



Republic of the Philippines
 Department of Finance
Securities and Exchange Commission
 SEC Bldg. EDSA, Greenhills, Mandaluyong City

Bids and Awards Committee

Bid Bulletin No. 3

Subject : **Subscription to Alternative On-Line Document Retrieval System (Re-Bidding)**
SEC PB No. 2016-17

All prospective bidders are hereby informed of the following:

AMENDMENTS:

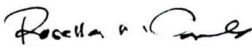
Item No.	From	To														
Bid Data Sheet Item 5.4 page 28	The Bidder must have completed, within the three (3) years prior to the deadline of submission and receipt of bids for this project, a single contract that is similar to the project at hand and whose value must be at least fifty percent (50%) of ABC to be bid. Such contract must be part of, or included in, the Statement under Item 12.1 (a)(iii) hereof.	The Bidder must have completed, within the three (3) years prior to the deadline of submission and receipt of bids for this project, (a) at least two (2) similar contracts and the aggregate contract amounts should be equivalent to at least fifty (50%) percent of the ABC and (b) the largest of these similar contracts must be at least twenty-five (25%) percent of the ABC.														
Terms of Reference Item III No. 5 p 50	To provide for an alternative document submission facility	To provide for an alternative document submission facility <u>with integration to SEC i-View System.</u>														
Terms of Reference Item X Training	End-Users Training for at least fifteen (15) participants	<table border="1" style="width: 100%;"> <tr> <td style="text-align: center;">Training</td> <td style="text-align: center;">No. of Participants</td> </tr> <tr> <td style="text-align: center;">System Administration</td> <td style="text-align: center;">Three (3)</td> </tr> <tr> <td style="text-align: center;">End-Users Training</td> <td style="text-align: center;">Fifteen (15)</td> </tr> </table>	Training	No. of Participants	System Administration	Three (3)	End-Users Training	Fifteen (15)								
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Terms of Reference page 55 Item VII Schedule of Requirement	<table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">Description</th> <th style="text-align: center;">Delivered, Weeks, Months</th> </tr> </thead> <tbody> <tr> <td>Document Conversion with workflow process monitoring</td> <td>Operational within 60 days from supplier's receipt of NTP</td> </tr> <tr> <td>On-line Document Retrieval Facility shall be working and fully implemented</td> <td>Operational within 45 days from supplier's receipt of NTP</td> </tr> <tr> <td>Document Migration of digitized copy of documents with their respective indexes</td> <td>Operational within 40 days from supplier's receipt of NTP</td> </tr> </tbody> </table>	Description	Delivered, Weeks, Months	Document Conversion with workflow process monitoring	Operational within 60 days from supplier's receipt of NTP	On-line Document Retrieval Facility shall be working and fully implemented	Operational within 45 days from supplier's receipt of NTP	Document Migration of digitized copy of documents with their respective indexes	Operational within 40 days from supplier's receipt of NTP	Additional; <table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">Description</th> <th style="text-align: center;">Delivered, Weeks, Months</th> </tr> </thead> <tbody> <tr> <td>Project Deployment</td> <td>Within 60 days from supplier's receipt of NTP</td> </tr> <tr> <td>Computer assisted document receipt facility</td> <td>Operational within 60 days from supplier's receipt of NTP</td> </tr> </tbody> </table>	Description	Delivered, Weeks, Months	Project Deployment	Within 60 days from supplier's receipt of NTP	Computer assisted document receipt facility	Operational within 60 days from supplier's receipt of NTP
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Terms of Reference item 1 page 53	The system must be a desktop application that runs on Windows platform	The system must be a <u>browser-based application</u> which will meet the response time of at least two (2) seconds but not more than five (5) seconds.														

Terms of Reference Item 2 page 56 Service Level Agreement	Response Time for Search of not more than five (5) seconds	Response time for search must be at least two (2) seconds but not more than five (5) seconds.
Terms of Reference item 10 page 54 Document Retrieval Module	The system shall have the capability to allow administrators to specify locations of archived contents.	The system shall have the capacity to allow administrators to specify locations of archived contents
Checklist of Requirements Other Requirements item 15 page 76	Certification that the bidder shall assign a help desk technical support of at least one (1) technical personnel, who should be on-site (SEC premises) 8x5	Certification that the bidder shall assign a help desk technical support of at least one (1) technical personnel, who should be on-site (SEC premises) 8x5, throughout the subscription period.
Checklist of Requirements item 15 letter d page 76	Copies/uploads all documents scanned and its respective indexes to the ODRS	Copies/uploads all current documents scanned and its respective indexes to the ODRS
Checklist of Requirements item 15 letter f page 76	Prepares the necessary documentation that maybe required during the contract period	Prepares the necessary documentation (e.g. weekly and monthly report on the accomplished task) that maybe required during the contract period

This Bid Bulletin No. 1 shall form an integral part of the Bid Document.

June 1, 2016

Prepared by:

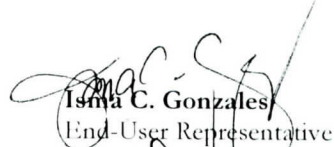


Roseller N. Capila
BAC Secretariat

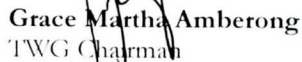
Noted by:



Sonia E. Diamante
Head, BAC Secretariat



Isma C. Gonzales
End-User Representative



Grace Martha Amberong
TWG Chairman

Approved by:



JOSE P. AQUINO
BAC Chairman