

Annex A

SUPPLEMENTAL PQ BID BULLETIN No. 01-2015 Civil Registry System-Information Technology Project Phase II 14 October 2015

Bid Bulletin Reference No.	Specific Page/Section in Bidding Document	Query/Issue	PBAC Response/Clarification
PQ-BB1-01	p. 17 7. Queries and Supplemental Notices	What is the process for submitting queries as well as the indicative timeline or turnaround time for responses by the PBAC. For questions that are not raised after this conference, there may be some that have not formulated their questions.	Please refer to Item 7, Queries and Supplemental Notices.
PQ-BB1-02	p.19 9. Language and Foreign Documents	Re: Authentication of foreign documents; Can authenticated photocopies be accepted? Some consulates do not have official receipts.	In case the consulate does not issue an official receipt of documents for authentication, a certification from the Consulate abroad stating that it has received such document for authentication in lieu of the official receipt should be secured.
PQ-BB1-03	p. 21 12.2a Firm Experience	Procedural questions. On 12.2a (2ii)- says an entity prospective bidders x x x, second clause, prospective bidder is a partnership consortium ii, sub categorized x x x we understand that it should be capitalized..on page 21	The second bullet of Item 2 of Firm Experience in 12.2.1 is revised as follows: "• If the Prospective Bidder is a consortium: i. A Consortium Member with at least twenty percent (20%) interest in the Consortium; or ii. An <u>Affiliate</u> of the Consortium Member with at least twenty percent (20%)" interest in the Consortium
PQ-BB1-04	p. 21 12.1 Legal Qualification Requirements	Companies with ongoing or existing contracts with the government shall be required to disclose the staff complement, including the experts/consultant working on public sector-participated ("PSP") ICT government project(s). Q: Clarify what information should be disclosed.	The Prospective bidder shall disclose the name and position of its staff and experts/consultants working on ongoing and existing government projects.
PQ-BB1-05	p. 21 12.1 Legal Qualification Requirements	If an Affiliate of a Prospective Bidder or Consortium Member is proposed to meet either the Technical Qualification Requirements or Financial Capability Requirements, such proposed entity must remain an Affiliate of such Prospective Bidder or Consortium Member during the lock-up period set out in Section 18.3. Q: Duration of lock-up period	The Prospective bidders under joint venture should commit to 12-year lock up period from the signing of the Concession Agreement.

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PQ-BB1-06	p. 21 12.2.1 a. Firm Experience	<p>The related entity that fulfils this requirement may be:</p> <ul style="list-style-type: none"> • If the Prospective Bidder is a partnership or corporation: <ul style="list-style-type: none"> i. The Prospective Bidder itself; or ii. An Affiliate of the Prospective Bidder; or • If the Prospective Bidder is a consortium: <ul style="list-style-type: none"> i. A Consortium Member with at least twenty percent (20%) interest in the Consortium; or ii. An affiliate of the Consortium Member with at least twenty percent (20%) interest in the Consortium <p>Q: "This requirement" refers to ISO certification or Firm Experience including (a) Nature of business and (b) ISO certification</p>	<p>This applies to Firm Experience with the following criteria:</p> <ol style="list-style-type: none"> 1) Nature of Business; and 2) ISO or CMMi Certification.
PQ-BB1-07	p. 21 12.2.1 2) ISO or CMMi Certification	<p>This refers to the requirement for certification for ISO and CMMI. May we clarify if the said requirement could be any or both for an entity?</p>	<p>The requirement on ISO or CMMI certification can be ISO 20000 or ISO 27001 certified or with at least CMM or CMMi level 3.</p>
PQ-BB1-08	p. 21 12.2.1 2) ISO or CMMi Certification	<p>Considering that PBAC will be accepting documents that are equivalent of other documents would it be possible to us to refer to a particular document to qualify for a document that is required under the ITPB? For example, the Certification of ISO and CMMI, can we submit equivalent certification?</p>	<p>No. For ISO and CMMi certifications, the certified true copies must be issued by the relevant authority issuing such certificate or license. See 13.2 Exception on page 26.</p>
PQ-BB1-09	p. 22 12.2.1 b. IT Experience	<p>Further, each of the two projects listed above should have all the following components:</p> <ol style="list-style-type: none"> (i) Database setup (ii) Web based Application Server (iii) Workflow Management System (iv) Document Management System (v) Web portal (vi) Electronic Forms <p>Q: Define electronic form</p>	<p>Electronic forms allow users to have access to data and services typically through a web browser.</p>
PQ-BB1-10	pp.22 12.2.1 b. IT Experience	<p>Re: Minimum contract value of client reference project of at least 750M per project. Does this refer to a single contract value? What contract do we refer by this?</p> <p>Clarification on the qualification for single project worth 750M, can we also submit project with an aggregate but for single account because we do have projects wherein the work is not bond contract but several contracts but still bond account that is more than 750M, is that qualified?</p>	<p>The requirement on client reference with Php750M project may also refer to the total amount of contract for various components of a single project.</p>

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		Even if it is related?	
PQ-BB1-11	pp. 22 12.2.1 b. IT Experience	On page 22- IT Experience On software development, x x refers to capitalized terms	Item 1 of b. IT Experience is revised as follows: "1) <u>Systems Integration</u> : The Prospective Bidder must demonstrate that it has substantial experience with <i>systems integration</i> projects thereby showing its capacity and capability to successfully implement the Project. The Prospective Bidder or a related entity as described below should provide at least two client references for implementation of integrated projects along similar lines involving at least the following aspects of software development life cycle, using the form in Annex QD 7-A along with documentary evidence:"
PQ-BB1-12	pp. 22 12.2.1 b. IT Experience	Re: Several combos, are these specific programs x x x Are they specific programs required? Can we provide same system? functions the same way	The listed components in page 22 refer to functionalities that are present in the two client reference projects.
PQ-BB1-13	pp. 23 12.2.1 2) Image and Document Management System Solutions Experience	For item 2) under b. IT Experience of 12.2.1, there is no definition of "Related Entity".	The following definition of related entity shall be appended to Item 2, Image and Document Management System Solutions Experience on page 23: "The related entity that fulfils this requirement may be: • If the Prospective Bidder is a partnership or corporation: i. The Prospective Bidder itself; or ii. An Affiliate of the Prospective Bidder (but not a Contractor) • If the Prospective Bidder is a Consortium: i. The Lead Member; or ii. An Affiliate of the Lead Member"
PQ-BB1-14	pp. 23 12.2.1 2) Image and Document Management System Solutions Experience	Re: Experience handling 40,000 transactions per day Q: Define transaction.	A transaction refers to clients' interaction with an entity relating to obtaining or purchase of an item or service.
PQ-BB1-15	pp. 23 12.2.1 2) Image and Document Management	Please clarify the meaning of "document". Does it refer to records instead of document? Record may not be a full document while a document is a full record.	The requirement on the 100M documents database size in a single enterprise also means 100M records in a single enterprise.

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	System Solutions Experience		
PQ-BB1-16	pp. 26 12.3 Financial Qualification Requirements	Re: Financial Qualification Requirements, "A single entity - whether the prospective bidder, lead member or affiliate of either ...", should the reference to the bid member here refer to the nominated consortium member? Because for the entities that are permitted to fulfil the requirements, it's not required that the lead member or the consortium be the nominated entity. It only says a single consortium member with at least 20% interest. A lead member is a member with the highest equity interest not necessary the one with 20% interest. Should lead member here, should it read the nominated consortium member not lead member?	2nd paragraph of page 22 of ITPB is revised as follows: "A single entity - whether the Prospective Bidder, <u>Nominated Member</u> , or an Affiliate of either - must meet the Financial Qualification Requirements in their entirety."
PQ-BB1-17	pp. 26 13. Qualification Documents	Can the corporate secretary or the issuing agency certify the authenticity of the documents submitted?	Refer to Item 13.1 and 13.2 on Qualification Documents. The Corporate Secretary can issue certification provided that he/she is duly authorized by the Prospective bidder.
PQ-BB1-18	pp. 29 13.3 Qualification Documents Submission h. Systems Integration Experience	Item h refers to Annex QD 7-A. Then item i jumps to Annex QD 8-A. It seems that Annex QD 7-B and Annex QD 7-C or some discussions on that were skipped. We are left to assume what documents are to be submitted based on the annexes; what documents or requirements do we have to submit for Annex QD 7-B and Annex QD 7-C?	For requirements related to Annex QD 7-B is and Annex QD 7-C, the following item (item n) is appended to 13.3 Qualification Documents Submission : "n. Image and Document Management System Solutions Experience - using the form in Annex QD 7-B (i) To be submitted by the entity which fulfills the Image and Document Management System Solutions Experience in Section 12.2.2(b.2), as identified in the Business Plan (Annex QD 1-A or Annex QD 1-B). (ii) Required attachments: (a) notarized certificate of project completion or that the project is ongoing or in operation from the project's owner/client; • When the original certificate of project completion issued by the project owner/client or its authorized representative is not

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			<p>notarized or issued under oath, the PBAC, will accept a copy of the original certificate or project completion, provided it is accompanied by a notarized certification issued by the relevant officer of the project owner that such copy is a true and faithful reproduction of the original certificate of project completion.</p> <ul style="list-style-type: none"> • The name of the certificate of project completion is not controlling. Any certificate, regardless of its name, shall be accepted if the significance of the certificate's issuance to the entity which is now being proposed to meet a particular Technical Qualification Requirement is that such entity would be allowed to commence commercial operations of the project. • A certificate of project completion issued by authorized representative of the project owner is acceptable. <p>(b) if the project was completed by an Affiliate of the entity which fulfills the Image and Document Management System Solutions Experience requirement, evidence of such affiliation as in the document mentioned in Section 13.3.b(ii)(a);</p> <p>(c) A notarized statutory auditor's Certificate for the minimum document database size for a single enterprise of at least 100 million records is to be submitted in the format attached in Annex QD 7-B."</p>
PQ-BB1-19	pp. 29 13.3 Qualification Documents Submission h. Systems Integration Experience	Page 29 of the ITPB-Item 13.3H ii (paragraph C) Requirement for a testimonial letter- no form or signatory for this particular requirement, will PBAC provide a format?	Yes. PBAC will provide the template. See Annex QD 7-A.
PQ-BB1-20	pp. 31	Re: Format of submission of qualification documents, it says here the prospective	2nd bullet, 3rd paragraph of Item 15 is revised as follows:

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	15. Format of Submission of Qualification Documents	<p>bidder shall submit the qualification documents in the following form: x x x</p> <p>-one complete original set clearly mark on each page as original and four (4) photocopies initialled on the right margin of each of every page by the prospective bidder or the representative. In other PPP project, the more standard practice is where the original set itself is to be initialled and that original set which is initialled is the one which is photocopied and not the photocopies are initialled.</p> <p>Please clarify.</p>	" <input type="checkbox"/> Four (4) photocopies, clearly marked on each page as "COPY NO. ___"; and"
PQ-BB1-21	pp. 31 15. Format of Submission of Qualification Documents	Assuming documents will not fit envelopes? Will you honor packages?	The physical documents can be wrapped or put in an expanded envelope and sealed by the Prospective bidder. Soft copy can be in MS Word or PDF.
	Others		
PQ-BB1-22		What constitutes modern architecture? We want to be clarified.	Modern architecture refers to system architecture that will support the objectives of the CRS-ITP2 and implement the envisioned conceptual architecture (Refer to 3.2.2 of the Project Information Memorandum in page 10).
PQ-BB1-23		Fees- you mentioned from the old system then you are transitioning to the new system on the fee structure, is there an escalation mechanism that PSA could give.	Escalation mechanism shall be included in the Concession Agreement.
PQ-BB1-24		What is the turn-around time for PBAC's response to queries?	Three (3) working days.
PQ-BB1-25		How often are bid bulletins issued? Weekly?	Bid bulletins will be issued as necessary.
PQ-BB1-26		In the opening of submitted documents, will the PBAC check only the presence or absence? Or do we really check, the contents or if the document is wrong?	On the opening of the Prequalification documents, the PBAC will check the presence or absence of required documents. PBAC will also evaluate the authenticity of the documents.
PQ-BB1-27		Will the PBAC allow the use of a marker for a document that is already used in another part of the submitted prequalification documents?	A marker may be used to refer to a particular document that has already been included in other part of the submitted PQ documents.

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PQ-BB1-28		Can we have a copy of the slide presentation?	PBAC will provide the soft copy.
PQ-BB1-29		Will Prospective Bidders be provided with MS word copy of the annexes?	PBAC will provide the soft copy.