

PHILIPPINE BIDDING DOCUMENTS

Consultancy Services for the Software Development of National Coconut Farmers Registry System with Geographic Information System (NCFRS with GIS)

Philippine Coconut Authority



[Public Bidding No. 04-2020]

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REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
PHILIPPINE COCONUT AUTHORITY
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REQUEST FOR EXPRESSION OF INTEREST

CONSULTANCY SERVICES FOR THE SOFTWARE DEVELOPMENT OF NATIONAL COCONUT FARMERS REGISTRY SYSTEM WITH GEOGRAPHICAL INFORMATION SYSTEM (NCFRS WITH GIS)

1. The Philippine Coconut Authority (PCA) (herein after called “Procuring Entity”), through the Reprogramed funds of RA8048 Central Office and 2020 Smallholders Oil Palm Development intends to apply the sum of **Five Million Pesos (Php5,000,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for Consultancy Services for the Conduct of Software Development of National Coconut Farmers Registry System with Geographic Information System (NCFRS with GIS). Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The Procuring Entity now calls for the submission of eligibility documents to provide consultancy services for the conduct of Software Development of National Coconut Farmers Registry System with Geographic Information System (NCFRS with GIS). The contract shall be completed within 17-19 weeks.

Eligibility documents of interested consultants must be duly received by the BAC Secretariat through manual/physical submission on or before **December 28, 2020; 1:30PM**, at the following address:

*The BAC Secretariat Office
5th Floor, PCA R&D Building
Elliptical Road, Diliman, Quezon City*

Opening of received eligibility documents shall be conducted per schedule at 8/F Executive Lounge, R&D Building, Elliptical Road, Diliman, Quezon City, and/or through video conferencing or webcasting via Zoom (link will be provided to interested bidders upon request on the email address and/or contact number below). Bids will be opened in the presence of the Bidders’ representatives who choose to attend the opening. **Late eligibility documents shall not be accepted.**

3. Interested consultants may obtain further information from PCA and inspect the Eligibility Documents at the address given above from Mondays to Fridays, 8:00AM to 4:00PM.

“A food-secure Philippines with prosperous farmers and fisherfolk”



A complete set of Eligibility Documents including the Terms of Reference (TOR) for the consultancy services may be acquired by interested Bidders on December 18 until 1:30PM of December 28, 2020 from the address above. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity (<https://pca.gov.ph/>).

4. The BAC shall draw up the short list of consultants from those who have submitted Expression of Interest, including the eligibility documents, and have been determined as eligible in accordance with the provisions of Republic Act 9184 (RA 9184), otherwise known as the “Government Procurement Reform Act”, and its Implementing Rules and Regulations (IRR). The short list shall consist of **three (3)** prospective consultants who will be entitled to submit bids. The criteria and rating system for short listing are:

Rating Factor	Weight (%)
1. Applicable experience of the consultant (meaning the consulting firm) and associates in case of joint ventures	50%
2. Qualification of principal and key staff of the consultant who may be assigned to the job vis-à-vis extent and complexity of the undertaking	30%
3. Current workload relative to capacity	20%

The prospective Consultant(s) must pass the required minimum score of seventy percent (70%) to be shortlisted.

Shortlisted Consultants may purchase the Bid Documents at a non-refundable fee of One Thousand pesos (Php5,000.00) at the same address given above.

5. Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified in the IRR of RA 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and partnerships or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.

6. The Procuring Entity shall evaluate bids using the Quality-Cost Based Evaluation (QCBE) procedure. The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.
7. The contract shall be completed within 90 days.
8. The PCA reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

9. For further information, please refer to:

*The BAC Secretariat Office
5th Floor, PCA R&D Building
Elliptical Road, Diliman, Quezon City
928-4501 loc. 409
pcacobac@pca.gov.ph*

10. You may visit the following websites:

For downloading of Bidding Documents:

**<https://www.philgeps.gov.ph/>
<https://pca.gov.ph/>**

Issued on December 17, 2020

original signed
ERLENE C. MANOHAR
CO BAC Chairman

Eligibility Documents

1. Eligibility Criteria

- 1.1. The following persons/entities shall be allowed to participate in the bidding for Consulting Services:
 - (a) Duly licensed Filipino citizens/sole proprietorships;
 - (b) Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines;
 - (c) Corporations duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the outstanding capital stock belongs to citizens of the Philippines;
 - (d) Cooperatives duly organized under the laws of the Philippines; or
 - (e) Persons/entities forming themselves into a joint venture, *i.e.*, a group of two (2) or more persons/entities that intend to be jointly and severally responsible or liable for a particular contract: Provided, however, That Filipino ownership or interest thereof shall be at least sixty percent (60%). For this purpose, Filipino ownership or interest shall be based on the contributions of each of the members of the joint venture as specified in their JVA.
- 1.2. When the types and fields of Consulting Services involve the practice of professions regulated by law, those who will actually perform the services shall be Filipino citizens and registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions specified in the **EDS**.
- 1.3. If the Request for Expression of Interest allows participation of foreign consultants, prospective foreign bidders may be eligible subject to the conditions stated in the **EDS**.
- 1.4. Government owned or –controlled corporations (GOCCs) may be eligible to participate only if they can establish that they (a) are legally and financially autonomous, (b) operate under commercial law, and (c) are not attached agencies of the Procuring Entity.

2. Eligibility Requirements

- 2.1. The following eligibility requirements, together with the Eligibility Documents Submission Form, shall be submitted on or before the date of the eligibility check specified in the Request for Expression of Interest and Clause 5 for purposes of determining eligibility of prospective bidders:
 - (a) Class “A” Documents –

Legal Documents

- (i) Platinum PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of the IRR, except for foreign bidders participating in the procurement by a Philippine Foreign Service Office or Post, which shall submit their eligibility documents under Section 24.1 of the IRR, provided, that the winning Consultant shall register with PhilGEPS in accordance with Section 37.1.4 of the IRR;

Technical Documents

- (ii) Statement of the prospective bidder of all its ongoing and completed government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the relevant period provided in the **EDS**. The statement shall include, for each contract, the following:
 - (ii.1) the name and location of the contract;
 - (ii.2) date of award of the contract;
 - (ii.3) type and brief description of consulting services;
 - (ii.4) consultant's role (whether main consultant, subconsultant, or partner in a JV)
 - (ii.5) amount of contract;
 - (ii.6) contract duration; and
 - (ii.7) certificate of satisfactory completion or equivalent document specified in the **EDS** issued by the client, in the case of a completed contract;
- (iii) Statement of the consultant specifying its nationality and confirming that those who will actually perform the service are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions in accordance with Clause 1.2, including their respective curriculum vitae.

- (b) Class "B" Document –

If applicable, the Joint Venture Agreement (JVA) in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners in accordance with Section 24.1(b) of the IRR of RA 9184.

- 2.2. The eligibility requirements or statements, the bids, and all other documents to be submitted to the BAC must be in English. If the eligibility requirements or statements, the bids, and all other documents submitted to the BAC are in foreign language other than English, it must be accompanied by a translation of the documents in English. The documents shall be translated by the relevant foreign government agency, the foreign government agency authorized to translate documents, or a registered translator in the foreign bidder's country; and shall be authenticated by the appropriate Philippine foreign service establishment/post or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. The English translation shall govern, for purposes of interpretation of the bid.
- 2.3. Prospective bidders may obtain a full range of expertise by associating with individual consultant(s) and/or other consultants or entities through a JV or subcontracting arrangements, as appropriate. However, subconsultants may only participate in the bid of one short listed consultant. Foreign Consultants shall seek the participation of Filipino Consultants by entering into a JV with, or subcontracting part of the project to, Filipino Consultants.

3. Format and Signing of Eligibility Documents

- 3.1. Prospective bidders shall submit their eligibility documents through their duly authorized representative on or before the deadline specified in Clause 5.
- 3.2. Prospective bidders shall prepare an original and copies of the eligibility documents. In the event of any discrepancy between the original and the copies, the original shall prevail.
- 3.3. The Eligibility Documents Submission Form shall be signed by the duly authorized representative/s of the Bidder. Failure to do so shall be a ground for the rejection of the eligibility documents.
- 3.4. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the prospective bidder.

4. Sealing and Marking of Eligibility Documents

- 4.1. Prospective bidders shall enclose their original eligibility documents described in Clause 2.1, in a sealed envelope marked "ORIGINAL – ELIGIBILITY DOCUMENTS". Each copy thereof shall be similarly sealed duly marking the envelopes as "COPY NO. ___ - ELIGIBILITY DOCUMENTS". These envelopes containing the original and the copies shall then be enclosed in one single envelope.
- 4.2. The original and the number of copies of the eligibility documents as indicated in the **EDS** shall be typed or written in ink and shall be signed by the prospective bidder or its duly authorized representative/s.

- 4.3. All envelopes shall:
- (c) contain the name of the contract to be bid in capital letters;
 - (d) bear the name and address of the prospective bidder in capital letters;
 - (e) be addressed to the Procuring Entity's BAC specified in the **EDS**;
 - (f) bear the specific identification of this Project indicated in the **EDS**; and
 - (g) bear a warning "DO NOT OPEN BEFORE..." the date and time for the opening of eligibility documents, in accordance with Clause 5.
- 4.4 Eligibility documents that are not properly sealed and marked, as required in the bidding documents, shall not be rejected, but the bidder or its duly authorized representative shall acknowledge such condition of the documents as submitted. The BAC shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked eligibility documents, or for its premature opening.

5. Deadline for Submission of Eligibility Documents

Eligibility documents must be received by the Procuring Entity's BAC at the address and on or before the date and time indicated in the Request for Expression of Interest and the **EDS**.

6. Late Submission of Eligibility Documents

Any eligibility documents submitted after the deadline for submission and receipt prescribed in Clause 0 shall be declared "Late" and shall not be accepted by the Procuring Entity. The BAC shall record in the minutes of submission and opening of eligibility documents, the Bidder's name, its representative and the time the eligibility documents were submitted late.

7. Modification and Withdrawal of Eligibility Documents

- 7.1. The prospective bidder may modify its eligibility documents after it has been submitted; provided that the modification is received by the Procuring Entity prior to the deadline specified in Clause 5. The prospective bidder shall not be allowed to retrieve its original eligibility documents, but shall be allowed to submit another set equally sealed, properly identified, linked to its original bid marked as "ELIGIBILITY MODIFICATION" and stamped "received" by the BAC. Modifications received after the applicable deadline shall not be considered and shall be returned to the prospective bidder unopened.
- 7.2. A prospective bidder may, through a letter of withdrawal, withdraw its eligibility documents after it has been submitted, for valid and justifiable reason; provided that the letter of withdrawal is received by the Procuring

Entity prior to the deadline prescribed for submission and receipt of eligibility documents.

- 7.3. Eligibility documents requested to be withdrawn in accordance with this Clause shall be returned unopened to the prospective bidder concerned. A prospective bidder that withdraws its eligibility documents shall not be permitted to submit another set, directly or indirectly, for the same project. A prospective bidder that acquired the eligibility documents may also express its intention not to participate in the bidding through a letter which should reach and be stamped by the BAC before the deadline for submission and receipt of eligibility documents.

8. Opening and Preliminary Examination of Eligibility Documents

- 8.1. The BAC will open the envelopes containing the eligibility documents in the presence of the prospective bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the **EDS**. The prospective bidders' representatives who are present shall sign a register evidencing their attendance.

In case the submitted eligibility envelopes cannot be opened as scheduled due to justifiable reasons, the BAC shall take custody of the said envelopes and reschedule the opening on the next working day or at the soonest possible time through the issuance of a Notice of Postponement to be posted in the PhilGEPS website and the website of the Procuring Entity concerned.

- 8.2. Letters of withdrawal shall be read out and recorded during the opening of eligibility documents and the envelope containing the corresponding withdrawn eligibility documents shall be returned unopened to the withdrawing prospective bidder.
- 8.3. The eligibility documents envelopes and modifications, if any, shall be opened one at a time, and the following read out and recorded:
 - (h) the name of the prospective bidder;
 - (i) whether there is a modification or substitution; and
 - (j) the presence or absence of each document comprising the eligibility documents vis-à-vis a checklist of the required documents.
- 8.4. The eligibility of each prospective bidder shall be determined by examining each bidder's eligibility requirements or statements against a checklist of requirements, using non-discretionary "pass/fail" criterion, as stated in the Request for Expression of Interest, and shall be determined as either "eligible" or "ineligible." If a prospective bidder submits the specific eligibility document required, he shall be rated "passed" for that particular requirement. In this regard, failure to submit a requirement, or an incomplete or patently insufficient submission, shall be considered "failed"

for the particular eligibility requirement concerned. If a prospective bidder is rated “passed” for all the eligibility requirements, he shall be considered eligible to participate in the bidding, and the BAC shall mark the set of eligibility documents of the prospective bidder concerned as “eligible.” If a prospective bidder is rated “failed” in any of the eligibility requirements, he shall be considered ineligible to participate in the bidding, and the BAC shall mark the set of eligibility documents of the prospective bidder concerned as “ineligible.” In either case, the BAC chairperson or his duly designated authority shall countersign the markings.

9. Short Listing of Consultants

- 9.1. Only prospective bidders whose submitted contracts are similar in nature and complexity to the contract to be bid as provided in the **EDS** shall be considered for short listing.
- 9.2. The BAC shall draw up the short list of prospective bidders from those declared eligible using the detailed set of criteria and rating system to be used specified in the **EDS**.
- 9.3. Short listed consultants shall be invited to participate in the bidding for this project through a Notice of Eligibility and Short Listing issued by the BAC.

10. Protest Mechanism

Decision of the Procuring Entity at any stage of the procurement process may be questioned in accordance with Section 55 of the IRR of RA 9184.

Eligibility Data Sheet

Eligibility Data Sheet

Eligibility Documents	
1.2	<p>The procuring entity is the Philippine Coconut Authority (PCA).</p> <p>The name of the contract is the Consultancy Services for the Software Development of National Coconut Registry System with Geographical Information System (NCFRS with GIS).</p>
1.3	No further instructions.
2.1(a)(ii)	The statement of all ongoing and completed government and private contracts shall include all such contracts within 5 years prior to the deadline for the submission and receipt of eligibility documents.
2.1(a)(ii.7)	Prospective consultants/bidders may also submit Certificate of Acceptance or valid proof of final payment issued by the client.
0	Each prospective bidder shall submit one (1) original and two (2) copies of its eligibility documents.
(e)	<p><i>The envelope shall be addressed to:</i></p> <p>ERLENE C. MANOHAR CO BAC Chairman Philippine Coconut Authority 8/F Executive Lounge, PCA R&D Building, Diliman, Quezon City</p>
(f)	The name of the project is the Consultancy Services for the Software Development of National Coconut Registry System with Geographical Information System (NCFRS with GIS).
0	<p>The address for submission of eligibility documents is:</p> <p>8/F Executive Lounge, PCA R&D Building, Diliman, Quezon City</p> <p>The deadline for submission of eligibility documents is <u>December 28, 2020; 1:30PM.</u></p>
0	<p>The place of opening of eligibility documents is:</p> <p>8/F Executive Lounge, PCA R&D Building, Diliman, Quezon City</p>

	The date and time of opening of eligibility documents is <u>December 28, 2020; 1:30PM.</u>								
0	Similar contracts shall refer to conduct of Software Development of National Coconut Registry System with Geographical Information System (NCFRS with GIS).								
0	<p>The criteria for shortlisting are as follows and the consultants should have a minimum score of 70% to be shortlisted:</p> <table border="1"> <thead> <tr> <th>Rating Factor</th> <th>Weight (%)</th> </tr> </thead> <tbody> <tr> <td>1. Applicable experience of the consultant (meaning the consulting firm) and associates in case of joint ventures</td> <td>50%</td> </tr> <tr> <td>2. Qualification of principal and key staff of the consultant who may be assigned to the job vis-à-vis extent and complexity of the undertaking</td> <td>30%</td> </tr> <tr> <td>3. Current workload relative to capacity</td> <td>20%</td> </tr> </tbody> </table>	Rating Factor	Weight (%)	1. Applicable experience of the consultant (meaning the consulting firm) and associates in case of joint ventures	50%	2. Qualification of principal and key staff of the consultant who may be assigned to the job vis-à-vis extent and complexity of the undertaking	30%	3. Current workload relative to capacity	20%
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Terms of Reference

PHILIPPINE COCONUT AUTHORITY

TERMS OF REFERENCE

CONSULTANCY SERVICES FOR THE CONDUCT OF SOFTWARE DEVELOPMENT OF NATIONAL COCONUT REGISTRY SYSTEM WITH GEOGRAPHICAL INFORMATION SYSTEM (NCFRS WITH GIS).

KEY APPLICATION MODULES

- Farmer's Portal
- Farmer's Registration (Coconut and Oil Palm)
- Calendar and Scheduling
- Task Management
- Dashboard
- Reports
- User Management
- Lookup

SYSTEM FEATURES

- User License: Unlimited
- System must be Web-based and Native Mobile application-based
- Software must be responsive or dynamic
- Software must be with integration to previous and future software programs of PCA
- System must be Multi-Entity, Multi-Site and Multi-User
- Built-in short messaging system (SMS based on user grouping or departments)
- Built-in instant messaging system (for internal system users)
- Built-in E-mail messaging capability via SMTP (for internal system users)
- Built-in Video Teleconferencing Solution capability via web and native mobile applications (for internal system users)
- Centralize and Aggregation of Data capability
- System must be capable of information dissemination in form of global announcements, push notifications and alerts
- Executive Dashboard for high-level monitoring and analytics
- Customizable Dashboard (added dashboard up to 10 templates)
- User-level Dashboard for monitoring
- System Database and Maintenance Management
- Integrated to both Online and Offline Maps
- System must be capable to manage global calendars and Customizable System Reports
- System must be capable to integrate with LDAP, Open Office, QRCode, Bar-Code, OCR, Google MAP, Openstreet Mapping, Google Map, ArcGIS, QGIS

ADDITIONAL SYSTEM REQUIREMENTS

- the system must be able to support the following languages (Java, JavaScript NodeJS, JavaScript ExpressJS, PHP, C++, C#, Scala, Python, Kotlin, Dart)
- the system must be able to provide Application Programming Interface (API) which will be turned over to PCA as part of the User Acceptance
- the system must be extended to native mobile applications development preferably Android.
- the system must have a native Android mobile application with offline syncing of data:
(1) Farmer's Registration – capable of offline data gathering of Farmer's Database;
(2) Farmer-based Project Monitoring – capable of offline data gathering of farmer's projects; (3) Data must be synchronized to the NFCRS web server.

SECURITY AND SUPPORT

- The system must have a separate to centrally manage all system users based on user roles and access rights
- Audit and Logs
- Full Activity Logs/Audit Trail
- 256-Bit Database Encryption
- System can be remotely monitored for health checks
- Windows, Linux, Android, IOS
- Mozilla Firefox, Google Chrome, Safari, Internet Explorer

VENDOR'S QUALIFICATIONS

- The System provider must have an online and offline helpdesk portal for support
- The Partner's online helpdesk portal must include tracking of purchased hardware and software and its support status
- System Administration Training and Certification for IT Staffs (Certified Engineers) Distributor/Manufacturer
- Supplier must be Authorized Reseller/Partner/ Owner for the Software in the Philippines
- Must have a full-time Project Management Team with PMI-ACP certification for Project Management supporting Agile Practice (Adaptive, Scrum, Kanban, Lean Development, and many more)
- Vendor must have existing implementation of the same/related software/framework

IMPLEMENTATION SERVICES

- Installation and Configuration of the proposed software
- With a dedicated Project Team composed of Project Manager, Software Architect and Software Engineers (preferable with Project Management Certification for Agile project management)
- Software Delivery after Notice to Proceed = 90 mandays
- Training for system administrator and users (class room type) equivalent to 5 days

WARRANTY AND SUPPORT

- One (1) Year Support with annual maintenance support

- Service Level Agreement (SLA): 4-hour response time, 24 hours, 7 days a week including holidays
- Support for patches and software upgrades to its latest version within coverage period

PERSONNEL REQUIREMENTS / INDIVIDUAL QUALIFICATIONS

Project Manager/s

- must have a Bachelor's Degree (preferably with Master's Degree).
- must be Project Management Institute (PMI) accredited as Project Management Professional (PMP) with active certificate which expiry must valid at least until the provided project timeline is completed.
- must be Project Management Institute (PMI) accredited as PMI Agile Certified Practitioner (PMI-ACP) with active certificate which expiry must valid at least until the provided project timeline is completed.
- must be a Lean Six Sigma Belt Professional with active and valid certificate issued by a certifying body which expiry must valid at least until the provided project timeline is completed.
- must have extensive knowledge in Project Management

Software System Architect and/or Software Engineer

The potential bidder must provide at least (3) Software Engineers who will be part of this project implementation. Any of these Engineers must have:

- extensive knowledge and experience in Microsoft Active Directory, Exchange, Sharepoint and other Microsoft Applications
- at least (10) years' experience in Software Development
- extensive knowledge and experience in Microsoft Active Directory, Exchange, Sharepoint and other Microsoft Applications
- extensive knowledge and experience in software development in the following languages (Vb.Net, Java, JavaScript NodeJS, JavaScript ExpressJS, PHP, C/C#/ C++, Scala, Python, Kotlin, Dart)
- extensive knowledge and experience in Windows, Linux, and Unix operating system
- extensive knowledge and experience in MYSQL, MSSQL, Oracle SQL, Postgres Databases
- advance knowledge in networking PFSense

TIMELINE

Item	Description	Actual Man Days
1	Planning and Preparation (Implementation Planning)	10
2	Blueprinting (Data Gathering, Analysis and Design)	15
3	Realization (Customization, Testing, Final Configuration)	50
4	Final Preparation (Simulation, Go-Live, Training and Documentation)	10
5	Operational Acceptance based on User Acceptance Testing (UAT) Procedure	5
TOTAL (MAN DAYS)		90

GANTT CHART

Activity	Total of 18 weeks @ 5 mandays/week = 90 mandays																	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Phase 1: Planning and Preparation																		
Implementation Planning	█	█																
Documentation		█																
Phase 2: Blue Printing																		
Data Gathering (Forms, etc)			█															
Analysis and Process Mapping				█														
System Designing					█													
Data Preparation					█													
Phase 3: Realization																		
Development/Prototyping						█	█	█	█	█	█							
Initial Release for Testing												█						
Iteration/Coding/Testing													█	█				
UAT: Client Testers														█				
Final Configuration														█				
Knowledge Transfer															█			
Phase 4: Final Preparation																		
Initial Data Input (3 areas in Luzon, Visayas and Mindanao)														█	█			
Stress Testing/Mock-up Test																█		
Iteration/Coding/Testing																	█	
Preparation to GO-LIVE																	█	
User Training																	█	
Documentation																		█
User Acceptance																		█
Phase 5: GO LIVE																		

PAYMENT SCHEDULE

Item	Description	Payment (%)
1	Approval of Detailed Project Plan and Schedule, with Conceptual Solution Design Report	20%
	Approval of User Acceptance Testing (UAT) Scripts and Procedure	
2	Completion of All Workshops and Trainings	80%
	Acceptance of Application Programming Interface (API) for Developed and Customized Reports	
	Installation to all Essential Components (Server and NAS)	
	Completion and Acceptance of Pilot Testing based on UAT Procedure. Testing will be done in 3 areas (in Luzon, Visayas and Mindanao).	
	Operational Acceptance based on UAT Procedure	
	TOTAL	100%

Note:

- The finished product (NCFRS with GIS) software will be exclusively used by the Philippine Coconut Authority (PCA) subject to perpetual licensing agreement by the software provider as Right-To-Use (RTU).
- The data accumulated and stored in the system is the property of PCA.
- Source codes and other proprietary information will remain the intellectual property of the provider.

Conforme:

Bidder's Representative

Date

Note: Each page of this Terms of Reference shall be initialed by the Bidder's authorized representative

