



BID BULLETIN NO. 2
21 April 2025

PUBLIC BIDDING NO. 25-017-1

SUPPLY AND DELIVERY OF PAPER SHREDDER
FOR THE PROCUREMENT SERVICE

Issued pursuant to Sec. 51.5 of the IRR of R.A. 12009 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 **10 April 2025**, likewise, response to bidders' written queries received within the prescriptive period for filing.

I. AMENDMENTS

ITEM NO.	REFERENCE	BASIS FOR AMENDMENT
1	Section VI. Schedule of Requirements Delivery Period: For the first Call-Off, within fifteen (15) thirty (30) calendar days upon issuance of the first (1 st) Call-off. <u>For the succeeding Call-Offs, within fifteen (15) calendar days upon issuance of the Call-off.</u>	To amend the provision to give the bidders ample time to deliver the item. Please refer to and use Appendix "1" for the Compliance with the Schedule of Requirements form.
2	Section VII. Technical Specifications CONFORMITY WITH THE TECHNICAL SPECIFICATIONS XXX <u>Note 2: Any discrepancy on the information submitted to corroborate the statement of "Comply", the information established as a result of the In-house Test shall take precedence.</u>	Please refer to and use Appendix "2" for the Conformity with the Technical Specifications form.

II. CLARIFICATIONS

ITEM NO.	CONCERNS	REFERENCE	CLARIFICATION/ RESOLUTION
RAISED DURING PRE-BID CONFERENCE			
1	Solid Business Machines Center, Inc. (SBMCI) asked if a contract for printers will be considered similar contracts.	ITB Clause 5.3: For the purpose of similar contracts, the bidder must: Xxx b. Those contracts that are classified as, or similar but not limited to, those listed under Section VIII. Annex "J": Office Machines and their supplies and accessories.	A similar contract may not be necessarily the same exact item as the item being bid out. A similar contract is any contract that is analogous to the item being bid out. For easy reference, the contract shall pertain to any item which must be similar but not limited to those listed under Section VIII, Annex "J" of the bidding documents.
2	American Technologies, Inc. (ATI) asked if a contract for scanners can be considered similar contract	c. Completed within ten (10) years prior to the deadline for the submission and receipt of bids.	Kindly refer to Item No. 1 under the Clarification portion.
3	Office Warehouse Inc. (OWI) asked to clarify the requirement for the aggregate contract for the SLCC.		A bidder shall submit an aggregate contract of at least one (1) similar contract amounting to at least 25% of the ABC, and another 25% similar or not similar contract to the item to be bid. Or a bidder may opt to submit a single completed similar contract with an amount equivalent to 50% of the ABC to satisfy the requirement.

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ITEM NO.	CONCERNS	REFERENCE	CLARIFICATION/ RESOLUTION
4	OWI asked if the Framework Agreement should be declared as an ongoing contract.	ITB Clause 10.1: Statement of Ongoing Government and Private Contracts	Pursuant to Section 9.7 of Appendix 32 of the 2016 revised IRR of RA 9184, only those undelivered items in the Call-Offs executed by the procuring entity shall be included under the column "Value of Outstanding Contracts" of the Statement of All Ongoing Government and Private Contracts. A Framework Agreement is only an option contract between the procuring entity and the bidder granting the procuring entity the option to either place an order the goods or not buy at all.
5	SBMCI and ATI requested to extend the delivery period to thirty (30) calendar days.	Section VI. Schedule of Requirements Delivery Period: Within fifteen (15) calendar days upon issuance of Call-off.	Please refer to Item No. 1 under the Amendment portion.
6	OWI asked if the IPO registration will still matter if the brand is not required to be declared.	Section VII. Technical Specifications	While the brand is not required to be declared, the IPO registration of the item being offered can be validated through bidders' compliance with Article 77 of Republic Act No. 7394. This is consistent with labeling requirements specified in the approved Technical Specifications.

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7	SBMCI requested 12 sheets for 70gsm and 8 sheets for 80gsm.	Product Specifications	The requirements for Sheet Capacity are retained.
8	Philcopy Corporation (Philcopy) requested for 14 sheets for 70 gsm	xxx Sheet capacity: Sixteen (16) sheets (min.) using 70gsm; or Twelve (12) sheets (min.) using 80gsm of paper	
9	SBMCI and Philcopy asked if the warranty can be adjusted to the standard warranty of one (1) year.	Product Specifications xxx Warranty: Two (2) years	The requirement for the Warranty is retained.
10	ATI asked if a microcut of 2mmx12mm would be acceptable.	Product Specifications xxx Cut/Shred Size (max.): 4mm x 40mm	The microcut of 2mmx12mm is acceptable; however, the cut shall not exceed the maximum requirement of 4mmx40mm.
11	SBMCI raised that the term used in their item is thermal overload protection, will it be considered.	Product Specifications xxx Additional Salient Specifications: <ul style="list-style-type: none"> • With overheat protection function 	The terms "thermal overload protection" and "overheat prevention" are similar features for the purpose of monitoring the system from overheating by detecting excessive current and automatically stopping the motor.
12	ATI requested to clarify the requirement for the Cutting Speed and Total Shredding time.	Product Specifications xxx Cutting Speed (min.): 4m.min. xxx	Additional factors were considered from the start to the stop of the machine. The extra fifteen (15) seconds account for potential operational errors that may occur during the testing of the item.

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		Evidence and Verification xxx Total Shredding time shall not exceed seventy five seconds.	
13	SBMCI asked if the requirement is a sticker.	Precautionary Labeling	Printed or sticker precautionary labeling is acceptable as long as it is printed legibly.
14	OWI asked what Price Schedule Form they would use if their supplier (local distributor) sourced the item from abroad.	Price Schedule Form	In this instance, if the item offered is sourced from a local distributor who imported it, the "Price Schedule For Goods Offered within the Philippines" form must be completed. The actual country of origin must be specified on the form.
15	OWI asked if the No. of Bid Bulletin under the Bid Form was not properly filled out would be a ground for disqualification.	Bid Form	The BAC enjoins the bidder/s to properly fill out the Bid Form. The exact number of bid bulletins issued need to be indicated in the Bid Form.
OFFICE WAREHOUSE INC.¹			
16	OWI request for confirmation if it is acceptable to indicate two countries of origin-PROC and Vietnam-in the bidding documents.	Price Schedule Form	There is no prohibition as to the number of sources of the item/s being offered. The actual delivery of the item shall be consistent with the approved sample.
17	OWI requested to adjust the Schedule of Requirements for the	Section VI. Schedule of Requirements	Please refer to Item No. 1 under the Amendment portion.

¹ Letter dated 11 April 2025 received on 14 April 2025.

Handwritten signature/initials

ITEM NO.	CONCERNS	REFERENCE	CLARIFICATION/ RESOLUTION
	delivery from 15 days to 60days, given the current production and logistic situation. The subsequent deliveries will remain at 15-day intervals as originally stated.	Delivery Period: Within fifteen (15) calendar days upon issuance of Call-off.	

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 Bidding Document.

For the Bids and Awards Committee I,

Signature Redacted
ROMMEL D. RIVERA
Chairperson

Handwritten initials/signature

APPENDIX 1**CONFORMITY WITH THE SCHEDULE OF REQUIREMENTS**

FRAMEWORK AGREEMENT LIST (Indicative Call-Off Schedule)		
No.	Item Description	Maximum Quantity
1	PAPER SHREDDER	875 units
<i>Delivery Period:</i>		<u>Within thirty (30) calendar days upon issuance of the first Call-off.</u> <i>For the succeeding Call-Offs, within fifteen (15) calendar days upon issuance of Call-off.</i>
<i>Delivery Sites:</i>		a. PS Warehouse, PS Complex, Cristobal St., Paco, Manila b. Direct Delivery to End-User Agencies within Metro Manila; PS-DBM Pampanga Depot (Regional Government Center Maimpis, San Fernando City, Pampanga); Antipolo, Rizal; and Imus, Cavite
<i>Remarks:</i>		<i>The exact quantity will be determined in each Call-Off.</i>

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

Company Name: _____

Name and Signature of Authorized Representative: _____

Date Signed: _____



CONFORMITY WITH THE TECHNICAL SPECIFICATIONS

No.	Item Description	Maximum Quantity
1	PAPER SHREDDER	875 units
Agency Specifications		Bidder's Statement of Compliance^[3]
PAPER SHREDDER Shall conform with the minimum requirements unless specified, see attached detailed Technical Specifications under: PS STANDARD NO. OE 019:2023 UNSPSC Code No. 44101603-PS-M02 Shall conform to the Additional Packaging Requirements.		Bidders must state here either "Comply" or "Not Comply"

Note 1: Product sample shall be submitted by the S/LCB during Post-qualification.

Note 2: Any discrepancy on the information submitted to corroborate the statement of "Comply", the information established as a result of the In-house Test shall take precedence.

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.

Company Name: _____

Name and Signature of Authorized Representative: _____

Date Signed: _____

[3] 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, samples, 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.

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