



Bid Bulletin No. 1
4 June 2021

PUBLIC BIDDING NO. 21-076-6

**SUPPLY AND DELIVERY OF SAMSUNG, INK AND TONER CARTRIDGES 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 **28 May 2021**, likewise, respond to bidders' written queries received within the prescriptive period for filing.

A. AMENDMENTS

| ITEM NO. | REFERENCE | BASES FOR AMENDMENT |
|----------|---|--|
| 1 | <p>Section III. Bid Data Sheet Page No. 24 ITB Clause 20.2</p> <p>xxx</p> <p>2. Latest Value Added Tax Returns (Forms 2550M and 2550Q) or Percentage Tax Returns (Form 2551M). For this requirement, covering the last six (6) months prior to the opening of bids. <u>the months of November, December 2020; and January, February, March and April, 2021</u></p> <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, and RMC No. 4-2021 and RMC 50-2021) subject to validation and verification.</i></p> <p>xxx</p> | <p>To clarify the months covered for the VAT Returns.</p> <p>To include RMC 50-2021 for the consideration of the EFPS requirement.</p> |

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**Section V. Special Conditions for the Contract
Page No. 30
GCC Clause 1**

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The Project Sites are:

PS Warehouse, PS Complex, RR Road Cristobal St., Paco, Manila; and End-User Agencies within Metro Manila; ~~Pampanga; Antipolo, Rizal and Imus, Cavite and Pampanga.~~

Xxx

To clarify the Project Sites for better understanding.

**Section VI. Schedule of Requirements
Page No. 34-46**

XXX

| LOT NO. | QUANTITY | ITEM DESCRIPTION | DELIVERY PERIOD AND DELIVERY SITES |
|---------|----------|------------------|--|
| xxx | xxx | xxx | XXX Direct delivery to End-User Agencies within Metro Manila; Pampanga; Antipolo, Rizal and Imus, Cavite and Pampanga. |
| xxx | xxx | xxx | xxx |

Note: Suppliers are advised to maintain one (1) month revolving stocks at all times up to 10th month of delivery schedule. Hereunder are the required quantity for the one (1) month revolving stocks:

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| LOT NO. | ITEM DESCRIPTION | QTY |
|---------|---------------------------------------|----------------|
| 1 | Toner Cart, Samsung ML-D2850B, Black | 167 Cartridges |
| 2 | Toner Cart, Samsung MLT-D101S, Black | 595 Cartridges |
| 3 | Toner Cart, Samsung MLT-D103S, Black | 68 Cartridges |
| 4 | Toner Cart, Samsung MLT-D104S, Black | 233 Cartridges |
| 5 | Toner Cart, Samsung MLT-D105L, Black | 205 Cartridges |
| 6 | Toner Cart, Samsung MLT-D108S, Black | 172 Cartridges |
| 7 | Toner Cart, Samsung MLT-D203E, Black | 292 Cartridges |
| 8 | Toner Cart, Samsung MLT-D203L, Black | 660 Cartridges |
| 9 | Toner Cart, Samsung MLT-D203U, Black | 105 Cartridges |
| 10 | Toner Cart, Samsung MLT-D205E, Black | 172 Cartridges |
| 11 | Toner Cart, Samsung MLT-D205L, Black | 273 Cartridges |
| 12 | Toner Cart, Samsung SCX-D6555A, Black | 52 Cartridges |

XXX

To clarify the Delivery Sites for better understanding.

To provide the quantity for the one (1) month revolving stocks.

Please refer to **Appendix "1"** the revised form.

| | | |
|-----------------|---|--|
| <p>4</p> | <p>Section VII. Technical Specification Pages 37-48</p> <p>xxx For Packaging and Marking/Labeling Requirements based from TSRC Resolution No. 2021-001 dated March 05, 2021. xxx</p> | <p>To attach TSRC Resolution No. 2021-001 dated March 05, 2021</p> <p>Please refer to Appendix "2" for the details.</p> |
|-----------------|---|--|

B. CLARIFICATIONS

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

| ITEM | CONCERN | REFERENCE | CLARIFICATION/ RESOLUTION |
|----------------------------------|--|--|--|
| During Pre-bid Conference | | | |
| 1 | A prospective bidder inquired if back to back certification from the manufacturer to the authorized distributor and from authorized distributor to the bidder is acceptable. | <p><i>Page 25 ITB Clause 20.2</i></p> <p>xxx <i>6. Distributorship/Dealership Agreement from the Principal/Manufacturer.</i> xxx</p> | The requirement shall be maintained. |
| 2 | A prospective bidder inquired on the minimum quantity to be delivered to the end-user located in Cavite and Pampanga. | <p><i>Page 35 Section VI. Schedule of Requirements</i></p> | The quantity shall be determined in every call-off to be issued. |
| 3 | Clarification on the quantity of one (1) month revolving stock requirement | <p><i>Page 35 Section VI. Schedule of Requirements</i></p> | Refer to the Amendment No. 3 |
| 4 | Prospective bidders asked if the required | <p><i>Page 35 Section VI. Schedule of</i></p> | The total quantity for the contract has a one (1) year |



| | | | |
|---|--|--|---|
| | revolving stocks is applicable up to 10 th month only | <i>Requirements</i> | coverage, but bidder must maintain a one (1) month revolving stock up to 10 th month only. |
| 5 | A prospective bidder requested to adjust the delivery period to forty-five (45) calendar days. While, another asked to extend the delivery on the 1st call-off for PS Warehouse to Thirty (30) calendar days and Direct delivery to forty-five (45) calendar days. | <i>Page 35 Section VI. Schedule of Requirements</i> | The requirement shall be maintained. |
| 6 | A prospective bidder made known that Toner Cart, Samsung ML-D2850B, Black will have an end of life by November 2021 | <i>Page 37 Lot No. 1 xxx Toner Cart, Samsung ML-D2850B, Black Xxx</i> | The total quantity may or may not be exhausted within the contract period. |

| ITEM | CONCERN | REFERENCE | CLARIFICATION/ RESOLUTION |
|--|--|--|---|
| Integrated Computer Systems, Inc.¹ | | | |
| 7 | Request for the details on the packaging and marking/ labeling required for the project (size, dimension, color) | Section VII. Technical Specification xxx For Packaging and Marking/Labeling Requirements based from TSRC Resolution No. 2021-001 dated March 05, 2021. | Complete details of the sticker will be given to the responsive bidder upon receipt of Notice of Lowest Calculated Responsive Bidder (LCRB) |

¹ Letter received on 1 June 2021

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| ITEM | CONCERN | REFERENCE | CLARIFICATION/ RESOLUTION |
|---|---|---|--------------------------------------|
| HP PPS Philippines, Inc.² | | | |
| 8 | Request to adjust the delivery period to forty-five (45) calendar days on PS Warehouse, PS Complex. | <i>Page 35 Section VI. Schedule of Requirements</i> | The requirement shall be maintained. |
| 9 | Request to adjust the delivery period to forty-five (45) calendar days on End-User Agencies. | <i>Page 35 Section VI. Schedule of Requirements</i> | The requirement shall be maintained. |
| 10 | Clarification on the quantity of one (1) month revolving stock requirement | <i>Page 35 Section VI. Schedule of Requirements</i> | Refer to the Amendment No. 3 |
| 11 | Inquiry if the required revolving stocks is applicable up to 10 th month only | <i>Page 35 Section VI. Schedule of Requirements</i> | Refer to Clarification No. 4 |
| 12 | A prospective bidder inquired on the minimum or maximum Call-off quantity. | <i>Page 35 Section VI. Schedule of Requirements</i> | Refer to Clarification No. 2 |
| 13 | A prospective bidder made known that Toner Cart, Samsung ML-D2850B, Black will have an end of life by November 2021 | <i>Page 37 Lot No. 1 xxx Toner Cart, Samsung ML-D2850B, Black xxx</i> | Refer to Clarification No. 6 |

² Letter received on 1 June 2021

Note: Suppliers are advised to maintain one (1) month revolving stocks at all times up to 10th month of delivery schedule. Hereunder are the required quantity for the one (1) month revolving stocks:

| <u>LOT NO.</u> | <u>ITEM DESCRIPTION</u> | <u>QTY</u> |
|----------------|--|-----------------------|
| <u>1</u> | <u>Toner Cart, Samsung ML-D2850B, Black</u> | <u>167 Cartridges</u> |
| <u>2</u> | <u>Toner Cart, Samsung MLT-D101S, Black</u> | <u>595 Cartridges</u> |
| <u>3</u> | <u>Toner Cart, Samsung MLT-D103S, Black</u> | <u>68 Cartridges</u> |
| <u>4</u> | <u>Toner Cart, Samsung MLT-D104S, Black</u> | <u>233 Cartridges</u> |
| <u>5</u> | <u>Toner Cart, Samsung MLT-D105L, Black</u> | <u>205 Cartridges</u> |
| <u>6</u> | <u>Toner Cart, Samsung MLT-D108S, Black</u> | <u>172 Cartridges</u> |
| <u>7</u> | <u>Toner Cart, Samsung MLT-D203E, Black</u> | <u>292 Cartridges</u> |
| <u>8</u> | <u>Toner Cart, Samsung MLT-D203L, Black</u> | <u>660 Cartridges</u> |
| <u>9</u> | <u>Toner Cart, Samsung MLT-D203U, Black</u> | <u>105 Cartridges</u> |
| <u>10</u> | <u>Toner Cart, Samsung MLT-D205E, Black</u> | <u>172 Cartridges</u> |
| <u>11</u> | <u>Toner Cart, Samsung MLT-D205L, Black</u> | <u>273 Cartridges</u> |
| <u>12</u> | <u>Toner Cart, Samsung SCX-D6555A, Black</u> | <u>52 Cartridges</u> |

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

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.


SIGNATURE REDACTED

WEBSTER LAUREÑANA

Chairperson, Bids and Awards Committee VI

APPENDIX "1"

**FRAMEWORK AGREEMENT LIST
(INDICATIVE CALL-OFF SCHEDULE)
Year 2021**

| LOT NO. | QUANTITY | ITEM DESCRIPTION | DELIVERY PERIOD AND DELIVERY SITES |
|----------------|-----------------|---------------------------------------|--|
| 1 | 837 Cartridge | Toner Cart, Samsung ML-D2850B, Black | <p><i>PS Warehouse, PS Complex, RR Road Cristobal St., Paco, Manila;</i></p> <p>Within fifteen (15) calendar days upon receipt of Call-Off. (Quantity to be determined for each Call-Off).</p> <p><i>Direct delivery to End-User Agencies within Metro Manila; Pampanga; Antipolo, Rizal and Imus, Cavite</i></p> <p>Within twenty (20) calendar days upon receipt of Call-Off. (Quantity to be determined for each Call-Off).</p> |
| 2 | 2,977 Cartridge | Toner Cart, Samsung MLT-D101S, Black | |
| 3 | 344 Cartridge | Toner Cart, Samsung MLT-D103S, Black | |
| 4 | 1,169 Cartridge | Toner Cart, Samsung MLT-D104S, Black | |
| 5 | 1,028 Cartridge | Toner Cart, Samsung MLT-D105L, Black | |
| 6 | 863 Cartridge | Toner Cart, Samsung MLT-D108S, Black | |
| 7 | 1,464 Cartridge | Toner Cart, Samsung MLT-D203E, Black | |
| 8 | 3,303 Cartridge | Toner Cart, Samsung MLT-D203L, Black | |
| 9 | 526 Cartridge | Toner Cart, Samsung MLT-D203U, Black | |
| 10 | 863 Cartridge | Toner Cart, Samsung MLT-D205E, Black | |
| 11 | 1,365 Cartridge | Toner Cart, Samsung MLT-D205L, Black | |
| 12 | 260 Cartridge | Toner Cart, Samsung SCX-D6555A, Black | |

**Additional Requirement on Packaging and Marking/Labeling
Based on TSRC Resolution No. TSRC 2021-001**

PACKAGING:

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:

- The name and logo of the Procurement Service
- A statement which states that the item is "Government-Use Only"
- Procured by Procurement Service-DBM

2. On each corrugated carton or outer box or outer packaging, 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:

- The name and logo of the Procurement Service.
- A statement which states that the item is "Government-Use Only"
- Procured by Procurement Service – DBM.

Additional requirement on packaging and marking/labeling, the sticker will be place on **all sides** of the box.

The size of the logo must be manufacturer's standard provided that:

- It must be placed in visible areas of the box;
- Stocking position must also be considered in placing the stickers; and
- Size must be large enough to be seen and recognized from small distance away.

(Complete details of the sticker will be given to the responsive bidder upon receipt of Notice of Lowest Calculated Responsive Bidder (LCRB))

MARKING/LABELING:

Shall conform with the following minimum Marking and Labeling requirement, whichever is/are applicable with reference to Consumer Act of the Philippines (RA 7394):

1. Its correct and registered trade name or brand name;
2. Its duly registered trademark;
Note: All local brand / trademark must be registered in the IPO website.
3. Its duly registered business name;
4. The address of the manufacturer, importer, repacker of the consumer products in the Philippines;
5. Its general make or active ingredients;
6. The net quality of contents, in terms of weight, measure or numerical count rounded to at least the nearest tenths in the metric system;
7. Country of the manufacturer;
8. If a consumer product is manufactured, refilled or repacked under license from a principal, the label shall so state the fact.