



PHILIPPINE HEART CENTER  
East Avenue, Quezon City

**SUPPLEMENTAL BID BULLETIN No. 033-2022**

**SUBJECT : Revision in the Bidding Documents**

**PROJECT : 1 unit Digitization Package with Scanning and Archiving Services - ITB.028.22**

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To ensure that the transactions are comparatively advantageous to the interests of the PHC, the originally pre-issued technical specification as mentioned above, revisions/changes are hereby introduced.

ITB No.	PHC – Technical Specifications FROM	Clarifications/Modifications (Should be read as) TO
Page 22	5.3. For this purpose, contracts similar to the Project shall be: a. Digitization Package with One (1) unit Scanning and Archiving Services.  b. completed within the past 2 years prior to the deadline for submission and receipt of bids.	5.3. For this purpose, contracts similar to the Project shall be: a. Digitization Package <b>either One (1) unit Scanning with or without Archiving Services.</b>  b. completed within the past <b>5 years</b> prior to the <b>deadline for submission and receipt of bids.</b>
39	<b>1.8. Scanning Services</b> 1.8.2. Document to be scanned: Letter A4, Legal, or or A3 size. Front Back pages of double-sized documents shall be scanned.	1.8 Scanning Services 1.8.2. Document to be scanned: Letter A4, Legal, or or A3 size ( <b>with 3 holes on the left side of the records due to chart holder</b> ) Front Back pages of double-sized documents shall be scanned.
39	1.8.8. Number of charts/patient folders to be scanned: 15,600 per year with estimated volume of 3,900,000 pages per year. (average 250 pages per chart).	<b>The Bidder will be allowed to finish the 3,900,000 pages in 9-12 months .</b>
40	<b>1.9. Archiving Services</b> 1.9.1. Includes initial migration/pick up/document conversion.	<b>The PHC will request retrieval of the document box from the warehouse 10 times per month (retrieval would be lessend if all other confinement consultation records fastened in the patient's folder would also be scanned ( prior to 2018 records).</b>
	1.9.2. Physical Storage for at least 36 months.	1.9.2. Physical Storage for at least 36 months. <b>In case there is a need to replace the old boxes, the PHC will shoulder the cost. There should be a limit per month.</b>

This Supplemental Bid Bulletin is hereby issued to modify the original parameters as stated therein. All other requirements previously stated on the bid documents must be complied.

Please be guided accordingly.

**Approved.** Done this 27<sup>th</sup> day of June 2022, BAC Office, PHC.

**MARIETTA A. VELASCO, RN, MAN, MBAH**  
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