



ASTI-FM 03-11
REV 0/2 APR 2018

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

ITB No:	21-10-3589-M	Date:	26-Oct-21
PR No:	GAA-21-09-12212 (KMD) GAA-21-10-12351 (SSED)	Date:	24-Sept-2021 06-Oct-2021
Source of Funds:			
Total ABC: Php 1,140,700.00			
Time, Date & Venue of Pre-bid Conference: November 4, 2021, 9:00 AM at Via videoconferencing			
Time and Date of Submission of Bids: November 16, 2021, 10:00 AM			
Time, Date & Venue of Opening Bids: November 16, 2021, 10:30 AM at DOST-ASTI and Videoconferencing			
Date of availability of Complete Set of Documents: October 27, 2021			
Deadline of Potential Bidder's Clarifications: November 06, 2021			
Deadline of ASTI's Supplemental Bid Bulletin: November 09, 2021			
Delivery Schedule:			

The 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. Guidelines regarding the format, eligibility, technical and financial documents needed are described in the Instruction to Bidders of the Philippine Bidding Documents.

Bidding will be conducted through open competitive bidding procedures using a non discretionary "pass/fail" criterion as specified in the 2016 R-IRR of RA 9184.

A complete set of Bidding Documents may be purchased by interested bidders upon payment of a fee for the Bidding Documents. It is also downloadable for free of charge at DOST-ASTI's website - www.asti.dost.gov.ph

For further inquiries, contact ASTI's BAC Secretariat via email at bac-sec@asti.dost.gov.ph. Interested bidders may also call the number - (632)-426-7423 and look for ASTI's BAC Secretariat.

Respectfully,

GERWIN P. GUBA
BAC Chairman

NO.	TECHNICAL SPECIFICATIONS	QTY	UNIT	UNIT PRICE (Php)	TOTAL PRICE (Php)
1	<p>Subscription to Cloud-Based Project Management Tool</p> <p>1. General</p> <p>1.1. Subscription to cloud-based project management tool</p> <p>1.1.1. Migration of existing JIRA server with 50 users to JIRA cloud which can be used simultaneously 51 to 100 users.</p> <p>1.1.2. Number of users: 51 up to 100 users</p> <p>1.2. With an allotment of at least 250 GB storage</p> <p>1.3 Subscription period is twelve (12) months</p> <p>1.4 The specifications written herein are of minimum requirements, unless otherwise stated</p> <p>2. Features</p> <p>2.1. Has pre-defined workflows suitable for software development projects but also allows custom workflows</p> <p>2.2. With Scrum and Kanban dashboards but also offers customized dashboards</p> <p>2.3. Able to track progress of projects</p>	1	Lot	500,000.00	500,000.00

	<p>2.4. Has extensive reporting feature to check progress of projects and sprints</p> <p>2.5. With powerful search engine to easily search for issues/tickets</p> <p>2.6. Accessible via computer and mobile devices</p> <p>2.7. Has access to plug-and-play add-ons i.e., development tools, can integrate with other software development tools such as test case managers</p> <p>3. Technical Support Service</p> <p>3.1. Should provide assistance in migrating existing JIRA database to the cloud-based platform</p> <p>3.2. Technical support should be available at least 8 hrs from Monday to Friday and has the following response time: Application is down - 2 business hrs; Serious degradation - 6 business hrs; Moderate impact - 1 business day; Low impact - 1-2 business days</p> <p>3.3. End-user must be able to request technical support by phone, email, or through a website</p> <p>3.4. With readily accessible documentations/instruction manuals</p> <p>4. Warranty Service</p> <p>4.1. Access to version upgrades, new releases, bug fixes, and critical security patches, if any, must be made available during the duration of the subscription</p> <p>5. Notes</p> <p>5.1. Subscription should be activated within 15 days upon release of NTP</p> <p>5.2. Price is inclusive of government tax</p> <p>5.3. Charging: ASTI-GAA under IT Support project</p>				
2	<p>Subscription to Web-Based Test Case Management Tool</p> <p>1. General</p> <p>1.1. Subscription to web-based test case management tool</p> <p>1.1.1. Extension of DOST-ASTI's existing Testrail subscription under the domain dostasti.testrail.io with seven (7) users</p> <p>1.1.2 On top of the existing number of users, should be able to cover four (4) more users</p> <p>1.2. Subscription period is twelve (12) months</p> <p>1.3. With a minimum of 50GB storage</p> <p>1.4. The specifications written herein are of minimum requirements, unless otherwise stated.</p> <p>2. Features</p> <p>2.1. Should have comprehensive test case available on cloud</p> <p>2.2. With project-level administration</p> <p>2.3. With progress monitoring</p> <p>2.3. Has customizable forms for test case writing</p> <p>2.4. Allows organization of test cases in test suites</p> <p>2.5. Can execute test run and record test results</p> <p>2.6. Logs test case history</p> <p>2.7. Generates reports per project, test plans and test runs</p> <p>2.8. With customizable dashboard</p> <p>2.9. Can integrate with other software development platforms such as issue-ticketing tools</p> <p>3. Technical Support Service</p>	1	Lot	380,000.00	380,000.00

	<p>3.1. Technical support should be available at least 8 hrs from Monday to Friday and has the following response time: Application is down - 2 business hrs; Moderate impact - 1 business day; Low impact - 1-2 business days</p> <p>3.2. End-user must be able to request technical support by phone, email, or through a website</p> <p>3.3. With readily accessible documentations/instruction manuals</p> <p>4. Warranty Service</p> <p>4.1. Access to version upgrades, new releases, bug fixes, and critical security patches, if any, must be made available during the duration of the subscription</p> <p>5. Notes</p> <p>5.1. Subscription should be activated within 15 days upon release of NTP</p> <p>5.2. Price is inclusive of government tax</p> <p>5.3. Charging: ASTI-GAA under IT Support project</p>				
3	<p>Subscription to Wireframing, Rapid Prototyping, Documentation and Specification Software Tool</p> <p>1. General</p> <p>1.1. Subscription to wireframing, rapid prototyping, documentation and specification software tool</p> <p>1.1.1. Extension of DOST-ASTI's existing Axure subscription with two (2) licenses</p> <p>1.1.2. On top of the existing licenses, should be able to add one (1) more license</p> <p>1.2. Subscription period is twelve (12) months</p> <p>1.3. The specifications written herein are of minimum requirements, unless otherwise stated.</p> <p>2. Features</p> <p>2.1. With accounts and permissions administration and management</p> <p>2.2. Allows users to collaborate on the creation/revision of UX prototypes</p> <p>2.3. Offers free accounts for guests/ reviewers</p> <p>2.4. Can be integrated with other software development tools, ie., issue ticketing tool</p> <p>2.5. Hosted on cloud and accessible via web-browser</p> <p>3. Technical Support Service</p> <p>3.1. Technical support should be available at least 8 hrs from Monday to Friday and has the following response time: Application is down - 2 business hrs; Moderate impact - 1 business day; Low impact - 1-2 business days</p> <p>3.2. End-user must be able to request technical support by phone, email, or through a website</p> <p>3.3. With readily accessible documentations/instruction manuals</p> <p>4. Warranty Service</p> <p>4.1. Access to version upgrades, new releases, bugfixes, and critical security patches, if any, must be made available during the duration of the subscription</p> <p>5. Notes</p> <p>5.1. Subscription should be activated within 15 days upon release of NTP</p> <p>5.2. Price is inclusive of government tax</p>	1	Lot	120,000.00	120,000.00

	5.3 Charging: ASTI-GAA under IT Support project				
4	<p>Project Management Tool</p> <p>1. General</p> <p>1.1. Subscription to online project management tool</p> <p>1.1.1. Extension of ASTI's existing Ganttpro</p> <p>1.2. The specifications written herein are of minimum</p> <p>1.3. Number of licenses: Fifteen (15)</p> <p>1.4. Duration: Twelve (12) months (January –</p> <p>2. Features</p> <p>2.1. Plan Views</p> <p>2.1.1. Gantt chart - quick and functional way to</p> <p>2.1.2. Grid view - instant view of all task</p> <p>2.1.3. Board view</p> <p>2.1.4. Portfolio view - gives an additional way to</p> <p>2.2. Task Management</p> <p>2.2.1. Bulk/multiple changes</p> <p>2.2.2. Project customization</p> <p>2.2.3. Task color customization</p> <p>2.2.4. Wide filter options</p> <p>2.2.5. Task prioritization</p> <p>2.3. Collaboration</p> <p>2.3.1. Attachments - can attach files to your tasks</p> <p>2.3.2. Comments and mentions - user receive</p> <p>2.3.3. Notifications - enables email and push</p> <p>2.3.4. Real-time data synchronization - allows all</p> <p>2.4. Import, Export, and Sharing</p> <p>2.4.1. Allows import of projects at least from Excel,</p> <p>2.4.2. Allows export of charts to at least PNG,</p> <p>2.4.3. Allows sharing of plans with stakeholders,</p> <p>2.5. Team and Resources Management</p> <p>2.5.1. Resource types</p> <p>2.5.2. Log actions</p> <p>2.5.3. Multiple assignee</p> <p>2.5.4. Permissions</p> <p>2.5.5. Personal calendar</p> <p>2.5.6. Team members</p> <p>2.5.7. Virtual resources</p> <p>2.5.8. Workload</p> <p>2.6. Time Management</p> <p>2.6.1. Deadlines</p> <p>2.6.2. Duration and estimation</p> <p>2.6.3. Task time tracker</p> <p>2.6.4. Time log report</p> <p>2.7. Templates</p> <p>2.7.1. Custom templates</p> <p>2.7.2. Pre-configured templates</p> <p>2.7.3. Reusable blocs of tasks</p> <p>2.8. Budget Tracking</p> <p>2.8.1. Resource types</p> <p>2.8.2. Actual cost</p> <p>2.8.3. Cost based on duration, resource type, and</p> <p>2.8.4. Project budget</p> <p>3. Technical Support Service</p> <p>3.1. Technical support service must be available 9</p> <p>3.2. End-user must be able to request technical</p> <p>3.3. Response Time: 8 business hours and updates</p> <p>4. Warranty Service</p> <p>4.1. Access to software features, supports, version</p> <p>5. Notes:</p> <p>5.1. The service must be delivered within five (5)</p> <p>5.2. Administrator account information will be provided</p> <p>5.3. The price of the bid must be inclusive of</p> <p>5.4. Charging: GAA - arQ 2.0</p>	1	Lot	140,700.00	140,700.00
TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC):					Php 1,140,700.00

RESERVATION CLASE

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.