SUPPLEMENTAL/BID BULLETIN NO. 1

Procurement of Consulting Services for the Development of Tourism Information System for the Department of Tourism
(DOT-BAC REI NO. 2020-020)

This Supplemental/Bid Bulletin No. 1 is issued to the shortlisted bidder to clarify, modify and/or amend items in the Bidding Documents as discussed and agreed during the Virtual Pre-Bid Conference held on 23 November 2020 for the aforementioned project. This shall form part of the Bidding Documents.

I. The following portions of the Bidding Documents are hereby amended as follows:

A. Section 6. Terms of Reference

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FROM	**TO**
IV. Deliverables 1. To design, develop, install, test and deploy a secured web-based and mobile web browser compatible through agile development. Must also support previous version of Internet Explorer, Mozilla Firefox, Google Chrome, etc. 2. Production of a detailed specification (Inception Report) of the system before development to ensure that any major issues are caught at an early stage. 3. The completed system must be configured and installed in the designated server. 4. The supplier will turn over whatever license it will bought during the development of the Tourism Information System to the Information Technology Division. 5. Technical documentation for the application during development and after deployment, vital for the ongoing maintenance and development of the system. 6. Delivery of approved specification which will include a detailed meeting to discuss requirements and the creation of a detailed specification document, outlining both functional and technical details of the system. Approval shall be required prior to addition and customization of the system. 7. Completion report including transfer of all source codes and licenses to the DOT.	**IV. Deliverables** 1. To design, develop, install, test and deploy a secured web-based and mobile web browser compatible through agile development. Must also support previous version of Internet Explorer, Mozilla Firefox, Google Chrome, etc. 2. Production of a detailed specification (Inception Report) of the system before development to ensure that any major issues are caught at an early stage. 3. The completed system must be configured and installed in the designated server. 4. The supplier will turn over whatever license it will bought during the development of the Tourism Information System to the Information Technology Division. 5. Technical documentation for the application during development and after deployment, vital for the ongoing maintenance and development of the system. 6. Delivery of approved specification which will include a detailed meeting to discuss requirements and the creation of a detailed specification document, outlining both functional and technical details of the system. Approval shall be required prior to addition and customization of the system. 7. Completion report including transfer of all source codes and licenses to the DOT.

8. Provide 3 sets of hard and soft copy of the documentation of the system, to include: policies, procedures, user manual, operations manual, administrator manual, and Frequently Asked Questions manual. 9. Provision to update the system's libraries	8. Provide 3 sets of hard and soft copy of the documentation of the system, to include: policies, procedures, user manual, operations manual, administrator manual, and Frequently Asked Questions manual. 9. Provision to update the system's libraries **10. The system shall incorporate two distinct dashboard, one for internal use of DOT official and employees. And the other is for external user such as tourist and tourism stakeholders.** **11. The system must have reporting tool integrate can be provide template, modifiable or user defined report.**

II. The following clarifications are provided for the guidance and reference of the shortlisted bidder:

QUERIES	CLARIFICATIONS
• In the technical criteria, it was indicated "years of experience" but TPF 6 indicates "years with entity/firm". Can this be change to years of experience?	• Please indicate both the no. of years with entity/firm and years of experience
• Are two (2) projects sufficient for compliance on TPF No. 2 (Consultant's References)?	• There is no minimum requirement.
• Is there a template for TPF 4 (Description of the Methodology and Work plan for Performing the Project)	• There is no required format or template for TPF 4.
• On the Tourism Product Market Survey (TMPS)'s report generation & Enterprise Analytics, is there a level for clearance?	• Anything from analytics to reports should be approved by the management before publishing. Default reports are also to be included in the initial development. • The encoders will be provided by DOT.
• Hotel Data Management System (HDMS) • Does this system only cover Hotels?	• No, this will cover all types of accommodation establishments
• How will the reports on accommodation be submitted?	• This may be done daily or weekly
• Will offline encoding be acceptable?	• On the regions that will have difficulty in connection, this will be acceptable. But all the data encoded manually (offline) should be updated once connection resumes. • On Reports & Analytics • Reports should be uploadable via the app and should be printable. Backtracking on the database should also be allowed for historical data inputs.
• Under the Travel Tourism Statistics System, since the data for this will be coming from NAIA, will the reports and analytics be done weekly?	• This system should be real time for monitoring departure, arrival, etc.,

• On Sea Manifest, how will data capturing be done in this system?	• The data source for this is the Bureau of Immigration which will be collected manually by DOT. Configuration and uploading of data will be done once available.

	• Visual Dashboards
	
	There should be separate dashboards for the following:
	
	   ➢ Municipal/City Level
	   ➢ Provincial Level
	   ➢ Regional Level
	   ➢ National Level
	
	• Take note of the two Dashboards:
	   - one for internal use of DOT; and
	   - one for external user or tourism stakeholders.

• Under Training and Preparation, when will the training be done?	• After the deployment. • The first training will be conducted for non-technical personnel then followed by the technical team.
• Under System Development, what are the stages before prod?	There will be two stages of development: • Alpha - 1st Development • Beta - 2nd Development with Bug Fixes from the Alpha Version

For the guidance and information of all the concerned.

OIC-USEC. ROBERTO P. ALABADO III
DOT-BAC Chairperson

November 27, 2020