

**SUPPLEMENTAL/BID BULLETIN
ADDENDUM NO. 1**

This Addendum No. 1 was discussed and agreed upon during the Pre-Bid Conference for the Procurement of File Server held on Monday, March 28, 2016 and was issued to modify and/or amend items in the Bidding Documents. This shall form an integral part of the Bid Documents.

A. Terms of Reference

Changes in the Terms of Reference	OLD	NEW
Under Specifications	2U RACK (Server) Rack Height: 2U (UPS)	2U to 4U depending on the design of the casing but should fit and can be installed to the existing 7Ft. X 600mm x 800mm Standard Open Cabinet/Rack
Operating System	Preloaded with latest licensed Operating System, anti-virus (server) and other server management tools and utilities.	Preloaded with Microsoft Server 2012 Release 2 (Standard Edition), Anti-Virus (Server) and other server management tools and utilities.
Item No. 5 of the Terms and Condition	Essential training for the management and administration of the said equipment must be provided including all manuals and other pertinent documents. <u>Certificate must be provided by the supplier to the participants who completed the training.</u>	Certificate of Attendance must be provided by the supplier to the participants who completed the training.

B. Adjustments on the Period of Procurement Activities

<u>Stage</u>	<u>Activities</u>	<u>Deadline</u>	<u>Schedule</u>
1	Advertisement / Posting of Invitation to Bid / Request for Expression of Interest	<u>Seven (7) calendar days</u>	March 16, 2016 to March 23, 2016
2	Eligibility Check and Bids Opening	Three (3) calendar days (one (1) calendar day for eligibility, one (1) calendar day for shortlisting, one (1) calendar day for notice)	Refer to stage 5
3	Issuance and availability of Bidding Documents	From 1 st day of Stage 1 until Stage 5	March 16, 2016
4	Pre-Bid Conference	Twelve (12) calendar days before Stage 5	March 28, 2016 @ 9:30 A.M.
	Request for clarification	Ten (10) calendar days before Stage 5	April 1, 2016
	Supplemental / Bid Bulletin	Seven (7) calendar days before Stage 5	April 6, 2016
5	Submission and Receipt of Bids (includes Opening of Bids & Eligibility Checking)	One (1) calendar day	April 13, 2016 until 12:00NN only - Opening @ 2:00 P.M.
	Submission of additional requirements	Three (3) calendar days after Stage 5	April 18, 2016

6	Bid Evaluation	One (1) calendar day plus One (1) calendar day for approval of ranking	April 19 - 20, 2016
7	Notification for Negotiation	One (1) calendar day	N/A
8	Negotiation	One (1) calendar day	N/A
9	Post-qualification	One (1) calendar day	April 21, 2016
10	Approval of Resolution / Issuance of Notice of Award	Two (2) calendar days (one (1) calendar day for Resolution and one (1) calendar day for Notice of Award)	April 22 to 25, 2016
11	Contract preparation and signing	Two (2) calendar days (one (1) calendar day for Contract preparation and one (1) calendar day for Contract signing)	April 26 to 27, 2016
12	Approval of Contract by Higher Authority	One (1) calendar day	April 28, 2016
13	Issuance of Notice to Proceed	One (1) calendar day	April 29, 2016

For the guidance and information of all concerned.


ORLANDO H. HABITAN
 Chairman

April 6, 2016