



Bid Bulletin No. 2
3 November 2023

PUBLIC BIDDING NO. 23-121-3

SUPPLY AND DELIVERY OF PAPER TRIMMER/CUTTING MACHINE
FOR THE PROCUREMENT SERVICE (PS)

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 **13 October 2023**, likewise, response to bidders' written queries received within the prescriptive period for filing.

A. CLARIFICATIONS

The Procurement Service-Department of Budget and Management (PS-DBM), Bids and Awards Committee hereby clarifies prospective bidders' concerns and queries:

ITEM	CONCERN	REFERENCE	CLARIFICATION/ RESOLUTION
During Pre-bid Conference			
1	A prospective bidder clarified if they will submit the 2 nd and 3 rd quarter Value Added Tax Returns.	<p>Section III ITB Clause 20.2 No. 2</p> <p>xxx</p> <p>2. Latest Value Added Tax Returns (Form 2550Q) or Percentage Tax Returns (Form 2551Q). For this requirement, covering the last six (6) months prior to the Opening of Bids.</p> <p>xxx</p>	The Committee hereby clarifies that submission of latest Value Added Tax Return is for 2 nd and 3 rd quarter of 2023.
2		Section III Bid Data Sheet	

	<p>A prospective bidder requested to clarify if they can use an SLCC invoice dated 2020</p>	<p>ITB Clause 20.2 No. 3</p> <p>xxx</p> <p>3. Proof of completion of the SLCC as identified in the Statement of SLCC, which shall be a verifiable copy of the Contract, Purchase Order or Framework Agreement, and any of the following documents:</p>	<p>The Committee hereby clarifies that the Single Largest Completed Contract must be within five (5) years prior to the deadline of the submission and receipt of bids.</p>
<p>3</p>	<p>A prospective bidder clarified if the items in the contract contain inks and several office equipment can be used as their SLCC.</p>	<p>(a) Corresponding Sales Invoice/s;</p> <p>(b) Official Receipt/Cash Receipt/Collection Receipt; and</p> <p>(c) Certificate of Completion/ Certificate of Acceptance</p> <p>xxx</p>	<p>The Committee hereby clarifies that those items that are classified, or similar but not limited to, those listed under Section VIII Annex "K": Office Equipment will be considered.</p>
<p>4</p>	<p>A prospective bidder requested to adjust the delivery period, thirty (30) calendars days for the first Call-Off and fifteen (15) calendar days for the succeeding Call-Offs.</p>	<p>Section VI Schedule of Requirements Page 32</p> <p>xxx</p> <p>Delivery Period:</p> <p>Within Fifteen (15) calendar days (CD) upon receipt of Call-Off</p>	<p>The Committee hereby clarifies that the original requirement is retained, with no further additional provision.</p>
<p>5</p>	<p>A prospective bidder requested to thirty (30) to forty (40) calendar days</p>	<p>xxx</p>	<p>The Committee hereby clarifies that the original requirement is retained, with no further additional provision</p>
<p>6</p>	<p>A prospective bidder clarified if how many Call-Off will be issued for this</p>		<p>The Committee hereby clarifies that issuance of Call-Off depending on the demand of</p>



	project		the Procuring Entity.
7	A prospective bidder clarified if there are required brand for the item	<p>Section VII Technical Specifications Bidder's Statement of Compliance</p> <p>xxx Brand:</p> <p>Note: Brand shall be IPO registered xxx</p>	The Committee hereby clarifies that the brand being offered is required and must be IPO registered.
8	A prospective bidder clarified if necessary that A3 is included	<p>Technical Specification (TSRC) Product Specifications Page 35</p> <p>xxx</p> <ul style="list-style-type: none"> With ruler marking and paper size marking printed on the base- B7, B6, A5, B5, A4, B4, Legal, and A3 	The committee hereby clarifies that the original requirement is retained.
9	A prospective bidder clarified if possible not to include the legal size	<p>xxx</p>	The committee hereby clarifies that the original requirement is retained.
10	A prospective bidder clarified if the requirement for blade assembly cover is metal only.	<ul style="list-style-type: none"> Metal Structure: <ul style="list-style-type: none"> Blade assembly cover 	The committee hereby clarifies that the original requirement is retained.
11	A prospective bidder manifested that no legal size indicated in this table.	<ul style="list-style-type: none"> In-house Test: <ul style="list-style-type: none"> Prepare one (1) piece of 70 gsm paper A4 size. Cut the paper into B5 size, then measure the dimensions using steel ruler. Repeat the procedure A5, B6 and B7 respectively. Recorded 	The committee hereby clarifies that the original requirement is retained.

		<p>measurement must correspond to the following:</p> <table border="1"> <thead> <tr> <th>Format</th> <th>Size</th> </tr> </thead> <tbody> <tr> <td>A4</td> <td>210 mm x 297 mm</td> </tr> <tr> <td>A5</td> <td>148 mm x 210 mm</td> </tr> <tr> <td>B5</td> <td>176 mm x 250 mm</td> </tr> <tr> <td>B6</td> <td>125 mm x 176 mm</td> </tr> <tr> <td>B7</td> <td>88 mm x 125 mm</td> </tr> </tbody> </table>	Format	Size	A4	210 mm x 297 mm	A5	148 mm x 210 mm	B5	176 mm x 250 mm	B6	125 mm x 176 mm	B7	88 mm x 125 mm	
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First and Finest Technology Corp.			
		<p>Section II Bid Date Sheet ITB Clause 20.2</p> <p>xxx</p>	
12	<p>In reference to our SLCC, we would like to confirm that our Single Largest Completed Contract bid titled "Public Bidding 18-06 for Office Equipment" by the National Library of the Philippines. This contract is similar and encompasses various Office Equipment, including an Embossed, Video Magnifier, Handheld Magnifier, Portable Tactile Graphics Machine, and OCR Multi-player Device, with a total contract amount of Php 1,924,500.00 for one</p>	<p>3. Proof of completion of the SLCC as identified in the Statement of SLCC, which shall be a verifiable copy of the Contract, Purchase Order or Framework Agreement, and any of the following documents:</p> <p>(a) Corresponding Sales Invoice/s;</p> <p>(b) Official Receipt/Cash Receipt/Collection Receipt; and</p> <p>(c) Certificate of Completion/ Certificate of Acceptance</p> <p>Xxx</p>	<p>The committee hereby clarifies that the original requirement is retained and will be subject for verification and evaluation.</p>



	lot.		
13	Regarding the delivery period, we propose a timeframe of 30-45 calendar days upon receiving the Call-Off	<p>Section VI Schedule Requirements</p> <p>xxx Delivery Period: a. Within fifteen (15) calendar days (CD) upon receipt of Call-Off</p> <p>xxx</p>	Please refer to clarification item no. 5 of the bid bulletin.
14	"Legal" is not included in the markings printed on the base as you can generally cut a legal-size paper using an A3 paper cutter. However, the rest of the sizes such as B7, B6, A5, B5, A4, B4, and A3 were printed on the base. We kindly seek clarification and confirmation regarding the acceptability of this.	<p>Section VII Technical Specifications (TSRC) Product Specifications</p> <p>xxx</p> <ul style="list-style-type: none"> • Tabletop and non-skid • Guillotine Paper Cutter • With ruler marking and paper size markings printed on the base – B7, B6, A5, B5, A4, B4, legal, and A3 <p>xxx</p>	The committee hereby clarifies that the original requirement is retained.
15	Our offered ream cutter cutting capacity is up to 500 sheets of paper.	<p>xxx</p> <ul style="list-style-type: none"> • Includes securable sliding paper size marker/gauge • Paper Capacity (min.): 25 sheets of 70 gsm paper • With stationary blade guard • Blade is made of removable high quality hardened stainless steel 	The committee hereby clarifies that the original requirement is retained.
16	Our offer features blade made with carbon steel. We would appreciate clarification and confirmation as to whether this is an acceptable material.	<ul style="list-style-type: none"> • Blade is made of removable high quality hardened stainless steel 	The committee hereby clarifies that the original requirement is retained.



		<ul style="list-style-type: none"> • Metal Structure: <ul style="list-style-type: none"> • Base • Adjustable paper clamp handle • Paper Clamp • Removable cutter handle • Cutter lock • Blade assembly cover • Blade shall be engraved/embossed/printed/permanently stickered on the item • Warranty: One (1) year on parts and services <p>xxx</p>	
17	<p>Our offer includes specific markings and labeling details on the packaging, such as the correct and registered brand name/registered trademark, net dimension, item bar code, and batch number. We kindly request clarification and confirmation on whether these details align with the acceptable standards.</p> <p>Please note that we intend to adhere to the "Additional Requirements on Packaging (Annex A)" as mandated during the submission of sample in the post-qualification phase or upon the receipt of the Notice of S/LCRB.</p>	<p>Marking/Labeling</p> <ul style="list-style-type: none"> • Shall conform with the minimum Marking and Labeling Requirements under Article 77 of Republic Act 7394 (consumer Act of the Philippines) whichever is/are applicable among those requirements to this item. 	<p>The committee hereby clarifies that the original requirement is retained.</p>

Handwritten mark

By Rules, all other related provisions in the Bidding Documents correspondingly affected by these amendments are likewise deemed amended to conform to this Bid Bulletin.

Amendments made herein shall be considered an integral part of the Bidding Document.

SIGNATURE REDACTED

JOSEPH P. BALAGTAS

Chairperson, Bids and Awards Committee III

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.