



Supplemental/Bid Bulletin No. 1
12 July 2024

AMP NO. 24-026-3 (SVP)

SUPPLY AND DELIVERY OF RULER, PLASTIC, 450MM
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 Request for Proposal issued for this project.

A. AMENDMENTS

| NO. | REFERENCE | BASES FOR AMENDMENT | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|---|------------------|--------------|-------------|----|------------------|--|------------------------------|---|--|---|---|--|--|--|--|----|------------------|--|-----------------------------------|---|--|--------------------------------|--|---|
| 1. | REQUEST FOR PROPOSAL Page No. 3 | To amend/update the Request for Proposal (RFP). Please refer to amended RFP herein attached as "Appendix 1". | | | | | | | | | | | | | | | | | | | | | | | | |
| | xxx | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <table><tr><th>No</th><th>Requirements</th><th>Instruction</th></tr><tr><td rowspan="4">1.</td><td>Annex "A"</td><td></td></tr><tr><td>1. Bid / Price Proposal Form</td><td>Must indicate the unit and total price.</td></tr><tr><td></td><td>Must indicate the required information.</td></tr><tr><td>2. <u>Conformity/Compliance to Technical Specifications</u></td><td>Must be duly signed by the authorized representative</td></tr><tr><td></td><td></td><td>Must indicate "Comply" and duly signed by the authorized representative.</td></tr><tr><td rowspan="4">2.</td><td>Annex "B"</td><td></td></tr><tr><td>1. Omnibus Sworn Statement (OSS);</td><td>Ensure that there are eleven (11) declarations.</td></tr><tr><td>and if applicable, original notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or original Special Power of Attorney in case of Sole</td><td>Indicate required information.</td></tr><tr><td></td><td>Attach competent evidence of identification (valid government-issued ID. The use of Cedula is</td></tr></table> | | No | Requirements | Instruction | 1. | Annex "A" | | 1. Bid / Price Proposal Form | Must indicate the unit and total price. | | Must indicate the required information. | 2. <u>Conformity/Compliance to Technical Specifications</u> | Must be duly signed by the authorized representative | | | Must indicate "Comply" and duly signed by the authorized representative. | 2. | Annex "B" | | 1. Omnibus Sworn Statement (OSS); | Ensure that there are eleven (11) declarations. | and if applicable, original notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or original Special Power of Attorney in case of Sole | Indicate required information. | | Attach competent evidence of identification (valid government-issued ID. The use of Cedula is |
| | No | | Requirements | Instruction | | | | | | | | | | | | | | | | | | | | | | |
| | 1. | | Annex "A" | | | | | | | | | | | | | | | | | | | | | | | |
| 1. Bid / Price Proposal Form | | Must indicate the unit and total price. | | | | | | | | | | | | | | | | | | | | | | | | |
| | | Must indicate the required information. | | | | | | | | | | | | | | | | | | | | | | | | |
| 2. <u>Conformity/Compliance to Technical Specifications</u> | | Must be duly signed by the authorized representative | | | | | | | | | | | | | | | | | | | | | | | | |
| | | Must indicate "Comply" and duly signed by the authorized representative. | | | | | | | | | | | | | | | | | | | | | | | | |
| 2. | Annex "B" | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 1. Omnibus Sworn Statement (OSS); | Ensure that there are eleven (11) declarations. | | | | | | | | | | | | | | | | | | | | | | | | |
| | and if applicable, original notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or original Special Power of Attorney in case of Sole | Indicate required information. | | | | | | | | | | | | | | | | | | | | | | | | |
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| | | <u>Proprietorship or Joint Venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.</u> | <u>not acceptable).</u> <u>Must be duly notarized and signed.</u> | |
| | XXX | | | |
| | | No | Requirements | Instruction |
| | | 4. | Omnibus Sworn Statement (Annex "B") and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder. | Ensure that there are eleven (11) declarations. Indicate required information. Attach competent evidence of identification (valid government-issued ID. The use of Cedula is not acceptable). Must be duly notarized and signed. |
| | XXX | | | |

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/inclusions/clarifications made herein shall be considered an integral part of the RFP.

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*



REQUEST FOR PROPOSAL

SUPPLY AND DELIVERY OF RULER, PLASTIC, 450MM FOR THE PROCUREMENT SERVICE-DEPARTMENT OF BUDGET AND MANAGEMENT

Alternative Mode of Procurement – Small Value Procurement AMP-24-026-3 (SVP)

Date: 11 July 2024

The **Procurement Service-Department of Budget and Management (PS-DBM)** through its **Bids and Awards Committee (BAC) III** invites interested bidders to submit proposals, with an Approved Budget of the Contract (ABC) in the amount of Six Hundred Eighty Four Thousand Seven Hundred Twenty Pesos (P684,720.00) for the procurement of the items stated below:

| Lot No. | Quantity | Item/Description | Approved Budget for the Contract* |
|---------|---------------|-----------------------|-----------------------------------|
| 1 | 34,236 pieces | RULER, PLASTIC, 450MM | P684,720.00 |

*The ABC is understood to be the ceiling price; offers must not exceed the ABC provided.

Please quote your best proposal for the item/s described above using the Bid/Price Proposal Form (see Annex "A" of the Request for Proposal), subject to terms and conditions stated in the RFP. **Annexes "A" and "B" must be submitted on/or before the deadline of submission of proposals**

A Pre-proposal Conference will be held on **15 July 2024; 10:00 A.M** at PS Complex, Cristobal St., Paco, Manila and/or through video conferencing or webcasting via **meet.google.com/jyv-razi-kix**, which shall be open to prospective bidders.

Proposals must be duly signed by you or your duly authorized representative, accompanied by required forms, shall be submitted not later than **19 July 2024; 1:30 P.M** at the address indicated below:

Ms. Rowena R. Inocentes

Secretariat, BAC III

2nd Floor, PS DBM Complex

Cristobal St, Paco, Manila

pd4@ps-philgeps.gov.ph

Opening of the proposals shall be immediately after the deadline of submission.

Only one (1) set of documents certified to be true copies of the original shall be required. The envelope shall contain the name of the contract to be bid in capital letters and bear the name and address of the supplier in capital letters. Other documents required **shall be submitted manually** to Bids and Awards Committee III at Procurement Service, 2nd Floor Lobby on or before the deadline of submission as stated in this RFP.

Unsealed or unmarked bid envelopes SHALL BE REJECTED. However, bid envelopes that are not properly sealed and marked, as required, shall be accepted, provided that the bidder or its duly authorized representative shall acknowledge such condition of the bid as submitted.

In case of modification, it must be done before the deadline for the submission and receipt of proposals, and labeled as a "modification". The time stamped or indicated in the latest proposal received shall be the official time of submission.

The BAC-III shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked bid, or submission of corrupted files, or for its premature opening. **Late submission of proposal shall not be accepted and considered.**

SIGNATURE REDACTED

JOSEPH P. BALAGTAS
Chairperson, BAC III

The following documents shall be submitted on/before the deadline of submission of proposals:

| No | Requirements | Instruction |
|----|--|---|
| 1. | Annex "A" 1. Bid / Price Proposal Form 2. Conformity/Compliance to Technical Specifications | Must indicate the unit and total price. Must indicate the required information. Must be duly signed by the authorized representative. Must indicate "Comply" and duly signed by the authorized representative |
| 2. | Annex "B" 1. Omnibus Sworn Statement (OSS); and if applicable, original notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; 2. or original Special Power of Attorney in case of Sole Proprietorship or Joint Venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder | Ensure that there are eleven (11) declarations. Indicate required information. Attach competent evidence of identification (valid government-issued ID. The use of Cedula is not acceptable). Must be duly notarized and signed. |

In addition, the following documents must be submitted within three (3) calendar days upon receipt of the Notice to Submit Additional Documentary Requirements. The same may be submitted during the opening of proposals. However, non-submission of the said documents during the opening of proposals shall not be a ground for disqualification.

| | | |
|----|--|--|
| 1. | Mayor's Permit for the year 2024 | Must submit Mayor's permit for the year 2024. |
| 2. | PhilGEPS Registration Number | Submit Proof of Registration (picture or screenshot of PhilGEPS Registration on the website) |
| 3. | Latest Income Tax Returns (BIR Form 1701 or 1702) | Submit the ITR for the year 2023 |
| 4. | Product sample and other evidence of the bidder's statement of compliance with technical specifications and delivery schedule, as required under the Technical Specifications. | Must be compliant with the Technical Specifications |

Notes:

- 1. The inspections and tests that will be conducted shall be in accordance with Technical Specifications. A visual comparison will be made with the approved sample for purposes of consistency in the physical appearance and color.*
- 2. The Inspection Division shall coordinate with the awardee for the additional quantity/ies as replacement for every batch of delivery subject to acceptance test.*
- 3. If applicable, a confirmatory test will be conducted on the first (1st) tranche of delivery. However, the PS-DBM is not precluded from conducting testing/production compliance with the technical specifications during the existence of the contract.*
- 4. If applicable, the supplier may request a pre-delivery inspection within one (1) day from receipt of the purchase order. In that case, the delivery must be made within the original delivery period or five (5) CDs from the release of the test result, whichever is later. For deliveries nationwide, a continuous random post-acceptance inspection may be conducted as applicable.*
- 5. The supplier shall replace defective items, or refund payments made by PS-DBM for previously delivered items that were later found to be rampantly defective.*
- 6. The bid shall be valid for sixty (60) calendar days from the deadline of submission of proposal.*
- 7. Warranty Retention:*

Three (3) months after acceptance by the Procuring Entity of the delivered Goods. or after the Goods are consumed, whichever is earlier.

In accordance with Section 62.1 of the 2016 revised IRR of RA No. 9184, the obligations of the warranty shall be covered by either retention money in an amount equivalent to one percent (1%) of each payment, or special bank guarantee equivalent to one percent (1%) of the total contract price. The said amounts shall only be released after the lapse of the warranty period.