BID BULLETIN NO. 3
December 4, 2024

Attention is hereby invited to the Bidders of the **Configuration and Implementation of a 3-year Subscription Plan for a Cloud Enterprise Resource Planning (ERP) Solution for Human Resources and Finance & Administrative Operations of the Civil Aviation Authority of the Philippines - Bid No. 24-100-11 BRAVO**

I.   Please be informed of the following clarifications and revisions:

ISSUES/CONCERNS	CLARIFICATION
1. Do we need to comply with the entire TOR, considering that some functionalities still need to be applied at this stage? How certain are we that the TOR suits us, especially since some of our qualifications are not listed in the TOR?	Yes, all of the Terms of Reference must be complied with.
2. Do you prefer the ERP solution to be hosted on your premises or managed by a cloud service provider?	Based on the TOR, the ERP must be in a Public Cloud.
3. If opting for a cloud-hosted solution, do you have any specific service provider preferences (e.g., AWS, Microsoft Azure)?	The Authority has no specific preference.
4. Are there any specific compliance regulations or data residency requirements your organization must adhere to?	Philippine Government's Cloud First Policy by DICT
5. Are you looking for managed services or will your team handle technical support and maintenance?	The requirement is Public Cloud therefore, CAAP will not handle the technical support and maintenance.
6. The TOR specifies that the solution must comply with GAAP and PFRS. We need to confirm with CAAP whether full compliance with both standards is required or partial compliance is acceptable.	Full compliance is required.
7. When referring to the mobile application, do you mean a web-based responsive application accessible via a mobile browser, or a mobile application that must be downloaded and installed on mobile devices and tablets?	This can be a web-based application via a browser or a mobile app.
8. Regarding the requirement mentioned on page 176, under time attendance requirement 20.08, does this imply that we need to provide hardware such as biometric devices integrated with facial recognition? Or should the facial recognition functionality be embedded within the system itself to record clock-in and clock-out times?	CAAP will provide the biometric devices.

9. Single Largest Completed Contract (SLCC) – Is this still negotiable? Only limited providers will be able to comply with the required 50% of the ABC. 175 PHP is too big for a single contract. If 2 contracts will be presented with a total of 175M PHP, should it be 1 HRIS and 1 AFIMS, or can it be 2 HRIS/2 AFIMS? Can the SLCC also be open to implementation in private entities?	If two contracts or more, 2 HRIS and 2 AFIMS is acceptable. SLCC has been revised to accept projects completed for non-government entities.
10. Can we confirm that the total/maximum requirement is 200 users for AFIMS and 2,860 users for HRIS?	Correct. There will be 2,860 users for the HRIS.
11. The majority of the features will require customization and development, so these will not be part of the standard software applications. What is the standard software "off-the-shelf" application readily available being referred to?	We are looking for an application that has the standard Financial Management, Administrative Operations, and HR Management functions.
12. What are the government accounting principles or compliance to government standards/requirements/policies being referred to under AFIMS? Can the BIR accreditation requirement be negotiated, especially if most features are to be customized during the project implementation timeline?	The BIR CAS accreditation is required for a Finance-related computer application system.
13. The offline mode for both AFIMS and HRIS might not be possible as the requirement is cloud hosting and most ERP are web-based. Major development and customization/integration might need to be done.	This is no longer required.
14. What does a decentralized group of administrators mean under a Permission Management System? The majority of ERP systems are web-based and centralized already.	CAAP requires that there are levels of access depending on an individual's role.
15. The Property/Asset Management suite, together with the various reports needed, is usually a separate solution to the ERP system. We might need to look for another provider, and more customization/integration will be required. Will this still be negotiable?	CAAP is also open to integration in this case.
16. Why is the mobile application required? Can it be a web-based application that can be opened through mobile devices instead?	CAAP requires that employees are able to access the systems even when they are not in their primary work location. An example is performing approvals through the mobile device.

17. Will the 3-year Service Level Agreement still be negotiable? Why will a 24/7 and 15-minute response time be required if the systems are not used for 24 hours?	This is not negotiable. CAAP requires 24/7 availability of customer service support. The 15 minutes refers to the response time for technical issues raised.
18. Is the public cloud hosting requirement being locally available and DICT/government certified still negotiable? We will need to check the compatibility between the local cloud provider and the preferred AFIMS/HRIS provider. There are only selected AFIMS providers who are hosted in government cloud providers.	The requirement is not restricted to the public cloud data center being hosted locally.
19. Assigning a person to more than one organization unit with different > How many organization units did CCA have?	Information will be provided to the winning bidder
20. The application must be able to run offline (data will be uploaded to the system when the internet is available) using predefined forms and templates. > Please share the specific case/transaction that needs this feature	This requirement has been removed
21. Interface to MS Environment > Please list the interfaces needed for MS environment	To be provided only to the winning bidder
22. Integrated report generator/print engine for issuing certificates, licenses, lists, etc. > Please share the use cases for the Employee certificate and license report generator.	To be discussed with the winning bidder as part of the project implementation
23. Automatically generate reference numbers with an option for a user-defined numbering system > Please share the sample user-defined numbering system	CAAP to discuss with the winning bidder

24. Web Service interfaces should be available to connect to an external MS/archive system (transfer of documents and metadata about the document). The document is retrieved later from the external DMS if needed within the Application. > What kind of documents need to be transferred/received? Is this related to the attachment in the system?	This pertains to PDF and .doc files
25. Application for Official Business, travel orders, and training > Can you please elaborate more for the application official business, travel order and training	Information to be shared to the winning bidder
26. The system should be able to compare requisition vs the approved Annual Procurement Plan (APP) > Provided by report or covered by system validation?	Comparative analysis is a system generated from data inputs.
27. Allow tagging of accounts that have been impaired > What kind of impaired account?	This pertains to the impairment of receivable accounts.
28. Currency processing - Allows payment of vouchers in foreign currency or Ph currency - Can also forecast payments for payables by currency > How many days are expected for the forecast? The Oracle predefined cash forecast is 7 days	At least forecast monthly payables
29. Automatic generation of Alpha list of all suppliers > What is Alpha list of all suppliers?	This contains all the information about the suppliers
30. System should have the capability to accept interface data from the HR system > what kind of data? Is it travel expense, or salary payment, or what?	This pertains to salary, expenses, and other employee claims/receivables/payables

31. Allows creation of auto entries based on generated Budget Utilization Report (BUR) and appropriate tax due from the transaction/entries populated in the DV after system authorization > What kind of transaction is needed for automatic entries?	This refers to all payables transactions.
32. Payment milestone of 10% for Submission of Inception Report? > Can we adjust the payment milestone from 10% to 50% for the Submission of the Inception Report and split the remaining 50% for the rest of the milestones?	This has been revised to reflect 15% for submission of the inception report
33. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before 27 November 2024 at 9:30 AM > May we request to extend the submission to December 27, 2024, for the completeness and accuracy of our bid response?	Deadline of submission of bids has been rescheduled to December 16, 2024.
34. Cloud service provider must be DICT-accredited > Can we use a data center in the Philippines? > In alignment with this section, can we execute Bring Your Own License (BYOL) to cloud?	> Yes, a data center in the Philippines can be used. > The question does not apply to public cloud implementation

35. Uptime Guarantee of 99.982% pertaining to Data Center The requirement states that a Data Center uptime guarantee of 99.982%. This pertains only to the availability of the data center. This, however, does not guarantee the availability of the actual system (Software as a Service) that the CAAP is purchasing, which is the Financial Management and HR. The data center may be up and running but accessibility to the system may be down. This means that the data center may be up but CAAP cannot access the software itself. In this regard, may we respectfully clarify for CAAP if this statement is acceptable: The SaaS (Software as a Service) to be provided should be guaranteed an uptime availability of 99.9% and NOT on the Data Center hosting. Please be reminded that the project is for a software service subscription for Financial Management and HR, not for a Data Center hosting. This 99.9% application availability provides assurance that CAAP can use the software in its daily operations with minimal disruption. The 99.9% availability translate to <=45 minutes of down time in a month. 99.9% availability on application level is the highest availability in the market today and is globally accepted by customers in all industry including public sector.	Clarification: CAAP requires an uptime of 99.9% for the AFIMS and HRIS systems.

36. ITB Clause 5.3> Definition of a Single Largest Completed Contract Definition of the Single Largest Completed Contract (SLCC) was amended to "Configuration and Implementation of a Cloud Enterprise Resource Planning ..." As you know, cloud computing is fairly new in the industry, and this technology is not yet available before. May the CAAP accept to amend the definition of the SLCC to effectively remove the word "Cloud" and be worded as quoted below: "Configuration and Implementation of an Enterprise Resource Planning of a Financial Management System and/or Human Resource Information System, preferably implemented in a Philippine Government Entity"	Revised Statement: "Configuration and Implementation of an Enterprise Resource Planning of a Financial Management System and/or Human Resource Information System, preferably implemented in a Philippine Government Entity"
37. Bidder's Qualifications	Additional Qualification: G. Bidder should be able to show proof of successful implementation of a similar project hosted in a public cloud preferably in a Philippine Government agency.

II.   The new Schedule for the Submission and Opening of Bids for the Project **Configuration and Implementation of a 3-year Subscription Plan for a Cloud Enterprise Resource Planning (ERP) Solution for Human Resources and Finance & Administrative Operations of the Civil Aviation Authority of the Philippines** will be on **December 16, 2024.**

III. This bid bulletin shall be an integral part of the Bidding Documents and the same shall be enclosed in the technical bid envelope/component and shall be marked accordingly.

For the information and guidance of all concerned.

ATTY. DANJUN G. LUCAS
Chairperson
Bids and Awards Committee -BRAVO