTHER PROVISIONS			
5. These additional provisions are regulatory requirements	5.1.a. Contract Agreement between LANDBANK and the winning bidder must include access of LANDBANK to the public financial information of the winning bidder		
	5.1.b. Contract Agreement between LANDBANK and the winning bidder must include provision allowing LANDBANK to cancel the contract by contractual notice of dismissal or extraordinary notice of cancellation if so required by the Bangko Sentral.		

6. PAYMENT MILESTONE			
6. Terms of Payment	6.1.a. 100% Payment milestone is achieved upon delivery of the paper licenses for the IBM Notes CALs within 60 calendar days upon receipt of the LBP Purchase Order		

END of Terms of Reference

Specifications

Specifications	Statement of Compliance
	<p style="text-align: center;">Bidders must state below either “Comply” or “Not Comply” against each of the individual parameters of each specification.</p> <p>Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the provisions of ITB Clause 3.1(a)(ii) and/or GCC Clause 2.1(a)(ii)</p>
<p style="text-align: center;">2,000 Lotus Notes Licenses</p> <ul style="list-style-type: none"> ▪ 2,000 IBM Domino Enterprise Client Access License Authorized User License + Software Subscription and Twelve (12) Months Support ▪ One (1) Year Domino Technical Consulting Services for 120 Man-hours ▪ Websphere Application Server and DB2 Administration Training for Ten (10) pax with One (1) Year Consulting Services for 20 Mandays <p>Specifications per attached Revised Terms of Reference (Annexes A-1 to A-4).</p> <p>The following documents shall be submitted inside the First Envelope:</p> <ul style="list-style-type: none"> ▪ Duly filled-out Terms of Reference signed in all pages by the authorized representative/s of the bidder. ▪ Certification from IBM as a platinum partner or reseller of IBM Notes Client software licenses. 	<p style="text-align: center;">Please state here either “Comply” or “Not Comply”</p>

<ul style="list-style-type: none">▪ Certification or equivalent document to prove that the bidder is able to provide first level support for the following:<ul style="list-style-type: none">✓ IBM Notes, Domino, DB2, Websphere and IBM Security Appscan✓ IBM Notes running on the following platforms with the minimum versions and releases:<ul style="list-style-type: none">i. Windows 7, 10, 12kii. RHEL 6.0 and higher versioniii. AIX 6.1, 7.1 ▪ List of current clients of IBM Notes, with complete addresses, contact persons and contact details, to wit:<ul style="list-style-type: none">✓ At least two (2) bank clients (each with not less than 1,000 CALs); and✓ At least two (2) non-bank organizations (aggregate of 500 CALs) ▪ For current suppliers of LANDBANK, Certificate of Satisfactory Performance (for completed contracts) or Certificate of No Delayed Projects (for ongoing contracts) issued by the Head, LANDBANK Data Center Management Department not earlier than 30 calendar days prior to the deadline of submission of bid. <p>Non-submission of the above mentioned documents may result in bidder's post-disqualification.</p>	
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Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Checklist of Bidding Documents for Procurement of Goods and Services

Documents should be arranged as per this Checklist. Kindly provide folders or guides, dividers and ear tags with appropriate labels.

First Envelope – Eligibility and Technical Components

- **The First Envelope shall contain the following:**

- **Eligibility Documents – Class “A”**

Legal Eligibility Documents

1. PhilGEPS Certificate of Registration under Platinum Membership (all documents enumerated in its Annex A must be updated); or all of the following:
 - Registration Certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives, or any proof of such registration as stated in the Bidding Documents;
 - Valid and current mayor's/business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or equivalent document for Exclusive Economic Zones or Areas; and
 - Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.

Technical Eligibility Documents

2. Duly notarized Omnibus Sworn Statement (sample form - Form No.6).
3. Duly notarized Secretary's Certificate attesting that the signatory is the duly authorized representative of the prospective bidder, and granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the prospective bidder in the bidding, if the prospective bidder is a corporation, partnership, cooperative, or joint venture (sample form - Form No. 7).
4. Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the last five (5) years from the date of submission and receipt of bids. The statement shall include all information required in the sample form (Form No. 3).

5. Statement of the prospective bidder identifying its single largest completed contract similar to the contract to be bid, equivalent to at least fifty percent (50%) of the ABC supported with contract/purchase order, end-user's acceptance or official receipt(s) issued for the contract, within the relevant period as provided in the Bidding Documents. The statement shall include all information required in the sample form (Form No. 4).
6. Bid security in the prescribed form, amount and validity period (ITB Clause 18.1 of the Bid Data Sheet).
7. Section VI - Schedule of Requirements with signature of bidder's authorized representative.
8. **Section VII – Revised Specifications with response on compliance and signature of bidder's authorized representative.**

Financial Eligibility Documents

9. The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.
 10. The prospective bidder's computation for its Net Financial Contracting Capacity (NFCC) following the sample form (Form No. 5), or in the case of Procurement of Goods, a committed Line of Credit from a Universal or Commercial Bank.
- **Eligibility Documents - Class "B"**
11. Valid joint venture agreement (JVA), in case the joint venture is already in existence. In the absence of a JVA, duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful shall be included in the bid. Failure to enter into a joint venture in the event of a contract award shall be ground for the forfeiture of the bid security. Each partner of the joint venture shall submit its legal eligibility documents. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance, provided, that the partner responsible to submit the NFCC shall likewise submit the statement of all its ongoing contracts and Audited Financial Statements.

- **Technical Requirements/Documents**
 12. Duly filled-out Terms of Reference signed in all pages by the authorized representative/s of the bidder.
 13. Certification from IBM as a platinum partner or reseller of IBM Notes Client software licenses.
 14. Certification or equivalent document to prove that the bidder is able to provide first level support for the following:
 - ✓ IBM Notes, Domino, DB2, Websphere and IBM Security Appscan
 - ✓ IBM Notes running on the following platforms with the minimum versions and releases:
 - i. Windows 7, 10 12k
 - ii. RHEL 6.0 and higher version
 - iii. AIX 6.1, 7.1
 15. **List of current clients of IBM Notes, with complete addresses, contact persons and contact details, to wit:**
 - ✓ **At least two (2) bank clients (each with not less than 1,000 CALs); and**
 - ✓ **At least two (2) non-bank organizations (aggregate of 500 CALs)**
 16. For current suppliers of LANDBANK, Certificate of Satisfactory Performance (for completed contracts) or Certificate of No Delayed Projects (for ongoing contracts) issued by the Head, LANDBANK Data Center Management Department not earlier than 30 calendar days prior to the deadline of submission of bid.
- **Post-Qualification Documents – (Non-submission of the following documents may result in bidder’s post-disqualification):**
 17. Business Tax Returns per Revenue Regulations 3-2005 (BIR No. 2550 Q) VAT or Percentage Tax Returns for the last two (2) quarters filed manually or through EFPS.
 18. Income Tax Return for 2017 filed manually or through EFPS.

Second Envelope – Financial Component

- **The Second Envelope shall contain the following:**
 1. Duly filled out Revised Bid Form signed by the bidder’s authorized representative (sample form - Form No.1)
 2. Duly filled out Revised Schedule of Prices signed by the bidder’s authorized representative (sample form - Form No.2)