



**PASEGURUHAN NG MGA NAGLILINGKOD SA PAMAHALAAN
(GOVERNMENT SERVICE INSURANCE SYSTEM)
Financial Center, Pasay City, Metro Manila 1308**

**GSIS BIDS AND AWARDS COMMITTEE
FOR INFRASTRUCTURE AND INFORMATION TECHNOLOGY**

Project Title: **Supply, Delivery, Installation and Configuration of Various Scanners**

**Bid Bulletin No. 2
31 March 2015**

This bid bulletin is issued to respond to the queries of the bidders and to amend the procurement schedule for the "Supply, Delivery, Installation and Configuration of Various Scanners". This shall form an integral part of the Bidding Documents..

BIDDER 1

Bidder's Queries / Concerns	GSIS' Response
For Lot 1 - Automatic Document Feeder Scanners (121 Units)	
1. Who will schedule the installation and configuration of ADF Scanners to the GSIS Central Offices and Metro Manila Branches (60 units) and Provincial Branches (61 units), considering that we have a very limited time, only 30 and 60 calendar days from receipt of Notice to Proceed?	The Network and Workstation Department of the GSIS Information Technology Services Group shall coordinate with the winning bidder upon issuance of the Notice of Award and Notice to Proceed. Details on project implementation shall be discussed thereafter.
2. Whom do we need to coordinate for the time and date of installation to the various users?	Changes in the Schedule of Requirements were also indicated in Bid Bulletin No. 1 dated 26 March 2015.
3. Who will coordinate and arrange the schedule with the End users, for a fast, smooth and orderly installation?	
4. Do we have to deliver all the 121 units of ADF Scanners to the Head Office before we deliver to the Branch Office? Including the 61 units for GSIS Provincial Branches?	Yes
5. If including the machines intended for GSIS provincial branches, is it possible that a member of BAC-TWG to inspect the 61 units here in our office? For us vendors to cut off the additional cost on delivery and pull out?	No. Bidders must comply with the Schedule of Requirements for the project.

Bid Bulletin No. 2
31 March 2015

[Handwritten signatures]

6. On Light Source feature under Item III (Minimum Technical Specifications), could we include LED or CCFL/Florescent Lamp?	No. The requirement is LED only.
7. What do you mean by Folio mode? As we check on this feature we found out that Folio Mode was present only on one (1) particular Brand of Scanner. Is this possible to take this feature out? May be the particular machine feature, Folio Mode was also present and could be found on the brand that we are offering GSIS but with a different feature name.	The requirements have been modified. Please refer to Bid Bulletin #1
8. Who will schedule the necessary technical and user's orientations and /or transfer of technology? The Winning Vendor or GSIS?	The Network and Workstation Department of the GSIS Information Technology Services Group shall coordinate with the winning bidder upon issuance of the Notice of Award and Notice to Proceed. Details on project implementation shall be discussed thereafter.
9. Who were the right personnel to coordinate with regarding the schedules of the necessary technical and user's orientations and /or transfer of technology?	
10. If we are the lowest bidder, could we ask for the specific date and time of the schedule of the necessary technical and user's orientations and /or transfer of technology before delivery?	
For Lot 2 - A3 Automatic Document Feeder Scanners (4 Units)	
11. Who will schedule the installation and configuration of A3 ADF Scanners to the GSIS Central Offices, considering that we have a very limited time, only 30 calendar days from receipt of Notice to Proceed?	The Network and Workstation Department of the GSIS Information Technology Services Group shall coordinate with the winning bidder upon issuance of the Notice of Award and Notice to Proceed. Details on project implementation shall be discussed thereafter.
12. Whom do we need to coordinate for the time and date of installation to the various users?	
13. Who will coordinate and arrange the schedule with the End users, for a fast, smooth and orderly installation?	Changes in the Schedule of Requirements were also indicated in Bid Bulletin No. 1 dated 26 March 2015.
14. As we understand that you are asking for a scanner that can scan a document with a width as small as 2 inches and as big as 12 inches, right? Yes our brand can scan a document with a width as small as 2 inches, but not as big as 12 inches because an A3 size document measures only up to 11.693 inches. So the width size should be able	Changes in the technical requirement with respect to Document Size were already indicated in Bid Bulletin No. 1 dated 26 March 2015.

f
d *Mds*

to scan 2 inches up to 11.693 inches in width and not within the range	
15. Can we bid for a Scanner with no U-Turn Path; only Straight Path? With Straight Path Scanners it is capable of handling thin documents unlike the U-Turn path Scanner. Anyway, it also serves the purpose, why would GSIS limit to only some Brands because U-Turn Path feature?	The U-Turn Path and Straight Path features are being required because they will significantly address the requirements of the GSIS end-user units. Furthermore, the U-Turn Path and Straight Path features are not specific to a single brand.


BIDDER 2

Bidder's Queries / Concerns	GSIS' Response
For Lot 1 - Automatic Document Feeder Scanners (121 Units)	
On Daily Scan Volume (4,000 pages/day) under Item III (Minimum Technical Specifications), we would like to request changing this specification to: Daily Scan Volume (3,000 pages/day). The 3,000 pages daily scan volume is already intensive for 1 scanner to accomplish per day. Our specification indicate "average daily volume per page" which means that the scanner may exceed 3,000 pages under extraordinary circumstances.	The Daily Scan Volume of 4,000 pages/day addresses the requirements of the GSIS end-user units.

PROCUREMENT SCHEDULE

Activity	From	To
Submission of Bids	06 April 2015, 10:30AM	10 April 2015, 2:00PM
Opening of Bids	06 April 2015, 11:00AM	10 April 2015, 2:30PM

For the guidance and information of all concerned.


VP SALVACION P. MATE
 Chairperson
 GBAC for Infrastructure and Information Technology

