

INVESTMENT PROMOTIONS AND MARKETING DEPARTMENT

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

**Bid Bulletin No. 2
September 13, 2021**

The Bid Bulletin contains the questions/clarifications that were raised during the Question and Answer portion of the Pre-Bid Conference held on Sept. 8, 2021:

Question	Answer/Clarification
Is the hosting supposed to be handled by the vendor, or BCDA has its own hosting solution and if it's included already in the ₱1-M budget?	The hosting will be handled by the vendor (Consultant/Service Provider) and the budget must be included in the ₱1-M proposal. BCDA has no internal servers that can be used to host the New Clark City Website.
Has the previous consultant already created a style guide or is the new vendor supposed to set this up? Is there an existing style guide for the NCC Website?	There are no existing style guides for the website. The pages that will be published by the consultant will be discussed in the future with IPMD.
In the current back-end, can the new Consultant change to a new setup to better suit them?	This will be subject to discussion between BCDA and the winning bidder.
Can BCDA share the usage data of the hosting so they can estimate the cost of the hosting (e.g. Number of user visits)?	The hosting data cannot be shared as there is a confidentiality agreement and privacy policies between BCDA and the current Consultant. However, we have provided the basic data on the audience demographic in the Technical Proposal section of the TOR as a reference. Read the TOR via: https://bit.ly/NCCWebsite-Proposal
Are there already existing keywords and meta-tags or will this still be produced?	There are existing meta-tags which will be shared to the winning bidder..

What will happen to the hosting of the current website?	The hosting of the current website will be turned over from the former Consultant to new Consultant.
Is there an existing CMS manual?	There is no formal CMS manual yet but BCDA uses the existing guidelines provided by the current Consultant/Service Provider. These guidelines are updated when a new feature is installed.

IMPORTANT REMINDERS:

- 1) The Deadline for Submission of Bids (Eligibility Documents, Technical and Financial Proposals) is on **16 September 2021, (Thursday) 3:00 P.M.**


Deliver and address the bid submission to:

Ms. Michelle San Juan-De Vera
Officer-In-Charge, Investment Promotions and Marketing Department
Bases Conversion and Development Authority
BCDA Corporate Center, 2/F Bonifacio Technology Center
31st St. cor. 2nd Ave., Bonifacio Global City, Taguig City

All bids submitted beyond the prescribed deadline will not be accepted.

- 2) The bid submission must be properly sealed in a brown envelope and should be labeled accordingly (refer to the images below).
- 3) The bid submission should include an electronic file of the Eligibility Documents, Technical and Financial proposals saved in a USB flash drive.
- 4) The bid submission should be signed by the authorized signatory of the company.

For your guidance and information.


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

AF2021-0585

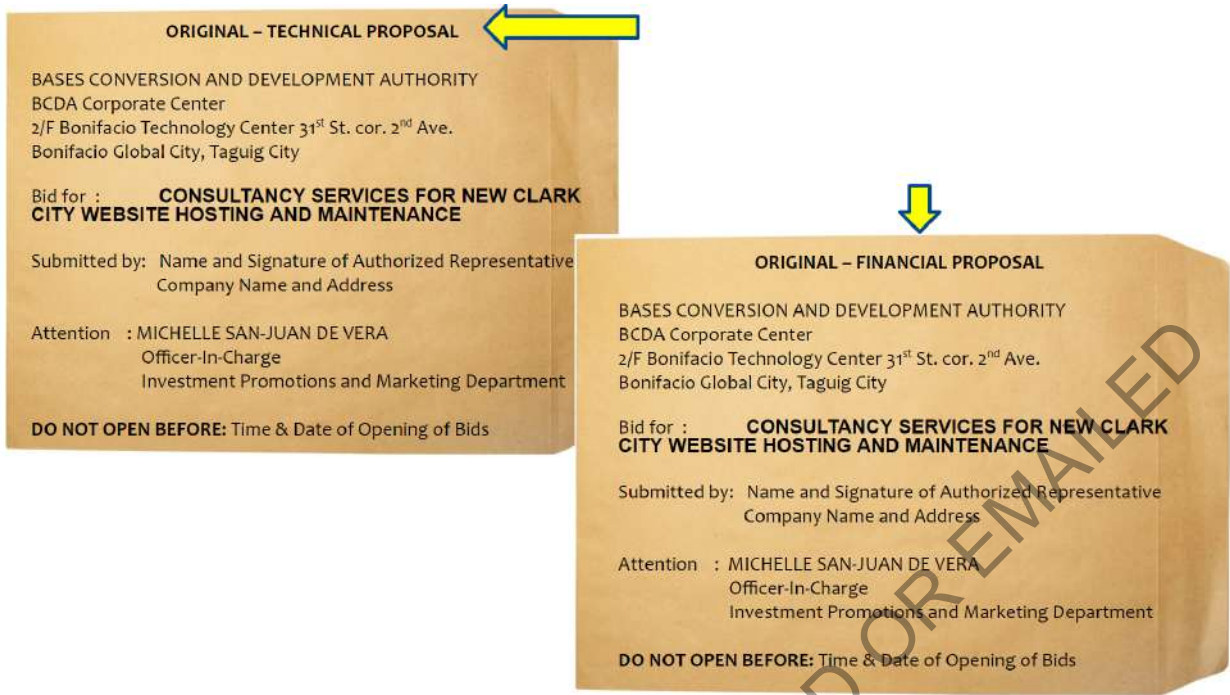


Figure 1 - Original copies of the Technical and Financial Proposal

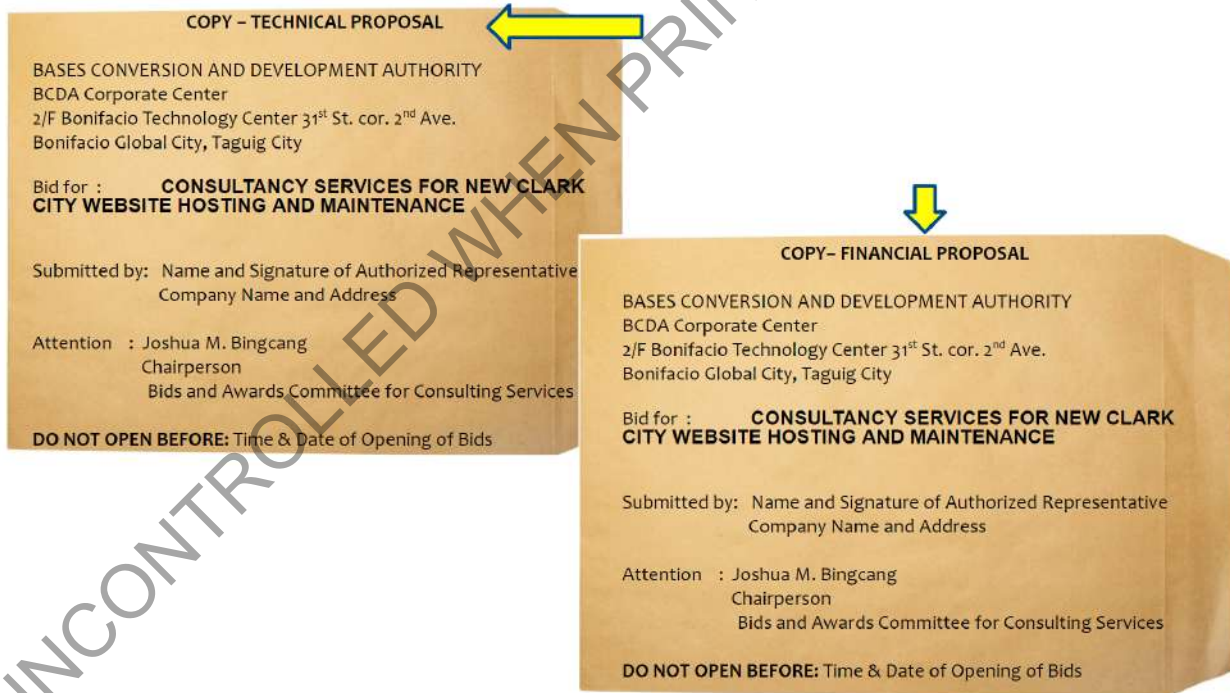


Figure 2 - Duplicate copies of the Technical and Financial Proposal

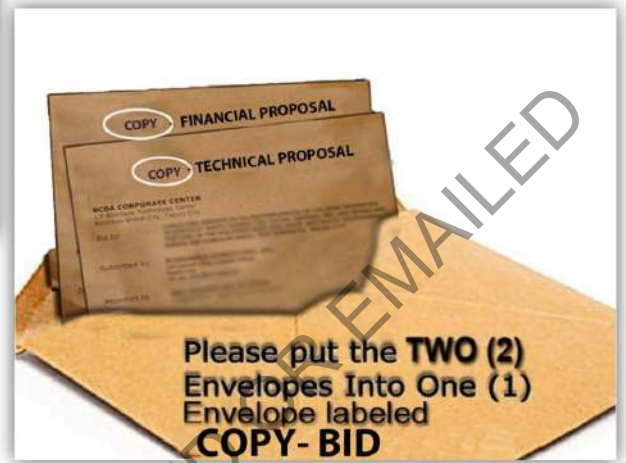


Figure 3 - Place the two envelopes into one envelope and label accordingly.

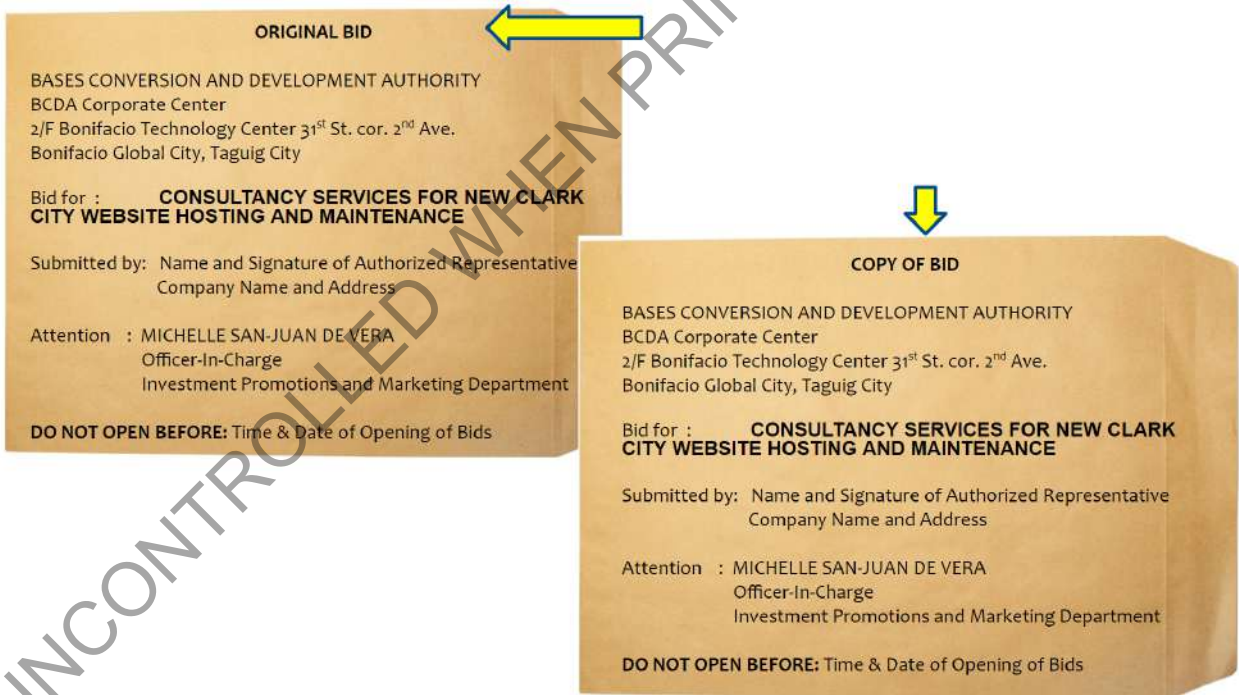


Figure 4 - Original and duplicate copies of the Bid

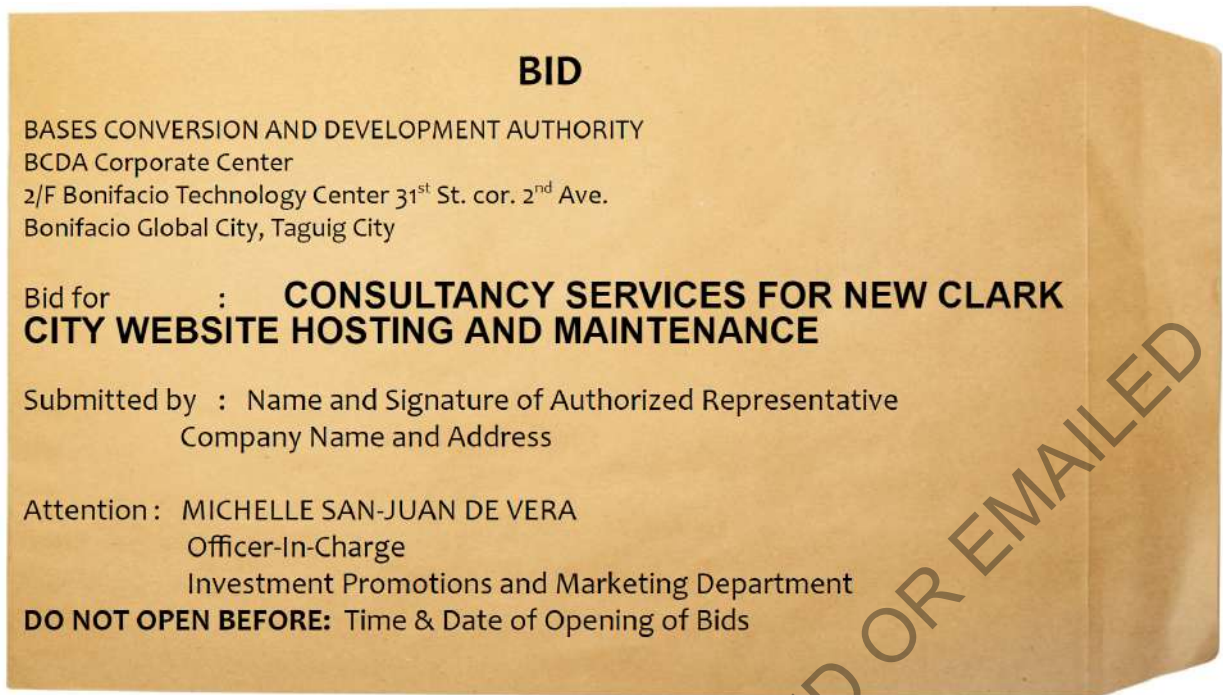


Figure 5 - Place two envelopes into one large envelope.



Figure 5 - Seal the envelope tightly