



**Bid Bulletin No. 1**  
**14 June 2021**

**Public Bidding No. 21-072-6**

**Supply and Delivery of Brother, 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 **June 7, 2021**.

**A. AMENDMENT/S**

	REFERENCE	BASES FOR AMENDMENT/INC LUSION
	<p><b>Bid Data Sheet 20.2</b>  <b>Page No. 25</b></p> <p>xxx</p> <p>2. The summary of bidding activities is as follows:</p> <p>Latest Value Added Tax Returns (Forms 2550M and 2550Q ) or Percentage Tax Returns (Form 2551M). For this requirement, covering the months <del>last six (6) months prior to the opening of bids.</del> <b><u>of November, December, 2020 and January, February, March, April 2021</u></b></p>	<p>To clarify the covered months for the VAT Returns</p>
1	<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><b>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.</b></p>	<p>To include RMC 50-2021 for the consideration of the EFPS requirement.</p> <p>To clarify the requirement for better understanding</p>

2	<p><b>Section V. Special Conditions for the Contract</b> <b>Page No. 28</b></p> <p>The Project Sites are:</p> <p><b><i>PS Warehouse, PS Complex, RR Road Cristobal St., Paco, Manila; and End-User Agencies within Metro Manila; <del>Pampanga</del>; <del>Antipolo, Rizal</del>; and Imus, Cavite and Pampanga;</i></b></p>	To clarify the Project Sites for better understanding
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3	<p><b>Section VI. Schedule of Requirements</b> <b>Page No. 34</b></p> <p>xxx</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">LOT NO.</th> <th style="width: 10%;">QUANTITY</th> <th style="width: 15%;">ITEM DESCRIPTION</th> <th style="width: 65%;">DELIVERY PERIOD AND DELIVERY SITES</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">x</td> <td style="text-align: center;">x</td> <td style="text-align: center;">x</td> <td> <p><b><i>PS Warehouse, PS Complex, RR Road Cristobal St., Paco, Manila:</i></b></p> <p><del>Within fifteen (15) calendar days upon receipt of Call-Off. (Quantity to be determined for each Call-Off).</del></p> <p><b>1<sup>st</sup> Tranche:</b> <u>Within Thirty (30) calendar days upon receipt of Call-off. (Quantity to be determined for each Call-off)</u></p> <p><b>Succeeding Tranches</b> <u>Within Fifteen (15) calendar days upon receipt of Call-off. (Quantity to be determined for each Call-off)</u></p> <p><b><i>Direct delivery to End-User Agencies within Metro Manila; <del>Pampanga</del>; <del>Antipolo, Rizal</del>; and Imus, Cavite and Pampanga;</i></b></p> <p><del>Within twenty (20) calendar days upon receipt of Call-Off. (Quantity to be determined for each Call-Off).</del></p> <p><b>1<sup>st</sup> Tranche:</b> <u>Within Thirty (30) calendar days upon receipt of Call-off. (Quantity to be determined for each Call-off)</u></p> </td> </tr> </tbody> </table>	LOT NO.	QUANTITY	ITEM DESCRIPTION	DELIVERY PERIOD AND DELIVERY SITES	x	x	x	<p><b><i>PS Warehouse, PS Complex, RR Road Cristobal St., Paco, Manila:</i></b></p> <p><del>Within fifteen (15) calendar days upon receipt of Call-Off. (Quantity to be determined for each Call-Off).</del></p> <p><b>1<sup>st</sup> Tranche:</b> <u>Within Thirty (30) calendar days upon receipt of Call-off. (Quantity to be determined for each Call-off)</u></p> <p><b>Succeeding Tranches</b> <u>Within Fifteen (15) calendar days upon receipt of Call-off. (Quantity to be determined for each Call-off)</u></p> <p><b><i>Direct delivery to End-User Agencies within Metro Manila; <del>Pampanga</del>; <del>Antipolo, Rizal</del>; and Imus, Cavite and Pampanga;</i></b></p> <p><del>Within twenty (20) calendar days upon receipt of Call-Off. (Quantity to be determined for each Call-Off).</del></p> <p><b>1<sup>st</sup> Tranche:</b> <u>Within Thirty (30) calendar days upon receipt of Call-off. (Quantity to be determined for each Call-off)</u></p>	<p>To amend the delivery schedule.</p> <p>To clarify the Delivery Sites for better understanding.</p> <p>To amend the delivery schedule.</p>
LOT NO.	QUANTITY	ITEM DESCRIPTION	DELIVERY PERIOD AND DELIVERY SITES							
x	x	x	<p><b><i>PS Warehouse, PS Complex, RR Road Cristobal St., Paco, Manila:</i></b></p> <p><del>Within fifteen (15) calendar days upon receipt of Call-Off. (Quantity to be determined for each Call-Off).</del></p> <p><b>1<sup>st</sup> Tranche:</b> <u>Within Thirty (30) calendar days upon receipt of Call-off. (Quantity to be determined for each Call-off)</u></p> <p><b>Succeeding Tranches</b> <u>Within Fifteen (15) calendar days upon receipt of Call-off. (Quantity to be determined for each Call-off)</u></p> <p><b><i>Direct delivery to End-User Agencies within Metro Manila; <del>Pampanga</del>; <del>Antipolo, Rizal</del>; and Imus, Cavite and Pampanga;</i></b></p> <p><del>Within twenty (20) calendar days upon receipt of Call-Off. (Quantity to be determined for each Call-Off).</del></p> <p><b>1<sup>st</sup> Tranche:</b> <u>Within Thirty (30) calendar days upon receipt of Call-off. (Quantity to be determined for each Call-off)</u></p>							

**Succeeding Tranches**

Within Twenty (20) calendar days upon receipt of Call-off.  
(Quantity to be determined for each Call-off)

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

<u>LOT NO.</u>	<u>ITEM NO.</u>	<u>ITEM DESCRIPTION</u>	<u>QUANTITY (Revolving Stocks)</u>
1		Drum Cartridge, Brother DR-3455	325 Cartridge
2		Ink Cartridge, Brother LC67B, Black	225 Cartridge
3		Ink Cartridge, Brother LC67HYBK, Black	243 Cartridge
4		Toner Cartridge, Brother DR-451CL, High Yield 3000	81 Cartridge
5	1	Toner Cartridge, Brother TN-456 Black, High Yield 6500	152 Cartridge
	2	Toner Cartridge, Brother TN-456 Cyan, High Yield 6500	120 Cartridge
	3	Toner Cartridge, Brother TN-456, Magenta, High Yield 65	119 Cartridge
	4	Toner Cartridge, Brother TN-456, Yellow, High Yield 650	126 Cartridge
6		Toner Cartridge, Brother TN-2025, Black	77 Cartridge
7		Toner Cartridge, Brother TN-2130, Black	70 Cartridge
8		Toner Cartridge, Brother TN-2150, Black	82 Cartridge
9		Toner Cartridge, Brother TN-3320, Black	304 Cartridge
10		Toner Cartridge, Brother TN-3350, Black for HL5450DN	301 Cartridge
11		Toner Cartridge, Brother TN-3478, Black	437 Cartridge

XXX

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

Please refer and use the **Appendix "1"** for the revised form.

## B. CLARIFICATION/S

ITEM No.	CONCERN / REQUEST	CLARIFICATION / RESOLUTION		
1.	<p>May we request that have the schedule be change to:</p> <table border="1" data-bbox="386 573 898 789"> <tr> <td data-bbox="386 573 643 789"> <b>Bid Submission and Opening:</b>  June 21, 2021 –  1:00 pm </td> <td data-bbox="643 573 898 789"> <b>SBMCI Request</b>  June 28, 2021-  1:00 pm </td> </tr> </table>	<b>Bid Submission and Opening:</b> June 21, 2021 – 1:00 pm	<b>SBMCI Request</b> June 28, 2021- 1:00 pm	The schedule shall be retained.
<b>Bid Submission and Opening:</b> June 21, 2021 – 1:00 pm	<b>SBMCI Request</b> June 28, 2021- 1:00 pm			
2.	<p>May we request for the Agreement list for each consumables:</p> <p>In Addition to this, may we request that the Framework Agreement List will be in one (1) year requirement only.</p> <p>The end-user (PS) and winning bidder will strictly abide to the framework agreement and that <b>no cancellation of order</b> will incur.</p> <p>In the event that there are still balances for the consumables at the end of the one (1) year, PS should accept our delivery to complete the required quantities stated on the agreement.</p>	To clarify that the contract is for a Single Year Framework Agreement. The total quantity may or may not be exhausted within the contract period.		
3	<p>May we request that the delivery period be changed to:</p> <p>For BOTH delivery site;</p> <p><b>Initial / First call-Off delivery:</b>  Within Ninety (90) calendar days</p> <p><b>Succeeding call-off delivery:</b>  Within thirty (30) calendar days</p>	Refer to Amendment No. 3.		
4	<p><b>Lot No. 2:</b> Ink Cartridge, Brother LC67B, Black (2,697 cartridges)</p> <p><b>Lot No. 3:</b> Ink Cartridge, Brother LC67HYBK, Black (2,908 cartridges)</p>			

	<p><b>Lot No. 6:</b> Toner Cartridge, Brother TN-2025, Black (922 cartridges)</p> <p><b>Lot No. 7:</b> Toner Cartridge, Brother (830 cartridges)</p> <p><b>Lot No. 8:</b> Toner Cartridge, Brother TN-2150, Black (983 cartridges)</p> <p>These consumables are in the level of <b>"almost End-of-life (EOL)"</b> category.</p> <p>May we highlight and request that in the event the bidding for these consumables pushes thru, a <b>ONE time Call-off and Delivery will be implemented.</b></p> <p>In connection to these, we add to the request that the delivery <b>of these lots are within <u>Ninety (90)</u> calendar days</b></p>	<p>Refer to Clarification No. 4</p> <p>The Schedule of Requirement shall be maintained.</p> <p>Refer to Amendment No. 3</p>
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All provisions of the bidding document that are affected by newly issued bidding document template/s are deemed modified/amended/revise.

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.

For the Bids and Awards Committee

**SIGNATURE REDACTED**

**WEBSTER LAURENANA**

*Chairperson, Bids and Awards Committee VI*

*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.*

**Appendix "1"**

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

<b>LOT NO.</b>	<b>ITEM NO.</b>	<b>QUANTITY</b>	<b>ITEM DESCRIPTION</b>	<b>DELIVERY PERIOD AND DELIVERY SITES</b>
1		3,898 Cartridge	Drum Cartridge, Brother DR-3455	<b>PS Warehouse, PS Complex, RR Road Cristobal St., Paco, Manila:</b>  <b>First tranche</b> - Within thirty (30) calendar days upon receipt of Call-Off.  (Quantity to be determined for each Call-Off)
2		2,697 Cartridge	Ink Cartridge, Brother LC67B, Black	
3		2,908 Cartridge	Ink Cartridge, Brother LC67HYBK, Black	
4		973 Cartridge	Toner Cartridge, Brother DR-451CL, High Yield 3000	
5	1	1,813 Cartridge	Toner Cartridge, Brother TN-456 Black, High Yield 6500	<b>Succeeding tranches</b> - Within fifteen (15) calendar days upon receipt of Call-Off.  (Quantity to be determined for each Call-Off);
	2	1,438 Cartridge	Toner Cartridge, Brother TN-456 Cyan, High Yield 6500	
	3	1,423 Cartridge	Toner Cartridge, Brother TN-456, Magenta, High Yield 65	
	4	1,504 Cartridge	Toner Cartridge, Brother TN-456, Yellow, High Yield 650	
6		922 Cartridge	Toner Cartridge, Brother TN-2025, Black	<b>Direct delivery to End-User Agencies within Metro Manila; Pampanga; Antipolo, Rizal; and Imus, Cavite:</b>
7		830 Cartridge	Toner Cartridge, Brother TN-2130, Black	

8		983 Cartridge	Toner Cartridge, Brother TN-2150, Black	<b>First tranche –</b> Within thirty (30) calendar days upon receipt of Call-Off.  (Quantity to be determined for each Call-Off)  <b>Succeeding tranches -</b> Within twenty (20) calendar days upon receipt of Call-Off.  (Quantity to be determined for each Call-Off).
9		3,645 Cartridge	Toner Cartridge, Brother TN-3320, Black	
10		3,603 Cartridge	Toner Cartridge, Brother TN-3350, Black for HL5450DN	
11		5,244 Cartridge	Toner Cartridge, Brother TN-3478, Black	

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

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10		Toner Cartridge, Brother TN-3350, Black for HL5450DN	301 Cartridge
11		Toner Cartridge, Brother TN-3478, Black	437 Cartridge

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

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Name of Company	Signature Over Printed Name of Authorized Representative	Date
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