



ASTI-FM 03-11
REV 1/08 JUN 2022

DOST-ASTI Bids and Awards Committee
Invitation to Bid (Public Bidding)

IB No:	24-04-4778	Date:	June 11, 2024
	GAA-24-03-18916 (KMD)		March 21, 2024
	GAA-24-03-18944 (OD)		March 26, 2021
	GAA-24-05-19275 (KMD)		May 24, 2024

Source of Funds: GAA

Total ABC: PhP 469,125.00

Time, Date & Venue of Pre-bid Conference: June 20, 2024, 9:00 AM

Time and Date of Submission of Bids: July 02, 2024, 9:00 AM

Time, Date & Venue of Opening Bids: July 02, 2024, 9:30 AM

Date of availability of Complete Set of Documents: June 13, 2024

Deadline of Potential Bidder's Clarifications: June 22, 2024

Deadline of ASTI's Supplemental Bid Bulletin: June 25, 2024

Delivery Schedule:

The Department of Science and Technology (DOST) - Advanced Science and Technology Institute (ASTI), through its Bids and Awards Committee (BAC), hereby invites all interested Bidders to submit their bids for the *item/s* listed below. Section II. Instructions to Bidders (ITB) of the DOST-ASTI Bidding Documents provides information necessary for bidders to prepare responsive bids, in accordance with the requirements of DOST-ASTI. The ITB likewise provides information on

Bidding will be conducted through open competitive bidding procedures using a *non-discretionary "pass/fail"* criterion as specified in the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

A complete set of DOST-ASTI Bidding Documents may be acquired by interested Bidders on the date and address given on this document, and upon payment of the applicable fee, pursuant to the latest Guidelines issued by the Government Procurement Policy Board. Further, the DOST-ASTI Bidding Documents may be accessed through the DOST-ASTI website (<https://asti.dost.gov.ph/>).

For further inquiries, you may contact the **DOST-ASTI BAC Secretariat** at telephone number **+63 2 8249-8500 / +63 2 8426-9755 local 1206/1212** or send your message to **bac-sec@asti.dost.gov.ph**.

Respectfully,

BAYANI BENJAMIN R. LARA
BAC Chairperson

NO.	TECHNICAL SPECIFICATIONS	QTY	UNIT	UNIT PRICE(Php)	TOTAL PRICE(Php)
1	Software License - Subscription - Graphic Design Software Suite 1. Background / Objectives. 1.1. Graphic design software suite for creation and production of multimedia communications materials. 1.2. Specifications stated herein are minimum requirements, unless otherwise stated. 1.3. Offers of equivalent or better specifications are acceptable.	5	lic.	82,375.00	411,875.00

2. Functional / Technical Specifications.

2.1. Quantity: 5 licenses.

2.2. License type: Software subscription.

2.3. Licensee Account Name: Advanced Science and Technology Institute.

2.4. Licenses should be natively compatible with existing graphic design software suite account and projects (Adobe Creative Cloud (CC)).

2.4.1. License(s) will be loaded under said account.

2.4.2. Account: Advanced Science and Technology Institute.

2.4.3. Account Number: Adobe Value Incentive Plan (VIP) 35D01E9918E185A1896A.

2.4.4. Account Anniversary Date: 16 April 2024.

2.5. Should the activation date of the license(s) occur past the Account Anniversary Date, and/or any account grace period, due to the time it takes to execute and complete the procurement process up to issuance of Purchase Order (PO)/Notice to Proceed (NTP) then supplier is to present options to DOST-ASTI to fulfill the requirements, which may include, but not limited to, reactivation of lapsed account, or creation of a new or alternate account.

2.6. Any grace period past the Account Anniversary Date may be credited against the subscription period of renewal of existing software subscription licenses subject to existing policies of the software company (Adobe).

2.7. Subscription Period.

2.7.1. Subscription period per license: 12 months maximum.

2.7.2. Actual contract and/or billing will be pro-rated monthly starting on actual license activation date and ending on account anniversary date (see License Management).

2.7.3. Proposal should indicate cost of each license (or will otherwise be computed based on total proposal amount).

2.8. License Management.

2.8.1. License(s) must be centrally deployed and assignable by DOST-ASTI to its personnel through an administrative account console.

2.8.2. DOST-ASTI shall provide administrative account details to the provider.

2.8.3. Account anniversary date is the date wherein the software subscription license period ends and would therein be the reckoning date for possible future renewal, or new/additional licenses, if any.

2.9. Software suite inclusive individual applications.

2.9.1. Image editing and compositing.

2.9.1.1. Native editing, and 100% compatibility, for existing industry standard Photoshop CC .psd files.

2.9.2. Vector graphics and illustration.

2.9.2.1. Native editing, and 100% compatibility, for existing industry standard Illustrator CC .ai files.

2.9.3. Page design and layout for print and digital publishing.

2.9.3.1. Native editing, and 100% compatibility, for existing industry standard InDesign CC .indd files.

2.9.4. Audio/Video (A/V) and effects production and editing.

2.9.4.1. Native editing, and 100% compatibility, for existing industry standard Premiere Pro CC .prproj and After Effects CC.aep files.

	<p>2.9.5. Photo editing and content cataloguing.</p> <p>2.9.6. 2D character animation.</p> <p>2.9.7. Text, image, audio, and video web posting platform.</p> <p>2.9.8. Design and development of responsive websites.</p> <p>2.9.9. Web and UX/UI design and prototyping.</p> <p>2.9.10. Portable Document Format (PDF) editing.</p> <p>2.10. In-application access to stock libraries for design assets,i.e., fonts, images, graphics, videos, and 3D assets.</p> <p>2.11. Team support.</p> <p>2.12. Desktop and mobile device editing support.</p> <p>2.13. Cloud support</p> <p>3. Warranty and Support.</p> <p>3.1. Access to version upgrades, new releases, bugfixes, and critical security patches made available during the duration of the subscription period for subscription software licenses, or during the maintenance period for perpetual software licenses.</p> <p>4. Delivery and Payment.</p> <p>4.1. License activation within Ten (10) calendar days from issuance of Notice to Proceed (NTP).</p> <p>4.2. Should the delivery date deadline fall on a non-working day,such as a weekend, non-working holiday, or work suspension, then the delivery date deadline shall be adjusted to the following working day.</p> <p>4.3. Bid price shall be inclusive of all taxes, delivery, and all other related charges and fees.</p> <p>4.4. Payment Terms: Prescribed government terms.</p>				
2	<p>Software License - Subscription - Cloud-based Video Project Library Hosting</p> <p>1. Background / Objectives.</p> <p>1.1. Cloud-based hosting of video editorial projects that would enable a non-linear workflow where a post-production team can work on the same projects simultaneously on-site and off-site.</p> <p>1.2. Specifications stated herein are minimum requirements, unless otherwise stated.</p> <p>1.3. Offers of equivalent or better specifications are</p> <p>2. Functional / Technical Specifications.</p> <p>2.1. Quantity: 1 license.</p> <p>2.2. License type: Software subscription.</p> <p>2.3. Licensee Account Name: Advanced Science and Technolog Institute.</p> <p>2.4. Licenses should be natively compatible with existing Cloud-based Video Project Library Hosting account and projects (Blackmagic Cloud Collaboration).</p> <p>2.4.1. License(s) will be loaded under said account.</p> <p>2.5. Cloud-based video project library shall be natively compatible with existing post-production editorial application (Blackmagic Design DaVinci Resolve / DaVinci Resolve Studio).</p> <p>2.6. Subscription Period.</p> <p>2.6.1. Subscription period per license: 12 months maximum.</p> <p>2.6.2. Actual contract and/or billing will be pro-rated monthly starting on actual license activation date and ending on account anniversary date (see License Management).</p> <p>2.6.3. Proposal should indicate cost of each license (or will otherwise be computed based on total proposal amount).</p>	1	lic.	7,000.00	7,000.00

	<p>2.7. License Management.</p> <p>2.7.1. DOST-ASTI shall provide administrative account details to the provider.</p> <p>2.7.2. Account anniversary date is the date wherein the software subscription license period ends and would therein be the reckoning date for possible future renewal, or new/additional licenses, if any.</p> <p>2.8. Features.</p> <p>2.8.1. Cloud-based hosting of video editing projects.</p> <p>2.8.2. Cloud-based post-production editorial workflow.</p> <p>2.8.3. Facility to create a cloud-based ID for team members that will enable them to access the cloud-based video project library.</p> <p>2.8.4. Multiple user collaboration that would allow video editors to work on the same video editing timeline.</p> <p>2.8.5. Timeline compare tools allow review and merging of changes into a master timeline.</p> <p>2.8.6. Media sharing and media sync with third-party cloud storage solutions (e.g., Dropbox) and/or network storage drives.</p> <p>3. Warranty and Support.</p> <p>3.1. Access to version upgrades, new releases, bugfixes, and critical security patches made available during the duration of the subscription period for subscription software licenses, or during the maintenance period for perpetual software licenses.</p> <p>4. Delivery and Payment.</p> <p>4.1. License activation within Ten (10) calendar days from issuance of Notice to Proceed (NTP).</p> <p>4.2. Should the delivery date deadline fall on a non-working day, such as a weekend, non-working holiday, or work suspension, then the delivery date deadline shall be adjusted to the following working day.</p> <p>4.3. Bid price shall be inclusive of all taxes, delivery, and all other related charges and fees.</p> <p>4.4. Payment Terms: Prescribed government terms.</p>				
3	<p>Supply and delivery of ITIL/CMDB Tool plug-ins</p> <p>Supply and delivery of ITIL/CMDB Tool plug-ins</p> <p>1. GENERAL OVERVIEW</p> <p>1.1. DOST-ASTI is seeking qualified and competent bidders for the SUPPLY AND DELIVERY OF ONE (1) LOT OF ITIL/CMDB Tool plug-ins, to be used for the enhancement of iTop ticketing tool.</p> <p>2. TECHNICAL SPECIFICATIONS</p> <p>2.1. Plug-in name: iTop Notify on Expiration Plugin</p> <p>2.1.1. Perpetual License</p> <p>2.1.2. Description: Notification on iTop when a date is about to be reached</p> <p>2.1.3. Version: 1.0.3 or later as long as compatible with iTop version 2.3.0 or greater</p> <p>2.1.4. Code: Combodo-Notify-on-Expiration</p> <p>2.1.5. PHP-version-Max: PHP 8.1 on Expiration Plug-in</p> <p>2.1.6. Maximum Price: PhP5,250.00 per license</p> <p>2.1.7. Quantity: Three (3) licenses</p>	1	lot	50,250.00	50,250.00

<p>2.2. Plug-in name: iTop Time Tracking Plugin</p> <p>2.2.1. Perpetual License</p> <p>2.2.2. Description: Track time spent on Tickets via calendar view</p> <p>2.2.3. Version: 2.3.3 or later as long as compatible with iTop version 2.3.0 or greater</p> <p>2.2.4. Code: iTop-Time-Tracking</p> <p>2.2.5. PhP-Version-Max: PHP 8.1</p> <p>2.2.6. Maximum price: PhP11,500.00 per license</p> <p>2.2.7. Quantity: Three (3) licenses</p> <p>3. Delivery and Payment</p> <p>3.1. License activation is on or before 01 September 2024 after the expiration of current subscription.</p> <p>3.2. Bid price shall be inclusive of all taxes, delivery, and all other related charges and fees.</p> <p>3.3. Payment shall be made only upon activation of the license subscription and certification/acceptance/by the end-user that the items are delivered in accordance with the terms of this Contract and are duly inspected and accepted. No payment shall be made for items not delivered under this Contract.</p>				
TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC):				PhP 469,125.00
RESERVATION CLASE				
<p>The Advanced Science and Technology Institute reserves the right to accept or reject any proposal, to annul the bidding process, and to reject all proposals at any time prior to contract award, without thereby incurring any liability to the affected proponent or proponents.</p>				

