



Republic of the Philippines
DEPARTMENT OF HEALTH
PHILIPPINE CHILDREN'S MEDICAL CENTER

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BID BULLETIN NO. BB-2024-028

Date : July 31, 2024
To : ALL PROSPECTIVE BIDDERS
From : BIDS AND AWARDS COMMITTEE
Subject : AMENDMENT/CLARIFICATION AS STATED
Name of Project : Digitization of Medical Charts from 2000 to 2016
 ABC = Php3,800,000.00

This Bid Bulletin No. **BB-2024-028** outlines the amendments in the bidding documents for the above-mentioned project as follows:

Section VII. Technical Specifications/Terms of Reference


ORIGINAL	AMENDMENT
3. Project Scope and Deliverables 3.1.5 Scanning resolution: at least 300 dpi, colored, grayscale/ Black and White	Scanning resolution: 300-500 dpi, colored, grayscale/ Black and White
4. Responsibility of the Provider: 4.1.4. Ensure that the personnel to be deployed is at least college level and has at least 2 years relevant experience on digitization projects	Ensure that the personnel to be deployed is at least high school graduate and has at least 1 year relevant experience on digitization projects
7. Warranties of the Provider 7.1 The Provider shall have locally available certified, qualified, and experienced technical support personnel to provide technical assistance during the contract period and must be available during regular working days/hours.	The Provider shall have locally available qualified, and experienced technical support personnel to provide technical assistance during the contract period and must be available during regular working days/hours.
8. Service Level Agreement Delivery, installation and configuration Deliver, install and ensure that all equipment necessary for the completion of the project specified in this TOR are operational within seven (7) calendar days upon receipt of the Notice to Proceed	Deliver, install and ensure that all equipment necessary for the completion of the project specified in this TOR are operational within fifteen (15) calendar days upon receipt of the Notice to Proceed
Service Replacement Unit Provide replacement units of the same brand, model, features and functionalities or its equivalent or higher capacity in case of equipment failure or its component within 24 hours after initial check up.	Provide replacement units of the same features and functionalities or its equivalent or higher capacity in case of equipment failure or its component within 24 hours after initial check up.
9. Proposed Delivery Period and Terms of Payment 9.1 Delivery and installation period: within seven (7) calendar days upon receipt of notice to Proceed.	Delivery and installation period: within fifteen (15) calendar days upon receipt of notice to proceed.

Section I. Invitation to Bid and Section III. Bid Data Sheet

ORIGINAL	AMENDMENT
completed within the last two (2) years prior to the deadline for the submission and receipt of bids.	completed within the last ten (10) years prior to the deadline for the submission and receipt of bids.

PARTICULARS	CLARIFICATIONS
3.1.2 Total Number of Pages: minimum of three (3) million pages	It is stipulated in our TOR around 3M pages
3.1.1 Location of digitization: On-premise - Health Information Management Division, Philippine Children's Medical Center and be able to work in the allotted workspace area: 3.1.1.1. Grooming area - 3.4 x 25 ft 3.1.1.2. Scanning and indexing area - 3.6 x 4.2ft & 3 x 5ft	Electrical socket will be provided in coordination with Engineering and a room will be provided to ensure an uninterrupted workflow
4.2.2 Perform quality assurance of all (100%) scanned and indexed health records every day.	Random checking will be done of the 10% per batch of the digitized HR. It will be saved as a PDF file in a folder to be provided by HIMD, then they will upload in our DMAS (M-Files)
6.1 All personnel who will be assigned on premise should be fully (primary & at least 1 booster) immunized against COVID-19.	As per advise by our Personnel Physician, at least 1 booster dose will be required. Proof of vaccination will be submitted. Face mask is enough per PCMC Policy and DOH requirement
	Internet connections will be provided in coordination with MISD.

For information and guidance of all concerned.


FRANCIS S. DELA CUESTA, RN, MAN
 Chairperson, Bids and Awards Committee