



NOTICE OF AWARD

23 December 2020

LIZA A. DE LOS REYES

Chief Operating Officer

ASIAGATE NETWORKS, INC.

2nd Floor PNB Legaspi-Sotto Building

165 Legaspi St., Legaspi Village, Makati City

Dear **Ms. De Los Reyes**:

We are pleased to notify you that your Bid dated 02 December 2020 for the **Procurement of Consulting Services for the Development of Human Resource Information System (HRIS)** with a Total Contract Price of **Nine Million Five Hundred Forty-Two Thousand Six Hundred Eighty-Five Pesos and 25/100 (PhP9,542,685.25)**, inclusive of applicable taxes, and with a contract duration of six (6) months effective from the receipt of the Consultant of the Notice to Proceed, is hereby accepted, subject to the agreements made during the Negotiation, as follows:

- For the transfer of knowledge:
 - Asiagate Networks, Inc. will provide on-site trainings to a maximum of 35 personnel from ITD and HRD as long as health and safety guidelines are in place. Participants shall be issued with the appropriate certifications.
 - Online trainings will be conducted for end-users, to be scheduled by batches, after the HRD and ITD trainings have been completed, with recorded video and written user's manual. Internet connectivity will be for the account of the participant.
 - In accordance with the Terms of reference (TOR), reporting tool training will be provided for five (5) HRD and four (4) ITD personnel on Jasper Reports or other reporting tools that may be agreed upon by both parties during contract implementation.
- DOT will provide any 3rd party hardware and network requirements for the testing and production environment during warranty period. On the other hand, Asiagate Networks, Inc. shall provide the development and testing environment during the development stage or until user acceptance.
- Any information required for the project will be accessible by the Asiagate Networks, Inc. team in Manila within five to ten (5-10) business days upon request.
- DOT shall be in charge of convening participants for all project activities.
- DOT to assign focal persons from HRD and ITD to coordinate with Asiagate Networks, Inc.
- Review period for deliverables shall not exceed five (5) business days and revisions for every phase shall not exceed one (1) cycle.
- Every change shall be subject to DOT's approval if change is absolutely necessary

CERTIFIED TRUE COPY
Procurement Mgt. Div.


Maria Alpha C. Almazan

- Asiagate Networks, Inc. shall not be liable for any delay outside its control.
- Excessive delays may cause Asiagate Networks, Inc. to re-scope the project deliverables which may be subject to DOT's approval.
- During warranty period, only bugs and deviations from the designed document will be entertained.
- In the event that additional servers are needed in the contract implementation, Asiagate Networks, Inc. to provide three (3) units for free, subject to their specifications, but must be interoperable with the DOT's existing servers.

You are hereby required to provide within ten (10) calendar days upon receipt of this Notice, a Performance Security in any of the following forms and corresponding amount:

- Cash or cashier's/managers check issued by a Universal or Commercial Bank or Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank, payable to the Philippine Department of Tourism in the amount equivalent to at least five percent (5%) of the Total Contract Price or equivalent to at least **Php477,134.26 or**
- Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security in the amount equivalent to at least thirty percent (30%) of the Total Contract Price or equivalent to at least **Php2,862,805.58.**

Refusal to accept the award without a justifiable reason and failure to provide the Performance Security within the prescribed period shall constitute sufficient ground for cancellation of the award, forfeiture of the bid security and disqualification in any future bidding of this Department.

Very truly yours,


ATTY. REYNALDO L. CHING
 OIC- Undersecretary for Administration and Finance
 Department of Tourism

Conforme:  Liza A. de los Reyes

(Awarded bidder's name of authorized representative and signature)

Date: December 28, 2020