

**PROCUREMENT FOR THE DEVELOPMENT AND DEPLOYMENT OF PHILIPPINES ANTI-ILLEGAL
DRUGS STRATEGY – AUTOMATED REPORT MANAGEMENT SYSTEM (PADS-ARMS)**

ABC – Php4,000,000.00

Item	Specification	Comments
GENERAL REQUIREMENTS		
	1. The bidder must be a valid registered organization in existence for a minimum of five (5) years	
	2. The bidder must have experience development and deployment of software in a nationwide scale with a minimum of 400 users in the Government sector for the past 2 years.	
	3. The bidder must show proof of knowledge for the Philippines Anti-Illegal Drugs Strategy process	
	4. The bidder must have a completed Single Largest Contract of similar nature within the last 2 years amounting to at least fifty percent 50% of the ABC of the item being bid.	
	5. The bidder must be Platinum PhiGeps accredited.	
SYSTEM REQUIREMENTS		
Modules		
Registration	1. Creation and maintenance for registering users a) ICAD Agencies b) Non-ICAD Agencies	
Code Libraries	1. Creation of a venue for adding and maintenance of data sets and tables a) DDB Priorities b) Medium Term Priorities c) PADS Indicators d) PADS Logical Frameworks e) Programs f) Programs of Activities	
Target and Accomplishment	1. Creation of transaction table to store submitted annual targets and actual accomplishments	
Graphics User Interface	1. Creation of interface for the following: a) Libraries b) Transactions c) Report Generation d) Upload Data	

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Report	1. Provides the generation of various reports needed or required by the agency based on the supplied information or data submitted and uploaded by the member agencies through the PADS-ARMS	
Templates	1. Provide templates in adherence to approved format by PADS-CWG to include: a) Library updates b) Annual programs and targets c) Actual accomplishments	
Data Upload	1. Provide capability for data upload	
Approval	1. Provides access for the authorized approving authority of agencies who are in charge to approve the submission and update of PADS reports	
Verification	1. Provides the information generated after the processing of the applications wherein the authorized officials of the agencies will able to verify and check.	
User Management	1. Provides privileges and other security features of the system. 2. Provides user authentication, roles, access	
Back Up and Migrate	1. Provides capability for system to dump some or the entire database tables to a file download or save to a file on the server, and to restore from an uploaded or previously saved database dumped. 2. Provide options to choose which tables and what data to backup and cache data is excluded by default.	
Features and Functions		
	1. The database must support simultaneous database retrievals and updates from application, allowing concurrent control and consistent reading to ensure data integrity.	
	2. The system must have offline version for continuous transaction even if the internet connection is unavailable and auto sync upon connection availability.	

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	<p>3. The database must support stringent security controls and features, including but not limited to the following:</p> <ul style="list-style-type: none"> a) Protection of data from unauthorized access b) Define user access depends on the level of security a user is given. c) Must provide password recovery d) Encryption of data. 	
	<p>4. Must be able to hold textual, numerical data and graphical information, special characters, subscript, superscript and exponential characters.</p>	
	<p>5. Must be capable of receiving and storing coded/decoded data types from different sources.</p>	
	<p>6. Must be capable to logically partition tables/indexes for ease of maintenance and for performance improvements.</p>	
	<p>7. Must be capable to handle mixed workload such as bulk/batch loading, basic reporting requirements, online analytical processing, real-time/continuous load, data mining operations.</p>	
	<p>8. Must support referential integrity.</p>	
	<p>9. Must support the ability to process transactions of different users at the same time.</p>	
	<p>10. Must provide Graphical User Interface (GUI) for migrating raw data to existing Business Intelligence Tool of the DDB</p>	
	<p>11. Must be easily integrated (installed and configured) with the organization's existing database infrastructure. (e.g. KML, CSV, XLSX)</p>	
	<p>12. Must provide document uploading capability in excel, pdf and jpeg format.</p>	
	<p>13. Must export/import data/information from/to the system</p>	

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	<p>14. Must run under the minimum hardware specifications:</p> <ul style="list-style-type: none"> a) Microsoft Windows Server 2012 and above (Server) b) Multi-core x64 compatible processors c) 16 GB RAM memory d) 4 TB hard disk 	
Application Platform		
	<p>1. PADS-ARMS must be compatible on the following .Net Framework or latest version</p> <ul style="list-style-type: none"> e) .NET Framework Version 4.5.1 f) .NET Framework Version 4.5 g) .NET Framework Version 4.0 h) .NET Framework Version 3.5 i) .NET Framework Version 3.5 SP1 	
	<p>2. PADS-ARMS must be web-based</p>	
	<p>3. PADS-ARMS database must be enterprise version of MS-SQL</p>	
	<p>4. PADS-ARMS must be compatible with the following web browsers:</p> <ul style="list-style-type: none"> a. Microsoft Internet Explorer (highly Recommended) b. Firefox c. Chrome d. Safari 	
Development and Deployment		
	<p>1. The bidder must complete development and deployment within 90 DAYS upon acceptance of Notice to Proceed</p>	

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Project Team		
	<ol style="list-style-type: none"> 1. The bidder must provide a dedicated development team composed of the following: <ol style="list-style-type: none"> a. Project Manager b. Business Analyst c. Developer 	
Warranty and Support		
	<ol style="list-style-type: none"> 1. The bidder must provide one (1) Year warranty and Support upon project sign off. <ol style="list-style-type: none"> a. Warranty includes fixes for system bugs, issues and system errors. b. Resolution can be delivered in the form of remote and/or on-site resolution c. The bidder shall commit to three (3) major modifications of the system which is not initially included in the system requirements 2. The bidder must provide one (1) dedicated onsite System Administrator to provide support for one (1) year commencing on PADS-ARMS pilot to resolve technical and other related problems. 	
Knowledge Transfer		
	<ol style="list-style-type: none"> 1. Contractor must conduct training to DDB identified end users and administrators. 2. Training must provide the following: <ol style="list-style-type: none"> a. End-User Manual b. Administrator Manual 3. Contractor must serve as the subject matter expert during conduct of workshops for system roll out. 	
DELIVERABLES		
	<ol style="list-style-type: none"> 1. The following deliverables must be achieved with the implementation of the required solution: <ol style="list-style-type: none"> a) Attain the business objectives/requirements stated in the technical requirement b) Reports must be drawn from a single source 	

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	<ul style="list-style-type: none"> c) Employ latest technology where applicable to the proposed solution d) Propose an innovative solution that can accommodate future requirements/enhancement of the agency e) Ensure the solution is logical and can be integrated to DDB’s current systems. f) Ensure data integrity and data security by implementing quality control procedures and data entry levels 	
SERVICE LEVEL AGREEMENT		
	<ul style="list-style-type: none"> 1. The Inception Report shall be delivered fifteen (15) calendar days from receipt of Notice to Proceed. <ul style="list-style-type: none"> a) 1/10th of 1% of the total contract cost shall be imposed per day of delay. 2. The PADS-ARMS shall be delivered and made operational within three (3) months upon receipt of Notice to Proceed. <ul style="list-style-type: none"> a) 1/10th of 1% of the Software Development cost shall be imposed per day of delay. 3. Knowledge transfer (Training, training manuals and training certificates) shall be provided for DDB personnel by the CONTRACTOR before the end of the contract period provided that the system is accepted. <ul style="list-style-type: none"> a) 1/10th of 1% of the total contract cost shall be imposed per day of delay. 4. The CONTRACTOR shall respond to the problem within one (1) hour after it was reported by the DDB thru telephone or email and solution delivery shall be in the form of telephone, electronic and/or on-site. <ul style="list-style-type: none"> a) 1/10th of 1% of the total contract cost shall be imposed for every hour or a fraction thereof of application unavailability in excess of the required hours to resolve. 	

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SPECIAL CONDITIONS OF CONTRACT		
	<ol style="list-style-type: none"> 1. The winning bidder must ensure PADS-ARMS must be compliant for future upgrade based on identified and agreed SOW with DDB. 	
CONFIDENTIALITY OF DATA		
	<ol style="list-style-type: none"> 1. The CONTRACTOR shall document detailed procedures/techniques in identifying systems security risks and breach(es) and how such shall be handled. 2. All project staff of CONTRACTOR shall be required to sign a non-disclosure agreement. 3. The DDB system, its components, parts and all products, product samples and specifications, data, ideas, technology, and technical and non-technical materials, all or any of which may be derived from any of the foregoing (all of which, individually and collectively, referred to as “Proprietary Information”) are confidential and proprietary to the Dangerous Drugs Board. 4. The CONTRACTOR agrees to hold the Proprietary Information in strict confidence. CONTRACTOR furthermore agrees not to reproduce, transcribe, or disclose the Proprietary Information to third parties without prior written approval of the Dangerous Drugs Board. 5. To ensure the confidentiality of all information that will come to the knowledge of the CONTRACTOR and its employees detailed with the DDB, the CONTRACTOR and its employees assigned therein shall be considered agents of the DDB. The contract that will be executed hereto shall categorically provide that the CONTRACTOR and its employees, as agents of the DDB, shall uphold strict confidentiality of any information. 6. Violation of the NDA shall be dealt with accordingly as prescribed in the Existing Philippine Laws 	

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TERMS OF PAYMENT		
	<ol style="list-style-type: none"> 1. Inception Report <ol style="list-style-type: none"> a) Fifteen percent (15%) of the contract price 2. Software Development and User Acceptance <ol style="list-style-type: none"> a) Thirty-five percent (35%) of the contract price 3. Pilot Roll Out <ol style="list-style-type: none"> a) Fifteen percent (15%) of the contract price 4. Go Live, Complete Project Documentation <ol style="list-style-type: none"> a) Twenty five percent (25%) of the contract price 5. Project Sign Off <ol style="list-style-type: none"> a) Ten percent (10%) of the contract price 	
PRE-TERMINATION OF THE CONTRACT		
	<ol style="list-style-type: none"> 1. The contract for the PADS-ARMS development may be pre-terminated by the DDB for any violation of the terms of the contract. In case of pre-termination, the CONTRACTOR shall be informed by the DDB thirty (30) days prior to such pre-termination. 2. In case of pre-termination, THE CONTRACTOR shall be liable to an additional liquidated damages equivalent to one percent (1%) of the contract price as provided for in the Government Accounting and Auditing Manual (GAAM) and forfeiture of the Performance Security. 	