

SUPPLEMENTAL/BID BULLETIN NO. 1

August 02, 2021

CLARIFICATIONS ON THE BIDDING DOCUMENTS FOR THE PROCUREMENT OF DIGITAL COMPETENCY DEVELOPMENT PROGRAM - Rebid (PBD-21-07)

This Supplemental/Bid Bulletin No.1 is issued to provide clarifications on matters raised by interested bidders.

SECTIONS/ CLAUSES AFFECTED	QUERIES RAISED BY PROSPETIVE BIDDERS	CLARIFICATIONS
Section III: Bid Data	ASSEEMENT ANALYTICS, INC.	
Sheet Clause 5.3	What is the meaning of similar contracts? How many contracts are required?	For this purpose, contracts similar to the Project shall be: a) Provision of group trainings (not less than 10 pax per session) on the use of office productivity software apps similar to MS word, excel and power point in different levels of proficiency.
		As to the number of contracts, the requirement is a single largest completed contract, the value of which is equivalent to at least 50% of the ABC.
	ENDERUN EXTENSION	
20.2 item no. 1	The requirement is for CY 2019-2020 AFS, as of now, we are still in the process for our 2020 AFS since our fiscal year is from June - May. Will sending 2018 and 2019 suffice?	For firms using fiscal year in their accounting system, AFS for year ended May 2019 and May 2020 shall be submitted.
	Schedule and Distribution of Participants per Batch of Training	Please refer to Attachment 1 for details
Section IX: Bidding Forms, Annex A-1	Price Schedule for Goods Offered from Within the Philippines	Price Schedule for Services
2 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3	What is the DAR's account number for purposes of payment of bid documents	DAR has no facility for this. Interested bidders shall have to pay personally at the Cashier's office, not later than the time and date of bid submission.



SWISS IT ACADEMY, INC.

Is the NFCC of the mother company which is a joint venture partner, sufficient if it passes the required amount?

Are both parties required to present SLCC?

What will be the due process of the project implementation of the joint venture, if contract is awarded?

"The submission of technical and financial eligibility documents, by any of the joint venture partner constitutes compliance, if the partner responsible to submit the NFCC shall likewise submit its statement of all on-going contracts and audited financial statements." (Section 23.1 (b) 2016 Revised IRR of R.A. 9184). In short, either of the two (2) must submit NFCC.

During bid submission, a JVA shall be submitted in case the joint venture is already in existence. Otherwise, a duly notarized statement from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful is sufficient.

Members of the joint venture shall be jointly and severally responsible/liable for the particular contract.

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. COLETON

Board Member, DAR Adjudication Board

Chairperson, Bids & Awards Committee - Primary

Answer to ENDERUN'S Query on Schedule and Distribution of Participants per Batch of Training

1. The participants of each batch as per required, per level, and per MS application, depends on results of the Training Needs Assessment (TNA) conducted. The TNA is also utilized to gauge the level of proficiency of participants and allocate them based on the needed level of proficiency and application used that are necessary to accomplish their work deliverables. We'll be providing the full list of participants to the winning bidder.

Please see attached Matrix of Allocation.

Matrix of Allocation

OFFICE	LEVEL	MS APPLICATION	NO. OF PARTICIPANTS (Per Level, Per Application)	TOTAL PARTICIPANTS (Per Project Requirement)
DAR Central Office	Basic (3 Batches)	Word	15	35
		Excel	10	
		PowerPoint	10	
	Intermediate (2 Batches)	Excel	20	35
			15	
	Advanced (3 Batches)	Word	25	65
		Excel	20	
		PowerPoint	20	
DAR Field Office	Basic (41 Batches)	Word	300	800
		Excel	250	
		PowerPoint	250	
	Intermediate (10 Batches)	Excel	200	200
	Advanced (10 Batches)	Word	80	200
		Excel	80	
		PowerPoint	40	

2. For the Detailed Product Specification, Item No. 3, Training Implementation, states the course requirement per level of proficiency for the actual conduct, considering the number of participants per batch and the minimum number of Subject Matter Experts (SMEs) required as per item no. 4 of the Technical Specifications, simultaneous sessions will be conducted per level of proficiency.

The illustration below shows the total number simultaneous sessions per week. However, the number of batches may differ if the winning bidder will be able to provide more than the minimum number of SMEs required.

LEVEL OF	SCHEDULE OF CONDUCT		
PROFICIENCY	COURSE REQUIREMENT	No. of batches to be conducted within a week per course requirement	
BASIC	2-day Program	AM - 2 Batches	
	4hrs/session	PM - 2 Batches	
	AM / PM batch	Total: 8 batches per week	
INTERMEDIATE	4-day Program	AM - 2 Batches	
	4hrs/session	PM - 2 Batches	
	AM / PM batch	Total: 4 batches per week	
ADVANCED	4-day Program	AM - 2 Batches	
	4hrs/session	PM - 2 Batches	
	AM / PM batch	Total: 4 batches per week	

Price Schedule for Services Offered from Within the Philippines

Name of Bidd	7 Pageof				
Milestone	Requirements and Deliverables	Total Bid Price (PhP)			
1	Completion of activities under items 1 and 2 of the Schedule of Requirements and submission of a sixmonth training intervention, training manual/hand outs and practical activities/exercise per MS Application per level of proficiency				
2	Completion of the eight (8) batches of five (5) sessions for DAR Central Office to 135 participants with documentation and monitoring report				
3	Completion of the forty-one (41) batches of live sessions for DAR Field Office to 800 participants with documentation and monitoring report				
4	Completion of activities under items 5 and 6 of the Schedule of Requirements and submission of documentation and monitoring reports				
Name:					
Legal Capacit	y:				

Signature:

Duly authorized to sign the Bid for and behalf of: