



Bid Notice Abstract

Invitation to Bid (ITB)

Reference Number	9079687
Procuring Entity	CITY OF TANAUAN, BATANGAS
Title	Automation of Electronic Business Permit & Licensing System (e-BPLS)
Area of Delivery	Batangas

Solicitation Number:	CGT- Goods- 2022-00268	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Public Bidding	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Information Technology	Date Published	05/10/2022
Approved Budget for the Contract:	PHP 38,500,000.00	Last Updated / Time	04/10/2022 14:12 PM
Delivery Period:		Closing Date / Time	24/10/2022 10:00 AM
Client Agency:			
Contact Person:	VINOSA LAT ROBLES Bac Secretariat City Government of Tanauan Barangay Natatas, Tanauan City Tanauan City Batangas Philippines 4232 63-043-7289837 Ext.1123 tanauanbacsecretariat@gmail.com		

Description

Republic of the Philippines
Province of Batangas
CITY OF TANAUAN

INVITATION TO BID

Description

1) The City Government of Tanauan, through the General Fund intends to apply the sum of Php38,500,000.00 being the Approved Budget for the Contract (ABC) to payments under the contract for the Automation of Electronic Business Permit & Licensing System (e-BPLS) Bid received in excess of the ABC Shall be automatically rejected at bid opening.

2) The City Government of Tanauan now invites bids for Automation of Electronic Business Permit & Licensing System (e-BPLS) 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. The description of an eligible bidder is contained in the Bidding Documents particularly in Section II. Instruction to Bidders.

1 LOT ELECTRONIC BUSINESS PERMIT AND LICENSING SYSTEM (e-BPLS) is a web-based software application system that facilitates the application, tracking and issuance of business permits and other licenses. This system processes and monitors transactions from application up to the issuance of business permits. Sub-modules include:

A. Business Owner Modules

1 Account Registration.

- i. Business owner signs up using email address, full name, contact number and password
- ii. Security token sent via email for registration verification
- iii. SSO option via Facebook and Google

2 Application

- i. Apply a business permit application with their owner information and business information for the following:

1 New Business

2 Renewal

- a. Apply a renewal of business and declare their last year gross.
- b. Apply penalties on current year's late application and delinquency payments for non-renewal on previous year/s based on declared annual gross income.

3 Amendment

- a. Apply amendment on their existing Mayor's Permit such as additional line of business, change in address, etc.

4 Special Permit/Short-term Permit

- a. Apply for a Contractor Permit or Special Permit for the following:

i. Fireworks

ii. Cederas

iii. Flowers

iv. Others

3 Account linking of Existing Business

4 Print Owner's Copy of Statement of Account/Tax Bill with QR code

5 Print Owner's Copy of Application Form

6 Print Owner's Copy of Barangay Clearance with QR code

7 Online Payment via designated banks, accredited e-Wallet and financial service providers

- i. Service provider will function as the system integrator between CGT and designated banks, e-Wallet and financial service providers. Service provider to ensure functional integration with e-BPLS

- ii. The methods of payment are as follows:

1 E-wallet

2 Credit card (Visa/Mastercard)

3 Landbank Over-the-Counter

8 Print Owner's Copy of Mayor's Permit with QR code

9 Geo tagging of Business Location

10 Email Notifications

11 Uploading of Attachments

- i. For New Business (DTI/SEC/CDA, Certificate of Occupancy, Photocopy of Lessor's Permit (if rented), Lease Contract (if Lessor), Capitalization, Authorization Letter, Business Owner's ID, Location Picture etc.)

- ii. For Renewal of Business (Notarized BIR 1701Q (at least 3 Quarters), 2551M (12 months), Gross Sales of the previous year, Previous Mayor's Permit etc.

1 For linking of Business (Authorization Letter, Business Owner's ID)

2 For Industrial and other businesses

a. Structural Certification

b. Electrical Certification

c. Mechanical Certification

d. Electronics Certification

e. Sanitary and Plumbing Certification

f. Affidavit of Undertaking

i. For Building Permit

ii. For Occupancy Permit

12 Ticketing Tool

- i. Report and monitor issue/concern

- ii. Tickets will be routed to BPLO Champions or Service Provider depending on the nature of issue/concern

B. Evaluation, assessment, approval, monitoring, and processing interface for BPLO, Treasury Offices and Regulatory Offices

1 In-person application (for face-to-face transactions)

i. New

ii. Renewal

iii. Amendment

iv. Special Permit/Short-term Permit

2 Online Application

- i. Queueing system (first in, first out based on submission date)

- ii. Dedicated access level per application step

1 Initial Evaluation

- a. View and validate Unified Business Permit Application Form

- b. View and validate uploaded attachments

- c. View the location of business on map

- d. Option to approve or return the application to business owner

- 2 High-Risk Regulatory Offices
 - a. Evaluation required during application of the Mayor's Permit
 - b. View Unified Business Permit Application Form
 - c. View uploaded attachments
 - d. View the location of business on map
 - e. Provision to encode compliance status of business
- i. Compliant
 - 1 Encoding of clearance information
- ii. For compliance
 - 1 Option to return application to business owner to give further instructions
- iii. Not required
- 3 Tax Assessment
 - a. View Unified Business Permit Application Form
 - b. View uploaded attachments
 - c. View the location of business on map
 - d. Show last assessment for reference
 - e. Automatic computation of fees based on ordinance fee matrix
 - f. Generate Statement of Account/Tax Bill with QR Code
- 4 Business Permit and Licensing Payment and Validation
 - a. Payment validation for online payment
 - b. Official Receipt printing
- 5 Final Approval
 - a. View Unified Business Permit Application Form
 - b. View uploaded attachments
 - c. View Statement of Account/Tax Bill with QR Code
 - d. View Official Receipt
 - e. Option to either approve individual application or to mass approve
 - f. Provision to return application to prior evaluators or to business owner
 - g. Automatic generation of Mayor's Permit e-copy with QR code and digital signatures upon approval
- 6 Low-Risk Regulatory Offices
 - a. Evaluation done post-release of the Mayor's Permit
 - b. View Unified Business Permit Application Form
 - c. View uploaded attachments
 - d. View the location of business on map
 - e. Provision to encode compliance status of business
- i. Compliant
 - 1 Encoding of clearance information
- ii. For compliance
 - 1 Option to return application to business owner to give further instructions
- iii. Not required
- 7 Printing and Releasing
 - a. Print Mayor's Permit original copy
 - b. Encode releasing information
- i. Received by
- ii. Date and Time
- 8 Ticketing Tool
 - a. Report and monitor issue/concern
 - b. Tickets will be routed to BPLO Champions or Service Provider depending on the nature of issue/concern
- C. Inspection Audit System
 - 1 Android mobile application that allows BPLO inspectors to scan the Mayor's Permit QR-code and conduct inspection audit:
 - i. Real Time validation of Secure QR Code
 - ii. Yes, No Input
 - iii. Alpha-Numeric Text Input
 - iv. Image capture
 - v. Signature capture
 - vi. Real-Time Summary of Audit Findings for presentation to authorized business location representative
 - vii. Name and Signature capture of authorized business location representative during audit
 - viii. Automated generation of encrypted (military grade) QR code sticker and printed summary of audit findings as proof of visit
 - 2 Provision and Maintenance of Android application Hardware and Accessories
 - i. 6 Android Hardware Mobile Devices
 - 1 With GLONASS, BDS
 - 2 At least 8 inches display
 - 3 PC Mark Performance Score should be a minimum of 3k
 - ii. 12 Portable Bluetooth Printers capable of printing specialized stickers and audit letter findings
 - iii. Specialized stickers and paper for Bluetooth printers
 - iv. Accessories and Peripherals: 6 sets of Screen protector and tablet case for Android Devices, 10,000 MAH power banks, extra cables, waterproof bags
 - 3 Mobile Device Management Service for all Android Devices to ensure protection vs any unauthorized application download, installation and usage other than the Inspection Audit System
- D. Online Mayor's Permit Verification
 - 1 Allows the public to search and verify a business using the business name, Mayor's Permit # or QR code
 - 2 Displays basic business details, Mayor's Permit status and other regulatory clearance status

E. Data and Reports Extractors

- 1 Collection Reports
 - 2 Management Reports
 - 3 CMC Reports
 - 4 DILG Reports
- F. Data/System Management Tools (Supervisors, Department Head, MIS Administrator Module)
- 1 Tax tables
 - 2 Business Nature List
 - 3 Barangay Reference
 - 4 Cancel of Business Application
 - 5 User Management Settings
 - 6 Change Owner
 - 7 Switch of Business Location
 - 8 p
 - 9 Ticketing Tool
 - 10 And other Backend Software, Admin Dashboard, Admin Control Settings

G. Kiosk application

i. Submission of renewal application via the Mayor's Permit Renewal Kiosk

- 1 All-in-One PC with minimum specifications:
 - 23.8in FHD (1920x1080) IPS 250nits
 - Intel Core i3-1115G4 (2C / 4T, 3.0 / 4.1GHz, 6MB)
 - 4GB DDR4 2x 4GB SO-DIMM DDR4-3200
 - 512GB SSD M.2 2280 PCIe NVMe
 - Integrated Intel UHD Graphics
 - Windows 11 Home
- 2 QR-code Scanner
- 3 Other peripherals
 - Keyboard
 - Mouse
- 4 Kiosk Cabinet

H. Android Tablets for BPLO Evaluators/Approvers

- ii. 3 Android Hardware Mobile Devices
 - 1 With GLONASS, BDS
 - 2 At least 8 inches display
 - 3 PC Mark Performance Score should be a minimum of 3k

I. CLOUD STORAGE SERVER for one (1) year that will address the data storage requirements for the first year of operations.

Specs: 2 Web Servers / 3 API Servers / 2 x 2 Cores / 4GB RAM Virtual Machines /100GB storage

Database: 2 Cores with 8GB RAM (minimum) with initial 250GB storage

4 UNITS Mayor's Permit Renewal Kiosk

Kiosks will be deployed to strategic business hubs within the city so that business owners will be able to submit Mayor's Permit Renewal Application without the need to go physically to the city hall.

6 SETS Inspection Audit Kit

An inspection audit kit will contain all the necessary materials an inspector would need to conduct site inspections. It shall include an Android tablet, 2 Bluetooth printers, sticker and thermal papers and other peripherals.

3 UNITS Android Tablet

The tablet will be allocated to key personnel who will evaluate and/or approve business permit applications.

24 UNITS Digital Signature Pad

24 UNITS Monochrome Printer

9 UNITS 10000 MHz Power banks

3) Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".

(i) Bidding is restricted to Filipino citizens/sole proprietorships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens, pursuant to RA 5183 and subject to Commonwealth Act 138.

4) Interested bidders may obtain further information from the City Government of Tanauan and inspect the Bidding documents at the address given below during 8:00 am to 5:00 pm.

5) A complete set of Bidding documents may be purchased by interested bidders on October 5, 2022 from the address below and upon payment of a nonrefundable fee amounting to Twenty Five Thousand Pesos (25,000.00) for the Bidding Documents in the amount based on the amount of project cost.

6) The Pre-bid conference is on 10:00 A.M/ October 12, 2022, at BAC Conference Room.

7) Bids must be delivered to the address below on or before 10:00 A.M./October 24, 2022. All bids must be accompanied by a bid security in any of acceptable forms in the amount.

A) Form of Security Minimum Amount in % of Approved Budget for the Contract to be Bid.

- 1)Cash, certified check, cashier’s check, bank draft or irrevocable letter of credit. Two percent (2%)
- 2)Bank Guarantee two percent (2%)
- 3)Surety Bond five percent (5%)

Bid opening shall be on 10:00 A.M/October 24,2022 at BAC Conference Room. Bids will be opened in the presence of the Bidder’s representatives who choose to attend at the address below. Late bids shall not be accepted.

8) Pursuant to GPPB Circular 06-2005, in case the bid resulted into a tie and after determining the Lowest Calculated and Responsive Bidder (LCRB), Highest Rated Responsive Bid (HRRB), Bid Evaluation and Post-qualification the BAC Members will convene and determine the winning bidder using the “Draw Lots” method.

9) The City Government of Tanauan reserved the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

10) For further information, please refer to:

BAC Secretariat
 3/F New City Hall Bldg.
 Office of the Bids & Awards Committee
 043-728-9837

(SGD)
 MR. WILFREDO P. ABLAO
 Chairperson
 Bids & Awards Committee

Pre-bid Conference

Date	Time	Venue
12/10/2022	10:00:00 AM	3/F BAC Conference Room New City Hall Building Brgy Natatas, Tanauan, City

Created by VINOSA LAT ROBLES
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