



Republic of the Philippines
OFFICE OF THE OMBUDSMAN
 Senator Miriam Defensor Santiago Avenue
 Diliman, Quezon City 1105

SUPPLEMENTAL/BID BULLETIN NO. 1

**PUBLIC BIDDING FOR THE SUPPLY, DELIVERY, INSTALLATION,
 CONFIGURATION, MOUNTING AND TESTING OF BIOMETRIC DEVICE FOR
 THE OFFICE OF THE OMBUDSMAN**

26 July 2024

AMENDMENTS/CLARIFICATIONS TO THE BIDDING DOCUMENTS

1. The Bids and Awards Committee-Main hereby amends/clarifies/modifies the following provisions relative to the above-mentioned project and all prospective bidders are informed of these amendments/clarifications/modifications:
 - a. This Supplemental/Bid Bulletin is issued to all prospective bidders regarding the updated schedule of procurement activities as follows:

NOTICE OF POSTPONEMENT AND RESCHEDULE

Activity	DATE and TIME		Remarks
	FROM	TO	
Inspection/Selling Period of Bidding Documents	05 July 2024 to 31 July 2024	05 July 2024 to 05 August 2024	-
Deadline of Submission of Bids	31 July 2024 (Wednesday) at 02:00PM	05 August 2024 (Monday) at 02:00PM	Video conferencing via MS Teams Application
Opening of Bids	01 August 2024 (Thursday) at 01:30PM	06 August 2024 at 01:30PM	Video conferencing via MS Teams Application

- b. All prospective bidders are informed of the following amendments/modifications/clarifications to the Original Bidding Documents particularly to the following matters:
 - i. Page 19. Section III. Bid Data Sheet
 - ii. Page 28. Section VI. Schedule of Requirements; and
 - iii. Pages 29 to 31. Section VII. Technical Specifications.

[Note: For better understanding of the contents of this Supplemental Bid Bulletin, the following rules shall apply: (1) **Single strike out** – means deletion or for revision; and (2) **Underline with highlights** – means amendment/modified or inclusions of new item/requirements]

Particulars	ORIGINAL SPECIFICATION (see Original Bidding Documents)	AMENDMENT/CLARIFICATION/ MODIFICATION								
Page 19. Section III. Bid Data Sheet	<p>Section III. Bid Data Sheet x x x</p> <table border="1"> <tr> <td>ITB Clause</td> <td></td> </tr> <tr> <td>20.2</td> <td>The bidder with the Lowest Calculated Bid shall submit ALL the following post-qualification documents:</td> </tr> </table>	ITB Clause		20.2	The bidder with the Lowest Calculated Bid shall submit ALL the following post-qualification documents:	<p>Section III. <u>Amended</u> Bid Data Sheet x x x</p> <table border="1"> <tr> <td>ITB Clause</td> <td></td> </tr> <tr> <td>20.2</td> <td>The bidder with the Lowest Calculated Bid shall submit ALL the following post-qualification documents:</td> </tr> </table>	ITB Clause		20.2	The bidder with the Lowest Calculated Bid shall submit ALL the following post-qualification documents:
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	<ol style="list-style-type: none"> 1. SEC/DTI Registration; 2. Valid & Current Mayor's Permit/ Municipal Licenses–Year 2024; 3. Valid Tax Clearance per Executive Order 398, Series of 2005; 4. Certificate of VAT Registration; 5. Certificate of PhilGEPS Registration; 6. Any proof of enrollment in the Electronic Filing and Payments System (EFPS); 7. Latest income and business tax returns, filed and paid through the Electronic Filing and Payment Systems (EFPS); 8. Latest General Information Sheet (for corporation); 9. Company Profile and lists of clients; and 10. ISO 9001: 2015 Certification for the last five (5) years from the time of the bidding. 	<ol style="list-style-type: none"> 1. SEC/DTI Registration; 2. Valid & Current Mayor's Permit/ Municipal Licenses–Year 2024; 3. Valid Tax Clearance per Executive Order 398, Series of 2005; 4. Certificate of VAT Registration; 5. Certificate of PhilGEPS Registration; 6. Any proof of enrollment in the Electronic Filing and Payments System (EFPS); 7. Latest income and business tax returns, filed and paid through the Electronic Filing and Payment Systems (EFPS); 8. Latest General Information Sheet (for corporation); 9. Company Profile and lists of clients; and 10. Manufacturer's Certification ISO 9001: 2015 compliant for at least 5 years from the time of the bidding or any proof that the Manufacturer of the product to be supplied is ISO 9001: 2015 Certified from the time of the bidding
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xxx

Page 28.
Section VI.
Schedule of Requirements

Section VI. Schedule of Requirements
x x x
The project covers the supply, delivery, installation, configuration, mounting, testing and knowledge transfer to be completed **within ninety (90) calendar days** from the issuance of the Notice to Proceed. Supplier must be guided with the following schedule of works:

SCHEDULE OF WORKS	PERIOD OF COMPLETION
Project Milestone 1: <ul style="list-style-type: none"> ▪ Project kick off ▪ Administration Training 	Within thirty (30) calendar days from the receipt of Notice to Proceed
Project Milestone 2: Supply, delivery, installation, configuration, mounting and testing of equipment for all locations	Within ninety (90) calendar days from receipt of Notice to Proceed
Project Milestone 3: Conduct of knowledge transfer with documentation and manual of procedures	
Project Milestone 4:	

Section VI. Amended Schedule of Requirements
x x x

The project covers the supply, delivery, installation, configuration, mounting, testing and knowledge transfer to be completed **within ninety (90) calendar days** from the issuance of the Notice to Proceed. Supplier must be guided with the following schedule of works:

SCHEDULE OF WORKS	PERIOD OF COMPLETION
Project Milestone 1: <ul style="list-style-type: none"> ▪ Project kick off ▪ Administration Training 	Within ninety (90) calendar days from receipt of Notice to Proceed
Project Milestone 2: Supply, delivery, installation, configuration, mounting and testing of equipment for all locations	
Project Milestone 3: Conduct of knowledge transfer with documentation and manual of procedures	
Project Milestone 4: Project completion, final acceptance, submission of	

	<table border="1"> <tr> <td>Project completion, final acceptance, submission of complete documents required for payment processing: Sales Invoice, Delivery Reports, Warranty Security, Warranty Certificate(s)</td> <td></td> </tr> <tr> <td>Project Milestone 5: Service Support Warranty</td> <td>2 years upon completion and final acceptance</td> </tr> <tr> <td>TOTAL</td> <td>Ninety (90) calendar days</td> </tr> </table>	Project completion, final acceptance, submission of complete documents required for payment processing: Sales Invoice, Delivery Reports, Warranty Security, Warranty Certificate(s)		Project Milestone 5: Service Support Warranty	2 years upon completion and final acceptance	TOTAL	Ninety (90) calendar days	<table border="1"> <tr> <td>complete documents required for payment processing: Sales Invoice, Delivery Reports, Warranty Security, Warranty Certificate(s)</td> <td></td> </tr> <tr> <td>Project Milestone 5: Service Support Warranty</td> <td>2 years upon completion and final acceptance</td> </tr> </table>	complete documents required for payment processing: Sales Invoice, Delivery Reports, Warranty Security, Warranty Certificate(s)		Project Milestone 5: Service Support Warranty	2 years upon completion and final acceptance
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<p>Pages 29 to 31. Section VII. Technical Specifications</p>	<p>Section VII. Technical Specifications OMBUDSMAN BID FORM No. 1 – TECHNICAL SPECIFICATIONS WITH BIDDER’S STATEMENT OF COMPLIANCE</p> <p>xxx</p> <p>General Requirements</p> <p>xxx</p> <p>Authentication Method: Face Recognition, Fingerprint Identification, Radio Frequency Identification (RFID) Card Reader, and Password/Personal Identification Number (PIN)</p> <p>xxx</p> <p>Storage Storage Capacity: at least 10,000 users</p> <ol style="list-style-type: none"> At least 10,000 face/image At least 10,000 logs At least 100,000 user cards <p>xxx</p> <p>OTHER REQUIREMENTS</p> <p>Warranty Coverage</p> <p>xxx</p> <p>On-site repair services for defective units must commence within twenty-four (24) hours after notice or within the next business day</p> <p>xxx</p> <p>The Supplier must be an ISO 9001:2015 certified for the last five (5) years from the time of bidding</p> <p>xxx</p> <p>The Supplier must have a nationwide authorized service center of the proposed brand</p>	<p>Section VII. Amended Technical Specifications AMENDED OMBUDSMAN BID FORM No. 1 – TECHNICAL SPECIFICATIONS WITH BIDDER’S STATEMENT OF COMPLIANCE</p> <p>xxx</p> <p>General Requirements</p> <p>xxx</p> <p>Authentication Method: Face Recognition, Radio Frequency Identification (RFID) Card Reader, and Password/Personal Identification Number (PIN)</p> <p>xxx</p> <p>Storage Storage Capacity: at least 10,000 users</p> <ol style="list-style-type: none"> At least 10,000 face/image At least 10,000,000 logs At least 100,000 user cards <p>xxx</p> <p>OTHER REQUIREMENTS</p> <p>Warranty Coverage</p> <p>xxx</p> <p><u>Repair or replacement of defective units be made within seven (7) days from notification</u></p>										

2. All prospective bidders are reminded to **USE AND REFER to the following: Section III. Amended Bid Data Sheet, Section VI. Amended Schedule of Requirements and Section VII. Amened Technical Specifications (Amended Ombudsman Bid Form No. 1),** which are attached in this Supplemental/Bid Bulletin.
3. For further inquiries, you may coordinate with the Bids and Awards Committee Secretariat-Main at email address: **bac@ombudsman.gov.ph** and/or Telephone No.: (02) 5317-8300 local 2206.

Please be guided accordingly.


ADORACION A. AGBADA
Assistant Ombudsman, OMB-Luzon 
Chairperson, Bids and Awards Committee-Main

Section III. Amended Bid Data Sheet

ITB Clause	
5.3	For this purpose, contracts similar to the Project shall be: <ol style="list-style-type: none"> a. Any contract which involved the supply, delivery, installation and configuration of Biometric Devices; and b. completed within five (5) years prior to the deadline for the submission and receipt of bids.
7.1	The Procuring Entity has prescribed that subcontracting is not allowed.
12	The price of the Goods shall be quoted delivered duty paid (DDP) to the Office of the Ombudsman, Senator Miriam Defensor-Santiago Avenue (Formerly Agham Road), Barangay Bagong Pag-asa, Diliman, 1105 Quezon City or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: <ol style="list-style-type: none"> a) The amount of not less than Sixty Thousand Pesos (₱60,000.00) (2% of the ABC) if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b) The amount of not less than One Hundred Fifty Thousand Pesos (₱150,000.00) (5% of the ABC) if bid security is in Surety Bond.
15	Each Bidder shall submit one (1) original and one (1) certified true copy of the first (technical) and second (financial) components of its bid. The First Envelope and Second Envelope should be properly marked and sealed as “ORIGINAL COPY – ELIGIBILITY AND TECHNICAL COMPONENT” and “ORIGINAL COPY – FINANCIAL COMPONENT” , respectively, to avoid confusion and BOTH envelopes shall be placed inside ONE BIG SEALED envelope. The bidder shall also submit Copy No. 1 of the First Envelope and Second Envelope and placed inside ONE BIG SEALED envelope with markings on the inner envelopes as “COPY NO. 1 - ELIGIBILITY AND TECHNICAL COMPONENT” and “COPY NO. 1 – FINANCIAL COMPONENT” . For authentication purposes, ALL PAGES of the bidding documents for submission must be certified by the authorized signatory of the participating Bidder/Company. The Bidders/Companies are also reminded to put proper arrangements on each bidding documents. The bidder should use the prescribed Sample Forms under Section VIII.
19.3	PB2024-05: PUBLIC BIDDING FOR THE SUPPLY, DELIVERY, INSTALLATION, CONFIGURATION, MOUNTING AND TESTING OF BIOMETRIC DEVICE FOR THE OFFICE OF THE OMBUDSMAN ABC = Three Million Pesos (₱3,000,000.00) Any bid with a financial component exceeding this amount shall not be accepted. The computation of a prospective bidder's NFCC must be at least equal to the ABC to be bid, pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184.
20.2	The bidder with the Lowest Calculated Bid shall submit ALL the following post-qualification documents: <ol style="list-style-type: none"> 11. SEC/DTI Registration;

	<p>12. Valid & Current Mayor’s Permit/ Municipal Licenses–Year 2024; 13. Valid Tax Clearance per Executive Order 398, Series of 2005; 14. Certificate of VAT Registration; 15. Certificate of PhilGEPS Registration; 16. Any proof of enrollment in the Electronic Filing and Payments System (EFPS); 17. Latest income and business tax returns, filed and paid through the Electronic Filing and Payment Systems (EFPS); 18. Latest General Information Sheet (for corporation); 19. Company Profile and lists of clients; and 20. Manufacturer’s Certification ISO 9001: 2015 compliant for at least 5 years from the time of the bidding or any proof that the Manufacturer of the product to be supplied is ISO 9001: 2015 Certified from the time of the bidding.</p>
21.1	<p>Warranty Security – The obligation for the warranty for the Goods shall be covered by, at the supplier’s option, either Retention Money or a Special Bank Guarantee issued by a Universal or Commercial Bank, in an amount equivalent to one percent (1%) of the total Contract Price. The said amounts shall be returned only after the lapse of the warranty period from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity: Provided, however, that the Goods supplied are free from patent and latent defects and all the conditions imposed under the Contract have been fully met.</p>

Section VI. Amended Schedule of Requirements

PB2024-05:

PUBLIC BIDDING FOR THE SUPPLY, DELIVERY, INSTALLATION, CONFIGURATION, MOUNTING AND TESTING OF BIOMETRIC DEVICE FOR THE OFFICE OF THE OMBUDSMAN

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

The project covers the supply, delivery, installation, configuration, mounting, testing and knowledge transfer to be completed **within ninety (90) calendar days** from the issuance of the Notice to Proceed. Supplier must be guided with the following schedule of works:

SCHEDULE OF WORKS	PERIOD OF COMPLETION
Project Milestone 1: <ul style="list-style-type: none"> ▪ Project kick off ▪ Administration Training 	Within ninety (90) calendar days from receipt of Notice to Proceed
Project Milestone 2: Supply, delivery, installation, configuration, mounting and testing of equipment for all locations	
Project Milestone 3: Conduct of knowledge transfer with documentation and manual of procedures	
Project Milestone 4: Project completion, final acceptance, submission of complete documents required for payment processing: Sales Invoice, Delivery Reports, Warranty Security, Warranty Certificate(s)	
Project Milestone 5: Service Support Warranty	
	2 years upon completion and final acceptance

Note: Delivery schedule may be adjusted by the end-user upon written notice to the supplier.

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

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Date Signed: _____

Section VII. **Amended** Technical Specifications

Technical Specifications

AMENDED OMBUDSMAN BID FORM No. 1 – TECHNICAL SPECIFICATION WITH BIDDER’S STATEMENT OF COMPLIANCE

HON. ADORACION A. AGBADA
 Chairperson, Bids and Awards Committee
 Office of the Ombudsman
 Senator Miriam Defensor-Santiago Avenue
 Brgy. Bagong Pag-asa, Diliman, 1105 Quezon City

Madam:

Herewith is our TECHNICAL PROPOSAL for your office requirement:

(INSTRUCTION TO BIDDER: **Check** the **“Comply”** box if bidder complies with the Ombudsman Specifications. A Technical Proposal containing unchecked **“Comply”** boxes would be automatically rated as **“FAILED.”**)

**PB2024-05:
 PUBLIC BIDDING FOR THE SUPPLY, DELIVERY, INSTALLATION,
 CONFIGURATION, MOUNTING AND TESTING OF BIOMETRIC DEVICE FOR
 THE OFFICE OF THE OMBUDSMAN**

Item	Technical Specifications	Bidder’s Statement of Compliance*
1 lot	General Requirements	<input type="checkbox"/> Comply
	25 units of Biometrics Devices	<input type="checkbox"/> Comply
	Authentication Method: Face Recognition, Radio Frequency Identification (RFID) Card Reader, and Password/Personal Identification Number (PIN)	<input type="checkbox"/> Comply
	Camera Resolution: at least two (2) megapixels	<input type="checkbox"/> Comply
	High Speed Matching: at least (Face 1:10,000 < 1 sec.)	<input type="checkbox"/> Comply
	Storage Capacity: at least 10,000 users a. At least 10,000 face/image b. At least 10,000,000 logs c. At least 100,000 user cards	<input type="checkbox"/> Comply
	Device Memory: at least 2GB with expandable memory of at least 16 GB	<input type="checkbox"/> Comply
	Frontend/Backend Support: must be compatible with the existing database servers and operating systems (MSSQLL, MySQL, MariaDB, Windows and/or Linux-based platforms)	<input type="checkbox"/> Comply
	With Central Processing Unit (CPU) of at least Quadcore, 1.4GHz processor	<input type="checkbox"/> Comply
	Network Interface: at least with Transmission Control Protocol (TCP)/Internet Protocol (IP)	<input type="checkbox"/> Comply
	With Compatible Back-up Battery	<input type="checkbox"/> Comply
	Walk through method face recognition at a distance of at least up to two (2) meters	<input type="checkbox"/> Comply
	Easy face enrollment through the embedded camera or mobile phone	<input type="checkbox"/> Comply
	Display: colored, touch screen with at least 5-inch liquid crystal display (LCD)	<input type="checkbox"/> Comply
	Each device must be provided with its complete accessories, which must at least include compatible power adapter and mounting bracket	<input type="checkbox"/> Comply

SCOPE OF WORK		<input type="checkbox"/> Comply															
Delivery, installation, configuration, mounting and testing in the following locations: <table border="1" style="margin-left: 20px; width: 50%;"> <thead> <tr> <th style="text-align: center;">Quantity</th> <th style="text-align: center;">Place of Deployment</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">17</td> <td style="text-align: center;">Quezon City</td> </tr> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">Rosales, Pangasinan</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: center;">Cebu City</td> </tr> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">Tacloban City, Leyte</td> </tr> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">Iloilo City</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: center;">Davao City</td> </tr> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">Cagayan De Oro City</td> </tr> </tbody> </table>	Quantity	Place of Deployment	17	Quezon City	1	Rosales, Pangasinan	2	Cebu City	1	Tacloban City, Leyte	1	Iloilo City	2	Davao City	1	Cagayan De Oro City	<input type="checkbox"/> Comply
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1	Rosales, Pangasinan																
2	Cebu City																
1	Tacloban City, Leyte																
1	Iloilo City																
2	Davao City																
1	Cagayan De Oro City																
Installation of structures cabling (UTP CAT 6 and power cable), properly enclosed with electrical conduits/mouldings, connected to the nearest data port (if necessary)	<input type="checkbox"/> Comply																
All software licenses must be perpetual, genuine and must be compatible with the existing system (MSSQLL, MySQL, MariaDB, Windows and/or Linux-based platforms)	<input type="checkbox"/> Comply																
Must provide a minimum of one (1) session for user training for each location	<input type="checkbox"/> Comply																

OTHER REQUIREMENTS		<input type="checkbox"/> Comply
Warranty Coverage:		<input type="checkbox"/> Comply
Warranty on parts and repair services shall cover a period of two (2) years which shall commence upon completion and final acceptance		<input type="checkbox"/> Comply
<u>Repair or replacement of defective units be made within seven (7) days from notification</u>		<input type="checkbox"/> Comply
In case of malfunctioning or defective units occurring during the warranty period, the Supplier must provide a temporary back-up unit (FREE of CHARGE) for the duration of repair and restoration of the defective unit		<input type="checkbox"/> Comply
The equipment and its major components shall not be an End-of-Life (EOL) and End-of-Support (EOS) model at the time of the bidding and during the warranty period. In the event of an unforeseeable EOL or EOS of any of the equipment within the warranty period, the equipment shall be replaced FREE of CHARGE		<input type="checkbox"/> Comply
The Supplier must have an official corporate email account and be capable of receiving requests for technical support or service by phone or email		<input type="checkbox"/> Comply
The Supplier must have been in the Information Technology (IT) business for at least ten (10) years and is an authorized distributor/reseller of the proposed brand		<input type="checkbox"/> Comply
The Supplier must shoulder the cost of delivery, installation, configuration, mounting and testing		<input type="checkbox"/> Comply
All equipment and components should be the latest product model of the specific device manufacturer in the market at the time of the offer		<input type="checkbox"/> Comply
Delivery period must be within ninety (90) calendar days for all locations		<input type="checkbox"/> Comply

I hereby certify that the statement of compliance to the foregoing technical specifications are true and correct, otherwise, if found to be false either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.

Very truly yours,

Signature Over Printed Name

Position

Company

Telephone Number/s

Email address/es

Date signed

Statement of Compliance

<p><i>[Bidders must check the "Comply" box against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. 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 Bidder's 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 applicable laws and issuances.]</i></p>
