## SUPPLEMENTAL BID BULLETIN NO. 1

January 13, 2021

## CLARIFICATIONS ON THE BIDDING DOCUMENTS FOR THE PROCUREMENT OF LEASE AGREEMENT FOR 55 UNITS OF BRAND NEW PHOTOCOPYING MACHINES FOR THE DEPARTMENT OF AGRARIAN REFORM CENTRAL OFFICE (DARCO) FOR CY 2021

This Supplemental Bid Bulletin No. 1 is issued to amend certain provisions of the Invitation to Bid, Bid Data Sheet, Technical Specifications, and to address the queries raised by prospective bidders during the pre-bid conference on January 5, 2021, relative to the above-mentioned subject procurement.

	SECTIONS/ CLAUSES AFFECTED	AS ISSUED IN THE PHIL. BIDDING DOCUMENTS (PBD-20- 09) AND DISCUSSED DURING THE PRE-BID CONFERENCE ON JANUARY 5, 2011	CLARIFICATIONS/AMENDMENTS
Α.	Section I. Invitation to Bid		
•	Paragraph 7	Bids shall be duly deliveredon or before January 19, 2021 at 12:00 nnxxx	Bids shall be duly deliveredon or before January 20, 2021 at 12:00 nnxxx
		As discussed during pre-bid conference, schedule shall be moved to January 22, 2021 due to scheduled National Assessment.	National Assessment was moved at a later date, hence, bid submission was set on this date.
•	Paragraph 9	Bid opening shall be conducted face to face on January 19, 2021 at 1:00 p.m. at thexxx	Bid opening shall be conducted face to face on January 20, 2021 at 1:00 p.m. at thexxx
		As discussed during pre-bid conference, schedule shall be moved to January 22, 2021 due to scheduled National Assessment.	10 No. 20
В.	Section III. Bid Data	The following income and business tax returns shall be required:	The following income and business tax returns shall be required:

//SBB #1\_Lease of Photocopying Machines CY2021

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	Classit		
	Sheet	1xxx 2xxx	1xxx 2xxx
		2XXX	3. PhilGEPS Platinum
	ITB Clause	The income taxxxx	Membership Certificate (if the
	20.2	THE INCOME COXXXX	bidder submitted the Class 'A"
			documents at the time of bid
			submission)
			•
			The income taxxxx
	C1' \ /77	Tarket and Consideration	
C.	Section VII. Technical	Technical Specifications	Technical Specifications
	Specifications	Paper Handling Input: 500-sheet	Paper Handling Input: As per
ļ	Specifications	output bin	Manufacturer's Standard
		odepac om	rialiara dallar o ocalidara
•	A4 Mono	Hard Disk: Standard, 320 GB HDD;	Hard Disk: Standard, at least 250
	Multifunction	User Available space: 279 GB	GB HDD
	Printer/Copier		
		Technical Specifications	Technical Specifications
		reclinical Specifications	reclinical Specifications
		<b>Print Resolution:</b> 1200 x 1200 dpi	Print Resolution: Manufacturer's
		-	Standard
•	A3-Capable	Paper Handling Input: 1140	Paper Handling Input: As per
	Mono	sheets: 100-sheet multi-purpose	<u>Manufacturer's Standard</u>
	Multifunction Printer/Copier	tray, 2 x 520-sheet input tray	
	Printer/Copier	Memory:xxx	Memory:xxx
		individual in the second	Ficinity:
		Processor:xxx	Processor:xxx
-	CECTTONS /		Hard Disk: at least 160 GB
	SECTIONS/ CLAUSES	QUERIES FROM PROSPECTIVE	CLARIFICATIONS
	AFFECTED	BIDDERS	CLANII IOA I IONS
Α.	Section II.		
	Instructions to		
	Bidders		
•	ITB Clause 10	From: U-BIX Corporation	
	and 11	How many copies of the 1 <sup>st</sup> and 2 <sup>nd</sup>	Only one (1) original for the
		components of the bids will be	
		components of the bids will be	anguality and continued

	submitted?	components and one (1) original for the financial component shall be submitted.
ITB Clause I.     Scope of Bid	From: E-Copy Corporation	
<b>эсоре ог ы</b> а	How long will the duration of the contract be? Is it for one (1) year or renewable every year?	The contract duration is from February 1 to December 31, 2021 (refer to Section VI. Schedule of Requirements).
B. Section III. Bid Data Sheet		
	This year's ABC is lower than last year's which is PhP4.5M. Considering that you increase the number of A3 copying machines this year, that causes the investment for the machines to bloat. This year, the end-user increases the A3	The ABC was based on the current market prices and specifications. The quantity for A3-capable was increased because of necessity as what the identified recipient offices need.
	machines to 12 units compared to 10 units and the ABC is lower than last year's ABC. Hoping that you would find time to revisit the budget for this.	Refer to Section 17.2 of the IRR of RA 9184 which states that "The specifications and other terms int he Bidding Documents shall reflect the necessary specifications required to meet the needs of the Procuring Entity in clear and unambiguous terms." Note also that this was discussed on the Pre-bid Guidelines prior to the presentation of the Bidding Documents.
C. Section VII. Technical Specifications	From: U-BIX Corporation (refer also to written query dated January 6, 2021 sent via email)	
<ul> <li>A4 Mono         Multifunction         Printer/Copier</li> </ul>	Is it possible to offer A3 units for all which is more advantageous to the end-user? Is it possible to relax the paper handling input for both A4 and A3-capable?	Refer to amendments stated above on Technical Specifications.
<ul><li>A3-Capable Mono</li></ul>	From: OTUS Copy Systems Inc.	

## Multifunction Printer/Copier

Different brands of A3-capable machines have their own/built-in capacities. Is it acceptable if not compliant on the sheet capacity as long as compliant with the total number of required sheets?

From: Quartz Business Products Corp. (refer to query sent via email on January 8, 2021)

Can you make the requirement a None-Brand New one or can we suggest to make it at least with a manufacturing date of 2019?

Can you consider A4 size only instead of allowing A3 machines to comply with the current requirement? The implication of this is it will eat up space in your offices specially for those departments with limited space allocated for copiers.

From: U-BIX Corporation

## Supply Expectations

Do we need to provide a certificate for exclusive distributorship of the consumables?

From: Quartz Business Products Corp. (refer to query sent via email on January 8, 2021)

Please consider asking for a Certification from the Manufacturer that the toners to be supplied are Original and Genuine.

From: Quartz Business Products Corp.

The A4 and A-3 capable machines are required to be Brand New as stated in Section VII. Technical Specifications, regardless of the brand and manufacturing date.

The requirement cannot be limited to A4 machines only. There are offices that need the A3-capable machines, which, as mentioned, above is necessary.

The subject of procurement is a lease agreement. The consumables, particularly the toners are on the account of the service provider. Therefore, it is their responsibility to provide authentic supplies to avoid poor performance or malfunctions of the machines.

Refer to the above as addressed also in the query of U-BIX.

Recommendation: Can you specify This can be considered during the number of toners as a buffer at contract implementation. least the reference of the supplier for stock level. D. Section VIII. Checklist of Requirements I. Technical Component Envelope Financial From: U-BIX Corporation The Audited Financial should be for the last two (2) years, and Documents (j) for this procurement, it should Supplier's Are we going to submit the 2018 be for 2018 and 2019. audited financial Audited and 2019 statements? Financial Statements Refer to Section 23.1. a) vii) of the IRR of RA 9184 which states ...XXX that "The prospective bidder's audited financial statements... for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission. Sec. 23.1. a) ii) of the IRR of E. Section IX. From: U-BIX Corporation RA9184 states that: Bidding Forms Will the expired Mayor's Permit be "In case of recently expired acceptable since it is in the process permits, Mayor's/Business of renewal? shall be accepted together with the Official Receipt as proof that the bidder has applied for its renewal within the period prescribed by the concerned local government unit, provided that the renewal permit shall be

submitted as a post-qualification requirement in accordance with

Section 34.2 of the IRR."

Annex ''A-1"
 Price Schedule

From: U-BIX Corporation

Does the "1" in the price schedule matrix, item number 2, mean PhP 1.00 as the cost per copy and as basis for the financial bid price?

The "1" in item number 2 of Annex "A-1" Price Schedule Matrix refers to the quantity which is the multiplier for the cost per copy.

To illustrate (example only):

1 x PhP1.50 = PhP1.50 x 250,000 copies (average monthly consumption) x 11 months = Total Bid Price

The foregoing shall form an integral part of the Bid Documents and supersede previous issuances relative to the subject procurement.

Approved by:

(For the BAC-Primary)

ATTY. JIM G. COLETO Board Member III, DARAB

Chairperson, Primary-Bids & Awards Committee