

PROCUREMENT OF CONSULTING SERVICES FOR THE NEW CLARK CITY WEBSITE HOSTING AND MAINTENANCE

Bid Bulletin No. 1

This Bid Bulletin clarifies queries/questions raised during the Pre-Eligibility Conference held on 20 October 2023 and written clarifications received through email pertaining to the above-cited Consulting Services.

QUERIES/QUESTIONS BY THE BIDDERS

a. Queries/Questions raised during the Pre-Eligibility Conference

Queries/Questions	Clarifications/Responses
How will we submit the digital version of the technical proposal?	The digital version of the technical proposal will be submitted via flash disk/drive which will be sealed and placed inside the envelopes for both the original bid and the copy bid. Each envelope shall contain one flash disk/drive.
Are there issues on hosting using Amazon Web Service?	The New Clark City website has not encountered issues with the Amazon Web Service.
Will you allow electronic signature on the documents or will this be strictly wet signature?	We will allow electronic signature however, a wet signature is required for documents that need to be notarized. It is recommended to have a wet signature for all documents
Can you elaborate One Clark so we will have an idea on the creation of the technical proposal?	The One Clark is BCDA's campaign to promote the entire Clark Freeport and Special Economic Zone which includes the Clark International Airport and the New Clark City. We will include said elements of One Clark on the New Clark City website such as existing developments on the Explore

	Page. The New Clark City website, however, will still focus on the said project and the information and media provided will serve as the main tools for the creation of the technical proposal.
How long should the renewal of the New Clark City website domain be?	A minimum of two (2) years is required for the renewal of the New Clark City website domain name.
Will you include projects that started prior to the two (2) years required in the Terms of Reference (November 2021-November 2023)?	Yes, as long as the majority of the project duration covers the two (2) years. It is recommended for the prospective bidder to submit all projects undertaken for the said period.
Will internal training conducted by the company be included?	We will allow as long as they're accredited by the management and with supporting documents. If these are conducted by trainers that were invited by the company you can provide supporting documents to serve as further proof. Supporting documents may include a certificate of completion or attendance for the training undertaken.
For the employment records, some have been in the profession for many years and could no longer recall the exact day of start of service. Is it okay to just include the month and the year?	Yes, as long as they will be supported by documents such as Certificate of Employment.
What are the usual errors encountered when it comes to the Contact Us page?	The most frequent error is sometimes the message won't be received. But the occurrence is rare.
Will the existing functionalities come with the support?	Yes, most errors on the functions are part of the maintenance support.

b. Queries/Questions sent via email

Queries/Questions	Clarifications/Responses
May we know what operating system you are using?	The New Clark City website runs using Wordpress System.

All prospective bidders are also reminded to regularly check the PhilGEPS and BCDA's website for updates, advisories, and postings of Bid Bulletin in relation to this procurement activity.

Issued this 21st day of November 2023.


MICHELLE SAN JUAN-DE VERA
Officer-In-Charge
Investment Promotions and Marketing Department