



## CSC-CO BIDS AND AWARDS COMMITTEE

**CSC-CO ITB No. 2014-008**

(Web Server for ACCSM)

April 14, 2014

### INVITATION TO BID (ITB)

(Mode of Procurement: Public Bidding)

The Civil Service Commission (CSC), through its Bids and Awards Committee (BAC), invites **interested bidders/suppliers/dealers/distributors of web server** and duly registered with the *Philippine Government Electronic Procurement System (PhilGEPS)* ([http:// www.philgeps.net](http://www.philgeps.net)) of the Department of Budget and Management (DBM), to bid through **public bidding** for the following project:

**Title of Project:** “Supply and Installation of One (1) Web Server for the 18<sup>th</sup> ACCSM Website Portal in the CSC Central Office”

**Approved Budget for the Contract:** Php 650,000.00

**Source of Fund :** ISSP Fund

**Specifications/ Requirements:**

Item No.	Quantity / Unit	Item Description	Total Approved Budget
1	1 Lot	<p><b>“Supply and Installation of One (1) Web Server for the 18<sup>th</sup> ACCSM Website Portal in the CSC Central Office”</b></p> <ul style="list-style-type: none"> <li>➤ 2 Intel Xeon E5-2450 (2.1GHz/8-core/20MB/95W); Upgradeable to 2 processors (16 Cores); Advanced ECC; At least 32GB (DDR3-1600) ; At least 8 SFF Drive Bays; Min. of 4TB HDD; Raid Controller 2-ports Int/ 4-ports Ext SAS Controller; DVD-ROM Optical Drive; USB 2.0 Ports; Up to 7 ports; 6 Hot-plug Redundant Fans; Integrated Matrox G200 video standard; 2U Rack form factor; 2U Ball Bearing Rail Kit; 2 759W Hot Plug Power Supply Kit; 2-ports Int/4-ports Ext SAS Controller; One License Windows Server 2008, Enterprise Edition</li> <li>➤ Manufacturer must belong to the leader quadrant of Rack Server Manufacturer, Gartner Website, 2<sup>nd</sup> Quarter of 2013</li> <li>➤ Bidder must submit a Vendor Certification</li> <li>➤ Three (3) years warranty on all hardware products, free parts and labor onsite and free replacement of equipment or parts if found defective.</li> <li>➤ Within 30 calendar days on delivery and installation of all equipment.</li> </ul> <p><b>NOTE: The complete technical specifications, requirements and details of the project are included in the <u>Manual of Bidding Documents</u> which may be secured from the CSC-BAC Secretariat with a <u>non-refundable fee of Php 500.00.</u></b></p>	<p><b>Php 650,000.00</b> (Inclusive of VAT/ Govt. Taxes/Charges)</p>

Eligibility of bidders shall be evaluated using “PASS/FAIL” criteria. Only those bidders rated “Passed” for all the eligibility requirements shall be declared eligible bidders and allowed to participate in the next stage of bidding which is the Bid Proposal Checking. Bids equal to or lower than the ABC shall be evaluated based on their responsiveness with the CSC’s requirements subject to Post-Qualification Evaluation before an award is made. Bids higher than the ABC shall be rejected and returned outright. Applications/proposals/bids submitted after the deadline and/or incomplete applications shall not be accepted.

All particulars relative to the Eligibility Checking, Bid Proposal Checking, Bid Evaluation, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Revised Implementing Rules and Regulation (RIRR).

Interested bidders shall register/apply first by submitting a Letter of Intent (LOI) to the CSC-BAC Secretariat with address and contact numbers indicated below. Authorized Representative shall submit a written authority issued by the company management certifying that he/she will represent the bidding.

Bidder/s may secure the Manual of Bidding Documents which contains the complete specifications/requirements and other components/details of the project from the CSC-BAC Secretariat during office hours upon payment of a non-refundable amount of Five Hundred Pesos (Php500.00) to be paid to the CSC Collecting Officer/Cashier with office located at the Pamathalaan Park, CSC Compound, Diliman, Quezon City.

**As an internal CSC-BAC policy, only those who purchased the Manual of Bidding Documents shall be allowed to join in the Pre-Bid Conference.**

The Pre-Bid Conference shall be conducted on April 30, 2014 at 9:00 A.M. at the OFAM Conference Room, Basement, CSC Main Building, Civil Service Commission, IBP Road, Constitution Hills, Quezon City.

The eligibility requirements and bid proposals shall be dropped at the designated Bid Box on or before May 14, 2014 and shall be closed strictly at 9:00 A.M. (*timepiece/ clock of OFAM-CSC*) located at the OFAM Room, Basement, Civil Service Commission, IBP Road, Constitution Hills, Quezon City and shall be opened on the same date for the Eligibility Checking and Bid Opening.

The eligibility requirements and bid proposal/requirements must be sequentially compiled in accordance with the checklist with index tabs and a table of contents for easy document browsing.

The following are the schedules of bidding activities for said project:

<b>ACTIVITY</b>	<b>DATE / TIME</b>	<b>PLACE / VENUE</b>
a. <b>Invitation / Advertisement</b> (Posting in the PhilGEPS and CSC websites, CSC Bulletin Board and conspicuous places for at least 7 calendar days)	April 21 to May 14, 2014 (Up to the Bid Opening)	PhilGEPS Website; CSC Website and CSC Procurement Bulletin Board
b. <b>Registration of Bidders and Issuance of Bidding Documents</b> to interested bidders	April 21 to May 14, 2014	CSC-BAC and BAC-Secretariat Unit
c. <b>Pre-Bid Conference</b>	<b>April 30, 2014</b> @ 9:00 A.M.	CSC-BAC Unit / OFAM Conference Room
d. <b>Deadline for Submission of Eligibility and Bid Requirements</b>	<b>May 14, 2014</b> Strictly at 9:00 A.M.	CSC-BAC Unit / OFAM Conference Room
e. <b>Eligibility Checking</b> (Opening of envelopes containing eligibility requirements)	<b>May 14, 2014 *</b> @ 9:00 A.M.	
f. <b>Bid Opening</b> (Opening of envelopes containing bid proposal/ requirements)	<b>May 14, 2014 *</b> @ 9:30 A.M.	
* At least 12 days after Pre-Bid Conference		

The CSC reserves the right to reject any application for eligibility, or all bids for any reasonable and justifiable ground, waive any required formality therein, and to make an award to the bidder whose proposal is deemed most advantageous to the government.

Additional information shall be furnished upon request. All communications should be addressed to the undersigned through the CSC-BAC Secretariat.

(SIGNED)

**DAVID E CABANAG, JR**  
CSC Assistant Commissioner  
BAC Chairman

**CSC-BAC SECRETARIAT**

OFAM , CSC Central Office  
Basement, CSC Main Building  
IBP Road, Constitution Hills, Diliman, Quezon City  
Trunkline: 931-7935 or 39 local 506, 545  
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