

**BID BULLETIN NO. 2**
November 24, 2021**Attention: All Prospective Bidders for the project****SUPPLY, DELIVERY, INSTALLATION AND TESTING OF TEN (10) UNITS BIOMETRIC DOOR ACCESS SYSTEM (FOR VAULT'S SECONDARY STEEL DOOR) FOR TEN (10) WARD BRANCHES OF DBP BBG-CENTRAL LUZON (BBG-CL) under Bid Reference No. G-2021-10**

Please be informed on the following:

Query/Clarification	Reply																				
1. Amendment on the schedule for the Submission and Opening of Eligibility Documents, Technical and Financial Proposals indicated in the bidding documents.	<p>1. From:</p> <table border="1" data-bbox="735 938 1431 1288"> <thead> <tr> <th>Particulars</th> <th>Date</th> <th>Venue</th> </tr> </thead> <tbody> <tr> <td>Submission of Eligibility Documents, Technical and Financial Proposals</td> <td>Nov. 8, 2021 (Monday) ON OR BEFORE 12:00 NN</td> <td>RBAC CL Secretariat Ground Floor Doña Isa Fel Bldg., Dolores, City of San Fernando, Pampanga</td> </tr> <tr> <td>Opening of Eligibility Documents, Technical and Financial Proposals</td> <td>Nov. 8, 2021 (Monday) 4:00 AM</td> <td>Ground Floor Doña Isa Fel Bldg., Dolores, City of San Fernando, Pampanga</td> </tr> </tbody> </table> <p>To:</p> <table border="1" data-bbox="735 1355 1431 1682"> <thead> <tr> <th>Particulars</th> <th>Date</th> <th>Venue</th> </tr> </thead> <tbody> <tr> <td>Submission of Eligibility Documents, Technical and Financial Proposals</td> <td>Dec. 1, 2021 (Wednesday) ON OR BEFORE 12:00 NN</td> <td>RBAC CL Secretariat Ground Floor Doña Isa Fel Bldg., Dolores, City of San Fernando, Pampanga</td> </tr> <tr> <td>Opening of Eligibility Documents, Technical and Financial Proposals</td> <td>Dec. 1, 2021 (Wednesday) 4:00 PM</td> <td>Ground Floor Doña Isa Fel Bldg., Dolores, City of San Fernando, Pampanga</td> </tr> </tbody> </table>			Particulars	Date	Venue	Submission of Eligibility Documents, Technical and Financial Proposals	Nov. 8, 2021 (Monday) ON OR BEFORE 12:00 NN	RBAC CL Secretariat Ground Floor Doña Isa Fel Bldg., Dolores, City of San Fernando, Pampanga	Opening of Eligibility Documents, Technical and Financial Proposals	Nov. 8, 2021 (Monday) 4:00 AM	Ground Floor Doña Isa Fel Bldg., Dolores, City of San Fernando, Pampanga	Particulars	Date	Venue	Submission of Eligibility Documents, Technical and Financial Proposals	Dec. 1, 2021 (Wednesday) ON OR BEFORE 12:00 NN	RBAC CL Secretariat Ground Floor Doña Isa Fel Bldg., Dolores, City of San Fernando, Pampanga	Opening of Eligibility Documents, Technical and Financial Proposals	Dec. 1, 2021 (Wednesday) 4:00 PM	Ground Floor Doña Isa Fel Bldg., Dolores, City of San Fernando, Pampanga
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2. Amendment on the Checklist of Eligibility, Technical and Financial Documents under TAB 3B in the bidding documents	<p>2. From:</p> <p>CY 2020 Business/Mayor's Permit issued to bidder by the city or municipality where the principal place of business of the bidder is located or the equivalent document for Exclusive Economic Zones or Areas</p> <p>To:</p>																				

	<p>CY 2021 Business/Mayor's Permit issued to bidder by the city or municipality where the principal place of business of the bidder is located or the equivalent document for Exclusive Economic Zones or Areas</p>
<p>3. Safety Protocols during Bid Opening</p>	<p>3. In the interest of safety as precautionary measure against Covid19 and in compliance to the LGU requirements on health protocols, only one (1) representative per bidder shall be allowed to witness the Opening of Eligibility Documents, Technical and Financial Proposals.</p>
<p>4. The 220VAC tapping source will be provided by DBP?</p> <p>Please specify location for each site and distance from the biometric location (horizontal and vertical).</p>	<p>4. The winning contractor/supplier is responsible for the tapping of power source. DBP representative will assist interested contractors/suppliers in identifying the location of panel board/breaker to for tapping.</p> <p>Interested contractor/supplier may conduct actual/ocular inspection for the exact location for each site and distance of the BAS in the Branch, to be accompanied by authorized personnel and subject to observance of appropriate security measures.</p>
<p>5. The installation works shall be scope of the bidders, what is the DBP's approved cable and conduit brand on each location?</p>	<p>5. The installation works shall be scope of the winning bidder – up to completion of project (testing and commissioning)</p> <ul style="list-style-type: none"> ➤ Approved cable and conduit shall be compliant with the Philippine Electrical Code: <ul style="list-style-type: none"> • Outlet must be 3 – prong • Wire should 3.5mm sq. {2- Line to Line (Blue and black) & 1 Neutral (Green)} • Communication cable should be CaT 5e
<p>6. Please confirm if the civil works below shall be included in the bidders' scope of works. (This is for communication cable/network cable and power cable):</p> <ol style="list-style-type: none"> a. Concrete Cutting; b. Trenching; c. Borings and Restorations; and d. Welding works inside the vault 	<p>6. Yes, subject for the following:</p> <ul style="list-style-type: none"> • Approval by the DBP Branch representative provided same will not affect the structure of the building. • Restoration is included
<p>7. Please confirm if DBP will provide the network ports for all branches.</p> <ol style="list-style-type: none"> a. Please specify all locations of network ports /network switches; b. Please specify the location of the PC workstation; c. We highly recommend locating 	<p>7. Interested contractor/supplier may conduct actual/ocular inspection for the exact location of the BAS in the Branch, to be accompanied by Branch authorized personnel and subject to observance of appropriate security measures.</p> <p>DBP Branches to identify location of PCs and network ports/switches:</p>

<p>the PC workstation including the network switch inside vault to secure the access control system. As well as to minimize the civil works and to avoid security breaches since we are talking about the security of the vault.</p>	<p>PC workstation to be located outside the vault due to space limitations.</p>
<p>8. Please confirm if UPS is allowed to be stored inside the vault.</p>	<p>8. Proper location is outside the vault.</p>
<p>9. Please confirm if we can extend the working days from 45 calendar days to 60 calendar days as the working schedule shall follow the regular banking hours and no work for Saturday and Sunday.</p>	<p>9. Amendment on the required Delivery Period</p> <ul style="list-style-type: none"> ➤ Within sixty (60) calendar days upon receipt of Purchase Order/Notice to Proceed (PO/NTP)
<p>10. During implementation do you require COVID 19 Certification for all workers? If yes, do you require the certification for every visitor 1-time issuance would suffice?</p>	<p>10. Contractor/supplier to comply with existing COVID protocols based on the requirements of the IATF and of the specific LGU for each location at the time of installation.</p>
<p>11. Would plastic molding for the cable be sufficient inside the vault instead of embedding?</p>	<p>11. Both embedding and plastic molding are acceptable</p>
<p>12. Will someone be dedicated to monitor the system in real time? Yes or No?</p>	<p>12. Yes</p>
<p>13. If drilling a hole is not possible inside the vault;</p> <ul style="list-style-type: none"> a. Can the system be standalone (log extraction will be done by schedule via USB) b. Can a laptop be used instead of a desktop PC? 	<p>13.</p> <ul style="list-style-type: none"> a. No. Use of USB/thumb drive is not allowed in the branches. b. Desktop PC only as per approved technical specification.
<p>14. Can the piping for the steel rod doors use a metal flexible hose and zip ties?</p>	<p>14. Yes, Contractor/Supplier to ensure for Safety and compliance with Electrical Code</p>
<p>15. Under Bid Data Sheet 5.3b page 18 it states that "b. Completed within the last three (5) years prior to the deadline for the submission and receipt of bids." What is the exact number of years for the completed project, 3 years or 5 years?</p>	<p>15. Amendment on the Bid Data Sheet under ITB Clause 5.3 and Form 4 indicated in the bidding documents.</p> <p>ITB Clause 5.3</p> <p>From:</p> <ul style="list-style-type: none"> b. Completed within the last three (5) years prior to the deadline for the submission and receipt of bids.

	<p>To: b. Completed within the last five (5) years prior to the deadline for the submission and receipt of bids.</p> <p>Form 4</p> <p>From: STATEMENT OF SINGLE COMPLETED CONTRACT (GOVERNMENT OR PRIVATE), OF SIMILAR NATURE WITHIN THE LAST THREE (3) YEARS EQUIVALENT TO AT LEAST FIFTY PERCENT (50%) OF THE TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC) OF ALL THE LOTS BEING BID</p> <p>To: STATEMENT OF SINGLE COMPLETED CONTRACT (GOVERNMENT OR PRIVATE), OF SIMILAR NATURE WITHIN THE LAST FIVE (5) YEARS EQUIVALENT TO AT LEAST FIFTY PERCENT (50%) OF THE TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC) OF ALL THE LOTS BEING BID</p>
<p>16. For the naming of the tabs, do we need to follow the tabbing number? (e.g. Tab 1, Tab 2, etc) or do we need to name the tabs based on their content? (e.g. Omnibus Sworn Statement, NFCC, etc.).</p>	<p>16. Use Tab Number</p>
<p>17. Do you require the Omnibus Sworn Statement to be under a Company's Letterhead just like the other forms?</p>	<p>17. Company letter head is optional for Omnibus Sworn Statement.</p>
<p>18. How do we fill-out the lower part of the Form 2-A Secretary's certificate boxes for "acting"? Do we need to put (✓) or (x), or shaded with black ink to denote if its singly, jointly or any?</p>	<p>18. Either a check or "x" mark will do as long as the applicable option is selected.</p>
<p>19. Do you have a ready format or form as well for the schedule of requirements? Or we just need to print page 26 Section VI. Schedule of Requirements and have it acknowledged and signed by our authorized signatory?</p>	<p>19. Signify conformity to Technical Specifications by signing in the box provided for in every page of the Terms of Reference under Form 8 of the Bidding Documents (not in the Schedule of Requirements).</p>
<p>20. For the Secretary's Certificate Format, is it possible to add additional paragraph or sentences wherein we can put restriction or not giving</p>	<p>20. Secretary's Certificate may be customized to be more specific on the authorities given to each signatory depending on the delegated authority approved the Company's Board of Directors. Please</p>

<p>authority to authorize some of the appointed being listed to enter or to sign into any contract wherein they can only authorized or allowed to prepare and sign all the necessary bidding document requirements?</p>	<p>ensure that the said authorities as specified are consistently applied and followed in the preparation and signing of Bidding Documents and proceedings to avoid any technicality.</p>
<p>21. Amendment on the approved Terms of Reference.</p>	<p>21. Please see attached Annex A</p>

For the guidance and information of all concerned.

REGIONAL BIDS AND AWARDS COMMITTEE FOR CENTRAL LUZON



ANNEX A

TERMS OF REFERENCE

PROJECT: SUPPLY, DELIVERY, INSTALLATION AND TESTING OF TEN (10) UNITS BIOMETRIC DOOR ACCESS SYSTEM (FOR VAULT’S SECONDARY STEEL DOOR) FOR TEN (10) WARD BRANCHES OF DBP BRANCH BANKING GROUP - CENTRAL LUZON (BBG-CL)

I. APPROVED BUDGET FOR THE CONTRACT (ABC):

TWO MILLION FIVE HUNDRED THOUSAND PESOS (₱2,500,000.00), inclusive of all applicable government taxes

II. REQUIREMENTS

A. TECHNICAL SPECIFICATIONS

QUANTITY	DESCRIPTION
10 UNITS	Fingerprint and Proximity Reader with 3.5 inch TFT LCD Fingerprint Template: 8000; Transaction Capacity: 200,000; Communication Interface: RS232/485, TCP/IP, USB host and client (In and Out capability)
10 LOTS	Single Door Electromagnetic lock, 600 lbs
10 LOTS	LZ Brackets 600 lbs
10 PCS	U-bracket
10 UNITS	Stainless Steel Exit Buttons
10 SETS	PC Server Intel Core i5 3 rd Gen Process with at least 4GB RAM, 1 TB Disk SATA, Windows 8 Pro 64 Bit
10 UNITS	22" LED monitor Full HD Resolution
10 UNITS	UPS 625VA
10 UNITS	12V/3A Power Supply with back-up battery
10 PCS	Proximity card
10 LOTS	Installation Cost includes – pipes, cables and other accessories
10 LOTS	Testing and Commissioning

B. ADDITIONAL REQUIREMENTS:

- Approved cable and conduit shall be compliant with the Philippine Electrical Code:
 - Outlet: 3 – prong
 - Wire: 3.5mm sq. {2- Line to Line (Blue and Black) & 1 Neutral (Green)}
 - Communication Cable: Cat 5e
- The following civil works included in the bidders’ scope of work (as applicable) subject to approval by DBP branch representative and provided same will not affect the structure of the building:
 - Concrete Cutting;
 - Trenching;
 - Borings and Restorations;
 - Welding works inside the vault; and
 - Restoration

Conforme:

Bidder’s Company Name

Name & Signature of Authorized Representative

Designation

Date

C. DELIVERY PERIOD

Complete installation to all specified branches within **sixty (60) calendar days** upon receipt of **Purchase Order (PO) / Notice to Proceed (NTP)**.

D. MANNER OF DELIVERY

Winning Bidder shall handle freight costs from its Sales Office to the following BBG-CL Branches:

Branch	Address
Balanga	: Capitol Drive, Brgy. Tenejero, Balanga City, Bataan (new location)
Baler	: National Highway, Brgy. Suklayin, Baler, Aurora
Cabanatuan	: Burgos Ave. cor. Gabaldon St. Cabanatuan City, Nueva Ecija
Clark	: Pavilion I Berthaphil III Clark Center J. Abad Santos Ave., Clark Freeport Zone
Guagua	: Mary the Queen Bldg. San Matias, Guagua, Pampanga
Malolos	: Paseo del Congreso, Brgy. Catmon, City of Malolos, Bulacan
Palayan	: Provincial Capitol Compound, Brgy. Singalat, Palayan City, Nueva Ecija
San Fernando Pampanga	: Ground Floor Doña Isa-Fel Bldg. Dolores, City of San Fernando, Pampanga
Tarlac	: Macabulos Drive, San Roque, Tarlac City, Tarlac
Valenzuela	: 253A McArthur Highway, Karuhatan, Valenzuela City

E. LIQUIDATED DAMAGES

If the Winning Bidder fails to satisfactorily deliver any or all of the Goods within the period specified in the Contract inclusive of duly granted time extensions if any, the Procuring Entity shall, without prejudice to its other remedies under the Contract and under the applicable law, deduct from the Contract Price, as liquidated damages, the applicable rate of one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay until actual delivery or performance. The maximum deduction shall be ten percent (10%) of the amount of contract. Once the maximum is reached amount of liquidated damages reaches ten percent (10%), the Procuring Entity may rescind or terminate the Contract, without prejudice to other courses of action and remedies open to it.

III. PAYMENT

1. Payment shall be processed only upon issuance of Certificate of Satisfactory Test-run by the Ten (10) BBG-CL Branches and Certificate of Acceptance by DBP BBG-CL, which will be based on the completion of all deliverables, to be credited to the Winning Bidder's DBP deposit account.
2. The Winning Bidder shall open an account with DBP upon receipt of Notice of Award (if no existing account yet).
3. To issue duly signed Individual Delivery Receipts by identified branches per item II.C herein upon delivery and Single Official Receipt upon full payment.

IV. RETENTION MONEY

The obligation for one (1) year warranty (reckoned from the date of acceptance) shall be covered by either retention money or a special bank-guarantee equivalent to five percent (5%) of the total contract amount.

V. PERFORMANCE SECURITY

To guarantee the faithful performance of obligations, the winning bidder is required to post within ten (10) calendar days from receipt of Notice of Award, a performance security in any of the following forms and percentages:

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

FORMS OF PERFORMANCE SECURITY	MINIMUM % OF CONTRACT PRICE
Cash, Cashier's/Manager's Check issued by a Universal or Commercial Bank	Five Percent (5%)
Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank; provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	
Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty Percent (30%)

VI. DOCUMENTARY REQUIREMENTS FOR THE BID OPENING

1. Bidders must have completed a single contract of similar nature within the last five (5) years, equivalent to at least fifty percent (50%) of the ABC of this project. "Similar Contract" shall mean supply, delivery, installation, and testing of Biometric Access System.
2. Technical Data Sheet/Brochure of the brand/model being offered.

VII. CONDITION OF THE CONTRACT

1. The Winning Bidder shall ensure that the items delivered are in accordance with the approved Specifications. DBP may terminate/cancel the Purchase Order/Notice to Proceed when the Winning Bidder fails to deliver, perform and comply with its obligation as required in the contract.
2. The Winning Bidder, in consideration of the payment to be made by DBP of the sum of money hereinafter specified, binds itself to pay, furnish and complete any and all necessary permits, materials, labor, tools, equipment, supplies, utilities, transportation, superintendence, supervision and other facilities for the satisfactory performance for the supply and delivery at the specified DBP branches.
3. DBP shall be free from any kind of claims, damages, liabilities or course of action in the event the Winning Bidder violates any terms and conditions hereof, including any and all liabilities arising from the Winning Bidder's non-compliance with the requirements of the Workmen's Compensation, Social Security and other labor laws.
4. The Winning Bidder shall hold all the obligations, duties and responsibilities necessary to the successful completion of the contract assigned to or be undertaken by the Winning Bidder, including all labor, materials, equipment and services, other incidentals and furnishings thereof in accordance with the specifications and all addenda prepared by DBP.
5. The Winning Bidder must provide technical training and operating manuals to at least two (2) representatives of each of the branches specified which includes technical know-how on the use of the equipment as well as emergency operation of the equipment within one (1) banking day upon the completion of the project.
6. The Winning Bidder shall comply the following:
 - COVID-19 protocols inside DBP premises.
 - Conduct inspection and verify actual measurements on site of installation.
 - Ensure that all work areas will be cleaned at the end of each workday and debris must be properly disposed.

VIII. WARRANTY PERIOD MUST BE COVERED BY CERTIFICATE:

One year warranty on parts upon final acceptance of the project. If ever the unit developed trouble and or malfunction within the warranty period, the same shall be subject to repairs/parts, replace free of charge and its warranty will be extended until such time the Winning Bidder completed repair.

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

The winning bidder shall warrant that the goods subject of the Purchase Order/Notice to Proceed is free from latent defects which are not apparent during the inspection and testing periods.

In case of defects or related quality concerns within one (1) year from delivery and acceptance, winning bidder shall be required to replace the component with a new component with the same brand and model.

Warranty Card / Certificate and Manual/Brochure to be provided to specified branches.

Conforme:
_____ Bidder's Company Name
_____ Name & Signature of Authorized Representative
_____ Designation
_____ Date