

TERMS OF REFERENCE

1. PROJECT TITLE

Supply, Delivery and Installation 1 Year license to existing Security Information and Event Management system for the Bureau of the Treasury.

2. DESCRIPTION

The procurement of 1 Year license aims to ensure the availability of support for the Security Information and Event Management system. The license will ensure that the system will be able to get all available critical updates, firmware upgrades, extension of warranty, and support from vendor or manufacturer.

3. AGENCY BUDGET FOR THE CONTRACT (ABC): Php 980,000.00

Note: Inclusive of 12% VAT, installation, delivery cost and all other charges.

4. PROJECT DURATION, DELIVERY, COMMISSION, INSTALLATION AND ACCEPTANCE

Must complete the project within 60 calendar days from the receipt of the Notice to Proceed

PART I. TECHNICAL SPECIFICATIONS			
AGENCY SPECIFICATION	BIDDER'S STATEMENT OF COMPLIANCE	ACTUAL OFFER (Actual specs being offered)	REFERENCE (Indicate exact page number)
<p>1. Renewal and Maintenance Agreement for SIEM - LR-XM4530-SW and LR-SML-1- 99 (5)</p> <p>License coverage October 31 2023 to October 31, 2024</p> <p>1.1. Unlimited telephone and email support service Mondays – Fridays between 8:30AM to 5:30 PM excluding Weekends and holidays</p> <ul style="list-style-type: none"><i>DISTRIBUTOR will provide a telephone hotline and an e-mail address to answer the CUSTOMER'S queries covering the Products in this Maintenance Agreement</i>			

<ul style="list-style-type: none"> DISTRIBUTOR will assist the CUSTOMER in identifying and troubleshooting problems according to the service level required. <p>1.2. Four (4) Quarterly remote preventive maintenance</p> <ul style="list-style-type: none"> Service to be conducted every last Friday of the second month of the new quarter. The first quarter shall start on the month of which contract was signed and paid in full. System health check Software update as needed or requested Configuration optimization as needed or requested System issue or problem resolution <p>1.3. 8x5 remote support calls limited to a maximum of Five (5) man days.</p> <ul style="list-style-type: none"> Unused man-days cannot be carried over to the next annual maintenance renewal. All remote support after the five (5) days should be authorized by the RESELLER thru the DISTRIBUTOR's Billable Service Request accompanied by a duly signed Purchase Order 			
PART II. BIDDER'S COMPLIANCE		BIDDER'S STATEMENT	REFERENCE
<p>1. STATEMENT OF BIDDER'S EXISTENCE AND EXPERTISE</p> <p>1.1. Must submit certification from manufacturer or distributor that the bidder is authorized to bid, sell, support and maintain the products being offered. If distributor will certify the bidder, they must submit certification from Manufacturer acknowledging the distributor as partner of the product being offered.</p>			

<p>1.2. The bidder must provide Certified Engineer/s for the Security Information and Event Management being offered and all certificates must be submitted in the bid documents.</p> <p>1.3. The bidder must have 1 similar contract within the last 3 years similar to the project to be bid and must submit proof.</p> <p>1.4. Joint Venture not allowed. <i>Note: Similar projects are those related to Supply and Installation of a Security Monitoring System or Security Information and Event Management System</i></p>		
PART III. OTHER CONDITION AND REQUIREMENTS		BIDDER'S STATEMENT OF COMPLIANCE
<p>1. PROJECT PLANNING, IMPLEMENTATION AND SERVICES</p> <p>1.1. Organize project briefing / kick-off meeting and submission of inception report for approval before implementation.</p> <p>1.2. Setup of license and maintenance of system.</p> <p>2. TRAINING AND SUPPORT</p> <p>2.1. Must provide technical update to the Management Information Systems Service (MISS) personnel on the proper administration and configuration of the Security Information and Event Management system.</p>		
<p>3. SERVICE ACCEPTANCE</p> <p>3.1. A "Certificate of Completion" shall be issued after the testing period, provided that the following conditions are met:</p> <p>3.1.1. Hand-over of all necessary paper licenses (if applicable), installers, duly signed delivery receipts with breakdown of items being delivered.</p> <p>3.1.2. Hand-over of the full inventory of procured equipment.</p>		
<p>4. WARRANTY AND SUPPORT</p> <p>4.1. Software and server warranty for 1 year (Parts, Labor and On Site).</p> <p>4.2. 8x5 Phone and Email Support for 1 year.</p> <p>4.3. The vendor must notify users / clients if there are possible updates and patches.</p>		
<p>5. MODE OF PAYMENT</p> <p>5.1. One-time payment of the contract shall be made upon acceptance of supply, delivery, installation of hardware and software components and upon issuance of certificate of completion.</p>		

<p>6. OTHER CONDITIONS</p> <p>6.1. Freebies (if any/existing)</p> <p>6.1.1. The vendor must submit a list specifying the quantity, name, and description of all included freebies marked as “Freebies”.</p> <p>6.2. Delivery of the Equipment</p> <p>All deliveries including freebies, can be delivered to the Systems Administration Division (SAD), under the following conditions:</p> <p>6.2.1. Proper coordination of the Vendor with the Property and Supply Management Division (PSMD) and SAD prior to the delivery.</p> <p>6.2.2. No deliveries shall be accommodated without the following:</p> <p>6.2.2.1. Detailed Delivery Receipts which identifies the quantity, the name of the equipment/unit (including freebies), serial numbers and costings.</p> <p>6.2.2.2. Delivery Receipts must be forwarded and acknowledged by the PSMD.</p>	
<p>7. NON-GRAFT CLAUSE</p> <p>7.1. The winning supplier warrants that it has not given nor promised to give any money or gift to any officer or employee of the BTr, or any member of the Bids and Awards Committee, BAC secretariat or TWG, to secure this contract.</p>	

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