



Bid Bulletin No. 1
28 September 2021

PUBLIC BIDDING NO. 21-111-3

SUPPLY AND DELIVERY OF PUNCHER, PAPER, HEAVY DUTY AND RUBBER BAND, NO. 18 FOR THE PROCUREMENT SERVICE (FRAMEWORK AGREEMENT)

Issued pursuant to Sec. 22.5 of the IRR of R.A. 9184 to clarify and/or amend certain provisions in the Bidding Documents issued for this project, considering the issues raised and clarifications made by prospective bidders during the Pre-bid Conference held on **21 September 2021**, likewise, respond to bidders' written queries received within the prescriptive period for filing.

A. AMENDMENTS / INCLUSIONS

I. SECTION III. BID DATA SHEET

REFERENCE	BASES FOR AMENDMENT
ITB Clause 10.1 Page No. 22 xxx All licenses, certifications, and permits required to be submitted during the Opening of Bids SHALL BE CERTIFIED/AUTHENTICATED as true copy of the original by the issuing government office or agency or private company. xxx	To clarify and align the requirement pursuant to the 2016 revised IRR of R.A. 9184
ITB Clause 20.2 Page 24 xxx <u>7. Documents to be certified / authenticated as true copy of the original by the issuing government office or agency or private company:</u> a. <u>Business registration</u> b. <u>Business permit</u> c. <u>Tax clearance certificate</u> xxx	To include in the requirements and to reiterate that document shall be submitted as part of the Post-Qualification documents.

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II. SECTION IV. SCHEDULE OF REQUIREMENTS

REFERENCE	BASES FOR AMENDMENT
<p>Page No. 35 -36 For Lot 1 and 2</p> <p><u>First Call-Off for the Lot: Within thirty (30) calendar days upon receipt of Call-Off</u></p> <p><i>PS Warehouse, PS Complex, RR Road, Cristobal St., Paco, Manila</i> Within ten (10) calendar days upon receipt of Call-Off</p> <p><u>Succeeding Call-Off: Within ten (10) calendar days upon receipt of Call-Off</u></p> <p><i>(Quantity will be determined for each Call-Off)</i></p> <p><i>Direct Delivery to End-User Agencies within Metro Manila; Pampanga; Antipolo, Rizal; and Imus, Cavite</i> Within fifteen (15) calendar days upon receipt of Call-Off</p> <p><u>Succeeding Call-Off: Within fifteen (15) calendar days upon receipt of Call-Off</u></p> <p><i>(Quantity will be determined for each Call-Off)</i></p>	<p>To give time and allow for the build-up / replenishment of the supplier's stock and inventory.</p> <p>Please refer to "Appendix 1" and "Appendix 2" for the amended form.</p>

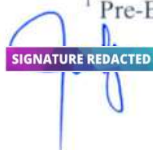
For the purpose of this Bulletin and for better understanding of its contents, the following rules shall apply: (a) ~~Double Strike out~~ – denotes deletion; (b) Underline – denotes inclusion or new item/requirement; and "xxx" – denotes separation of phrase/s being amended from the rest of the main text

B. CLARIFICATION

The Department of Budget and Management – Procurement Service – Bids and Awards Committee I hereby clarify bidders' concerns and queries.

ITEM	CONCERN	REFERENCE	CLARIFICATION/ RESOLUTION
Clarification during Pre-Bid Conference¹			
1	The prospective bidder requests to extend the timeline of activities for them to be able to do the additional requirements for the project.	<p>Section III Bid Data Sheet 10.1 Page 22</p> <p>xxx</p> <p>All licenses, certifications, and permits required to be submitted during the Opening of Bids SHALL BE CERTIFIED/AUTHE</p>	Please refer to amendment I section III Bid Data Sheet and " Appendix 3 " as amended.

¹ Pre-Bid Conference Conducted on 21 September 2021.

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		<p>NTICATED as true copy of the original by the issuing government office or agency or private company.</p> <p>xxx</p>	
2	<p>The prospective bidder clarified if the Philgeps Registration should also be authenticated as true copy of the original by the issuing government office or agency.</p>	<p>Section III Bid Data Sheet 20.2 Page 24</p> <p>xxx</p> <p>5. Valid and updated PhilGEPs Certificate of Registration (Platinum Membership) including the details of Annex A.</p> <p>xxx</p>	<p>Yes, it shall be authenticated as true copy of the original by the issuing office or agency.</p>
3	<p>The prospective bidder asked if all the documents included on Annex A are needed to be Certified True Copy by the issuing government office and should it be the latest.</p>	<p>Section III Bid Data Sheet 20.2 Page 24</p> <p>xxx</p> <p>5. Valid and updated PhilGEPs Certificate of Registration (Platinum Membership) including the details of Annex A.</p> <p>xxx</p>	<p>Yes, please refer to "Appendix 3" as amended.</p>
4	<p>The prospective bidder asked what to do if the laboratory testing center is closed.</p>	<p>Section III Bid Data Sheet 20.2 Page 24</p> <p>xxx</p> <p>6. For Lot No. 2: Valid Test Result not later than two (2) months from the deadline of submission of bids, issued by the government laboratory center or government accredited private laboratory testing center. In cases where required</p>	<p>The Committee suggested to the prospective bidders to check for other available laboratory testing centers that can test the same requirements needed for the project. The requirements allow testing by a government laboratory center or government accredited private laboratory testing center.</p>

		<p>parameters were not all tested due to no fault of the bidder, the certificate may be accepted provided that proof of non-availability from the testing center is submitted.</p> <p>xxx</p>	
5	<p>The prospective bidder requests for 20 days lead time for both lots for the delivery of the goods.</p>	<p>Section VI Schedule of Requirements Page 35-36</p> <p>xxx</p> <p><i>PS Warehouse, PS Complex, RR Road, Cristobal St., Paco, Manila</i></p> <p>Within ten (10) calendar days upon receipt of Call-Off <i>(Quantity will be determined for each Call-Off)</i></p> <p><i>Direct Delivery to End-User Agencies within Metro Manila; Pampanga; Antipolo, Rizal; and Imus, Cavite</i></p> <p>Within fifteen (15) calendar days upon receipt of Call-Off <i>(Quantity will be determined for each Call-Off)</i></p> <p>xxx</p>	<p>Please refer to "Appendix 1" and "Appendix 2" as amended.</p>

All other portions of the Bidding Documents affected by these amendments shall be made to conform to the same.

Amendments/inclusions/clarifications made herein shall be considered an integral part of the Bidding Documents.

The changes made in the Philippine Bidding Documents (6th Edition, July 2020) are deemed integrated in the terms and conditions for this project.

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ENGR. JAIME M. NAVARRETE JR.
Chairperson, Bids and Awards Committee III

Schedule of Requirements

FRAMEWORK AGREEMENT LIST (Indicative Call-off Schedule) Year 2021

Item Description: **Puncher, paper, heavy duty**

Quantity: **61,958 pieces**

Lot No.	Delivery Period and Delivery Site
1	<p>First Call-Off for the Lot: Within thirty (30) calendar days upon receipt of Call-Off</p> <p><i>PS Warehouse, PS Complex, RR Road, Cristobal St., Paco, Manila</i></p> <p>Succeeding Call-Off: Within ten (10) calendar days upon receipt of Call-Off <i>(Quantity will be determined for each Call-Off)</i></p> <p><i>Direct Delivery to End-User Agencies within Metro Manila; Pampanga; Antipolo, Rizal; and Imus, Cavite</i></p> <p>Succeeding Call-Off: Within fifteen (15) calendar days upon receipt of Call-Off <i>(Quantity will be determined for each Call-Off)</i></p>

Note: Suppliers are advised to maintain revolving stocks at least 10% of undelivered quantity up to the last tranches prior to exhaustion.

I hereby commit to deliver the required quality and quantities upon receipt of the Call-Off as indicated above.

Name of Company

Signature Over Printed Name
of Authorized Representative

Date


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Schedule of Requirements

FRAMEWORK AGREEMENT LIST (Indicative Call-off Schedule) Year 2021

Item Description: **Rubber band, No. 18**

Quantity: **101,855 boxes**

Lot No.	Delivery Period and Delivery Site
2	<p>First Call-Off for the Lot: Within thirty (30) calendar days upon receipt of Call-Off</p> <p><i>PS Warehouse, PS Complex, RR Road, Cristobal St., Paco, Manila</i></p> <p>Succeeding Call-Off: Within ten (10) calendar days upon receipt of Call-Off <i>(Quantity will be determined for each Call-Off)</i></p> <p><i>Direct Delivery to End-User Agencies within Metro Manila; Pampanga; Antipolo, Rizal; and Imus, Cavite</i></p> <p>Succeeding Call-Off: Within fifteen (15) calendar days upon receipt of Call-Off <i>(Quantity will be determined for each Call-Off)</i></p>

Note: Suppliers are advised to maintain revolving stocks at least 10% of undelivered quantity up to the last tranches prior to exhaustion.

I hereby commit to deliver the required quality and quantities upon receipt of the Call-Off as indicated above.

Name of Company

Signature Over Printed Name
of Authorized Representative

Date


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Bid Data Sheet

ITB Clause																			
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p>a. <i>Those in Section VIII. Annex "K" but may include other contracts similar to those classified as</i> <i>Lot No. 1: Office Devices</i> <i>Lot No. 2: Office Supplies</i></p> <p>b. Completed within <i>five (5) years</i> prior to the deadline for the submission and receipt of bids.</p>																		
7.1	<i>Subcontracting is not allowed.</i>																		
10.1	No further instructions.																		
12	<p>The price of the Goods shall be quoted DDP <i>PS Warehouse, PS Complex, RR Road Cristobal St., Paco, Manila; and End-User Agencies within Metro Manila; Pampanga; Antipolo, Rizal; and Imus, Cavite</i> or the applicable International Commercial Terms (INCOTERMS) for this Project.</p>																		
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <table border="1" data-bbox="339 1382 1390 1942"> <thead> <tr> <th data-bbox="339 1382 411 1749">Lot No.</th> <th data-bbox="411 1382 743 1749">Item/Description</th> <th data-bbox="743 1382 954 1749">Amount Cash, Cashier's / Manager's Check, Bank Draft/ Guarantee/ Irrevocable Letter of Credit (2%)</th> <th data-bbox="954 1382 1189 1749">Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission (5%)</th> <th data-bbox="1189 1382 1390 1749">Bid Securing Declaration (Pursuant to GPPB Resolution No. 03-2012)</th> </tr> </thead> <tbody> <tr> <td data-bbox="339 1749 411 1849">1</td> <td data-bbox="411 1749 743 1849">Puncher, paper, heavy duty</td> <td data-bbox="743 1749 954 1849">P 179,876.47</td> <td data-bbox="954 1749 1189 1849">P 449,691.16</td> <td data-bbox="1189 1749 1390 1849" rowspan="2">Please see Section VIII attached as Annex "H"</td> </tr> <tr> <td data-bbox="339 1849 411 1942">2</td> <td data-bbox="411 1849 743 1942">Rubber band, No. 18</td> <td data-bbox="743 1849 954 1942">P 264,823.00</td> <td data-bbox="954 1849 1189 1942">P 662,057.50</td> </tr> </tbody> </table>					Lot No.	Item/Description	Amount Cash, Cashier's / Manager's Check, Bank Draft/ Guarantee/ Irrevocable Letter of Credit (2%)	Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission (5%)	Bid Securing Declaration (Pursuant to GPPB Resolution No. 03-2012)	1	Puncher, paper, heavy duty	P 179,876.47	P 449,691.16	Please see Section VIII attached as Annex "H"	2	Rubber band, No. 18	P 264,823.00	P 662,057.50
Lot No.	Item/Description	Amount Cash, Cashier's / Manager's Check, Bank Draft/ Guarantee/ Irrevocable Letter of Credit (2%)	Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission (5%)	Bid Securing Declaration (Pursuant to GPPB Resolution No. 03-2012)															
1	Puncher, paper, heavy duty	P 179,876.47	P 449,691.16	Please see Section VIII attached as Annex "H"															
2	Rubber band, No. 18	P 264,823.00	P 662,057.50																

	The bid security in the form of cashier's/manager's check shall be payable to PROCUREMENT SERVICE.												
15	<p>Each bidder shall submit one (1) original and one (1) copy of the first and second components of its bid.</p> <p>The duplicates-i.e. copy 1, must include the same documents as that of the original set of documents. In case, however, a bidder opts to submit cash as bid security, copy 1 need not contain photocopies of the same.</p>												
19.3	<p>The NFCC computation, if applicable, must be sufficient for all the lots or contracts to be awarded to the Bidder</p> <table border="1"> <thead> <tr> <th>Lot No.</th> <th>Quantity</th> <th>Item/Description</th> <th>Approved Budget for the Contract</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>61,958 pieces</td> <td>Puncher, paper, heavy duty</td> <td>P 8,993,823.28</td> </tr> <tr> <td>2</td> <td>101,855 boxes</td> <td>Rubber band, No. 18</td> <td>P 13,241,150.00</td> </tr> </tbody> </table>	Lot No.	Quantity	Item/Description	Approved Budget for the Contract	1	61,958 pieces	Puncher, paper, heavy duty	P 8,993,823.28	2	101,855 boxes	Rubber band, No. 18	P 13,241,150.00
Lot No.	Quantity	Item/Description	Approved Budget for the Contract										
1	61,958 pieces	Puncher, paper, heavy duty	P 8,993,823.28										
2	101,855 boxes	Rubber band, No. 18	P 13,241,150.00										
20.2	<p>For purposes of Post-qualification the following document(s) shall be required: (All licenses, certifications, and permits required to be submitted during Post-qualification <i>SHALL BE CERTIFIED/AUTHENTICATED</i> as true copy of the original by the issuing government office or agency or private company).</p> <ol style="list-style-type: none"> Income Tax Returns for year 2020 (BIR Form 1701 or 1702). Latest Value Added Tax Returns (Forms 2550M and 2550Q) or Percentage Tax Returns (Form 2551M). For this requirement, covering the previous six (6) months prior to the Opening of Bids. <p><i>The income tax and business tax returns stated above should have been filed through the Electronic Filing and Payment System (EFPS). However, exceptions issued by the BIR are recognized (i.e. BIR RMC No. 37-2020; RMC No. 4-2021; and RMC No. 50-2021) subject to validation and verification.</i></p> Proof of completion of the single largest contract as identified in the Statement of Single Largest Contract, which shall be copy of any verifiable document(s) such as but not limited to the following: <ol style="list-style-type: none"> Contract/s or Purchase order/s; Corresponding Sales Invoice/s; Official Receipt/Cash Receipt/Collection Receipt; and Certificate of Satisfactory Completion Submission of pieces of evidence as proof of compliance with the bidder's actual offer, if applicable. 												



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	<p>In the column "Bidder's Compliance", the bidder must state "comply" against each of the individual parameters of each specification corresponding to performance parameter of equipment offered. Statement of "comply" must be supported by evidence in a bidders bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's or distributor's un-amended sales literature, unconditional statements or specification and compliance issued by the manufacturer or distributor, samples, independent test data etc., as appropriate.</p> <ol style="list-style-type: none"> 5. Valid and updated PhilGEPS Certificate of Registration (Platinum Membership) including the details of Annex A. 6. For Lot No. 2: Valid Test Result not later than two (2) months from the deadline of submission of bids, issued by the government laboratory center or government accredited private laboratory testing center. In cases where required parameters were not all tested due to no fault of the bidder, the certificate may be accepted provided that proof of non-availability from the testing center is submitted. 7. <u>Documents to be certified / authenticated as true copy of the original by the issuing government office or agency or private company:</u> <ol style="list-style-type: none"> a. <u>Business registration</u> b. <u>Business permit</u> c. <u>Tax clearance certificate</u> <p>Upon evaluation, bidders with overdue deliveries and/or rejection notices for the same item as of the date of opening of bids shall be subject to post-disqualification.</p> <p><i>N.B. Documents submitted during post-qualification as part of post-qualification documents must be certified by the authorized representative to be true copy/ies from the original.</i></p>
21.2	No further instructions.
21.5(g)	<p>The awardee must submit a soft copy (JPEG or PNG format, Picture- 640 x 480 pixel with white or plain background) of the color picture of the product/s upon receipt of the Notice to Execute Framework Agreement (NEFA).</p> <p>Please email to: pd10@ps-philgeps.gov.ph</p>

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