PHILIPPINE HEART CENTER
East Avenue, Quezon City

SUPPLEMENTAL BID BULLETIN No. 070-2021

SUBJECT : <u>**Revised Technical Specifications of the Project**</u>

PROJECT/S : <u>**1 unit Digitization Package with One (1) unit Scanning and**</u>
<u>**Archiving Services   - ITB No. 104.21**</u>

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

Item	Specifications
1	**Description of Function**
	The Digitization package will cover equipment and services that will scan medical records (charts), index them, manage files through a document management software, scanning of charts and archiving of scanned charts. This package will involve acquisition of industrial grade document scanner with workstation (3 complete sets), acquisition of server hardware, network attached storage, uninterruptible power supply, and scanning and archiving services by a 3rd party.
2	**Operational Requirements**
	System complete with all accessories as specified in the Technical Specifications below
3	**Technical Specifications**
3.1	1. **Industrial Grade Document Scanner (3 units)**
	3.1.1 Product Highlights: Compact A3 scanner with automatic document feeder and bookedge flatbed scanning (can accommodate A3); 100 ppm; 2 years warranty; onsite coverage parts and service unit with document capture software
	3.1.2 Throughput Speeds: at least 100 ppm / 200 ipm
	3.1.3 Feeder Capacity: up to 300 sheets of 80 g/m2
	3.1.4 Connectivity: USB 3.2 Gen 1x1 compatible 10/100/1000 Mbps Ethernet
	3.1.5 Paper Thickness & Weight: 27-433 g/m2 (7.2-160 lb) paper
	3.1.6 Optical Resolution: Minimum 500 dpi- Maximum 600 dpi
	3.1.7 Image Output Resolution Options: up to 1200 dp
	3.1.8 Network Protocols: TCP/IP
	3.1.9 Operating System Compatibility: Windows 10 (64bits)
	3.1.10 Operating Temperature / Operating Compatibility: Operating Temperature 10-35ºC Operating Humidity (15%-80% RH)
	3.1.11 Recommended Daily Volume up to 45,000 pages per day
	3.1.12 Scanning Technology: Dual RGB LED Illumination CIS (CMOS); Grayscale output bit depth is 256 levels (8-bit); color capture bit depth is 48 bits (16x3)
	3.1.13 Standard Software and Drivers: ISIS drivers, LINUX (TWAIN and SANE) Drivers, TWAIN Drivers, WIA Drivers, Citrix certified, KOFAX Certified
	3.1.14 System Configuration Accessories, spares and consumables: Carrier Sleeves (5 pack); Document extenders, Feeder Consumables Kits; Enhanced Printer Accessory; Printer Ink Cartridge and Carrier; Rear Exit Tray Accessory (Consumables purchased separately

	3.1.15. Two (2) years coverage warranty for parts and labor
	3.1.16. User/ Technical/ Maintenance manuals to be supplied in English
	3.1.17. Certificate of calibration and inspection
	3.1.18. List of important spare parts and accessories with their part number and costing
3.2	**Computer System (3 units) – for Workstation**
	3.2.1 CPU: Intelcore i7 processor DC Processor 2.9 GHz (at least)
	3.2.2 RAM: 16 GB RAM (at least)
	3.2.3 Hard Drive: 512 GB SSD (at least)
	3.2.4 Storage: 2 TB SATA (at least)
	3.2.5 Display: 23.8" LED (at least)
	3.2.6 Casing: Mid Tower
	3.2.7 Power Supply: 300 Watts (at least)
	3.2.8 OS: Microsoft Windows 10 64 bit
	3.2.9 USB Keyboard and USB Optical Mouse
	3.2.10 Wifi and Bluetooth
	3.2.11. Warranty: 3 years pro support
3.3	**Document Management Software**
	3.3.1 Standard Perpetual License
	3.3.2 For at least 30 User License
	3.3.3 Include installation, configuration and application training (User and Administrator – at least 3 sessions)
3.4.	**Server Hardware (1 unit)**
	3.4.1 CPU: Intel Xeon Silver 421 OR 2.4G (at least)
	3.4.2 RAM: 16 GB RDIMM (at least)
	3.4.3. Network Controller: Dual-Port 1GbE On-board
	3.4.4 Storage Controller: RAID Controller
	3.4.5 Hard Drive: 600GB 10K RPM SAS 12Gps (at least)
	3.4.6 Internal Storage: 3.5" Chassis with eight (8) 2TB 7.2K RPM SAS 12Gps Hot Plug Hard Drives (at least)
	3.4.7 Optical Drive: DVD +/- RW, SATA, Internal
	3.4.8 Form Factor: 2U Rack Server with Sliding Rails
	3.4.9 Power Supply: Dual, Hot-plug, Redundant Power Supply, 750W
	3.4.10 Operating System: Microsoft Windows Server Standard 2019
	3.4.11 Warranty: 3 years Pro Support
	3.4.12 Database: MS SQL Server 2019
3.5	**Network Attached Storage (1 unit)**
	3.5.1 Processor: AMD Ryzen V1500B Quad Core 2.2 Ghz (at least)
	3.5.2 Memory: 4GB ECC DDR4 (at least)
	3.5.3 Power: Redundant 500W (at least)
	3.5.4 Storage: Seagate IronWolf Pro 3.5" 8TB HDD 256MB 7200 RPM (9 pieces)
	3.5.5 Form Factor: 12-bay 2U NAS (at least)
	3.5.6 With Sliding Rail Kit
	3.5.7 Warranty: 3 years (at least)
3.6	**Uninterruptible Power Supply (2 units)**
	3.6.1 Pure Sinewave Output
	3.6.2 2KVA Output Power Capacity
	3.6.3 Stand-by with built-in AVR
	3.6.4 With eight (8) output connections
	3.6.5 With LED status display (On Line/ On Battery/Replace Battery/Overload Indicators)

	3.6.6 Online (Double Conversion) UPS Topology
	3.6.7 Auto-Restart/ Auto-Charge
	3.6.8 Emergency Power Off (EPO) Port
	3.6.9 Economy Mode setting/Generator Mode setting
	3.6.10 Smart Battery Management
	3.6.11 Power Panel Business Edition Software
	3.6.12 Equipment Protection Policy up to 100,000 Euros Management
	3.6.13 With sliding rail kit
3.7	**Uninterruptible Power Supply (6 units)**
	3.7.1 650 VA Output Power Capacity (at least)
	3.7.2 With Battery Backup and surge protection
	3.7.3 With LED indicators
	3.7.4 With three (3) output connections (at least)
3.8	**Scanning Services**
	3.8.1 Scanning resolution: at least 200 DPI greyscale / Black & White
	3.8.2 Document to be scanned: Letter, A4, Legal, or A3 size. Front and back pages of double-sided documents shall be scanned.
	3.8.3 Scanning on premise and able to work in the allotted workspace area maximum of 60 sq. m.
	3.8.4 Output: Multi-page PDF file
	3.8.5 Includes flatbed scanning of some documents inclusive of mobilization and demobilization costs
	3.8.6 Indexing / data capture – 30 items (see appendix 1. Some of the index / metadata can be extracted from the electronic medical record.
	3.8.7. All staff (scanning bureau) should be fully immunized against COVID-19. They are also required to have RT PCR swab done every quarter, the cost of which will be care of the company of the scanning bureau.
	3.8.8. Number of charts / patient folders to be scanned: 15,600 per year with estimated volume of 3,120,000 pages per year.
	3.8.9. Maximum number of work shifts: one per day (usually 8-hour work schedule, exclusive of 1 hour break- can start as early as 7 am and can end as late as 5 pm only).
	3.8.10. Document preparation and grooming: Documents are in folder-type, No re-sequencing of the documents, no unbinding of documents,
	3.8.11. Staff (Scanning Bureau) is responsible for uploading and transmission of accepted outputs to the Document Management System
	3.8.12. Quality Assurance: 100% QA by the staff (scanning bureau), with 10% per batch of scanned documents with be quality checked by PHC Medical Records Staff, with five (5) working days allotted to review the batches. Errors reported within review shall be rectified without charges.
3.9	**Archiving Services**
	3.9.1 Includes initial migration, pick up and document conversion
	3.9.2 Storage for at least 36 months
	3.9.3. Volume to cover 15,600 charts / medical records

APPENDIX 1. Metadata to be indexed per Medical Record:

No.	Index Name	Type	Length	Can be extracted from EMR?
1	Hospital Number	CharType	15	Yes
2	Complete name of patient (LN, FN, MN)	CharType	100	Yes
3	Address1	CharType	250	Yes
4	Address2	CharType	100	Yes
5	Gender	CharType	10	Yes
6	Birthdate	DateType	8	Yes
7	Age	CharType	6	Yes
8	Civil Status	CharType	20	Yes
9	Father's Name	CharType	50	Yes
10	Mother's Name	CharType	50	Yes
11	Date of Admission	DateType	8	Yes
12	Date of Discharge	DateType	8	Yes
13	Last OPD consultation	DateType	8	No
14	Result of Treatment	CharType	15	Yes
15	Type of Service (medical or surgical)	CharType	8	Yes
16	Operation/Procedure1	CharType	50	Yes
17	Operation/ procedure 2	CharType	50	Yes
18	Operation/ procedure 3	CharType	50	Yes
19	Diagnosis1	CharType	100	Yes
20	Diagnosis 2	CharType	100	Yes
21	Diagnosis 3	CharType	100	Yes
22	Diagnosis 4	CharType	100	Yes
23	ICD Code1	CharType	15	Yes
24	ICD Code 2	CharType	15	Yes
25	ICD Code3	CharType	15	Yes
26	ICD Code 4	CharType	15	yes
27	Attending Physician	Char type	50	yes
28.	Course in the Ward	Memo Type	500	yes
29	Past History	Memo type	500	yes
30	Family History	Memo type	500	yes

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 10th day of December 2021, BAC Office.

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