



Republic of the Philippines
OFFICE OF THE OMBUDSMAN
 Agham Road, Diliman, Quezon City 1105

SUPPLEMENTAL/BID BULLETIN NO. 1

**PUBLIC BIDDING FOR THE SUPPLY, DELIVERY, INSTALLATION,
 CONFIGURATION, MIGRATION AND COMMISSIONING OF WINDOWS
 SERVER UPGRADE OF THE OFFICE OF THE OMBUDSMAN
 03 November 2023**

AMENDMENTS/CLARIFICATIONS TO THE BIDDING DOCUMENTS

1. The Bids and Awards Committee-Main hereby issues amendments/modifications/clarifications to the Original Bidding Documents particularly to the following matters:
 - a. Page 7. Section I. Invitation to Bid;
 - b. Pages 12 and 13. Section II. Instructions to Bidders, particularly No. 5. Eligible Bidders and No. 10. Documents comprising the Bid: Eligibility and Technical Components;
 - c. Page 18. Section III. Bid Data Sheet; and
 - d. Page 46. Sample Forms. Statement of Single Largest Completed Contract Similar to the Requirement.

2. All prospective bidders are informed of these amendments/modifications, as follows:

Particulars	ORIGINAL SPECIFICATION (see Original Bidding Documents)	AMENDMENT/CLARIFICATION/ MODIFICATION
Page 7. Section I. Invitation to Bid	Section I. Invitation to Bid x x x 4. Bidders should have completed, <u>within five (5) years</u> from the submission and receipt of bids, a contract similar to the Project, equivalent to at least fifty percent (50%) of the ABC. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II, Instructions to Bidders. x x x	Section I. Amended Invitation to Bid x x x 4. Bidders should have completed, within ten (10) years from the submission and receipt of bids, a contract similar to the Project, equivalent to at least fifty percent (50%) of the ABC. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II, Instructions to Bidders. x x x
Pages 12 and 13. Section II. Instructions to Bidders, particularly No. 5. Eligible	Section II. Instructions to Bidders x x x 5. Eligible Bidders x x x 5.3 Pursuant to Section 23.4.1.3 of the Updated 2016 RIRR of RA No. 9184,	Section II. Amended Instructions to Bidders x x x 5. Eligible Bidders x x x 5.3 Pursuant to Section 23.4.1.3 of the Updated 2016 RIRR of RA No. 9184,

<p>Bidders and No. 10. Documents comprising the Bid: Eligibility and Technical Components</p>	<p>the Bidder's SLCC shall have, within the last five (5) years from the date of submission and receipt of bids, completed at least one (1) single contract that is similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to at least fifty percent (50%) of the ABC.</p> <p>x x x</p> <p>10. Documents comprising the Bid: Eligibility and Technical Components</p> <p>x x x</p> <p>10.2. The Bidder's SLCC as indicated in ITB Clause 5.3 should have completed, within the last five (5) years from the date of submission and receipt of bids, at least one (1) single contract that is similar to this Project, with an amount of at least fifty percent (50%) of the proposed project for bidding prior to the deadline for the submission and receipt of bids.</p> <p>x x x</p>	<p>the Bidder's SLCC shall have, within the last ten (10) years from the date of submission and receipt of bids, completed at least one (1) single contract that is similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to at least fifty percent (50%) of the ABC.</p> <p>x x x</p> <p>10. Documents comprising the Bid: Eligibility and Technical Components</p> <p>x x x</p> <p>10.2. The Bidder's SLCC as indicated in ITB Clause 5.3 should have completed, within the last ten (10) years from the date of submission and receipt of bids, at least one (1) single contract that is similar to this Project, with an amount of at least fifty percent (50%) of the proposed project for bidding prior to the deadline for the submission and receipt of bids.</p> <p>x x x</p>
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<p>Page 18. Section III. Bid Data Sheet</p>	<p>Section III. Bid Data Sheet</p> <table border="1" data-bbox="327 1332 890 1921"> <thead> <tr> <th data-bbox="327 1332 446 1406">ITB Clause</th> <th data-bbox="446 1332 890 1406"></th> </tr> </thead> <tbody> <tr> <td data-bbox="327 1406 446 1921">5.3</td> <td data-bbox="446 1406 890 1921"> For this purpose, contracts similar to the Project shall be: <ol style="list-style-type: none"> a. Supply, delivery, installation and Configuration of Microsoft Products; b. completed within five (5) years prior to the deadline for the submission and receipt of bids; and c. In the amount of at least 50% of the Approved Budget for the Contract. </td> </tr> </tbody> </table> <p>x x x</p>	ITB Clause		5.3	For this purpose, contracts similar to the Project shall be: <ol style="list-style-type: none"> a. Supply, delivery, installation and Configuration of Microsoft Products; b. completed within five (5) years prior to the deadline for the submission and receipt of bids; and c. In the amount of at least 50% of the Approved Budget for the Contract. 	<p>Section III. Amended Bid Data Sheet</p> <table border="1" data-bbox="922 1332 1485 1921"> <thead> <tr> <th data-bbox="922 1332 1042 1406">ITB Clause</th> <th data-bbox="1042 1332 1485 1406"></th> </tr> </thead> <tbody> <tr> <td data-bbox="922 1406 1042 1921">5.3</td> <td data-bbox="1042 1406 1485 1921"> For this purpose, contracts similar to the Project shall be: <ol style="list-style-type: none"> a. Supply, delivery, installation and Configuration of Microsoft Products; b. completed within ten (10) years prior to the deadline for the submission and receipt of bids; and c. In the amount of at least 50% of the Approved Budget for the Contract. </td> </tr> </tbody> </table> <p>x x x</p>	ITB Clause		5.3	For this purpose, contracts similar to the Project shall be: <ol style="list-style-type: none"> a. Supply, delivery, installation and Configuration of Microsoft Products; b. completed within ten (10) years prior to the deadline for the submission and receipt of bids; and c. In the amount of at least 50% of the Approved Budget for the Contract.
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Page 46. Sample Form. Statement of Single Largest Completed Contract Similar to the Requirement	<p align="center"><u>Statement of Single Largest Completed Contract Similar to the Requirement</u></p> I/We _____, do hereby state that: 1. I/We am/are the authorized and designated representative(s) of _____ (Name of Bidder) with office address at _____; 2. I/We am/are making this Statement of Single Largest Completed Contract (SLCC) similar to the contract to be bid in accordance to the provisions of RA 9184 and the requirements of the Office of the Ombudsman- Bids and Awards Committee; and 3. The following are the details about the said single largest completed contract similar to the Project within the last <u>five (5) years</u> : X X X	<p align="center"><u>Statement of Single Largest Completed Contract Similar to the Requirement</u></p> I/We _____, do hereby state that: 1. I/We am/are the authorized and designated representative(s) of _____ (Name of Bidder) with office address at _____; 2. I/We am/are making this Statement of Single Largest Completed Contract (SLCC) similar to the contract to be bid in accordance to the provisions of RA 9184 and the requirements of the Office of the Ombudsman- Bids and Awards Committee; and 3. The following are the details about the said single largest completed contract similar to the Project within the last <u>ten (10) years</u> : X X X
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3. Bidders are reminded to **use and refer to the Amended Invitation to Bid, Amended Instructions to Bidders, Amended Bid Data Sheet, and Amended Statement of Single Largest Completed Contract Similar to the Requirement**, which are both attached in this Supplemental/Bid Bulletin.
4. For further inquiries, you may coordinate with the Bids and Awards Committee Secretariat-Main at email address: **bac@ombudsman.gov.ph** and/or Telephone No.: (02) 5317-8300 local 2206.

Please be guided accordingly.


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

by: Dir. NELLIE P. BOGUEN-GOLEZ
27 November 2022

Section I. **Amended** Invitation to Bid

PB-2023-12



Republic of the Philippines
OFFICE OF THE OMBUDSMAN
Agham Road, Diliman, Quezon City 1105

**AMENDED INVITATION TO BID FOR
PUBLIC BIDDING FOR THE SUPPLY, DELIVERY, INSTALLATION,
CONFIGURATION, MIGRATION AND COMMISSIONING OF WINDOWS
SERVER UPGRADE OF THE OFFICE OF THE OMBUDSMAN**

1. The Office of the Ombudsman, through the General Appropriations Act for CY 2023, intends to apply the sum of **Three Million Seven Hundred Ninety-Six Thousand One Hundred Pesos (₱3,796,100.00)**, being the Approved Budget for the Contract (ABC) to payments under the contract for the **Public Bidding for the Supply, Delivery, Installation, Configuration, Migration and Commissioning of Windows Server Upgrade of the Office of the Ombudsman with Project Identification No. PB 2023-12**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Office of the Ombudsman now invites bids for the **Public Bidding for the Supply, Delivery, Installation, Configuration, Migration and Commissioning of Windows Server Upgrade of the Office of the Ombudsman (PB2023-12)**.
3. **Delivery of goods and services for this project is required within ninety days (90 days) from receipt of the Notice to Proceed**. These goods and services for this project covers the supply, delivery, installation, configuration, migration, and all other necessary services to be completed within 90 days from receipt of the Notice to Proceed.
4. Bidders should have completed, **within ten (10) years** from the submission and receipt of bids, a contract similar to the Project, equivalent to at least fifty percent (50%) of the ABC. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II, Instructions to Bidders.
5. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.
6. Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183. Interested bidders should be enrolled in the Electronic Filing and Payment System (eFPS) program of the Bureau of Internal Revenue (BIR), pursuant to Executive Order No. 398, RR 3-2005, and must be registered under the Philippine Government Electronic Procurement System (PhilGEPS).

7. Prospective Bidders may obtain further information from the Office of the Ombudsman-Bids and Awards Committee Secretariat-Main (BAC Sec-Main) via email at bac@ombudsman.gov.ph and inspect the Bidding Documents posted at the Ombudsman and the PhilGEPs websites.
8. A complete set of Bidding Documents may be acquired/downloaded by the interested Bidders starting **18 October 2023 to 10 November 2023 from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB**, in the amount of **Five Thousand Pesos (P5,000.00)**. The Procurement Entity shall allow the bidder to present its proof of payment for the fees **through electronic means not later than the submission of their bids**.

The bidding documents may also be downloaded **FREE OF CHARGE** from the websites of PhilGEPs and the Office of the Ombudsman, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

9. The Office of the Ombudsman will hold a **Pre-Bid Conference on 27 October 2023 (Friday) at 09:30A.M. through video conferencing via Google Meet application**, which shall be open to prospective bidders. Prospective bidders should signify their intention to participate by sending an **email to BAC Secretariat-Main** through the email address given below. The Meeting Link and other details related to the video conference will be sent to the participants at least one (1) day before the event through email.
10. Bids must be duly received by the BAC Secretariat-Main through manual/physical submission at the designated receiving area with authorized receiving personnel of the Central Records Division of the Office of the Ombudsman on or before **10 November 2023 (Friday) at 02:00P.M. Late bids shall not be accepted. Unsealed or unmarked bid envelopes shall be rejected.** (Reference: Sec. 25.9, Updated 2016 RIRR of RA 9184).
11. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
12. **Bid opening shall be on 13 November 2023 (Monday) at 01:30P.M. through video conferencing using Google Meet application** (face-to-face for the BAC Secretariat Main personnel). The Meeting Link and other details related to the video conference will be sent to the participants at least one (1) day before the event through email. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
13. Prospective bidders, who wish to join the pre-bid conference and the bid opening through video conferencing using Google Meet, must send a letter of intent containing the names and email addresses of interested participants to the BAC Secretariat-Main email address: bac@ombudsman.gov.ph.
14. The Office of the Ombudsman reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
15. Please refer to the table below for the cost of the bidding documents and summary of bidding activities:

COST OF BIDDING DOCUMENTS (Non-refundable)	₱5,000.00
INSPECTION/SELLING PERIOD OF BIDDING DOCUMENTS	18 October 2023 to 10 November 2023 <ul style="list-style-type: none"> - Bidding documents may be downloaded from the PhilGEPS website and Ombudsman website. - For payment of bidding fees, prospective bidders may inquire from the BAC Secretariat Main for payment details. Proof of payment such as deposit slips and transaction receipts may be submitted via email for the issuance of Official Receipt.
PRE-BID CONFERENCE	27 October 2023 (Friday) at 09:30 A.M. <ul style="list-style-type: none"> - Video Conferencing via Google Meet application - Prospective bidders should signify their intention to participate by sending an email to BAC Secretariat-Main and Google Meet Meeting Link and other details will be provided at least one (1) day before the event.
DEADLINE OF SUBMISSION OF BIDS (Note: Late bids shall not be accepted. Unsealed or unmarked bid envelopes shall be rejected) (Reference: Sec. 25.9, 2016 RIRR of RA 9184)	10 November 2023 (Friday) at 02:00P.M. <ul style="list-style-type: none"> - Manual/physical submission of bidding documents at the designated receiving area with authorized receiving personnel of Central Records Division of the Office of the Ombudsman, Ombudsman Main Building, Agham Road, Quezon City.
OPENING OF BIDS	13 November 2023 (Monday) at 01:30P.M. <ul style="list-style-type: none"> - Video Conferencing via Google Meet application - Prospective bidders should signify their intention to participate by sending an email to BAC Secretariat-Main and Google Meet Meeting Link and other details will be provided at least one (1) day before the event.

16. For further information, please refer to:

BIDS AND AWARDS COMMITTEE SECRETARIAT-MAIN

Ground Floor Ombudsman Main Building, Agham Road

Barangay Bagong Pag-asa, Quezon City 1105

☎ (02) 5317-8300 local 2206

✉ bac@ombudsman.gov.ph

www.ombudsman.gov.ph (See Bid Announcements)


Note: Please communicate through the email addresses or telephone number provided above. Also, all requests should be in writing and addresses to the BAC Secretariat-Main.

www.ombudsman.gov.ph (See Bid Announcements)

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17. You may visit the following websites for downloading of Bidding Documents:
- **Office of the Ombudsman Official Website:** www.ombudsman.gov.ph (see links under *Bid Announcements*>*under Invitation to Bid*)
 - **Log in at PhilGEPS Website:** <https://notices.philgeps.gov.ph/>

17 October 2023, Quezon City, Philippines.

for:  ADORACION A. AGODA
Assistant Ombudsman, OMB-Luzon/
Chairperson, Bids and Awards Committee *ing*

Ly: Dir. NELLIE P. BOGUEN-GOLEZ
3 November 2023

Section II. Amended Instructions to Bidders

1. Scope of Bid

The Procuring Entity, Office of the Ombudsman wishes to receive Bids for the **Public Bidding for the Supply, Delivery, Installation, Configuration, Migration and Commissioning of Windows Server Upgrade of the Office of the Ombudsman** with Project Identification Number: **PB 2023-12**.

[Note: The Project Identification Number is assigned by the Procuring Entity based on its own coding scheme and is not same as the PhilGEPS reference number, which is generated after the posting of the bid opportunity on the PhilGEPS Website.]

The Procurement Project (referred to herein as “Project”) is composed of **one (1) lot**, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for the year 2023 in the amount of **THREE MILLION SEVEN HUNDRED NINETY-SIX THOUSAND ONE HUNDRED PESOS (₱3,796,100.00)**.

2.2. The funding for this project is sourced from the NGA, the General Appropriations Act or Special Appropriations.

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its **Updated 2016 RIRR**, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **ITB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the **Updated 2016 RIRR** of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. Foreign ownership limited to those allowed under the rules may participate in this Project.
- 5.3. Pursuant to Section 23.4.1.3 of the **Updated 2016 RIRR** of RA No. 9184, the Bidder's SLCC shall have, within the last **ten (10) years** from the date of submission and receipt of bids, completed at least one (1) single contract that is similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to at least fifty percent (50%) of the ABC.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the **Updated 2016 RIRR** of RA No. 9184.

6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

7. Subcontracts

- 7.1. In this project, the Procuring Entity has prescribed that **Subcontracting is not allowed**.

8. Pre-Bid Conference

The Procuring Entity will hold a **Pre-bid conference** for this Project on the specified date and time through video conferencing via **Google Meet application** as indicated in **paragraph 9 of the ITB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **ITB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.

- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have completed, within the last **ten (10) years** from the date of submission and receipt of bids, at least one (1) single contract that is similar to this Project, with an amount of at least fifty percent (50%) of the proposed project for bidding prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the **Updated 2016 RIRR** of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **ITB** shall not be accepted.

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
- a. For Goods offered from within the Procuring Entity's country:
 - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in the **BDS**.
 - b. For Goods offered from abroad:
 - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country.

Similarly, the Bidder may obtain insurance services from any eligible source country.

- ii. The price of other (incidental) services, if any, as listed in the **BDS**.

13. Bid and Payment Currencies

13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.

13.2. Payment of the contract price shall be made in: Philippine Pesos.

14. Bid Security

14.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

14.2. The Bid and Bid security shall be valid **until one hundred twenty (120) days from the date of the opening of bids**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

16. Deadline for Submission of Bids

16.1. The Bidders shall submit on the specified date and time at its physical address as indicated in paragraph 10 of the **ITB**.

17. Opening and Preliminary Examination of Bids

17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in the **ITB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat Main.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the **Updated 2016 RIRR** of RA No. 9184 shall prevail.

17.2. The preliminary examination of bids shall be governed by Section 30 of the **Updated 2016 RIRR** of RA No. 9184.

18. Domestic Preference

18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the **Updated 2016 RIRR** of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the **Updated 2016 RIRR** of RA No. 9184.

19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 14 shall be submitted for each lot or item separately.

19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the **Updated 2016 RIRR** of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.

19.4. The Project shall be awarded as one project having several items that shall be awarded as one contract.

19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the **Updated 2016 RIRR** of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the

committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

20.2. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

21.1. The documents required in Section 37.2 of the **Updated 2016 RIRR** of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

Section III. Amended Bid Data Sheet

Amended Bid Data Sheet

ITB Clause	
5.3	For this purpose, contracts similar to the Project shall be: <ul style="list-style-type: none"> d. Supply, delivery, installation and Configuration of Microsoft Products; e. completed within ten (10) years prior to the deadline for the submission and receipt of bids; and f. In the amount of at least 50% of the Approved Budget for the Contract.
7.1	The Procuring Entity has prescribed that subcontracting is not allowed.
12	The price of the Goods shall be quoted delivered duty paid (DDP) to the Office of the Ombudsman, Agham Road, Diliman, Quezon City or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: <ul style="list-style-type: none"> a. The amount of not less than ₱75,922.00 which is equivalent to two percent (2%) of the ABC, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. The amount of not less than ₱189,805.00 which is equivalent to five percent (5%) of the ABC, if bid security is in Surety Bond.
15	<p>Each Bidder shall submit one (1) original and one (1) certified true copy of the first (technical) and second (financial) components of its bid.</p> <p>The First Envelope and Second Envelope should be properly marked and sealed as “ORIGINAL COPY – ELIGIBILITY AND TECHNICAL COMPONENT” and “ORIGINAL COPY – FINANCIAL COMPONENT”, respectively, to avoid confusion and BOTH envelopes shall be placed inside ONE BIG SEALED envelope.</p> <p>The bidder shall also submit Copy No. 1 of the First Envelope and Second Envelope and placed inside ONE BIG SEALED envelope with markings on the inner envelopes as “COPY NO. 1 - ELIGIBILITY AND TECHNICAL COMPONENT” and “COPY NO. 1 – FINANCIAL COMPONENT”.</p> <p>For authentication purposes, <u>ALL PAGES</u> of the bidding documents for submission must be certified by the authorized signatory of the participating Bidder/Company. The Bidders/Companies are also reminded to put proper arrangements on each bidding documents.</p> <p>The bidder should use the prescribed <u>Sample Forms under Section VIII</u>.</p>
19.3	<p>PUBLIC BIDDING FOR THE SUPPLY, DELIVERY, INSTALLATION, CONFIGURATION, MIGRATION AND COMMISSIONING OF WINDOWS SERVER UPGRADE OF THE OFFICE OF THE OMBUDSMAN (PB 2023-12)</p> <p>ABC = THREE MILLION SEVEN HUNDRED NINETY-SIX THOUSAND ONE HUNDRED PESOS (₱3,796,100.00)</p> <p>Any bid with a financial component exceeding this amount shall not be accepted. The computation of a prospective bidder's NFCC must be at least equal to the ABC to be bid, pursuant to Section 23.4.1.4 of the Updated 2016 RIRR of RA No. 9184.</p>

20.2	<p>The bidder with the Lowest Calculated Bid shall submit ALL of the following post-qualification documents:</p> <ol style="list-style-type: none"> 1. SEC/DTI Registration; 2. Valid & Current Mayor’s Permit/ Municipal Licenses–Year 2023; 3. Valid Tax Clearance per Executive Order 398, Series of 2005; 4. Certificate of VAT Registration; 5. Certificate of PhilGEPS Registration; 6. Any proof of enrollment in the Electronic Filing and Payments System (EFPS); 7. Latest income and business tax returns, filed and paid through the Electronic Filing and Payment Systems (EFPS); 8. Latest General Information Sheet (for corporation); 9. Company Profile and Lists of Clients (projects related to the procurement of Microsoft products); 10. Affidavit of Undertaking of the Supplier or Certification of Microsoft showing that the supplier is an authorized partner/reseller for at least 5 years; and 11. List of Microsoft Certified Professional(s) who will render the required services.
21.1	<p>Warranty Security – The obligation for the warranty for the supplies shall be covered by, at the supplier’s option, either retention money in an amount equivalent to one percent (1%) of every progress payment, or a special bank guarantee equivalent to one percent (1%) of the total Contract Price, to be released after three (3) years after final acceptance (from the date of project completion) by the Procuring Entity.</p>

AMENDED STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT SIMILAR TO THE REQUIREMENT

I/We _____, do hereby state that:

1. I/We am/are the authorized and designated representative(s) of _____ (Name of Bidder) with office address at _____;
2. I/We am/are making this Statement of Single Largest Completed Contract (SLCC) similar to the contract to be bid in accordance to the provisions of RA 9184 and the requirements of the Office of the Ombudsman- Bids and Awards Committee; and
3. The following are the details about the said single largest completed contract similar to the Project within the last **ten (10) years**:

Name of the Contract	Company Name, Contact Person and Contact Number	Description of Similar Contract	Items/Goods	Amount of Contract	Date of Completion

Note: Description of Similar Contract (*description should show with the requirements such as kinds of goods sold, nature/scope of the contract for the procuring entity to determine the relevance of the entries with the Procurement at hand*)

This statement shall be supported with:

1. Certificate of Acceptance by the end-user or Official Receipt (OR) or Sales Invoice
2. Contract or Purchase Order

Submitted by:

Signature Over Printed Name of Authorized Representative

Name of the Company: _____

Date Signed: _____