



Bid Bulletin No. 1
02 October 2023

PUBLIC BIDDING NO. 23-107-1

SUPPLY AND DELIVERY OF FOLDER WITH TAB, A4
FOR THE PROCUREMENT SERVICE

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 **25 September 2023**.

A. AMENDMENTS/INCLUSIONS

I. SECTION III. BID DATA SHEET

NO	REFERENCE	BASES FOR AMENDMENT
1	<p>Page 22 SECTION III. BID DATA SHEET</p> <p>xxx</p> <p>4. Valid Test Report conducted not earlier than six (6) months prior to the deadline of submission of bids, issued by the government laboratory testing center or government accredited private laboratory testing center or third party laboratory testing center. In case there is no government laboratory center or the required testing center method is not available, the test may be conducted by the government accredited private testing center; or if still not available, by a third party laboratory testing center provided that proof of non-availability from the testing center is submitted.</p> <p>xxx</p>	To correct the requirement.

II. SECTION VI. SCHEDULE OF REQUIREMENTS

NO	REFERENCE	BASES FOR AMENDMENT
2	<p>Page 32 SECTION VI. SCHEDULE OF REQUIREMENTS</p> <p>xxx</p> <p>1. Delivery Sites: a. PS Warehouse, PS Complex, RR Road Cristobal St., Paco, Manila b. Direct Delivery to End-User Agencies within Metro Manila;</p>	<p>To amend the requirement and to reflect the correct delivery site.</p> <p>Please refer and use Appendix "1" for compliance with the Schedule of Requirements.</p>

	PS-DBM Pampanga Hub, Regional Government Center Maimpis, San Fernando City, Pampanga; Antipolo, Rizal; and Imus, Cavite xxx	
3	Page 32 SECTION VI. SCHEDULE OF REQUIREMENTS xxx 2. Delivery Period: Within Ten (10) Fifteen (15) calendar days (CD) upon receipt of Call-Off xxx	To amend the requirement to give the bidder ample time to deliver the item. Please refer and use Appendix "1" for compliance with the Schedule of Requirements.

III. SECTION VII. TECHNICAL SPECIFICATION

NO	REFERENCE	BASES FOR AMENDMENT
4	Page 22 SECTION VII. TECHNICAL SPECIFICATION xxx Note 1: Valid Test Report conducted not earlier than six (6) months prior to the deadline of submission of bids, issued by the government laboratory testing center or government accredited private laboratory testing center or third party laboratory testing center. In case there is no government laboratory center or the required testing center method is not available, the test may be conducted by the government accredited private testing center; or if still not available, by a Third Party laboratory testing center provided that proof of non- availability from the testing center is submitted. xxx	To correct the requirement. Please refer and use Appendix "2" for compliance with the Schedule of Requirements.

IV. ANNEX A: BID FORM

NO	REFERENCE	BASES FOR AMENDMENT
5	Page 43 ANNEX A. BID FORM xxx PS-DBM BAC I Chairperson Procurement Service - DBM PS Complex, RR Road Cristobal St., Paco, Manila xxx	To amend and reflect the correct address of Procurement Service-DBM. Please refer and use Appendix "3" for compliance with the Schedule of Requirements.

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

B. CLARIFICATION

ITEM	CONCERN	REFERENCE	CLARIFICATION/ RESOLUTION
Clarification during Pre-Bid Conference ¹			
1	A prospective bidder inquired if the Evaluation Report coming from the Inspection Division regarding test result can be used as proof of Valid Test Report.	<p>Page 23 ITB Clause 20.2</p> <p>xxx 4. Valid Test Report conducted not earlier than six (6) months prior to the deadline of submission of bids, issued by the government laboratory testing center or government accredited private laboratory testing center or third party laboratory testing center. In case there is no government laboratory center or the required testing center method is not available, the test may be conducted by the government accredited private testing center; or if still not available, by a third party laboratory testing center provided that proof of non-availability from the testing center is submitted. xxx</p>	<p>In accordance to Memorandum No. OED22-08-01 Release of Official Documents and/or Information dated 18 August 2022, all requests for PS-DBM documents and/or information from government agencies or persons, shall be accommodated only upon submission of formal written request; thus, the bidder may request through a formal letter, addressed to the Inspection Division Chief, to avail the test report.</p> <p>To emphasize the requirement for the Valid Test Report.</p>
2	A prospective bidder requested if the delivery period can be adjusted to fifteen (15) CD.	<p>Page 32 Schedule Requirements of</p>	Please refer to Item No. 3 of the amendment part of the Bid Bulletin.
3	A prospective bidder clarified if the MD & CD are already combined for the above stated requirement.	<p>Page 35 Technical Specification for Folder with Tab, A4</p>	The Committee hereby clarifies that the technical specification reflects the "+ "sign thus, the MD and CD shall be combined.

¹ Pre-Bid Conference Conducted on 25 September 2023.

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4	A prospective bidder clarified if it is acceptable if the result is higher than the requirement.	Page 35 Technical Specification for Folder with Tab, A4	The Committee would like to clarify that it is acceptable, provided that the result is higher than those parameters which indicates minimum requirements.
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By Rules, all other related provisions in the Bidding Documents correspondingly affected by these amendments are likewise amended to conform to this Bid Bulletin.

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

SIGNATURE REDACTED

KARL MICHAEL R. ESPEJO

Chairperson, Bids and Awards Committee I

**FRAMEWORK AGREEMENT LIST
(Indicative Call-Off Schedule)**

ITEM DESCRIPTION: Folder with Tab, A4	
MAXIMUM QUANTITY: 47,209 packs	
ITEM NO.	DELIVERY PERIOD AND DELIVERY SITES
1	<p>1. Delivery Sites:</p> <ul style="list-style-type: none"> a. PS Warehouse, PS Complex, Cristobal St., Paco, Manila b. Direct Delivery to End-User Agencies within Metro Manila; PS-DBM Pampanga Hub, Regional Government Center Maimpis, San Fernando City, Pampanga; Antipolo, Rizal; and Imus, Cavite <p>2. Delivery Period:</p> <ul style="list-style-type: none"> c. Within Fifteen (15) calendar days (CD) upon receipt of Call-Off <p>3. The exact quantity will be determined for each Call-Off.</p>

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

I hereby commit to delivering 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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Appendix 2

ITEM NO. 1	:	Folder with Tab, A4
QUANTITY	:	47,209 packs

AGENCY SPECIFICATIONS	BIDDER'S STATEMENT OF COMPLIANCE*
<p>FOLDER with TAB, A4</p> <p>See attached detailed Technical Specifications:</p> <p>PS STANDARD NO. PP 013:2023 UNSPSC Code No. 44122011-FO-T01</p> <p>Shall conform to the Additional Packaging.</p>	<p>Brand:</p> <p>Note: Brand shall be IPO registered</p>

Note 1: Valid Test Report conducted not earlier than six (6) months prior to the deadline of submission of bids, issued by the government laboratory testing center or government accredited private laboratory testing center or third party laboratory testing center. In case there is no government laboratory center or the required testing method is not available, the test may be conducted by the government accredited private testing center; or if still not available, by a Third Party laboratory testing center provided that **proof of non- availability** from the testing center is submitted.

Note 2: Product sample shall be submitted by the SCB/LCB during the submission of additional Post-qualification documents.

We commit to deliver the goods under the new packaging and consistent with the physical appearance and color of the sample submitted as required by the Procurement Service.

I hereby certify that the statement of compliance to the foregoing technical specifications are true and correct, otherwise, if found to be false either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.

Name of Company	Signature Over Printed Name of Authorized Representative	Date
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**[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not 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 un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances]*

Bid Form

Date: _____

Invitation to Bid No: PB No. 23-107-1

To: PS-DBM BAC I Chairperson
Procurement Service - DBM
PS Complex, Cristobal St.,
Paco, Manila

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers [____], the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *Supply and Deliver Folder with Tab, A4 for the Procurement Service* in conformity with the said Bidding Documents.

Item No.	Qty/Unit	ITEMS/ DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	47,209 packs	FOLDER with TAB, A4		

Note: For purposes of bid evaluation, bidders are advised to use two (2) decimal places in setting up their bid prices.

TOTAL PRICE IN WORDS:

Item No. 1: _____

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Section VI. Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.




We agree to abide by this Bid for the Bid Validity Period specified in BDS provision for ITB Clause 14.2 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice to Execute Framework Agreement, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements as per ITB Clause 5 of the Bidding Documents.

I/We likewise certify/confirm that the undersigned, *[for sole proprietorships, insert]*: as the owner and sole proprietor or authorized representative of *[Name of Bidder]*, has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the Supply and Delivery of Folder with Tab, A4 for the Procurement Service

Or;

I/We likewise certify/confirm that the undersigned, *[for partnerships, corporations, cooperatives, or joint ventures, insert]*: is granted full power and authority by the *[Name of Bidder]*, to participate, submit the bid and to sign and execute the ensuing contract on the latter's behalf for Supply and Delivery of Folder with Tab, A4 for the Procurement Service

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Dated this _____ day of _____ 20_____.

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

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