



**REPUBLIC OF THE PHILIPPINES**  
**Sandiganbayan**  
**Quezon City**

**BIDS AND AWARDS COMMITTEE**

**SUPPLEMENTAL BID BULLETIN NO. SB-BID06-2021-01**  
**September 14, 2021**

**One (1) LOT**  
**Supply, Delivery, and Installation of**  
**Integrated Human Resource and Payroll System**  
*(Reference: SB-BID06-2021)*

This Supplemental Bid Bulletin is issued to revise, amend, and/or clarify certain provisions of the Bidding Documents for the above-mentioned procurement project. **Accordingly, this shall form an integral part of the Bidding Documents.**

PARTICULARS	AMENDMENTS/CLARIFICATIONS
<p>1. Section I. Invitation to Bid, p.9</p> <p>6. The Sandiganbayan will hold a <b>Pre-Bid Conference on September 7, 2021, 2:00 P.M</b> at the <b>G/F, Sandiganbayan Centennial Building</b>, Commonwealth Avenue, Quezon City <b>and/or through videoconference</b> which shall be open to prospective bidders.</p> <p>7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before September 22, 2021, 1:30 P.M. Late bids shall not be accepted.</p> <p>xxx</p> <p>9. Bid opening shall be on September 22, 2021, 2:00 P.M. at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.</p>	<p>Section I. Invitation to Bid, p.9</p> <p>6. The Sandiganbayan will hold a <b>Pre-Bid Conference on September 7, 2021, 2:00 P.M</b> at the <b>G/F, Sandiganbayan Centennial Building</b>, Commonwealth Avenue, Quezon City <b>and/or through videoconference</b> which shall be open to prospective bidders.</p> <p><b><u>A 2<sup>nd</sup> Pre-Bid Conference will be held on September 22, 2021, 2:00 P.M via Zoom with the following details:</u></b></p> <p><b><u>Meeting ID: 823 0541 9579</u></b>  <b><u>Passcode: 961568</u></b></p> <p>7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before <b><u>October 6, 2021, 9:30 A.M.</u></b> Late bids shall not be accepted.</p> <p><b><u>All bidders and/or their duly authorized representatives must present a NEGATIVE antigen/PCR test medical clearance taken within the last forty-eight (48) hours prior to the scheduled bidding activities.</u></b></p>

		<p><b><u>Only one (1) representative of the bidder will be allowed entry into the Sandiganbayan Centennial Building.</u></b></p> <p>xxx</p> <p>9. Bid opening shall be on <b><u>October 6, 2021, 10:00 A.M.</u></b> at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.</p>
2.	<p>Section II. Instruction to Bidders, p.13</p> <p>xxx</p> <p>10. Documents comprising the Bid: Eligibility and Technical Components</p> <p>xxx</p> <p>10.2. The Bidder's SLCC as indicated in ITB Clause 5.3 should have been completed within two (2) years prior to the deadline for the submission and receipt of bids.</p>	<p>Section II. Instruction to Bidders, p.13</p> <p>xxx</p> <p>10. Documents comprising the Bid: Eligibility and Technical Components</p> <p>xxx</p> <p>10.2. The Bidder's SLCC as indicated in ITB Clause 5.3 should have been completed within <b><u>three (3)</u></b> years prior to the deadline for the submission and receipt of bids.</p>
3.	<p>Section III. Bid Data Sheet, p.19</p> <p>xxx</p> <p>20.2 For purposes of post-qualification, the Procuring Entity requires the Bidder with Lowest Calculated Bid (LCB) to submit the following documentary requirements:</p> <p>xxx</p> <p>5. Certificate of Satisfactory Performance from at least two (2) clients of the bidder within the past two (2) years;</p>	<p>Section III. Bid Data Sheet, p.19</p> <p>xxx</p> <p>20.2 For purposes of post-qualification, the Procuring Entity requires the Bidder with Lowest Calculated Bid (LCB) to submit the following documentary requirements:</p> <p>xxx</p> <p>5. Certificate of Satisfactory Performance from at least two (2) clients of the bidder within the past <b><u>three (3)</u></b> years;</p>
4.	<p>Section VI. Schedule of Requirements, p.28</p> <p>Delivery and installation of the item within thirty (30) days from issuance of Notice to Proceed, subject to extension.</p>	<p>Section VI. Schedule of Requirements, p.28</p> <p>Delivery and installation of the item within <b><u>sixty (60)</u></b> days from issuance of Notice to Proceed, subject to extension.</p>
5.	<p>Section VII. Technical Specifications, p.31</p> <p>I. Hardware specifications</p> <p>xxx</p> <ul style="list-style-type: none"> <li>• The vendor shall provide a backup server with identical specifications: <ul style="list-style-type: none"> <li>a. Processor: at least 6-core 12-thread server processor</li> <li>b. Memory: at least 16GB of memory</li> </ul> </li> </ul>	<p>Section VII. Technical Specifications, p.31</p> <p>I. Hardware specifications</p> <p>xxx</p> <ul style="list-style-type: none"> <li>• The vendor shall provide a backup server with identical specifications: <ul style="list-style-type: none"> <li>g. Processor: at least 6-core 12-thread server processor</li> <li>h. Memory: at least 16GB of memory</li> </ul> </li> </ul>




	<ul style="list-style-type: none"> <li>c. Storage: 2 x 4TB Hard drive in raid 1 configuration</li> <li>d. Display: 24-inch LED Monitor</li> <li>e. Backup Power: 1000VA Uninterruptible Power Supply (UPS)</li> <li>f. Keyboard and Mouse: Standard Keyboard and Mouse</li> </ul>	<ul style="list-style-type: none"> <li>i. Storage: 2 x 4TB Hard drive in raid 1 configuration</li> <li>j. Display: 24-inch LED Monitor</li> <li>k. Backup Power: 1000VA Uninterruptible Power Supply (UPS)</li> <li>l. Keyboard and Mouse: Standard Keyboard and Mouse</li> </ul> <ul style="list-style-type: none"> <li>• <b><u>Tower type server</u></b></li> </ul>																								
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7.	<p>Section VII. Technical Specifications, p.33</p> <p>xxx</p> <p>III. Personnel Information</p> <p>xxx</p> <ul style="list-style-type: none"> <li>• Must allow individual employees to view their attendance and generate their DTR</li> </ul> <p>xxx</p>	<p>Section VII. Technical Specifications, p.33</p> <p>xxx</p> <p>III. Personnel Information</p> <p>xxx</p> <ul style="list-style-type: none"> <li>• Must allow individual employees to view <b><u>and update</u></b> their attendance and generate their DTR</li> </ul> <p>xxx</p>																								
8.	<p>Section VII. Technical Specifications, p.34</p> <p>xxx</p> <p><b>V. Reports Management</b></p> <p>Must be able to generate the following reports:</p> <ul style="list-style-type: none"> <li>• DBM Personnel Services Itemization Plantilla of Positions (DBM PSIPOP)</li> <li>• BIR Alphalist</li> <li>• Philhealth EPRS</li> <li>• PAG IBIG membership and</li> </ul>	<p>Section VII. Technical Specifications, p.34</p> <p>xxx</p> <p><b>V. Reports Management</b></p> <p>Must be able to generate the following reports:</p> <ul style="list-style-type: none"> <li>• DBM Personnel Services Itemization Plantilla of Positions (DBM PSIPOP)</li> <li>• BIR Alphalist</li> <li>• Philhealth EPRS</li> <li>• PAG IBIG membership and</li> </ul>																								

	<p>remittance (premiums and loans)</p> <ul style="list-style-type: none"> <li>• GSIS Summary Contribution Report and Loans Report</li> <li>• Summary of Earnings</li> <li>• Summary of Deductions</li> <li>• Payroll Register</li> <li>• HR Analytics — demographic info, professions, eligibilities, filled/unfilled positions by division and office, position history (e.g., incumbent and prior occupants of positions), leave credits by division, absentees, overtime, training hours</li> <li>• Ad Hoc Reports (can be customized)</li> <li>• Various Subsidiary Ledgers (Salary Ledger Card, Loan Payments, Premium Payments to GSIS, Philhealth and Pag-IBIG, Etc.)</li> <li>• Other reports as needed</li> </ul>	<p>remittance (premiums and loans)</p> <ul style="list-style-type: none"> <li>• GSIS Summary Contribution Report and Loans Report</li> <li>• Summary of Earnings</li> <li>• Summary of Deductions</li> <li>• Payroll Register</li> <li>• HR Analytics — demographic info, professions, eligibilities, filled/unfilled positions by division and office, position history (e.g., incumbent and prior occupants of positions), leave credits by division, absentees, overtime, training hours</li> <li>• <del>Ad Hoc Reports (can be customized)</del></li> <li>• Various Subsidiary Ledgers (Salary Ledger Card, Loan Payments, Premium Payments to GSIS, Philhealth and Pag-IBIG, Etc.)</li> <li>• <del>Other reports as needed</del></li> </ul>
9.	<p>Section VII. Technical Specifications, p.35 xxx</p> <p>VII. Security and Access Management</p> <p><i>Warranties and After-Sales Support</i></p> <ul style="list-style-type: none"> <li>• Installation of HR must be completed within 30 days from issuance of Notice to Proceed</li> <li>• Vendor must provide test scripts to be signed off by HRMD and must have 100% satisfactory test completion before payment</li> <li>• In case of changes to government policies within 12 months from installation, update to the system must be at no extra cost</li> </ul>	<p>Section VII. Technical Specifications, p.35 xxx</p> <p>VII. Security and Access Management</p> <p><i>Warranties and After-Sales Support</i></p> <ul style="list-style-type: none"> <li>• Installation of HR must be completed within <b>60 days</b> from issuance of Notice to Proceed</li> <li>• Vendor must provide test scripts to be signed off by HRMD and must have 100% satisfactory test completion before payment</li> <li>• In case of changes to government policies within 12 months from installation, update to the system must be at no extra cost, <b><u>e.g ad hoc reports, etc.</u></b></li> </ul>
10.	<p>Section VII. Technical Specifications, p.35 xxx</p> <p>IX. System Developer Requirements</p> <ul style="list-style-type: none"> <li>• Vendor must present system migration plan</li> <li>• Vendor must provide system updates and hardware updates</li> </ul>	<p>Section VII. Technical Specifications, p.35 xxx</p> <p>IX. System Developer Requirements</p> <p><b><u>The following requirements must be complied with by the contractor as part of User Acceptance:</u></b></p>



<ul style="list-style-type: none"><li>• Must present Copyright Certificate of the Systems and Deposit to National Library of the Philippines</li><li>• Must present Certification of Registration with the National Privacy Commission that their system is compliant with the Data Privacy Act</li><li>• Must provide keys to software upon turnover</li></ul>	<ul style="list-style-type: none"><li>• Vendor must present system migration plan</li><li>• Vendor must provide system updates and hardware updates</li><li>• Must present Copyright Certificate of the Systems <u>in the name of the Sandiganbayan and deposit the same to the</u> National Library of the Philippines</li><li>• Must present Certification of Registration with the National Privacy Commission that their system is compliant with the Data Privacy Act</li><li>• Must provide keys to software upon turnover</li></ul>
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For the guidance and information of all concerned.

  
ATTY. MA. TERESA S. PABULAYAN  
Chairperson, Bids and Awards Committee