



Request for Proposal for the Supply, Delivery, Install and Configure of Inventory and Asset Management System (IAMS)

1. The Carmona Water District hereinafter referred to as the "Purchaser" now requests for submission of price proposal for the procurement of the aforesaid item described in the Technical Specifications.
2. A set of technical specifications are provided in Attachment 1. All items listed under the Purchaser's Specifications must be complied with on a pass-fail basis. Failure to meet any one of the requirements may result in rejection of the proposal.
3. Procurement procedures will be conducted in accordance with the provisions of the Revised Implementing Rules and Regulations (IRR) of Republic Act 9184.
4. Proposals must be delivered/faxed/emailed on or before March 11, 2024 at 05:00 PM:

Carmona Water District
Block 8, Lot 8, Joy St., Cityland Subdivision,
Brgy. Mabuhay, City of Carmona, Cavite
Tel. No. (046) 430-0832 / (046) 430-1705
carmonawd@yahoo.com billing@carmonawd.gov.ph
BAC Secretariat: cornelio.pacleb@carmonawd.gov.ph
customerservice@carmonawd.gov.ph

5. Prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the delivery site/s if the contract is awarded.
6. Proposals shall be valid for one hundred twenty (120) calendar days from the deadline of submission of bids.
7. The contract duration shall be one (1) year including software and hardware warranty.
8. The winning bidder/supplier shall submit a notarized Omnibus Sworn Statement and a copy of Mayor's/Business Permit prior to the issuance of Purchase Order as stated in Annex "H" Appendix A of the Revised Implementing Rules and Regulations (IRR) of Republic Act 9184.
**BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit.*
9. Delivery Site:

Carmona Water District
Block 8, Lot 8, Joy St., Cityland Subdivision,
Brgy. Mabuhay, City of Carmona, Cavite



10. The applicable rate for late deliveries is one tenth (1/10) of one (1) percent of the cost of the unperformed portion of the contract for every day of delay. The maximum deduction shall be ten percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the contract amount, the Purchaser shall rescind the contract without prejudice to other courses of action and remedies open to it.
11. The Purchaser reserves the right to accept or reject any proposal, and to annul the procurement process or reject all proposals at any time prior to contract award, without thereby incurring any liability to the affected bidder/bidders.

The Purchaser also reserves the right to waive minor deviations/defects or infirmities therein. A minor deviation/defect or infirmity is one that does not materially affect the overall functionality of the material and the capability of the supplier to perform the contract.

12. The prospective bidder/supplier shall submit the following:
 - a) Proposal Form
 - b) Technical Specifications
 - c) Proof of Philgeps Registration

(SGD)
ROCELISA G. MAULANIN
Chairperson, Bids and Awards Committee



Attachment 1

TECHNICAL SPECIFICATIONS

Installation and Configuration of Inventory and Asset Management System (IAMS)

Technical Specification and Description of works to be done	Qty	Unit	Statement of Compliance
<p>The Inventory and Asset Management System (Local Server) must be able to update stock levels in real-time of the following accounts: Merchandise Inventory, Construction Materials Inventory, Office Supplies Inventory, Housekeeping Supplies Inventory, Accountable Forms Inventory and Non-Accountable Forms Inventory, track of semi-expendables and property, plant and equipment, and improve execution of physical count of assets.</p> <p>1. SPECIFICATIONS:</p> <ol style="list-style-type: none"> The IAMS must be able to comply with standards set by the Government Accounting Manual (GAM). Government Accounting Manual (GAM) when transacting and reporting in the IAMS. This includes automated updating of relevant GAM Reports such as Stock Card and Property Card. The IAMS must be able to generate and transact the following: <ul style="list-style-type: none"> Inspection and Acceptance Report (IAR) Inventory and Inspection Report of Unserviceable Property (IIRUP) Inventory Custodian Slip (ICS) Property Acknowledgement Receipt (PAR) Property Card (PC) Property Transfer Report (PTR) Property, Plant and Equipment Ledger Card (PPELC) Purchase Order (PO) Purchase Request (PR) Report of Lost, Stolen, Damaged or Destroyed Report (RLSDDP) Report of Supplies and Materials Issued (RSMI) Report on the Physical Count of Inventories (RPCI) Report on the Physical Count of Property, Plant and Equipment (RPCPPE) Requisition and Issue Slip (RIS) Stock Card (SC) Waste Material Report (WMR) Organize receiving and inspection of deliveries. Deliveries must be based with the Purchase Order for checking of partial or complete delivery. Adjustments of stock levels must be included in the system. 	1	Lot	



<ol style="list-style-type: none">6. Configurable reorder levels and reorder quantity on a per item basis.7. Include picking criteria: FIFO (First in First Out), LIFO (Last in First Out), and FEFO (First Expiring First Out)8. The weighted average method shall be used for costing inventories. This method calls for the re-calculation of the average cost of all items in stock after every purchase. Applies in Merchandise Inventory, Construction Materials Inventory, Office Supplies Inventory, Housekeeping Supplies Inventory, Accountable Forms Inventory and Non-Accountable Forms Inventory.9. Manage semi-expendables individually. To efficiently trace semi-expendables, it must have its own barcode. Automated updating of useful life in months.10. Accountability tracking / monitoring and updating of relevant information of property, plant and equipment.11. Alert users for items that are in low in stock, near expiry, expired, and incoming requisitions.12. Manage property, plant and equipment individually. To efficiently trace property, plant and equipment, it must have its own barcode. Automated updating of book value thru depreciation and lifespan monitoring.13. Customized software to fit the requirements of CWD to handle GAM reports and transactions of supplies and materials, semi-expendables, and property, plant and equipment (PPE) inventoriable items.14. Interconnectivity of GAM reports and transactions for ease of use when updating relevant reports and updating of stock levels.15. Connect with the android barcode scanner for up-to-date retrieval and updating of records.16. Custom barcode format per item type: Supplies and materials, semi-expendables, and property, plant and equipment.17. Scanned barcodes allow easy retrieval of records to integrate with transactions and reports in the system.18. Double booking prevention when handling issuances.19. Configurable system setup that allows flexibility in adjusting item setup and other related libraries.20. Produce and assign unique barcodes per inventory item. The same barcode can be printed in a label printer.21. Scanning and updating of physical count of inventory, and property, plant and equipment. Storage location of property, plant and equipment must be checked if it is in the recorded location.22. Separate monitoring of items on a per delivery / batch basis.23. Dashboard to display alerts. Dashboard information must be updated to reflect real time data.24. Tag/Classify items to accept supplies and materials, semi-expendables, and property, plant, and equipment.			
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25. Audit trail that records all transactions, insertions and modifications in the system.
26. Role-based access for access control.
27. Exportable comprehensive and filterable lists / reports to CSV, Excel and PDF.
28. System updates when available.
29. Modern use of design templates through the use of cascading style sheets (CSS).
30. Modern application design pattern of Model-View-Controller for PHP. Minimum of PHP7 is required.
31. Implementation of database data at rest encryption, triggers, stored procedures and events.
32. Project team must have qualifications and experience in implementing Government Accounting Manual Compliant Inventory System.
33. Proposed software must be registered in the Intellectual Property Office of the Philippines.
34. Proof of Concept of the proposed Government Accounting Manual Compliant Inventory System must be presented during the post qualification.
35. Delivery and installation within fourteen (14) calendar days from the receipt of Notice to Proceed.
36. Customizations must be completed within thirty (30) calendar days from receipt of Notice to Proceed. Data gathering and fitting must be completed within this period.
37. Users' training and acceptance must be completed within sixty (60) calendar days from receipt of Notice to Proceed.
38. One (1) year software and hardware warranty.
39. Proof of completion of at least one (1) Government Accounting Manual Compliant Inventory System at any government agency within two (2) years must be submitted.
40. Inclusion of hardware:

HARDWARE	SPECIFICATIONS
Two (2) units Industrial Grade QR Code Android Barcode Scanner	<ul style="list-style-type: none"> • CPU: MTK OCTA • Operating System: Android 8.1 • Memory <ul style="list-style-type: none"> – Internal: Ram DDR4 2gb and Nand Flash: 16GB – Extended: MicroSD max up to 128GB • Display: 5.5 inch QVGA imitative glass durable touch screen, 720X1440 pixel, 350cd/m² • Battery: 3.8V 6000mAh Rechargeable Li-polymer Battery • Camera: 13MP and



	<p>automatic focusing</p> <ul style="list-style-type: none"> • Slots: Micro SD (TF) card slot * 1, Micro SIM card slot * 1, PSAM card slot * 2 • Interface: Type-C * 1, cradle charger interface • Ip Rate: IP66, 6 sides can bear impact from 1.5m drop to cement floor in the range of operating temperature IP66, 6 sides can bear impact from 1.5m drop to cement floor in the range of operating temperature • Supports: <ul style="list-style-type: none"> • 1D: CODE39, CODE128, ITF 2/5, EAN13, EAN8, UPC-A, UPC-E, CODABAR, GS1-128 (UCC/EAN128) • 2D: QR Code, PDF417, Data Matrix, Aztec Code, RSS- 14 (Standard, Truncated, Stacked, StackedOmni), RSS-Limited, RSS Expanded (Standard, Stacked) 			
One (1) unit label printer	<p>a) Label Printing</p> <ul style="list-style-type: none"> • Print Labels width: 36mm • Maximum height for near edge to edge printing: 32mm • Printing Speed: 60mm per Second • Automatic label cutter with easy-peel function • Minimum label length: 4mm • Maximum label length: 1m • Print up to 17 lines per label <p>b) Connectivity</p> <ul style="list-style-type: none"> • USB: Windows® (USB1.1, 2.0, 3.0 protocol) Mac OS® systems (USB 1.0, 2.0 protocol) <p>c) Tape Supported</p> <ul style="list-style-type: none"> • 3.5mm - 36mm • 5.8mm - 23.6mm • 21mm x 45mm 			



	<p>d) Barcode Protocols Supported</p> <ul style="list-style-type: none">• 1D: CODE39, CODE128, ITF 2/5, EAN13, EAN8, UPC-A, UPC-E, CODABAR, GS1-128 (UCC/EAN128)• 2D: QR Code, PDF417, Data Matrix, Aztec Code, RSS-14 (Standard, Truncated, Stacked, StackedOmni), RSS-Limited, RSS Expanded (Standard, Stacked)			
<p>41. Must be PhilGEPS-registered.</p> <p>42. Must submit completed and/or on-going contracts with Government Agency.</p> <p>43. After sales support of at least five (5) years from the acceptance of the system.</p>				

Approved Budget for the Contract: Php500,000.00

Terms of Payment: Thirty (30) days after Issuance of Inspection and Final Acceptance.



REPUBLIC OF THE PHILIPPINES
CARMONA WATER DISTRICT
(LWUA CCC NO. 561)
ISO CERTIFICATE NO. 80132/A/0001/UK/En
Blk. 8, Lot 8, Joy St., Cityland Subdivision, Brgy. Mabuhay
City of Carmona, Cavite
Tel. No. (044) 430-0832 loc. 101-112, Fax No. (044) 430-1705
Email Add.: carmonawd@yahoo.com



REQUEST FOR PROPOSAL FORM

Date: _____
RFP. No. 2024-03-0118

Attention: BIDS AND AWARDS COMMITTEE
Block 8, Lot 8, Joy St., Cityland Subdivision, Brgy. Mabuhay,
Carmona, Cavite

- 1) Having examined the subject Request for Proposal (RFP) including the Technical Specifications, we, the undersigned offer to supply and deliver the following:

Description	Quantity	Delivery Site	Unit Price	Total Price
Installation and Configuration of Inventory and Asset Management System (IAMS)	1 lot	Carmona Water District		

- 2) We undertake, if our Proposal or bid is accepted, to be available for delivery and installation the above goods within fourteen (14) calendar days upon receipt of Notice to Proceed.
- 3) We agree to abide by this Proposal/bid for a period of one hundred twenty (120) days after the deadline of submission specified in the RFP.
- 4) We understand that payment for items delivered will be made in the stated terms of payment to the winning supplier after the inspection and acceptance of goods delivered.

Name of company : _____

Postal address : _____

TIN No. : _____

Telephone/ Fax No./ Email Address : _____

Supplier's representative : _____

Signature over printed name : _____

Designation : _____

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]
Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]