



INVITATION FOR NEGOTIATION

13 November 2025

Attention : **ALL PROSPECTIVE PROVIDERS**

Subject : **TECHNICAL UPGRADE OF ORACLE FORMS AND REPORTS WITH ANALYTICS PUBLISHER INCLUDING MIGRATION OF GL REPORTS, REFERENCE NO. N-G-2025-01**

Gentlemen:

After two (2) failed biddings, we are inviting interested parties for a Negotiated Procurement for the above-cited subject pursuant to Section 35.1 of RA12009 and its Implementing Rules and Regulations.

The Approved Budget for the Contract (ABC) is **Twenty-Three Million Pesos (PhP 23,000,000.00)**, inclusive of all applicable taxes. Implementation of the project shall be completed within thirty-four (34) weeks from the receipt of the Notice to Proceed (NTP), contingent upon the delivery, complete installation, and configuration of the ongoing ExaCC project for the Bank's General Ledger (GL) system, or provision/availability of an Oracle Database

The **Schedule of Negotiation Activities** shall be as follows:

ACTIVITIES	TIME	VENUE
Pre-Negotiation Conference	19 November 2025 (Wednesday) 10:15 AM	6/F BAC Conference Room, DBP Head Office, Makati City
Submission of Eligibility, Technical and Financial Documents*	26 November 2025 (Wednesday) <u>ON OR BEFORE 9:00 AM</u>	6/F BAC Secretariat DBP Head Office, Makati City
Opening of Eligibility, Technical and Financial Documents	26 November 2025 (Wednesday) 9:30 AM	6/F BAC Conference Room, DBP Head Office, Makati City

****Late submission shall not be accepted***

We have attached the Checklist of Requirements and the negotiation forms which may be submitted as follows:

- a) Physical/manual submission must include three (3) sets of copies of documents labeled as "ORIGINAL", "COPY 1" and "COPY 2"; or

- b) Electronic proposals shall only be submitted through Microsoft OneDrive, as the official electronic/online submission facility of the Bids and Awards Committee (BAC). Solutions Providers shall inform and coordinate with the BAC Secretariat (bacsecretariat@dbp.ph) of their intent to submit their bids online at least one (1) day before the scheduled deadline of submission. **Bids submitted online which are not password-protected shall be rejected.**

Solutions Providers may attend the Pre-Negotiation Conference and the Opening of Proposals through videoconference via Zoom meeting. Providers who wish to attend/participate via Zoom meeting must coordinate with the BAC Secretariat through email at least one (1) day before the scheduled activity and provide their contact information (i.e., name of company, name of representative, email address, mobile number).

The Bids and Awards Committee (BAC) shall check the completeness of the documents submitted during the opening of eligibility and technical documents using the non-discretionary pass/fail criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009. Only those who submitted the complete documents shall be considered for evaluation starting with the lowest financial quotation.

Contract shall follow the standard General Provision and Special Conditions of the Contract based on the latest standard bidding documents of the IRR of RA12009.

For inquires and other concerns relative to the project, please call our BAC Secretariat at:

Trunkline: (+632) 8818-9511 to 20 local 2610 or 2606

Telefax: (+632) 8812-5702; Email: bacsecretariat@dbp.ph

Thank you and we look forward to your active participation in this undertaking.

(SIGNED)

The DBP Bids and Awards Committee

**TECHNICAL UPGRADE OF THE ORACLE FORMS AND REPORTS (OFR) WITH ORACLE
ANALYTICS PUBLISHER AND MIGRATION OF CURRENT GENERAL LEDGER (GL)
REPORTS OF THE DEVELOPMENT BANK OF THE PHILIPPINES
Bid Reference No. N-G-2025-01**

TRANSMITTAL FORM

CHECKLIST OF REQUIREMENTS FOR SERVICE PROVIDERS

Note: Please fill-out this form and submit directly to the BAC Secretariat outside of the sealed envelopes.

FOR MACHINE STAMP (OFFICIAL TIME) BY THE DBP BAC SECRETARIAT
Received:

Name of Bidder: _____

Complete Address: _____

Submitted by: _____

Landline: _____ Email: _____

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
LEGAL ELIGIBILITY DOCUMENTS	
TAB 1	<p>Joint Venture (JV) requirements:</p> <p>A. <u>If bidding as a formed JV:</u> Submit the valid, duly accomplished, signed and notarized JV Agreement (JVA). The JVA must specifically indicate among others, the following: the partner company that will represent the JV, the shareholdings of each partner company in the JV (to determine which partner company and its nationality has the controlling majority share), and the share of each partner company in the JV.</p> <p>Moreover, please note:</p> <p>i. <u>If the JV is incorporated or registered with the relevant government agency</u>, all documents listed in this checklist must be under the JV's name. The Certificate of PhilGEPS Registration in Platinum Membership must also be under the JV's name.</p> <p>ii. <u>If the JV is unincorporated</u>, the Certificate of PhilGEPS Registration in Platinum Membership shall be submitted by each of the JV partners, while submission of the technical and financial documents (Tab 4 onwards) by either one of the JV partners constitutes collective compliance.</p> <p>B. <u>If bidding as a JV that is yet to be formed:</u> Submit the duly notarized Agreement to Enter into Joint Venture or Protocol/Undertaking to Enter into a Joint Venture (Template per FORM 1).</p> <p><u>Additionally, each JV partner is required to submit its duly notarized Special Power of Attorney or Secretary's Certificate</u>, whichever is applicable, indicating therein the following:</p>

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
	<p>i. The designated/authorized representative who will sign the JVA or the Protocol/Undertaking to Enter into a JV.</p> <p>ii. That they are duly authorized to participate in the bidding as a JV.</p> <p>iii. The authorized Lead Company to represent the JV.</p> <p>iv. The person designated as the duly authorized representative of the corporation to the JV, sign the bid proposals/bidding documents, and sign the ensuing contract with DBP.</p> <p>Please likewise note:</p> <ul style="list-style-type: none"> • Refer to FORM 1-A for the template for Secretary's Certificate for the Lead Partner of the JV and FORM 1-B for the template for Secretary's Certificate for the Partner of the JV. • In case a JV partner is a sole proprietorship and proprietor opts to designate a representative, FORM 1-A or FORM 1-B shall be customized to include provisions such as the authority to sign the Protocol/Undertaking to Enter into a JV. • The Certificate of PhilGEPS Registration in Platinum Membership shall be submitted by each of the JV partners while submission of the technical and financial documents (Tab 4 onwards) by either one of the JV partners constitutes collective compliance.
TAB 2	<p>Proof of appointment or authority of bidder's representative, whichever is applicable:</p> <p>a. If the bidder is a <u>sole proprietorship</u> and opts to designate a representative: Duly notarized Special Power of Attorney (Template per FORM 2-A)</p> <p>b. If the bidder is a <u>corporation, partnership, cooperative, or joint venture</u>: Duly notarized Secretary's Certificate (Template per FORM 2-B)</p> <p>In case there are more than one appointed/designated representatives, bidders must fully accomplish the form and tick ONE of the provided checkboxes to identify if acting as "Any one of signatories", "All of the Signatories", or "Any (number) of the signatories".</p> <p><u>FAILURE TO TICK A CHECKBOX SHALL MEAN THAT ALL AUTHORIZED REPRESENTATIVES NAMED IN THE CERTIFICATE ARE SIGNING THE BIDDING FORMS.</u></p>
TAB 3	<p>Valid and updated Certificate of PhilGEPS Registration (Platinum Membership), in three (3) complete pages, including "Annex A" or the List of Class "A" Eligibility Documents.</p> <p><u>Only the valid and updated Certificate of PhilGEPS Registration (Platinum Membership) including the "Annex A" shall be accepted during the opening of bids. Expired Certificate or any of the eligibility documents listed in Annex "A" shall be a ground for disqualification of the bidder.</u></p> <p>Note: It is the obligation of the bidder to maintain its PhilGEPS registration and eligibility documents valid and updated in accordance with Section 20 of the IRR of RA 12009.</p>

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
TECHNICAL ELIGIBILITY DOCUMENTS	
TAB 4	<p>Statement of all ongoing government and private contracts (<u>including contracts awarded but not yet started</u>, if any), whether similar or not similar in nature and complexity to the procurement project being bid (Template per FORM 3), duly signed by the bidder's authorized representative. Include all ongoing contracts with DBP, if any.</p> <p>Note: Bidders with no ongoing government and private contracts are still required to submit FORM 3, indicate in the statement "NONE" to comply with the requirement. Bidders will be declared as "failed" if no document is submitted or if the document submitted is incomplete or patently insufficient (<i>per GPPB NPM 094-2013 dtd. 2013-12-19</i>).</p> <p><i>Copies of the NOA, contract, NTP, or equivalent document for each ongoing contract listed in the statement shall be required to be submitted as part of post-qualification of the bidder declared as the Lowest Calculated Bid.</i></p>
TAB 5	<p>Statement of single largest completed contract of similar nature (government or private contract) within the last five (5) years equivalent to at least fifty percent (50%) of the ABC (Template per FORM 4), duly signed by the bidder's authorized representative.</p> <p>Similar contract refers to delivery and implementation of Oracle application solution/system.</p> <p>The identified single largest completed contract must be supported by the following:</p> <p>a) <u>Notice of Award (NOA)</u>, OR <u>Notice to Proceed (NTP)</u>, OR <u>Contract</u>, OR <u>Purchase Order (PO)</u></p> <p>AND</p> <p>b) <u>Either one of the following documents</u>:</p> <ul style="list-style-type: none"> • Copy of <u>Certificate of Completion</u> or <u>Certificate of Acceptance</u> or <u>Certificate of Satisfactory Performance</u> issued by the bidder's client or copy of <u>Official Receipt/s</u> or <u>Sales Invoice/s</u> issued by the bidder to the client (ORs/SIs must sum up to the full amount of total contract price of completed project).
FINANCIAL ELIGIBILITY DOCUMENTS	
TAB 6	<p>Completely accomplished computation of Net Financial Contracting Capacity (NFCC), which must be at least equal to the ABC (Template per FORM 5), duly signed by the bidder's authorized representative.</p> <p>Notes:</p> <ol style="list-style-type: none"> 1) The values of the bidder's current assets and current liabilities shall be based on the AFS submitted to BIR for CY 2024. 2) The value of the NFCC must be at least equal to the ABC of this project. 3) In case of Joint Venture, the partner submitting the NFCC shall likewise submit its Statement of All Ongoing Contracts and the latest Audited Financial Statements.

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
	Bidders may submit a committed Line of Credit (LOC) in lieu of the NFCC computation. <u>If opting to submit a committed LOC, it must be at least equal to ten percent (10%) of the ABC to be bid.</u> If committed LOC is issued by a foreign universal or commercial bank, it shall be confirmed or authenticated by a local universal or commercial bank.
TECHNICAL COMPONENT	
TAB 7	Accomplished Omnibus Sworn Statement, with eleven (11) statements/provisions, (Template per FORM 6), duly signed by the bidder's authorized representative and notarized.
TAB 8	Accomplished Data Privacy Consent Form per FORM 7 , duly signed by the bidder's authorized representative.
TAB 9	Accomplished/conformed Technical Specifications per FORM 8 duly signed by the bidder's authorized representative. <u>Bidders must state either "Comply" or "Not Comply" on each page of the Technical Specifications AND sign on each page as conformance.</u>
TAB 10	Valid certification or proof of accreditation certifying the following: 1. The bidder is an authorized distributor or reseller of Oracle Corporation. 2. The bidder is a service provider of Oracle Corporation.
TAB 11	List of Project Team members to be assigned to the project if awarded the contract, signed by the bidder's authorized representative. The Project Team should consist of the following: 1. At least one (1) Project Manager who will provide direction, expertise, and client support on matters related to Oracle Forms and Reports. 2. One (1) Technical Expert who will perform the migration, upgrading, recompilation, and conversion of current GL Reports Application.
TAB 12	Documents for the Project Manager (PM): Curriculum Vitae or resumé, which should indicate the following: a. One (1) year of Oracle Forms and Reports PM experience b. One (1) completed project as PM involving Oracle Forms and Reports
TAB 13	Documents for the Technical Expert (TE): Curriculum Vitae or resumé, which should indicate the following: a. Two (2) years of Oracle Forms and Reports TE experience b. One (1) completed project as TE involving Oracle Forms and Reports

Item	SECOND ENVELOPE: FINANCIAL PROPOSAL (DULY SEALED AND MARKED)
TAB 1	<p>Duly accomplished Financial Proposal Form (<i>Template per FORM 9</i>), duly signed by the bidder's authorized representative.</p> <p>Note: Bid shall not exceed the ABC of PhP 23,000,000.00 (inclusive of taxes.)</p>
TAB 2	<p>Detailed Financial Proposal/Price Schedule duly signed by the bidder's authorized representative. Bidders shall use either FORM 10-A or FORM 10-B as template.</p> <p>The total detailed bid must not exceed the ABC and must be consistent with the financial bid per TAB 1.</p>

**PROTOCOL/UNDERTAKING TO ENTER
INTO A JOINT VENTURE**

KNOW ALL MEN BY THESE PRESENTS:

This Protocol/Undertaking to Enter into a Joint Venture "Undertaking" is made and executed by:

(Name of the Bidder/Potential JV Partner No. 1), a (Choose one, delete the others:) sole proprietorship/partnership/corporation duly organized and existing under Philippine laws, with principal office address at (Complete Address), represented by its (Position of the Representative), (Name of the Authorized Representative as appointed through the Secretary's Certificate).

- and -

(Name of the Bidder/Potential JV Partner No. 2), a (Choose one, delete the others:) sole proprietorship/partnership/corporation duly organized and existing under Philippine laws, with principal office address at (Complete Address), represented by its (Position of the Representative), (Name of the Authorized Representative as appointed through the Secretary's Certificate).

herein referred to collectively as the **"BIDDERS"**

- in favor of -

The **DEVELOPMENT BANK OF THE PHILIPPINES**, a financial institution created and operating pursuant to the provisions of Executive Order No. 81 dated December 3, 1986, otherwise known as the 1986 Revised Charter of the Development Bank of the Philippines, as amended by Republic Act No. 8523 dated February 14, 1998, with principal office at DBP Building, Sen. Gil J. Puyat Avenue, Makati City, Philippines, and herein referred to as **"DBP"** or the **"PROCURING ENTITY"**.

WITNESSETH:

WHEREAS, the **BIDDERS** desire to form and participate as a JOINT VENTURE ("JV") in the public bidding that will be conducted by the Development Bank of the Philippines pursuant to Republic Act No. 12009 (RA 12009) and its Implementing Rules and Regulations (IRR), with the following particulars:

Bid Reference No.:	
Title of Procurement Project:	
Approved Budget for the Contract:	

FORM 1 (page 2 of 4)

WHEREAS, as of the date of submission of the bid for the above-mentioned procurement project of **DBP**, the **BIDDERS** have not executed or entered into a Joint Venture Agreement;

WHEREAS, pursuant to Section 52.2 of the IRR of RA 12009, bidders that desire to participate in the bidding project as a Joint Venture, are required to submit a valid Joint Venture Agreement ("JVA"). In the absence thereof, duly notarized statements from all the potential JV partners stating therein that they will enter into and abide by the provisions of the JVA in the event that the bid is successful and failure to enter into a joint venture within ten (10) calendar days after receipt of the Notice of Award shall be a ground for the forfeiture of the bid security;

NOW, THEREFORE, for and in consideration of the foregoing premises, the **BIDDERS**, hereby undertake in favor of the **PROCURING ENTITY**, as follows:

1. The **BIDDERS** shall enter into a JOINT VENTURE and sign and execute a Joint Venture Agreement and abide by its provisions in the event that the bid is successful in the above-mentioned procurement project of **DBP**.
2. The **BIDDERS** shall furnish **DBP**, through its Bids and Awards Committee (BAC) Secretariat, a duly signed and notarized copy of the JVA within ten (10) calendar days from receipt of the Notice from the DBP-BAC that the **BIDDERS** were declared as the Lowest Calculated and Responsive Bidder (LCRB) or Highest Rated and Responsive Bidder (HRRB), as the case may be.
3. For the purpose of executing and performing all acts necessary in order to participate in this bidding project, the following shall be the authorized representative of the **BIDDERS** or the JV to be formed as supported by the **BIDDER'S** respective Secretary's Certificate:¹

Name	Company and Position	Specimen Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____

acting in this manner²:

1. ☐ Any one (1) of the above signatories
2. ☐ All of the above signatories
3. ☐ Any (state the number) of the above signatories (in case the Board opts to have joint signing from designated representatives, i.e. any 2 jointly signing out of 3)

¹ Names and acting authority should correspond to that stated in the supporting Secretary's Certificate for both corporations. Each partner's Secretary's Certificate must state the authorized representative to sign the protocol to form a joint venture.

² Failure to indicate the manner of authority or to indicate the number in the third option shall mean that **ALL** authorized signatories are signing the bid documents.

FORM 1 (page 3 of 4)

4. The **BIDDERS** shall indicate in the Joint Venture Agreement the following provisions, among others:
 - a. The JV Partners agree to be bound **jointly and severally** under the Joint Venture Agreement in relation to this bid project and the contract to be entered into with DBP;
 - b. The shareholdings and contribution of each JV Partner to the Joint Venture (with percentages [%]);
 - c. The Lead Partner Company of the JV is _____ and the authorized representative of the JV from Lead Partner Company bidding is _____;
 - d. The Lead Company/JV Partner which shall be authorized to represent the JV in connection with this bid project specifying therein that the said lead company and the designated representative is duly authorized:
 - i) to execute the contract to be entered into by and between the JV and DBP **as indicated in Item No. 3 above**; and
 - ii) to issue the billing, sales invoice and receive any and all payments from DBP on behalf of the JV as well as the issuance of the corresponding official receipt.
 - e. The manner of management.
5. The **BIDDERS** further undertake that they shall comply with the 2016 IRR of RA 9184 or the Government Procurement Reform Act, and all other prevailing/applicable laws, as well as the policies of **DBP**.
6. The **BIDDERS** hereby acknowledge that pursuant to relevant provisions of the 2016 Revised IRR of RA 9184, failure on the part of the **BIDDERS** to enter into the Joint Venture, execute/sign a Joint Venture Agreement, and furnish DBP a notarized copy thereof within the period specified above after a Notice of Award was duly issued by DBP, for any reason, shall be a ground for non-issuance of the Notice to Proceed, forfeiture of the bid security and such other administrative and/or civil liabilities imposed under RA 9184 and its Revised IRR, GPPB Resolutions and Issuances, without liability on the part of DBP.
7. The **BIDDERS** further acknowledge that in relation to this bidding project and Undertaking, notice to one of the **BIDDERS**/Potential JV Partners is deemed notice to all **BIDDERS**.

FORM 1 (page 4 of 4)

IN WITNESS WHEREOF, the **BIDDERS** have caused these presents to be signed at (Place of Signing), Philippines this (Date of Signing).

BIDDERS:

(Name of JV Partner No. 1)

(Name of JV Partner No. 2)

By:

By:

(Name and Position of the Authorized
Signatory of JV Partner No. 1)

(Name and Position of the Authorized
Signatory of JV Partner No. 2)

Per Secretary's Certificate dated _____

Per Secretary's Certificate dated _____

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
MAKATI CITY) SS.

BEFORE ME, this ____ day of _____ personally appeared:

Name	Competent Evidence of Identity	Place/Date Issued

known to me and to me known to be the same person/s who executed the foregoing instrument and who acknowledged to me that the same is his/her free and voluntary act and deed. This instrument, which consists of _____ () pages, refers to a Protocol/Undertaking to Enter into a Joint Venture and signed by the Bidders and their instrumental witnesses on each and every page thereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my notarial seal at the place and on the date first above written.

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of 20____.

acting in this manner⁴:

1. ☐ Any one (1) of the above signatories
2. ☐ All of the above signatories
3. ☐ Any (state the number) of the above signatories (in case the Board opts to have joint signing from designated representatives, i.e. any 2 jointly signing out of 3)

RESOLVED FURTHER that, the _____ (*Name of the Corporation*) :

- (1) Submits itself to the jurisdiction of the Philippine government and waives its right to question the jurisdiction of the Philippine courts; and
- (2) Shall neither seek nor obtain writs of injunction or prohibition or restraining order against the DBP or any other agency in connection with this project to prevent and restrain the bidding procedures related thereto, the negotiating of the award of a contract to a successful bidder, and the carrying out of the awarded contract.

RESOLVED FINALLY that, the foregoing authorities shall remain in full force and effect and binding on the Corporation until notice in writing is received by DBP, revoking, amending, or otherwise modifying the same.”

The undersigned also certifies that _____ (*Name of the Corporation's Signatory to the JVA*) has been previously and duly authorized by the Board of the Directors thru Board Resolution No. ____, Series of ____ (*Indicate the Board Resolution authorizing the Representative of the Corporation as Signatory to the JVA*) to sign the JVA for and in behalf of the Corporation.

The undersigned further certifies that the foregoing resolutions have not been revoked, amended, or otherwise modified, and remain valid and subsisting.

The foregoing excerpts of the minutes of the Board meeting are true and correct and in accordance with the corporate records under my custody and are consistent with the Articles of Incorporation and By-laws of the Corporation.

IN WITNESS WHEREOF, I have hereunto affixed my signature on this ____ day of _____,
20__ at _____.

Corporate Secretary

4 Failure to indicate the manner of authority or to indicate the number in the third option shall mean that **ALL** authorized signatories **must sign** the bid documents.

FORM 1-A (page 3 of 3)

SUBSCRIBED AND SWORN to before me, this day of , 20 at , affiant exhibiting to me his/her
Competent Evidence of Identity issued on _____ at _____.

NOTARY PUBLIC

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

For the Partner of JV (Corporation)

REPUBLIC OF THE PHILIPPINES)
) SS.

SECRETARY'S CERTIFICATE

I, _____ (*Name of the Corporate Secretary*), the Corporate Secretary of the _____ (*Name of the Corporation*), a corporation duly organized and existing under and by virtue of the laws of the Philippines with principal office at _____ (*Address of the Corporation*) **(the "Corporation")**, after having been duly sworn according to law, do hereby certify that at the meeting of the Board of Directors of the said Corporation duly convened and held on _____ (*Date of the meeting*) at _____ (*Place of the meeting*) at which a quorum was present and acted throughout, the following resolutions were unanimously approved and adopted through **Board Resolution No. ____** (*Indicate Board Resolution No.*), **Series of 20__**:

RESOLVED, that the Corporation is hereby authorized to enter into a Joint Venter Agreement, **as Partner of the JV**, to participate in the bidding of _____ (*Name of the Project and Bid Reference No.*) of the Development Bank of the Philippines ("DBP" or the "Procuring Entity") as a Joint Venture ("JV") with _____ (*Name of the Joint Venture Partner*), hereinafter referred to as the "**JV**" pursuant to the terms and conditions of the Joint Venture Agreement ("JVA");

PARTNER: _____ (NAME OF CORPORATION)

RESOLVED ALSO, that in connection with the said bidding, the following is/are hereby appointed and designated as the duly authorized representative/s of the corporation of the **JV**, **to sign the Protocol/ Undertaking to Enter into A Joint Venture, the Joint Venture Agreement if Awarded the Contract, and as Partner of the said JV**, granted with full power and authority to do, execute and perform any and all acts necessary and/or to represent the **JV** to participate in the bidding of the above-mentioned project which includes to sign for and in behalf of the **JV** all bid documents, submit the bid, and to sign contracts, agreements, instruments, statements, reports, and other documents pertaining to the bidding including the ensuing contract with DBP and all other documents, as may be required:

Name ⁵	Position	Specimen Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____

⁵Both Corporations should designate the same representative/s to sign the bidding documents and the contract, if awarded the project subject of the bidding. The name must be consistent with the authorized representative as indicated in the Joint Venture Agreement.

acting in this manner⁶:

1. ☐ Any one (1) of the above signatories
2. ☐ All of the above signatories
3. ☐ Any (state the number) of the above signatories (in case the Board opts to have joint signing from designated representatives, i.e. any 2 jointly signing out of 3)

RESOLVED FURTHER that, the (Name of the Corporation):

- (1) Submits itself to the jurisdiction of the Philippine government and waives its right to question the jurisdiction of the Philippine courts; and
- (2) Shall neither seek nor obtain writs of injunction or prohibition or restraining order against the DBP or any other agency in connection with this project to prevent and restrain the bidding procedures related thereto, the negotiating of the award of a contract to a successful bidder, and the carrying out of the awarded contract.

RESOLVED FINALLY that, the foregoing authorities shall remain in full force and effect and binding on the Corporation until notice in writing is received by DBP, revoking, amending, or otherwise modifying the same."

The undersigned also certifies that (Name of the Corporation's Signatory to the JVA) has been previously and duly authorized by the Board of the Directors thru Board Resolution No. ____, Series of ____ (Indicate the Board Resolution authorizing the Representative of the Corporation as Signatory to the JVA) to sign the JVA for and in behalf of the Corporation.

The undersigned further certifies that the foregoing resolutions have not been revoked, amended, or otherwise modified, and remain valid and subsisting.

The foregoing excerpts of the minutes of the Board meeting are true and correct and in accordance with the corporate records under my custody and are consistent with the Articles of Incorporation and By-laws of the Corporation.

IN WITNESS WHEREOF, I have hereunto affixed my signature on this ____ day of _____, 20__ at _____.

Corporate Secretary

⁶ Failure to indicate the manner of authority or to indicate the number in the third option shall mean that **ALL** authorized signatories **must sign** the bid documents.

FORM 1-B (page 3 of 3)

SUBSCRIBED AND SWORN to before me, this day of , 20 at , affiant exhibiting to me his/her
Competent Evidence of Identity issued on _____ at _____.

NOTARY PUBLIC

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

(For Sole Proprietorships)

(use Service Provider's Official Letterhead)

SPECIAL POWER OF ATTORNEY

I, _____ (*Name of Principal/Proprietor/Owner*), Filipino, of legal age, doing business under the trade name and style of "_____" (*Name of Business/Company*), duly organized and existing under Philippine laws, with principal office address at _____ (*Business Address*) hereby name, constitute, and appoint _____ (*Name of Attorney-in-Fact*) as my authorized representative and attorney-in-fact to do, execute, and perform any and all acts necessary to participate, submit bids, sign and execute documents and instruments, including the Bid Securing Declaration and/or to represent me in any and all bidding proceedings conducted by the Development Bank of the Philippines for the Bid Project _____ (*Bid Project Title and Bid Reference No.*):

I hereby grant, unto my said attorney-in-fact, full power and authority, to do, execute and perform all acts necessary or proper to render effective the power above-stated, as fully and effectively as I might or could lawfully do if personally present, and hereby ratifying and confirming all that my said attorney-in-fact shall do with full power of substitution and hereby further confirms all that said representative shall lawfully do or cause to be done by virtue hereof.

IN WITNESS WHEREOF, I have hereunto affixed my signature on this ____ day of _____, 20__ at _____.

Affiant/Principal

Attorney-in-Fact

Signed in the Presence of:

Witness

Witness

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
) SS.

BEFORE ME, a Notary Public for and in the (Province/City/Municipality) of _____, personally appeared _____ with Identification No. _____ issued on _____ at _____, known to me and to me known to be the same person who executed the foregoing instrument which he/she acknowledged to me to be his/her free and voluntary act and deed, consisting of only _____ (____) page/s, including this page in which this Acknowledgement is written, duly signed by him/her and his/her instrumental witnesses on each and every page hereof.

WITNESS MY HAND AND SEAL this _____ at _____, Philippines.

NOTARY PUBLIC

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

*(NOTE: USE THIS FORM **ONLY** IF THE REGISTERED PROPRIETOR OPTS TO AUTHORIZE ANOTHER PERSON TO REPRESENT HER/HIM TO DO, EXECUTE, AND PERFORM ANY AND ALL ACTS NECESSARY IN ORDER TO PARTICIPATE, SUBMIT BIDS, SIGN AND EXECUTE DOCUMENTS PERTAINING TO THE BID PROJECT.)*

(For Corporations, Partnerships, or Cooperatives)

(use Service Provider's Official Letterhead)

REPUBLIC OF THE PHILIPPINES)
) S.S.

SECRETARY'S CERTIFICATE

I, _____ (Name of the Corporate Secretary), the Corporate Secretary of the _____ (Name of the Corporation), a corporation duly organized and existing under and by virtue of the laws of the Philippines with principal office at _____ (Address of the Corporation) (the "Corporation"), after having been duly sworn according to law, do hereby certify that at the meeting of the Board of Directors of the said Corporation duly convened and held on _____ (Date of the meeting) at _____ (Place of the meeting) at which a quorum was present and acted throughout, the following resolutions were unanimously approved and adopted through **Board Resolution No. _____** (Indicate Board Resolution No.), **Series of 20__**:

RESOLVED, that the Corporation is hereby authorized to participate in the bidding of _____ (Bid Project Title and Bid Reference No.) of the Development Bank of the Philippines ("DBP" or the "Procuring Entity") and if awarded the project shall enter into contract with DBP;

RESOLVED, that in connection with the said bidding, the following is/are hereby appointed and designated as the duly authorized representative/s of the **Corporation**, granted with full power and authority to do, execute and perform any and all acts necessary and/or to represent the **Corporation** to participate in the bidding of the above-mentioned project which includes **to sign for and in behalf of the Corporation all bid documents, submit the bid**, and to sign contracts, agreements, instruments, statements, reports, and other documents pertaining to the bidding **including the ensuing contract with DBP** and all other documents, as may be required:

Name	Position	Specimen Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____

acting in this manner⁷:

1. ☐ Any one (1) of the above signatories
2. ☐ All of the above signatories
3. ☐ Any (state the number) of the above signatories *(in case the Board opts to have joint signing from designated representatives, i.e. any 2 jointly signing out of 3)*

RESOLVED FURTHER THAT, the _____ (Name of the Corporation):

- (1) Submits itself to the jurisdiction of the Philippine government and waives its right to question the jurisdiction of the Philippine courts; and
- (2) Shall neither seek nor obtain writs of injunction or prohibition or restraining order against the DBP or any other agency in connection with this project to prevent and restrain the bidding procedures related thereto, the negotiating of the award of a contract to a successful bidder, and the carrying out of the awarded contract.

RESOLVED FINALLY, that the foregoing authorities shall remain in full force and effect and binding on the Corporation until notice in writing is received by DBP, revoking, amending, or otherwise modifying the same."

The undersigned further certifies that the foregoing resolutions have not been revoked, amended, or otherwise modified, and remain valid and subsisting.

The foregoing excerpts of the minutes of the Board meeting are true and correct and in accordance with the corporate records under my custody and are consistent with the Articles of Incorporation and By-laws of the Corporation.

IN WITNESS WHEREOF, I have hereunto affixed my signature on this ____ day of _____, 20 ____ at _____.

Corporate Secretary

⁷ Failure to indicate the manner of authority or to indicate the number in the third option shall mean that **ALL** authorized signatories **must sign** the bid documents.

FORM 2-B (page 3 of 3)

SUBSCRIBED AND SWORN to before me, this day of , 20 at , affiant exhibiting to me his/her
Competent Evidence of Identity issued on _____ at _____.

NOTARY PUBLIC

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

(use Service Provider's Official Letterhead)

**TECHNICAL UPGRADE OF THE ORACLE FORMS AND REPORTS (OFR) WITH ORACLE
ANALYTICS PUBLISHER AND MIGRATION OF CURRENT GENERAL LEDGER (GL) REPORTS OF
THE DEVELOPMENT BANK OF THE PHILIPPINES
Bid Reference No. N-G-2025-01**

**STATEMENT OF ALL ONGOING GOVERNMENT & PRIVATE CONTRACTS INCLUDING
CONTRACTS AWARDED BUT NOT YET STARTED (if any) (whether similar or not similar in
nature)**

Business Name : _____

Business Address : _____

Name of Contract/ Project Cost	a) Owner's/ Client's Name b) Address c) Contact Person d) Contact Details (Telephone No. and Email Address)	Nature of Work	Bidder's Role		a) Date Awarde d b) Date Started c) Date of Comple tion	% of Accomplishme nt		Value of Outstandin g Works / Undelivere d Portion
			Description	%		Planne d	Actual	
Government Contracts								
Private Contracts								

Submitted by : _____
(Printed Name & Signature)

Designation : _____

Date : _____

(use Service Provider's Official Letterhead)

**TECHNICAL UPGRADE OF THE ORACLE FORMS AND REPORTS (OFR) WITH ORACLE
ANALYTICS PUBLISHER AND MIGRATION OF CURRENT GENERAL LEDGER (GL) REPORTS OF
THE DEVELOPMENT BANK OF THE PHILIPPINES
Bid Reference No. N-G-2025-01**

**STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT/S OF SIMILAR NATURE
(GOVERNMENT OR PRIVATE CONTRACT) WITHIN THE LAST FIVE (5) YEARS EQUIVALENT TO AT
LEAST FIFTY PERCENT (50%) OF THE ABC.**

Business Name : _____
Business Address : _____

Name of Contract	a) Client's Name b) Address c) Telephone Nos.	Nature of Work	Bidder's Role		a) Amount at Award b) Amount at Completion c) Duration	a) Date Awarded b) Contract Effectivity c) Date Completed
			Description	%		

IMPORTANT: Please attach the following supporting documents related to each listed completed similar contract:

Listed completed contracts must be supported by the following:

- 1) Notice of Award (NOA), **OR** Notice to Proceed (NTP), **OR** Contract/Purchase Order (PO)

AND

- 2) **Any one** of the following documents:

- 2.1) Copy of Certificate of Completion or Certificate of Acceptance or Certificate of Satisfactory Performance issued by the Service Provider's client;
- 2.2) Copy of Official Receipt/s or Sales Invoice/s issued by the Service Provider to the client (ORs/ SIs must sum up to the full amount of total contract price of completed project).

Submitted by : _____
(Printed Name & Signature)
Designation : _____
Date : _____

Note: Similar contract shall refer delivery and implementation of Oracle application solution/system.

(use Service Provider's Official Letterhead)

**TECHNICAL UPGRADE OF THE ORACLE FORMS AND REPORTS (OFR) WITH ORACLE
ANALYTICS PUBLISHER AND MIGRATION OF CURRENT GENERAL LEDGER (GL) REPORTS OF
THE DEVELOPMENT BANK OF THE PHILIPPINES
Bid Reference No. N-G-2025-01**

CERTIFICATE OF NET FINANCIAL CONTRACTING CAPACITY

The bidder must submit a computation of its Net Financial Contracting Capacity (NFCC), which must be at least equal to the ABC of the project to be bid, calculated as follows:

NFCC = [(Current assets minus current liabilities) **(15)**] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract to be bid.

The value of the bidder's current assets and current liabilities shall be based on the Audited Financial Statement, stamped "RECEIVED" by the Bureau of Internal Revenue or BIR authorized collecting agent, for the immediately preceding year and a certified copy of Schedule of Fixed Assets particularly the list of construction equipment.

Current Assets (Year 20__)	
Minus: Current Liabilities (Year 20__)	
<i>Sub-Total</i>	
Multiplied by 15	
<i>Sub-Total</i>	
Minus: Value of Outstanding Contracts (per FORM 3)	
TOTAL	

Submitted by:	
Name of Company/Bidder	
Name of Bidder's Authorized Representative	
Date	

Note: In case of Joint Venture, the partner responsible to submit the NFCC shall likewise submit the Statement of all its ongoing contracts and the latest EFPS Filed Audited Financial Statements

**TECHNICAL UPGRADE OF THE ORACLE FORMS AND REPORTS (OFR) WITH ORACLE
ANALYTICS PUBLISHER AND MIGRATION OF CURRENT GENERAL LEDGER (GL) REPORTS OF
THE DEVELOPMENT BANK OF THE PHILIPPINES
Bid Reference No. N-G-2025-01**

OMNIBUS SWORN STATEMENT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and with residence at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

If sole proprietorship: I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

If partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

2. *[Select one, delete the other:]*

If sole proprietorship: As the owner and sole proprietor or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Project Title]* of the *[Name of the Procuring Entity]* *[insert "as supported by the attached duly notarized Special Power of Attorney" for authorized representative]*;

If partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board; by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the others:]*

If sole proprietorship : The *[Name of Bidder]* and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project

FORM 6 (page 2 of 3)

Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

If partnership : The partnership itself and the partners of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

If cooperative: The cooperative itself and members of the board of directors, general manager, or chief executive officer of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

If corporation, or joint venture: The corporation or joint venture itself, and officers, directors, and controlling stockholders of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

7. It is understood that failure to faithfully disclose its relationship with the Head of the Procuring Entity, members of the BAC, the TWG, and the BAC Secretariat, the head of the PMO or the end-user unit or implementing unit, and the project consultants of the Procuring Entity, or of the procurement agent by consanguinity or affinity up to the third civil degree, as well as its submission of beneficial ownership information containing false entries shall be subject to blacklisting under Section 100 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009, without prejudice to criminal and civil liabilities under applicable laws, including their accessory penalties, if any.

[Select one, delete the rest:]

In case of corporations: *[Name of Bidder]* declares its beneficial ownership information consistent with its updated General Information Sheet or Beneficial Ownership Declaration Form or any other document duly submitted to the SEC and has maintained a valid and updated file therein in compliance with Sections 20.2.9.1, 81, and 82 of the IRR of RA No. 12009.

In case of Foreign Bidders: *[Name of Bidder]* submitted an appropriate equivalent document in English issued by the country of the bidder concerned in accordance with Section 20.2.9.2 of the IRR of RA No. 12009.

8. *[Name of Bidder]* complies with existing labor laws and standards; and
9. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:
- Carefully examine all of the Bidding Documents;
 - Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;

FORM 6 (page 3 of 3)

- c. Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquire or secure Supplemental Bid Bulletin(s) issued for the *[Project Title]*.
10. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
11. In case advance payment was made or given to *[Name of Bidder]*, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability under existing laws.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of ____, 20__ at _____, Philippines.

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]
[Affiant's Signature over Printed Name]
[Position/Designation]
[Date]

JURAT

SUBSCRIBED AND SWORN to before me this ____ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____.

WITNESS MY HAND AND SEAL this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Notarial Commission No. _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. __, *[date issued]*, *[place issued]*

IBP No. __, *[date issued]*, *[place issued]*

Doc. No. _____
Page No. _____
Book No. _____
Series of _____.

**TECHNICAL UPGRADE OF THE ORACLE FORMS AND REPORTS (OFR) WITH ORACLE
ANALYTICS PUBLISHER AND MIGRATION OF CURRENT GENERAL LEDGER (GL) REPORTS OF
THE DEVELOPMENT BANK OF THE PHILIPPINES
Bid Reference No. N-G-2025-01**



DEVELOPMENT BANK OF THE PHILIPPINES

PRIVACY CONSENT FORM
Bids/Procurement

Name of Project	
------------------------	--

I, _____ (Address) _____
(Contact Number) _____ (Email Address) _____ hereby authorize/consent to the processing of personal and other related business information which I voluntarily provided to the Development Bank of the Philippines (DBP) and understand, acknowledge and agree to the following specific purposes and terms:

I authorize DBP for processing¹ and using my personal and other related business information, including but not limited to my name, address, contact details, and any other relevant information necessary for the evaluation process.

I understand that appropriate security measures shall be implemented by DBP for the protection of my personal and other related business information and shall be treated confidentially. Similarly, such information shall only be disclosed to authorized personnel involved in the bids and awards process of DBP.

I acknowledge that my personal and other related business information may be retained by DBP for as long as deemed necessary to fulfill the purposes specified/stated in this consent form, or as required by applicable policies, laws or regulations.

I understand that I have the right to access and request correction of my personal and other related business information held by DBP to correct any error and inaccuracy, in accordance with applicable data privacy laws.

I understand that I have the right to withdraw my consent, and request DBP to stop the processing of my personal and business information which may cease/ terminate/ discontinue the evaluation and other related procurement processes.

I agree that any confidential information obtained during my participation in the bid and procurement procedures shall not be disclosed to any third party other than its intended purpose.

By signing below, I acknowledge that I have read and understood the terms and purposes of this consent form and agree to the processing of my personal and other related business information as described.

Signature over Printed Name

Date Signed

ADDITIONAL INFORMATION

For inquiries or complaints, you may contact the Development Bank of the Philippines (DBP), Attention to: the DBP Data Protection Officer or the DBP Customer Experience Management Department, Sen. Gil J. Puyat Ave. cor. Makati Ave., Makati City, Philippines, Telephone No. (02) 8818-9511 to 20/ (02) 8818-9611 to 20, email: info@dbp.ph.

¹PROCESSING - refers to any operation or any set of operations performed upon personal data including but not limited to, the collection, recording, organization, storage, updating or modification, retrieval, consultation, use, consolidation, blocking, erasure or destruction of data.

TECHNICAL SPECIFICATIONS/REQUIREMENT

Bidder's
Statement of
Compliance
Bidders must
state here
either
"Comply" or
"Not Comply"

**TECHNICAL UPGRADE OF THE ORACLE FORMS AND REPORTS
WITH ORACLE ANALYTICS PUBLISHER
AND MIGRATION OF CURRENT GL REPORTS APPLICATION
TECHNICAL SPECIFICATIONS**

I. TECHNICAL REQUEST

Technical upgrade of Oracle Forms and Reports (OFR) 6i to the latest available version with Oracle Analytics Publisher and migration, upgrading, recompilation, and conversion of the current GL Reports which will run using the Exadata Machine Cloud at Customer (ExaCC) server.

II. APPROVED BUDGET FOR CONTRACT (ABC)

Total Approved Budget for Contract (ABC) is TWENTY-THREE MILLION PESOS (P23,000,000.00) inclusive of all applicable government taxes chargeable to the approved IT Operational Expense of CY 2025.

III. TECHNICAL SPECIFICATIONS

1. The Bidder shall provide the latest available license for 150 named for Oracle Forms and Reports (OFR) and 50 named for Oracle Analytics Publisher.
2. The Bidder shall provide the Technical Services to perform the following:
 - a. Installation of the latest version of OFR with Oracle Analytics Publisher in the test environment with Oracle 19c database running in ExaCC server including appropriate Operating System to ensure proper licensing of Oracle products.
 - b. Low code with migration, upgrading, recompilation, and conversion of the current GL Reports Application developed using Oracle Forms and Reports 6i, as follows:

Application/Module Name	Reports	Forms
Ross GL Oracle Reports	179	57
DBP – New BSP Report (NBSPR)	5	8
GL	12	9
Total	196	74
Menu		6

- c. Assistance (bug fix, error correction) during User Acceptance Testing of the migrated, upgraded, recompiled, and converted, Oracle reports.
 - d. Guidance and onsite assistance to DBP Technical team during installation of OFR with Oracle Analytics Publisher including the migrated GL Reports and the licenses in the production and DR environments with Oracle 19c database running in ExaCC server based on the provided documentation.
3. The bidder shall provide its Project Team consisting of at least a Project Manager, a Technical Expert in OFR and the manufacturer/principal to perform the migration,

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

TECHNICAL SPECIFICATIONS/REQUIREMENT

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Compliance**
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state here
either
"Comply" or
"Not Comply"*

upgrading, recompilation, and conversion, of current GL Reports Application to ensure that the optimal approach in implementing the solution is followed.

4. The bidder shall submit the following documents:

- a. Work Breakdown Schedule, or its equivalent document which details the timeline of activities/deliverables to be accomplished at certain point, shall be submitted five (5) working days upon receipt of Notice of Proceed.
- b. Implementation Plan including Data Migration Strategy Plan, or its equivalent document, containing details pertaining to the upgrade and the recompilation and conversion of current GL Reports Application, shall be submitted five (5) working days upon receipt of the Notice to Proceed.
- c. Installation/Final Configuration Guide/Document, or its equivalent document shall be submitted five (5) working days before the installation of the OFR in the test environment.
- d. Business Continuity Plan (BCP) and Disaster Recovery Plan (DRP) to comply with the agreed SLA, shall be submitted five (5) working days before the installation of the OFR in the test environment.
- e. Paper Licenses for OFR and Oracle Analytics Publisher and Notice from Oracle, or equivalent documents shall be submitted two (2) weeks upon Notice to Proceed.
- f. System Quality Assurance Certificate or its equivalent document shall be submitted one (1) week before the start of User Acceptance Testing (UAT)
- g. Training/Knowledge Transfer Plan/Guide or equivalent documents and corresponding materials prior to scheduled knowledge transfer activities shall be submitted one (1) week after completion of the Production Acceptance Testing (PAT)
- h. Tax Clearance Certificate for Final Settlement of Government Contracts (TCFG) shall be submitted one (1) week after completion of the Production Acceptance Testing (PAT), in pursuant to relevant BIR Revenue Memorandum Order
- i. Copy of Certificates of Attendance on the Knowledge Transfer shall be submitted within five (5) working days after the conduct of training/knowledge transfer.

IV. DELIVERY PERIOD

Implementation of the Project shall be completed within thirty-four (34) weeks from the receipt of the Notice to Proceed, contingent upon the delivery, complete installation and configuration of the ongoing ExaCC project for the Bank's General Ledger (GL) System, or provision/availability of an Oracle Database, with following breakdown:

Duration	Activities
Within 2 weeks (upon issuance of Notice To Proceed	1. Delivery and activation of licenses for the Oracle Forms and Reports including Oracle Analytics Publisher
2 weeks delivery of licenses for the Oracle Forms and Reports including Oracle Analytics Publisher	2. Installation and upgrade of OFR in the test environment Installation and upgrade of OFR in the test environment including appropriate Operating System to ensure proper licensing of Oracle products

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

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14 weeks (upon completion of Activity 1)	3. Migration, upgrading, recompilation, and conversion of current Oracle reports in the test environment
4 weeks (upon completion of Activity 2)	4. User Acceptance Testing (UAT)
6 weeks (upon completion of Activity 3)	5. Guidance and assistance to DBP Technical Team for the following: <ul style="list-style-type: none"> • Installation of the latest version of OFR including Oracle Analytics Publisher in the production environment • Porting of migrated oracle reports in the production environment
6 weeks (upon completion of Activity 4)	6. Production Acceptance Testing (PAT)
	7. Training/Knowledge Transfer

The Notice To Proceed shall be in contingent with the commencement of the ExaCC project or provision/availability of an Oracle Database.

V. DELIVERY/INSTALLATION SITE

The application system must be delivered and installed at DBP Head Office Building, Makati Avenue corner Sen. Gil J. Puyat Avenue, Makati City.

VI. TRAINING/KNOWLEDGE TRANSFER

The bidder shall provide the following:

- a. Face-to-face Training/Knowledge Transfer for Two (2) batches, with a minimum of 10 pax, of at least one (1) day technical training/knowledge which must commence within five (5) working days upon issuance of Production Acceptance Test Certificate or as agreed by both parties, covering the following:
 - Installation/Configuration
 - Features
 - Operation
 - Administration
 - First Level Support
- b. Certificate of Attendance for all attendees within five (5) working days after the conduct of training/knowledge transfer.

VII. OPERATIONS/USER'S/SYSTEMS ADMINISTRATION MANUAL

Operation's/User's/Systems Administration Manual, whichever is applicable, shall be submitted five (5) working days before the conduct of User Acceptance Testing activity.

VIII. AFTER SALES SUPPORT/MAINTENANCE SUPPORT INCLUSION

Maintenance and support for the licenses will be one (1) year reckoned from the issuance of the Notice from Oracle, or equivalent document. The winning bidder shall provide DBP with the software hotfix, security patches, and service packs with no additional cost.

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

TECHNICAL SPECIFICATIONS/REQUIREMENT

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IX. WARRANTY PERIOD

The warranty shall be for a period of ninety (90) days which will commence upon issuance of Certificate of Acceptance.

Within the warranty period, the winning bidder is required to provide the following technical support:

- Technical support response time must be 1 hour for phone support and 4 hours for onsite support and resolution time is within 24 hours.
- Encountered errors on migrated reports must be investigated, checked and corrected/fixed.
- Must have locally available certified, qualified, and experienced technical support personnel who will provide technical support during the warranty period.

X. TESTING/ACCEPTANCE PARAMETERS AND PROCEDURES

DBP shall conduct User Acceptance Testing where the following shall be checked/tested:

1. The latest version of OFR with Analytic Publisher is correct and is working after installation.
2. The licenses listed below should be correct and complete, as follows:
 - 150 names licenses for the OFR
 - 50 named licenses for the Oracle Analytics Publisher
3. All the reports listed below are complete, correct, and functional, as follows:

Application/Module Name	Reports	Forms
Ross GL Oracle Reports	179	57
DBP – New BSP Report (NBSPR)	5	8
GL	12	9
Total	196	74
Menu		6

All documents mentioned/stated in the technical specifications are complete and submitted.

XI. PAYMENT SCHEDULE

Payment shall be made in accordance with the delivery schedule and upon submission of the required documents. These documents will be subject to review and approval by DBP prior to the release of payment.

Items / Milestone	Required Documents	Target Submission of Required Documents	% of the Contract Price to be Paid (Inclusive of VAT)
Delivery and activation of all licenses of Oracle Forms and Reports and Oracle Analytics Publisher	1. Notice from Oracle, or equivalent document 2. Paper licenses or equivalent document for	Two (2) weeks upon receipt of Notice to Proceed	35%

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

TECHNICAL SPECIFICATIONS/REQUIREMENT

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	<ul style="list-style-type: none"> • Oracle Forms and Reports • Oracle Analytics Publisher 			
Installation and upgrade of OFR in the test environment including appropriate Operating System to ensure proper licensing of Oracle products	1. Work Breakdown Schedule, or its equivalent document 2. Implementation Plan, or its equivalent document 3. Migration Plan/Strategy, or its equivalent document 4. Installation/Final Configuration Guide/Document, or its equivalent document 5. Approved Business Continuity Plan (BCP) and Disaster Recovery Plan (DRP)	Five (5) working days upon receipt of Notice to Proceed Five (5) working days before the installation of Oracle Forms and Reports	10%	
Migration, upgrading, recompilation, and conversion of current Oracle reports in the test environment	System Quality Assurance Certificate or its equivalent document	One (1) week before the start of User Acceptance Testing (UAT)	20%	
Completion of the User Acceptance Test	<ul style="list-style-type: none"> • Operation's/User's/ Systems Administration Manual, whichever is applicable • Call or Service Report during UAT, or its equivalent document 	Five (5) working days before the conduct of User Acceptance Testing activity One (1) week upon completion of the UAT activity	20%	
Guidance and assistance to DBP Technical Team for the following: <ul style="list-style-type: none"> • Installation of latest version of OFR including Oracle Analytics Publisher in the production environment • Porting of migrated oracle reports in the production environment 	<ul style="list-style-type: none"> • Call or Service Report/s during deployment to production, or its equivalent document 	Two (2) weeks upon submission of the UAT Certificate	5%	
Completion of the Production Acceptance Test	<ul style="list-style-type: none"> • Call or Service Report/s, or its equivalent document • Training/Knowledge Transfer Plan/Guide or equivalent documents • Tax Clearance Certificate for Final Settlement of Government Contracts (TCFG) 	One (1) week after completion of the Production Acceptance Testing (PAT)	5%	
Training/Knowledge Transfer	Copy of Certificates of Attendance of the attendees	Within five (5) working days after the conduct of training/knowledge transfer	5%	
TOTAL			100%	

Note: All submitted documents are subject to review and approval by DBP prior to the release of payment.

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

TECHNICAL SPECIFICATIONS/REQUIREMENT

Bidder's
Statement of
Compliance
Bidders must
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either
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"Not Comply"

XII. BIDDER REQUIREMENTS

A. Documents required for the Bid Opening:

1. Latest Certification or Proof of Accreditation that the bidder is an authorized reseller or distributor and a service provider of Oracle Corporation.
2. Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid on within the last five (5) years, equivalent to at least fifty percent (50%) of the ABC of this project. The term "Similar Contract" refers to Oracle application solution/system delivered and implemented.
3. Duly-signed endorsement of the names of its Project Team members consisting of at least one (1) Project Manager who will provide direction, expertise and client support on matters related to Oracle Forms and Reports, and one (1) Technical Expert who will perform the migration, upgrading, recompilation, and conversion, of current GL Reports Application.

Role	Basis for Eligibility
Project Manager (PM)	Updated CV/Resume which should indicate the following requirements: <ul style="list-style-type: none"> • One (1) year of Oracle Forms and Reports PM experience • One (1) completed project as PM involving Oracle Forms and Reports
Technical Expert (TE)	Updated CV/Resume which should indicate the following requirements: <ul style="list-style-type: none"> • Two (2) years of Oracle Forms and Reports TE experience • One (1) completed project as TE involving Oracle Forms and Reports

B. Requirements upon issuance of Notice of Proceed (NTP):

The bidder should provide the following services to the DBP:

- a. The bidder shall organize a Project Team who shall report onsite based on the agreed schedule of project activities in the Project Management Plan. Those reporting onsite should adhere to the Bank's Security and Health Protocols.
- b. The bidder shall be responsible for using all reasonable diligence in correcting verifiable errors in the program when reported by DBP.
- c. The bidder shall provide maintenance support which includes all the current features of the proposed reports generation facility.
- d. The bidder agrees that any changes made to the proposed reports generation facility shall be documented in accordance with DBP Policies.
- e. The bidder agrees to update the reports that may be affected by any government-mandated rules and policies within the duration of the project without additional cost.
- f. The bidder shall not invoice DBP for any expenses beyond annual support unless agreed by both parties prior to inception.

XIII. PERFORMANCE SECURITY

To guarantee the faithful performance by the bidder of its obligations under the contract, it shall post a Performance Security with effectivity period that shall coincide with the term/duration of the contract, and which shall be released upon the faithful and complete

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

TECHNICAL SPECIFICATIONS/REQUIREMENT

Bidder's
Statement of
Compliance
Bidders must
state here
either
"Comply" or
"Not Comply"

performance of the obligations and services required of the bidder under the contract. The Performance Security may be in any of the following forms below and the required amount thereof shall be in accordance with the following schedule:

Form of Security	Minimum Amount in % of Total Contract Price
1. Cash, certified check, cashier's check, manager's check, bank draft; or Bank guarantee; or	Five Percent (5%) of Contract Price
2. Irrevocable Letter of Credit Issued by a reputable universal or commercial bank or in the case of an irrevocable letter of credit issued by a foreign bank, the same shall be confirmed or authenticated by a reputable local universal or commercial Bank; or	Five Percent (5%) of Contract Price
3. Surety bond callable upon demand issued by GSIS or a reputable surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty Percent (30%) of Contract Price

The Performance Security shall be posted in favor of DBP and shall be forfeited in its favor in the event it is established that the winning bidder is in default in any of its obligations under the Contract and the provisions of Republic Act No. 12009 and its Implementing Rules and Regulations.

The winning bidder shall extend the validity of the Performance Security in the event of extension of the contract.

XIV. NON-DISCLOSURE CONDITION

The winning bidder shall strictly adhere to the confidentiality agreement with the Bank. Information about DBP and its operation in this document is considered proprietary and confidential and must be treated as such by the recipients of this Technical Specifications. In the same manner, the responses to this Technical Specification which shall be specified as confidential shall not be disclosed to any third party.

1. Each party agrees to hold and maintain confidential all materials and information which shall come into its possession or knowledge in connection with the project or its performance, and not to make use hereof other than for the purpose of this project.
2. All materials, data, proprietary information, and other related documents are exclusively owned by DBP and all information in possession of the bidder shall be returned to DBP.
3. The winning bidder undertakes that it shall make appropriate instructions to its employees who need to have access to such information and materials to satisfy and comply with its confidential obligation as set forth in this Section.
4. This confidentiality obligation shall survive even after the termination of the contract.
5. The winning bidder shall, likewise, oblige the provider to be bound by this confidentiality contract. The winning bidder's breach of this confidentiality provision shall entitle DBP to legal and other equitable remedies including but not limited to the

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immediate cancellation of the contract and shall entitle DBP to a claim for damages and injunctive relief under the circumstances. DBP may also elect to terminate further access by the winning bidder to any data and information.

6. The Non-Disclosure arrangement between DBP and the winning bidder will form part of the contract that outlines confidential material, knowledge, or information that both parties wish to share with one another for certain purposes but wish to restrict access for or by third parties.

XV. DATA OWNERSHIP, PROTECTION, SEGREGATION

- A. It is understood that the data, information, and reports that will reside in the Oracle Forms and its servers shall all be owned exclusively by DBP.
- B. Unless prohibited by applicable law, the Solution Provider shall not disclose DBP information to third parties providing services on its behalf who may collect, use, transfer, store or otherwise process it in the various jurisdictions in which they operate either for purposes related to the provisions of the Services, and/or to comply with regulatory requirements, to check conflicts, for quality, risk management or financial accounting purposes and/or the provision of other administrative support services, without the written consent of DBP, and provided further that the Solution Provider, its affiliates and third parties to whom the confidential information were disclosed shall strictly adhere to the confidentiality of the information. The Solution Provider shall be responsible for maintaining the confidentiality of DBP information.
- C. Whenever applicable in performing its obligations under the contract, the Solution Provider shall, at all times, comply with the provisions of Republic Act No. 10173 or "the Data Privacy Act of 2012," its Implementing Rules and Regulations, and all other laws and government issuances which are now or will be promulgated relating to data privacy, segregation and the protection of personal information.

XVI. LIQUIDATED DAMAGES

When the winning bidder fails to satisfactorily deliver goods under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the winning bidder shall be liable for damages for the delay and shall pay DBP liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods scheduled for delivery for every day of delay until such goods are finally delivered and accepted by the DBP. The Bank need not prove that it has incurred actual damages to be entitled to liquidated damages. Such amount shall be deducted from any money due, or which may become due to the winning bidder, or collected from any securities or warranties posted by the winning bidder, whichever is convenient to DBP. In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, DBP may rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid.

XVII. MISCELLANEOUS

1. It is understood that DBP reserves the right to reject any or all proposals/bids, waive any defect/s or informality/ies therein other than critical requirements of the Project, or accept the proposal which is most advantageous to DBP.

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

TECHNICAL SPECIFICATIONS/REQUIREMENT

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"Not Comply"

2. It is understood by all bidders that all bids must incorporate the terms and conditions indicated in this Technical Specifications. Response documents will be the property of DBP and will no longer be returned to the bidders.
3. **Standard of Service** - the winning bidder shall fulfill its obligations according to the best acceptable professional standards and international best practices. The winning bidder shall exercise all reasonable skills, care, diligence, and prudence in the discharge of the duties agreed to be performed and shall always work in the best interest of DBP.
4. **Non-Assignment** - Assignment of any part of the Contract, or payment under the Contract, without the prior written consent of DBP is not allowed. Subcontracting is not allowed.
5. **Right to Audit and Corrective Action Clauses** - The winning Bidder agrees that it shall give DBP, the BSP, and other regulatory agencies the right to audit/examine the/access to the (i) necessary information regarding the Services in order for DBP, BSP, or such other regulatory agencies to fulfill their respective responsibilities; (ii) the operations of the winning Bidder in order to review the same in relation to the Services; and, (iii) necessary financial information of the winning Bidder; the winning Bidder agrees that DBP shall have the right to conduct the winning Bidder's performance assessment with respect to its Services based on established metrics, which shall be provided to the winning Bidder upon signing of the Contract; and the winning Bidder shall warrant that it shall immediately take the necessary corrective measures to satisfy the findings and recommendations of the BSP examiners and those of the internal and/or external auditors of DBP.
6. **Transition Assistance** - In the event of termination of the Contract for any cause, the winning Bidder agrees and guarantees that should DBP decide to transfer the Services to another provider or other arrangements, it shall provide DBP the necessary level of assistance during the transition. In case of merger, consolidation and/or change in name, change in ownership, assignment, attachment of assets, insolvency, or receivership of the winning Bidder, it shall likewise provide DBP the necessary level of assistance to ensure a smooth transition. For the avoidance of doubt, the surviving or consolidated corporation shall assume all liabilities and obligations under the terms of the Contract, provided that the winning Bidder and/or the surviving or consolidated corporation submits proof of such merger or consolidation acceptable to DBP.
7. **Signing of the Contract.** The documents required under the Implementing Rules and Regulations of R.A. 12009 form part of the Contract. Additional Contract documents are indicated in the Bid Data Sheet (BDS). By submitting a bid, the Winning Bidder is understood to have voluntarily accepted the terms and conditions of the said contract and these Technical Specifications.

Said Contract shall be subjected to the review/clearance of the Office of the Government Corporate Counsel (OGCC).

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

FORM 9 (page 1 of 2)

(use Service Provider's Official Letterhead)

**TECHNICAL UPGRADE OF THE ORACLE FORMS AND REPORTS (OFR) WITH ORACLE
ANALYTICS PUBLISHER AND MIGRATION OF CURRENT GENERAL LEDGER (GL) REPORTS OF
THE DEVELOPMENT BANK OF THE PHILIPPINES
Bid Reference No. N-G-2025-01**

BID FORM

Date : _____

Bid Reference No. : _____

To: *DEVELOPMENT BANK OF THE PHILIPPINES*

Having examined the Philippine Bidding Documents (PBD) including the Supplemental Bid Bulletin Numbers [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, declare that:

- a. I/We have no reservation to the PBD, including the Supplemental Bid Bulletins, for the Procurement Project [Project Title];
- b. [Select one, delete the other]

I/We undertake to deliver the Goods in accordance with the delivery schedule in the Schedule of Requirements;

I/We offer to execute the Works for this Contract in accordance with the PBD;

- c. The total price of our Bid **in words and figures**, excluding any discount offered below, is:

<i>Approved Budget for the Contract (ABC), in PhP, inclusive of all taxes</i>	<i>Financial Bid, in PhP, inclusive of all taxes</i>	
	<i>In figures</i>	<i>In Words</i>
<i>23,000,000.00</i>		

- d. The discounts offered and the methodology for their application, if any, are: *[insert information]*; or indicate N/A if no discount offered]
- e. The total bid price in words and figures, after applying the applicable discount, includes the cost of all taxes, such as, but not limited to *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized in the *[Select one, delete the other: the Price Schedules/ Detailed Estimates]*, which are itemized in the detailed financial bid:
- f. This Bid shall remain valid within a period stated in the PBD, and it shall be binding upon me/us at any time before the expiration of that period;

- g. If our bid is accepted, I/we commit to enter to a contract and provide a performance security in the form, amounts, and within the times prescribed in the PBD, and hereby acknowledge the consequences under the IRR of RA No. 12009 on forfeiture of Bid Security or enforcement of Bid Securing Declaration and on Blacklisting.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon the Bidder.

I/We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

I/We certify/confirm that we comply with the eligibility requirements pursuant to the PBD.

The undersigned is authorized to submit the bid on behalf of [Name of the Bidder] as evidenced by the attached [State the Written Authority].

I/We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]

[Signature over Printed Name]

[Position/Designation]

[Date]

For Goods Offered from Within the Philippines

[illegible]

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

**TECHNICAL UPGRADE OF THE ORACLE FORMS AND REPORTS (OFR) WITH ORACLE
ANALYTICS PUBLISHER AND MIGRATION OF CURRENT GENERAL LEDGER (GL) REPORTS OF
THE DEVELOPMENT BANK OF THE PHILIPPINES
Bid Reference No. N-G-2025-01**

Price Schedule for Goods Offered from Abroad
[shall be submitted with the Bid if bidder is offering goods from Abroad]

For Goods Offered from Abroad

Name of Bidder _____ Project ID No. _____ Page ____ of ____

1	2	3	4	5	6	7	8	9
Item	Description	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIP named place (specify border point or place of destination)	Total CIF or CIP price per item (col. 4 x 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Price delivered DDP (col 4 x 8)

The total bid must not exceed the total ABC and must be consistent with the financial bid per FORM 9.

Name: _____

Legal Capacity: _____

Signature: _____

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