



CSC-CO BIDS AND AWARDS COMMITTEE

Project Code: **CSC-ITB No. 2015-20**
(Data Center Expansion)
October 23, 2015

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/service providers on information and communication technology (ICT)** and duly registered with the *Philippine Government Electronic Procurement System (PhilGEPS)* ([http:// www.philgeps.gov.ph](http://www.philgeps.gov.ph)) of the Department of Budget and Management (DBM), to bid through **public bidding** for the following project:

Title of Project: “Data Center Upgrade, Expansion and Network Rehabilitation of the CSC Central Office”

Approved Budget for the Contract: Pph 18,626,000.00

Contract Period: 120 calendar days

Source of Fund: ISSP Fund

Specifications/ Requirements:

Item No.	Quantity/ Unit	Item Description	Total Approved Budget
1	1 Lot	<p>“Data Center Upgrade, Expansion and Network Rehabilitation of the CSC Central Office”</p> <p><u>Deliverables</u></p> <p>a. Data Center Expansion</p> <ul style="list-style-type: none"> ➤ Minimum design ➤ Civil & Architectural Work Planning, Design and Implementation/Construction ➤ System Support Infrastructure Planning, Design and Implementation <p>b. Network Rehabilitation</p> <ul style="list-style-type: none"> ➤ Existing Structured Cabling (Upgrading) ➤ Upgrading of Network Switches (Upgrading) ➤ Active Directory (Installation and Configuration) ➤ Network Maintenance Tools (Provision) <p>c. Power Generator with Concrete Housing (Supply and Installation)</p> <p><u>Bidder's Qualifications</u></p> <ul style="list-style-type: none"> ➤ Must be a certified data center integrator/equipment provider with at least 5 years experiences in data center infrastructure ➤ Must be a Certified solutions partner ➤ Must have at least 2 Data Center projects ➤ Must have an assigned Project Manager with at least 3 years experience in data center design/implementation 	<p>Php 18,626,000.00 (Inclusive of VAT/ Govt. Taxes/ Service Charges)</p>

		<ul style="list-style-type: none"> ➤ Must have a certification that all equipment are brand new and intended for the Philippine market ➤ Must have a data center technical proposal with documents as indicated in the Terms of Reference. <p><u>Training Requirements</u></p> <ul style="list-style-type: none"> ➤ Bidder must provide in-depth technical training on the data center project for the CSC-ITD personnel ➤ Bidder must shoulder the venue accommodation (within Quezon City, etc.), resource materials, certificates and meals to a maximum of 10 participants. <p><u>Warranty and Maintenance</u></p> <ul style="list-style-type: none"> ➤ All <u>network switches</u> must have a <u>limited lifetime warranty</u> that covers fans and power supplies. ➤ Two (2) years warranty for the Precision Airconditioning Unit (PACU) and Generator Set. ➤ Structured Cabling System Components must adhere to the 20 years industry standards compliance product warranty. ➤ Workmanship maintenance contract for one (1) year with no additional cost ➤ With parts and on-site service support for all equipment during the whole duration of the warranty. ➤ After-sales support services <p><u>Delivery Period</u></p> <ol style="list-style-type: none"> a. Networking Tools = Within 30 calendar days (CDs) upon receipt of the Notice to Proceed (NTP)/ Contract b. Data Center = Within 90 CDs upon receipt of the NTP/ Contract c. Networking Rehabilitation = Within 120 CDs upon receipt of the NTP/ Contract <p><u>Delivery Place</u></p> <ul style="list-style-type: none"> ➤ CSC Main Office, IBP Road, Constitution Hills, Quezon City <p>NOTE: The complete technical specifications/ requirements, details of the project and bidding requirements are included in the <u>Manual of Bidding Documents</u> which can be secured from the CSC-BAC Secretariat with a <u>non-refundable fee of Php 10,000.00.</u></p>	
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All particulars relative to the Eligibility, Technical and Financial Requirements/ Bid Proposal Checking, Bid Evaluation, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of the Revised Implementing Rules and Regulations (RIRR) of the R.A. 9184.

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 passed in the technical requirements shall be declared Passed/Compliant and allowed to participate in the next stage of bidding which is the Bid Opening. Bidders with bid offers/prices which are within the ABC shall be declared Complying Bidders. 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.

Interested parties/suppliers shall register/apply first by submitting a Letter of Intent (LOI) to the CSC-BAC Secretariat with address and contact numbers indicated below. Authorized representatives shall submit or bring with them written authority/certification in representing their companies in the bidding.

The Manual of Bidding Documents which contains the complete terms of reference/scope of works/technical specifications/requirements, schedule of bidding activities, sample bidding forms and other details of the project can be secured from the CSC-BAC Secretariat during office hours upon payment of a non-refundable amount of **Ten Thousand Pesos (Php 10,000.00)** to be paid to the CSC Cashier Unit located at the Pamathalaan Park, CSC Compound, Constitution Hills, Quezon City. Interested parties/suppliers may contact the CSC-BAC Secretariat in advance to ensure the availability of the Manual of Bidding Documents.

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 and bidding activities.

The **Pre-Bid Conference shall be conducted on November 12, 2015 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, technical and financial requirements/bid proposals shall be dropped at the designated "Bid Box for Public Bidding" **on or before November 25, 2015 and shall be closed strictly at 9:00 a.m.** (*timepiece/ clock of OFAM-CSC*) located at the OFAM Room, Basement, CSC Mainbuilding, CSC Central Office, Quezon City and shall be opened on the same date for the **Eligibility Checking and Bid Opening**.

The eligibility, technical and financial requirements/bid proposals 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 the bidding activities for said project:

ACTIVITY	DATE / TIME	PLACE / VENUE
a. Invitation / Advertisement [<i>Publishing in the newspaper for one day and posting in the PhilGEPS and CSC websites, CSC Bulletin Board and conspicuous places in the CSC for at least seven (7) calendar days</i>]	October 26 to November 25, 2015 or up to the date of Bid Opening	Newspaper, PhilGEPS and CSC Websites and CSC Procurement Bulletin Board
b. Registration of Bidders and Issuance of Bidding Documents to interested bidders	October 26 to November 25, 2015 or up to the date of Bid Opening	CSC-BAC and BAC-Secretariat Unit
c. Pre-Bid Conference (<i>Discussion/clarification in the TOR, bidding requirements and other details of the project</i>)	November 12, 2015 at 9:00 a.m.	CSC-BAC and BAC-Secretariat Unit (OFAM Conference Room)
d. <i>Deadline for Submission of Eligibility, Technical and Financial Requirements/Bid Proposals</i>	November 25, 2015 Strictly at 9:00 a.m..	CSC-BAC and BAC-Secretariat Unit (OFAM Conference Room)
e. Eligibility Checking (<i>Opening of envelopes containing eligibility and technical requirements</i>)	November 25, 2015 at 9:00 a.m.	
f. Bid Opening (<i>Opening of envelopes containing financial requirements/bid proposal</i>)	November 25, 2015 at 9:30 a.m.	

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
CSC-BAC Chairman

CSC-BAC SECRETARIAT

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