



**Zamboanga City Electric Cooperative, Inc.
(ZAMCELCO)
Zamboanga City**

BIDS & AWARDS COMMITTEE (BAC)

The Zamboanga City Electric Cooperative, Inc. (ZAMCELCO) at Brgy. Putik, this city, through its Bids and Awards Committee (BAC), invites all interested parties to apply for eligibility and to bid for the following goods:

Qty.	Unit	DESCRIPTION	ABC (Php.)	SOURCE OF FUND	AMOUNT OF BID DOCS.
1	LOT	DEVELOPMENT AND DEPLOYMENT OF A BUSINESS INTEGRATED SYSTEM (BIS) that has the following, among others: A.) Accounting System; B.) Inventory Management System; C.) Billing and Collection System; D.) Payroll System; and E.) Customer Service Management System	10,000,000.00	RFSC	Php. 10,000.00

SPECIFICATIONS OF THE SYSTEM:

1. Functional narrative of each program or program to be modified describing the operation of the program from the user's perspective;
2. Description of all files used, created and/or modified, and the associated data fields, describing all limits, and/or criteria of use for said file;
3. Operational Description of the program calculations, routines and other processing;
4. Samples of all Input Screens, Output Screens, Reports, Invoices and/or Forms used, required or produced;
5. **Software Documentation.** Shall consist of all operator and user manuals, training materials, guides, listings, specifications and other materials in conjunction with the software;
6. **Source Code.** Software shall include its Source Code Form, and all relevant explanations and documentation of the Source Code;
7. The Software Package shall also come with a facility for data exporting facility to and from other Office Software (e.g. Excel, Word, etc.);
8. Program should be capable for any additional modifications, enhancements, revisions, and changes depending on the requirements or operation of the Coop without any extra cost, provided it is within the scope defined in the detailed functional description;
9. **Process support and training.** Developer shall provide for the training of employees on the use and operation of the software or the hardware, including instruction in any necessary conversion of data for such use. Developer shall also provide sufficient experienced and qualified personnel to conduct such training;
10. Developer must have the complete knowledge on NEA's Accounting System, ERC's Business Separation Guidelines in relation to the EC's Business Separation and Unbundling Plan (BSUP) and EC's Approved Accounting and Cost Allocation Manual (ACAM). Hence, Software offered shall be at least ready-to-use notwithstanding the fact that the Software can still be customizable to the other special needs of the Cooperative. In addition, it shall comply requirement of BIR approval of the System for Large Taxpayers;
11. Usage level and data security;
12. Operational impact to a business from migration of data from existing system and/or database; and
13. Pricing tiers and long-term commitment;
14. Offer is inclusive of 12% VAT.
15. Source of Fund: RFSC
16. Payment will be based on successive billing based on accomplishment milestones agreed by both parties.


The complete schedule of activities are as follows:

BAC ACTIVITIES	SCHEDULE
Publication of invitation to Bid	MONDAY, AUGUST 20, 2018
Deadline for the submission of Pre-qualification Requirements (for non-accredited bidders)	FRIDAY, AUGUST 31, 2018 at 5:00 o'clock PM
Start Issuance of Bidding Documents	MONDAY, SEPTEMBER 03, 2018
Due Diligence Period	SEPTEMBER 03, 2018 TO SEPTEMBER 07, 2018
Pre-Bid Conference	MONDAY, SEPTEMBER 10, 2018 at 2:00 o'clock PM
Deadline for the Submission of Bidding Documents and Opening of Bids	THURSDAY, SEPTEMBER 20, 2018 at 2:00 o'clock PM

NOTES:

1. The Bid Documents may be acquired by interested bidders upon payment of a non-refundable fee.
2. A (2%) bidders bond in the form of cash, Cashier's Check, Managers Check, Bank Draft and Bank Guarantee is mandatorily required.
3. Please be advised that only those who bought bidding documents will be allowed to ask questions during the Pre-Bid Conference.
4. ZAMCELCO reserves the right to reject any or all bids, waive any formality or technicality therein, accept any bid deemed most advantageous to ZAMCELCO, or annul the bidding process and not to award the contract at any time prior to contract award without incurring any liability to any bidder or party. Further, ZAMCELCO assumes no obligation to compensate any bidder or party for any loss or expense incurred in the preparation of the bid or participation in the bidding process.
5. For further information, please refer to:

THE BAC CHAIRMAN
 ICT/Corp. Planning Department
 ZAMCELCO Compound, MCLL Highway, Brgy. Putik,
 Zamboanga City
 Email Address: zamcelco@outlook.com
 TEL No. (062) 991-2117, 993-2873 to 75

ERIC M. BUCOY
 BAC Secretary

 FREDERICO R. BACD, REE
 BAC Chairman