

## INVITATION TO BID FOR *Subscription of Comprehensive Preventive Maintenance for the Hyperconverged Server Infrastructure of the Philippine Competition Commission*

1. The *Philippine Competition Commission (PCC)*, through the *2019 National Expenditure Program and Fiscal Year 2019 Early Procurement*, intends to apply the sum of **Four Million One Hundred Thousand Pesos (PhP4,100,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for ***Subscription of Comprehensive Preventive Maintenance for the Hyperconverged Server Infrastructure of the Philippine Competition Commission*** under ***Invitation to Bid (IB) No. 201811-0221***. Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The *PCC* now invites bids for the said project (see details in the attached Terms of Reference).

The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.

3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.

4. Interested bidders may obtain further information from *PCC* and inspect the Bidding Documents at the address given below during ***Office Hours from 9:00 A.M. to 5:00 P.M. (Monday through Friday)***.

5. A complete set of Bidding Documents may be acquired by interested Bidders on ***12 November 2018*** from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB and internal issuance of PCC Bids and Awards Committee (PBAC), in the amount of ***Five Thousand Pesos (PhP5,000.00)***.



It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.


6. The PCC will hold a Pre-Bid Conference on **19 November 2018, 02:00 PM** at the address below, which shall be open to all prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before **03 December 2018, 12:00 NN**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 18**.

Bid opening shall be on **03 December 2018, 01:00 PM** at the address below. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

8. The PCC reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

*The Secretariat  
Bids and Awards Committee  
Philippine Competition Commission  
25/F Vertis North Corporate Center 1,  
North Avenue, Quezon City, 1105  
Tel. No.: (02) 771-9722/ (02) 771-9757  
Email: [procurement@phcc.gov.ph](mailto:procurement@phcc.gov.ph) or [gsd@phcc.gov.ph](mailto:gsd@phcc.gov.ph)  
Website: [www.phcc.gov.ph](http://www.phcc.gov.ph)*

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**Atty. Joseph Melvin B. Basas**  
Chairperson  
PCC Bids and Awards Committee

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## TERMS OF REFERENCE

### Procurement of Subscription of Comprehensive Preventive Maintenance for the Hyperconverged Server Infrastructure of the Philippine Competition Commission

#### I. RATIONALE:

The Philippine Competition Commission (PCC) has procured a Hyperconverged Server Infrastructure (HCI) that houses all the server virtual machines that needs to be maintained for continuous and proper operations of the equipment.

Currently, the PCC has one (1) cluster, with six (6) nodes, three (3) of which needs to have a Comprehensive Preventive Maintenance (CPM) for continuous operation of equipment in case of hardware and software failures. HCI hypervisor software licenses shall be upgraded in order to use needed functions for onsite and cloud backup.

#### II. OBJECTIVE

1. To increase functional reliability of PCC Hyperconverged server infrastructure;
2. To maximize useful life, total operating cost directly attributed to equipment service and repair;
3. To minimize frequency of interruptions to operations by reducing breakdown and enhance safety; and
4. To enable service quality to achieve through correctly adjusted, serviced and operated equipment.

#### III. SCOPE OF WORKS

The service provider shall perform the following tasks:

- Conduct initial assessment of the PCC HCI Cluster for hardware condition and software version;
- Backup necessary virtual machine snapshots (included in the protection domain) and configuration files;
- Upgrade licenses from starter to professional, one at a time (rolling upgrade), ensuring that there will be no downtime that may cause damage to information and data stored in the HCI cluster;
- After upgrade, check firmware and other software for compatibility issues, upgrade if necessary;
- Create a maintenance checklist for the HCI cluster and other related equipment and peripherals;

- Shall conduct monthly periodic maintenance, checking the following, but not limited to:
  - a. Software – conduct life cycle management to verify software versions, firmware and upgrades. Update if necessary;
  - b. Hardware – check hardware condition, if there are hardware failure, replace necessary parts within fifteen (15) calendar days. If part/s is not available, provide service unit / parts compatible with the current PCC HCI Cluster; and
  - c. Provide monthly maintenance report.
- Provide all materials, equipment and peripherals, scope of works not mention in this Terms of Reference but needed in the completion of the project;
- Shall provide support (onsite, chat, remote access, email, phone) during the maintenance period;
- The supplier must submit for approval the following project documentation: and
  - i. Project Management Team (Name, Role, Qualifications/Certifications, Contact Numbers.)
  - ii. Deployment Plan
  - iii. User Acceptance Test
  - iv. Testing and Technical Report
- Service Level Agreement
  - Provide a single point of contact for technical and customer support, either phone or electronic mail;
  - Provide 8X5 call and onsite technical support with three (3) hours response time for technical problem that requires on-site services, including weekend and holidays.

#### **IV. APPROVED BUDGET FOR THE CONTRACT (ABC)**

The ABC for the project is Four Million One Hundred Thousand Pesos Only (PhP 4,100,000.00), inclusive of all applicable government taxes and service charges. The ABC's breakdown is as follows:

Subscription of Hardware Maintenance – 2,200,000.00  
Subscription of Software Maintenance – 1,900,000.00

The contract price shall include all the costs and profits arising from the or in relation to the services rendered in connection with the engagement and until the end of the contract.

Bids received in excess of the ABC shall be automatically rejected at bid opening.

## V. QUALIFICATION OF THE SUPPLIER

The Service Contractor should be legally registered in PhilGEPS and has secured a BIR Tax Certificate and/or Clearance, and duly registered with DTI/SEC/CDA to be eligible to submit bids. Similarly, the Service Contractor should have the following minimum qualifications:

- a. Should be an established IT company with experience maintenance of HCI with at least 3 years of experience in relevant field; and must submit certification of authorized distributorship / Dealership / Resellership from the distributor / manufacturer of the product/s offered.
- b. Must have the capacity and ability to install, configure and integrate a back-up software / solution and submit the list of identified certified engineers and/or technicians with at least three (3) years of experience working in similar field of engagement that will be involve in the implementation of the project.
- c. Should submit copies of client's satisfactory certificates from at least three (3) clients for the last five (5) years, with similar contracts. Similar contracts refer to delivery of comprehensive maintenance contract for servers, networks and other data center equipment.

## VI. TECHNICAL SPECIFICATIONS

Minimum and/or equivalent functional requirements, technical specifications, features, characteristics and numbers for:

1. Maintenance Period is from January to December 2019.
2. The comprehensive preventive maintenance must include the following and all other integral parts that are needed in the operation of the Hyperconverged Server Infrastructure. It is expressed that all related components and peripherals shall be included in the CPM and must be covered during the maintenance period.

Equipment	Model / Serial Number
Two (2) HCI Chassis	17FM37250014 17FM37250010
Three (3) HCI Node NX-8035-G5	ZM173S006600 ZM163S012377 ZM163S012310

3. Upgrade of Starter License to Professional License (includes six [6] nodes of the cluster)

Equipment	Model
Six (6) HCI Node <ul style="list-style-type: none"> <li>• ZM173S006600</li> <li>• ZM163S012377</li> <li>• ZM163S012310</li> </ul>	NX-8035-G5

<ul style="list-style-type: none"> <li>• ZM182S002566</li> </ul>	
<ul style="list-style-type: none"> <li>• ZM183S003348</li> <li>• ZM183S003343</li> </ul>	NX-1065-G5

**VII. SCHEDULE OF REQUIREMENTS**

The Supplier must execute a signed and notarized comprehensive preventive maintenance agreement (four copies) within thirty (30) calendar days from receipt of Notice to Proceed.

**VIII. MODE OF PROCUREMENT:**

The mode of procurement shall be Public Bidding provided under the Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184

**IX. PAYMENT SCHEME:**

The PCC shall pay the Service Contractor within fifteen (15) working days upon receipt of the original signed Statement of Account, or billing statement, supported by an Inspection and Acceptance Report (IAR), Certificate of Completion and/or Certificate of Satisfactory Service Rendered to be issued by the end-user, and upon completion of all the deliverables / documentary requirements.

**X. LIQUIDATED DAMAGES**

If the supplier fails to deliver any or all of the goods and/or to perform the services within the period specified in the contract, the Procuring Entity shall, without prejudice to its other remedies under this contract and under the applicable law, deduct from the contract price as liquidated damages, the applicable rate of one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion of every day of delay. The maximum deduction shall be ten percent (10%) of the amount of the contract. Once, the maximum is reached, the procuring entity reserves the right to rescind the contract, without prejudice to other courses of action and remedies open to it.

**XI. DISPUTE AGREEMENT / RESOLUTION**


Should any dispute related to the Contract and/or rights of the parties arise, the same shall be submitted to mutual consultation, mediation and arbitration, in the order of application. The venue of the proceedings shall be in Quezon City.

In case of a court suit, the venue shall be the courts of competent jurisdiction in Quezon City, to the exclusion of all other courts; and

Any amendments and additional terms and conditions of the Contract must be in writing, signed and acknowledged by the Parties.


*Ensuring businesses compete and consumers benefit*

Prepared by:



**ALLAN ROY D. MORDENO**  
Chief, ICT Division

Approved by:



**KENNETH V. TANATE, PhD.** 11/28/12  
Concurrent Director IV, Administrative Office

<b>Conforme:</b>
_____ <b>Name and Signature of Authorized Representative</b>
_____ <b>Designation</b>
_____ <b>Name of Company</b>
_____ <b>Date</b>