



CSC-CO BIDS AND AWARDS COMMITTEE

Project Code: **CSC-ITB No. 2015-15**
(Re-bidding-Internet-VPN)
August 4, 2015

INVITATION TO BID (ITB)

(Mode of Procurement: Public Bidding)

The Civil Service Commission (CSC) through its Bids and Awards Committee (BAC), invites again **interested bidders/suppliers/telecommunications companies/service providers of internet services** and duly registered with the *Philippine Government Electronic Procurement System (PhilGEPS)* (<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: **“Re-bidding on the Supply of Internet Data Service for the Virtual Private Network (VPN) of CSC Central and Regional Offices”**

Approved Budget for the Contract: **Php 3,802,000.00**

Contract Duration: **One (1) Year Service Contract** with options for renewal for a maximum of three (3) years

Source of Fund: **ISSP Fund**

Specifications/ Requirements:

Item No.	Quantity/ Unit	Item Description	Total Approved Budget
1	1 Lot	<p>“Re-bidding on the Supply of Internet Data Service for the Virtual Private Network (VPN) of CSC Central and Regional Offices”</p> <p><u>Scope of Services/Requirements</u> <i>(Complete technical specifications/requirements and details of the project are found in the Term of Reference/Manual of Bidding Documents.)</i></p> <ul style="list-style-type: none"> ➤ Installation and commissioning 10 mbps High-availability Internet Data Service with 16 Usable IP addresses at CSC-CO; 1 mbps High-availability Internet Data Service for each of the 16 CSCROs with 1 Usable IP Address per regional site; and full and unlimited high-speed, diverse, reliable and managed-connectivity to the global internet and access, on a 24-hours/day and 7-days/week basis. ➤ Integration of the proposed internet connections to the existing CSC CO and ROs network infrastructure. ➤ Service provider shall be the single point of contact and anchor (maintainer) of the last mile connection to CSC-CO via Fiber Optics with managed router and for the 16 CSC-ROs with at least 75% via wired connection. <p><u>Qualification Requirements</u></p> <ul style="list-style-type: none"> ➤ Bidders should be a Telecommunication company or an Internet Service Provider (ISP) with nationwide infrastructure covering all CSC Regional Offices, have at least five (5) years experience as an internet data service provider. 	<p>Php 3,802,000.00 (Inclusive of VAT/ Govt. Taxes/ Service Charges)</p>

		<ul style="list-style-type: none"> ➤ The primary internet connection service provider contracted by CSC-CO for the year 2015-2016 can no longer bid for the secondary internet connection. ➤ Bidders must have the capacity and ability to provide maintenance services and technical support services on a nationwide level. <p><u>Contract Duration</u></p> <ul style="list-style-type: none"> ➤ One (1) Year Service Contract with options for renewal for a maximum of three (3) years <p><u>Delivery Period:</u></p> <ul style="list-style-type: none"> ➤ Within 45 Government Working Days (GWDs) for the installation/commissioning of the 10mbps Internet Data Service at the CSC. ➤ Within 60 GWDs for the installation/commissioning of 1mbps Internet Data Service for the 16 CSC Regional Offices. <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 non-refundable fee of Php 3,000.00.</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 Passing Bidders and allowed to participate in the next stage of bidding which is the Bid Opening. 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 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 **Three Thousand Pesos (Php 3,000.00)** 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.

The **Pre-Bid Conference** shall be conducted on **August 24, 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 September 9, 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 [Publishing in the newspaper and posting in the PhilGEPS and CSC websites, CSC Bulletin Board and conspicuous places in the CSC for at least seven (7) calendar days]	August 12 to September 9, 2015 or up to the date of the Bid Opening	PhilGEPS and CSC Websites and CSC Procurement Bulletin Board
b. Registration of Bidders and Issuance of Bidding Documents to interested bidders	August 12 to September 9, 2015 or up to the date of the Bid Opening	CSC-BAC and BAC-Secretariat Unit
c. Pre-Bid Conference (Discussion/clarification in the TOR, bidding requirements and other details of the project)	August 24, 2015 at 9:00 a.m.	CSC-BAC and BAC-Secretariat Unit (OFAM Conference Room)
d. Deadline for Submission of Eligibility, Technical and Financial Requirements/Bid Proposals	September 9, 2015 Strictly at 9:00 a.m..	CSC-BAC and BAC-Secretariat Unit (OFAM Conference Room)
e. Eligibility Checking (Opening of envelopes containing eligibility and technical requirements)	September 9, 2015 at 9:00 a.m.	
f. Bid Opening (Opening of envelopes containing financial requirements/bid proposal)	September 9, 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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