



Bid Bulletin No. 1
08 October 2021

PUBLIC BIDDING NO. 21-122-1

SUPPLY AND DELIVERY OF ENVELOPE, DOCUMENTARY
FOR THE PROCUREMENT SERVICE
(FRAMEWORK AGREEMENT)

Issued pursuant to Sec. 22.5 of the 2016 Revised 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 **01 OCTOBER 2021**, likewise, to respond to bidders' written queries received within the prescribed period for filing.

A. AMENDMENTS / INCLUSIONS

REFERENCE	BASES FOR AMENDMENT
<p>Page 35</p> <p>Section VI. FRAMEWORK AGREEMENT LIST Schedule of Requirements <i>Lot no. 2 Envelope, Documentary, Legal</i></p> <p>xxx Direct delivery to End-User Agencies within Metro Manila; Antipolo; Pampanga; and Imus, Cavite:</p> <p>Within Ten (10) Fifteen (15) calendar days upon receipt of Call -Off. (Quantity will be determined for each Call-Off.)</p> <p>xxx</p>	<p>To amend the Schedule of Requirements.</p> <p>Please refer and use Appendix "1" for the Compliance with the Schedule of Requirement Form.</p>

B. CLARIFICATION

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

ITEM	CONCERN	REFERENCE	CLARIFICATION/ RESOLUTION
Clarification during Pre-Bid Conference¹			
1	The representative from Advance Paper Corp. requested if it is possible that the Authorize representative be the one to certify the pertinent documents required during the Bid Opening.	<p>Page 21</p> <p>Bid Data Sheet Clause 10.1</p> <p>xxx</p> <p>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.</p> <p>xxx</p>	<p>The Certified/Authenticated Copy of all licenses, certifications, and permits required to be submitted during the Opening of Bids may also be submitted during “Post-Qualification”.</p> <p>In the absence of CTC, the BAC may require submission of the original documents for purposes of verification, validation, and ascertaining its authenticity.</p>

¹ Pre-Bid Conference Conducted on 01 October 2021.

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.

2	<p>The representative from Advance Paper Corp. added if the above will not be granted, in view of the current status of the government agencies adopting alternative work arrangements, the bidders will have some difficulty in securing such documents. Further, the representative requested for remedy regarding the requirement.</p>	<p>Page 21 Section III Bid Data Sheet Clause 10.1</p> <p>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</p>	<p>The Certified/Authenticated Copy of all licenses, certifications, and permits required to be submitted during the Opening of Bids may also be submitted during "Post-Qualification".</p> <p>In the absence of CTC, the BAC may require submission of the original documents for purposes of verification, validation, and ascertaining its authenticity.</p>
3	<p>The Representative from the Advance Paper Corp. requested if it's possible to relax the requirement.</p>	<p>Page 34 to 35 Section VI Schedule of Requirements</p> <p>xxx Note: Suppliers are advised to maintain revolving stocks at least 10% of undelivered quantity up to the last tranches prior to exhaustion. xxx</p>	<p>The Bids and Awards Committee hereby clarifies that the requirement will be retained.</p>

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4	<p>The Representative from Advance Paper Corp. requested to clarify if a sticker should be placed on the bundle that holds the envelope inside the box.</p>	<p>Page 49</p> <p>Additional Requirement on Packaging and Marking/Labeling</p> <p>xxx</p> <p>PACKAGING:</p> <p>1. On each pack, box or item whichever is applicable, the following should be legibly imprinted or stickered with non-removable or permanent sticker or label that is binding and with residue and tearing. If removed:</p> <ul style="list-style-type: none"> • The name and logo of the Procurement Service • A statement which states that the item is "Government-Use Only" • Procured by Procurement Service-DBM <p>xxx</p>	<p>Not necessarily. Sticker/s placed on the box is sufficient.</p>
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ADVANCE PAPER CORP.²

<p>5</p>	<p>May we request that the Committee consider the certified copy sign by the authorized representative for the reasons that some of the Government agencies issuing the required legal documents needed under this bidding is/are currently on skeletal force and once the person in charge is not around or under medical condition, the required document/s cannot be facilitated by other person.</p> <p>Also it is very common now a day on the possibility that the issuing Government Agencies could be on LOCKDOWN status. In lieu of this, we can bring in our ORIGINAL COPIES of all legal documents during BID OPENING or POST QUALIFICATION to justify that the documents submitted is exactly the same as the original documents issued to Advance Paper by the Government issuing agencies.</p>	<p>Page 21 Bid Data Sheet Clause 10.1</p> <p>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.</p> <p>xxx</p>	<p>The Certified/Authenticated Copy of all licenses, certifications, and permits required to be submitted during the Opening of Bids may also be submitted during "Post-Qualification".</p> <p>In the absence of CTC, the BAC may require submission of the original documents for purposes of verification, validation, and ascertaining it's authenticity.</p>
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² Email received on 01 October 2021.

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6	<p>I also requested to the Committee to reconsider the stock position required since this is under FRAMEWORK AGREEMENT. We have experienced contract cancellation under PSDBM 18-385-8 with the same item because we follow what is indicated in the bidding documents that say (Note: Suppliers are advised to maintain three (3) months revolving stocks at all times.) I am appealing to the committee to allow the winning bidder to just maintain 10% of the remaining stocks up to the 10th month delivery schedule since the requirements is very unpredictable.</p>	<p>Page 34 to 35</p> <p>Section VI Schedule of Requirements</p> <p>xxx</p> <p>Note: Suppliers are advised to maintain revolving stocks at least 10% of undelivered quantity up to the last tranches prior to exhaustion.</p> <p>xxx</p>	<p>The Bids and Awards Committee hereby clarifies that the requirement will be retained.</p>
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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.


SIGNATURE REDACTED

DICKSON T. PANTI

Chairperson, Bids and Awards Committee I

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**FRAMEWORK AGREEMENT LIST
(INDICATIVE CALL-OFF SCHEDULE)**

ITEM DESCRIPTION: Envelope, Documentary, Legal	
QUANTITY: 25,117 boxes	
LOT NO.	DELIVERY PERIOD AND DELIVERY SITES
2	<p><i>PS Warehouse, PS Complex, RR Road Cristobal St., Paco, Manila:</i> Within Seven (7) 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; Antipolo; Pampanga; and Imus, Cavite:</i> 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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