

**Supplemental/Bid Bulletin**  
**Addendum No. 1**

**TITLE** : Supply and Delivery of Biscuits, Rice Bar and Cereal for  
 Supplementary Feeding Program for CY 2023 in Western Cebu  
 Province

**ITB NO.** : DSWD7-PB-2023-38

**DATE** : 19 June 2023

Issued pursuant to Section 22.5 of the IRR of Republic Act 9184 to clarify and/or amend certain provision on the Bidding Documents issued for this project, considering the issues raised and clarifications made by prospective bidders during the Pre-bid Conference held on **June 14, 2023**, and shall form an integral part thereof, viz:

Subject	Amendment/Agreement/Clarification
Section I. Invitation to Bid	<ul style="list-style-type: none"> <li>➤ This supplemental / bid bulletin is issued to emphasize the change of the mode of <b>video-conferencing which is via <u>Zoom Platform</u></b>. <b>Link will be provided on or before the day of the bid opening.</b></li> </ul>
Section III. Bid Data Sheet	<ul style="list-style-type: none"> <li>➤ ITB Clause 5.3 Contracts similar to the project shall be changed to <b><u>Supply and Delivery of Ready to Eat Foods</u></b>.</li> </ul>
Section VII. Technical Specifications	<ul style="list-style-type: none"> <li>➤ The End-users emphasized to add another specification to be reflected on the Letter F of the Additional Specifications.  <b><u>"The winning supplier must provide at least two (2) samples on each product during the Post-Qualification."</u></b></li> <li>➤ Letter J of the Additional Specifications shall be changed incorporating the inclusive date (CY 2022) wherein the bidders must ask the Very Satisfactory Performance Evaluation from SFP Focal Person. Refer to the statements below:   <b>FROM:</b> "Participating bidder must attached at least 2 Certificates of Very Satisfactory Performance from any LGUs / Office previously engaged. And a Very Satisfactory Performance Evaluation from SFP Focal Person, if participating bidder has previous engagement with the program."</li> </ul>

	<b>TO:</b> "Participating bidder must attached at least 2 Certificates of Very Satisfactory Performance from any LGUs / Office previously engaged. And a Very Satisfactory Performance Evaluation from SFP Focal Person, if participating bidder has previous engagement with the program <u>in CY 2022.</u> "
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Attached herewith are the revised **Section I. Invitation to Bid, Section III. Bid Data Sheet** and **Section VII. Technical Specifications**.

This Bid Bulletin shall form part of the bidding documents.

This is for the guidance and information of all concerned. Please be guided accordingly.



**ROSEMARIE S. SALAZAR**  
Chairperson, Bids and Awards Committee I



## ***Revised Section I. Invitation to Bid***

**Project Title: Supply and Delivery of Biscuits, Rice Bar and Cereal for Supplementary Feeding Program for CY 2023 in Western Cebu Province**

**Project Identification No.: ITB No. DSWD7-PB-2023-38**

1. The *Department of Social Welfare and Development, Field Office VII (DSWD-FO VII)*, through the *authorized appropriations for Fiscal Year 2023 General Appropriations Act* intends to apply the sum of **Twenty-Four Million One Hundred Twenty-Six Thousand Forty Pesos Only (Php24,126,040.00)** as payment under the contract for the **Supply and Delivery of Biscuits, Rice Bar and Cereal for Supplementary Feeding Program for CY 2023 in Western Cebu Province**, consisting of two (2) lots, broken down below:

Lot No.	District	ABC
1	3 <sup>rd</sup> District	Php 10,482,060.00
2	4 <sup>th</sup> District	Php 13,643,980.00
<b>TOTAL</b>		<b>Php 24,126,040.00</b>

Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The *DSWD Field Office VII* now invites bids from **PhilGEPS registered suppliers**. Delivery of the goods is required within **Section VI. Schedule of Requirements**. Bidders should have completed, within **three (3) years** from the date of submission and receipt of bids, a **Single Largest Completed Contract (SLCC) similar to the Project, at least 25% of the ABC**. However, it can also be an **aggregate of two or more similar completed contracts, provided that there is one contract equivalent to at least half of the 25% of the ABC**. Details are as follows:

Lot No.	SLCC (25% of ABC)	50% of SLCC (Single contract if aggregate)
1	Php 2,620,515.00	Php 1,310,257.50
2	Php 3,410,995.00	Php 1,705,497.50

The SLCC should be supported with the following documents:

- i. Either of **Contract, Purchase Order, Notice of Award or Notice to Proceed**, and
  - ii. Either of **Certificate of Completion, Certificate of Acceptance, Inspection and Acceptance, Official Receipt / Collection Receipt or Sales Invoice**.
3. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
4. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.

5. Prospective Bidders may obtain further information from *Department of Social Welfare and Development Field Office VII* and inspect the Bidding Documents at the address given below during *office hours, 8:00 AM – 5:00 PM*.
6. A complete set of Bidding Documents may be acquired by interested Bidders on **June 06, 2023** from the given address and website below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of:*

<i>Approved Budget for the Contract</i>	<i>Bidding Document Fee</i>
<b>Lot 1</b>	Php 15,000.00
<b>Lot 2</b>	Php 15,000.00
<b>All Lots</b>	Php 25,000.00

The Procuring Entity shall allow the bidder to present its proof of payment for the fees, they may present in person or through electronic means.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

As stated in GPPB Resolution No. 09-2020, dated 7 May 2020, PEs to maximize the use of existing rules under RA No. 9184, its IRR and related issuances on the conduct of procurement activities, particularly those meant to streamline, simplify and expedite the conduct of procurement and address the challenges and disruptions brought by calamities and crisis such as the COVID-19 pandemic, such as use of videoconferencing, webcasting and similar technology in the conduct of any of the meetings and determination of quorum by the BAC.

7. The *DSWD Field Office VII* will hold a Pre-Bid Conference on **June 14, 2023, Wednesday, 10:30AM** at *DSWD Field Office VII Conference Room, Cebu City* and/or through *videoconferencing via Google Meet using the code: procurement7* which shall be open to prospective bidders.

**Note:**

DSWD Field Office is implementing health screening and temperature checks for all personnel, visitors and clients. For your protection, please wear your mask at all times during your visit.

8. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **June 27, 2023, Tuesday, 9:45AM**. Late bids shall not be accepted.
9. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 14**.
10. Bid opening shall be on **June 27, 2023, Tuesday, 10:00AM** at *DSWD Field Office VII Conference Room, Cebu City* and/or *via Zoom Platform*. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
11. As stated in Section 22.5.1 of the IRR of RA 9184, request for clarifications on any part of the Bidding Documents or for an interpretation must be in writing and submitted to the BAC of the Procuring Entity concerned at least ten (10) calendar days before the deadline set for the submission and receipt of bids. The BAC shall respond to the said request by issuing a Supplemental/Bid

Bulletin, duly signed by the BAC Chairperson, to be made available to all those who have properly secured the Bidding Documents, at least seven (7) calendar days before the deadline for the submission and receipt of bids.

12. The *DSWD Field Office VII* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
  
13. For further information, please refer to:

**MR. GRAEME FERDINAND D. ARMECIN**  
*Head, BAC Secretariat*  
*DSWD – Field Office VII*  
*M.J. Cuenco corner Gen. Maxilom Avenue, Cebu City*  
*Tel. Nos. (032) 2338785 local 17140 and 17149*  
*Email Add: [bac.fo7@dswd.gov.ph](mailto:bac.fo7@dswd.gov.ph)*  
*Website: <https://fo7.dswd.gov.ph/>*

**June 06, 2023**

**Sgd. ROSEMARIE S. SALAZAR**  
*Chairperson, Bids and Awards Committee I*

## Revised Section III. Bid Data Sheet

ITB Clause										
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p>a. The name of the Contract is <b><i>Supply and Delivery of Biscuits, Rice Bar and Cereal for Supplementary Feeding Program for CY 2023 in Western Cebu Province</i></b>, similar contracts shall refer to <b><i>Supply and Delivery of Ready to Eat Foods</i></b>.</p> <p>b. Completed within three (3) years prior to the deadline for the submission and receipt of bids.</p>									
7.1	<i>Subcontracting is not allowed.</i>									
12	The price of the Goods shall be quoted DDP (within the Philippines) or the applicable International Commercial Terms (INCOTERMS) for this Project.									
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <p>a. The amount of not less than <i>two percent (2%) of ABC</i>, if bid security is in cash, cashier's/manager's check, bank draft / guarantee or irrevocable letter of credit; or</p> <p>b. The amount of not less than <i>five percent (5%) of ABC</i> if bid security is in Surety Bond.</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #cccccc;"> <th style="padding: 5px;">Lot No.</th> <th style="padding: 5px;">2% of the ABC</th> <th style="padding: 5px;">5% of the ABC</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">1</td> <td style="padding: 5px;"><b>Php 209,641.20</b></td> <td style="padding: 5px;"><b>Php 524,103.00</b></td> </tr> <tr> <td style="padding: 5px;">2</td> <td style="padding: 5px;"><b>Php 272,879.60</b></td> <td style="padding: 5px;"><b>Php 682,199.00</b></td> </tr> </tbody> </table>	Lot No.	2% of the ABC	5% of the ABC	1	<b>Php 209,641.20</b>	<b>Php 524,103.00</b>	2	<b>Php 272,879.60</b>	<b>Php 682,199.00</b>
Lot No.	2% of the ABC	5% of the ABC								
1	<b>Php 209,641.20</b>	<b>Php 524,103.00</b>								
2	<b>Php 272,879.60</b>	<b>Php 682,199.00</b>								
15	<i>Each Bidder shall submit <b>ONLY one (1) original</b> copy of the first and second components of its bid.</i>									
19.2	<p><b><i>Detailed Evaluation and Comparison of Bids</i></b></p> <p>Partial bid is not allowed. The goods are grouped in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.</p> <p>In all cases, the NFCC computation, if applicable, must be sufficient for all the lots or contracts to be awarded to the Bidder.</p>									

20.1	<p><b><i>Post-Qualification</i></b></p> <p>Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment (eFPS) and other appropriate licenses and permits required by law and stated in the <b>BDS</b>.</p> <p><b><i>Participating bidders are encouraged to have an existing Landbank of the Philippines (LBP) Account in compliance to DBM Circular Letter No. 2013-16.</i></b></p>
19.3	<p><i>This project shall be awarded by lot.</i></p>
21.2	<ol style="list-style-type: none"> <li>1. Latest Income and Business Tax Returns, filed and paid through Electronic Filing and Payments System (EFPS), consisting of the following: <ol style="list-style-type: none"> <li>a. Income Tax Return with proof of payment, and</li> <li>b. VAT Returns (Form 2550Q) with proof of payment covering the period.</li> </ol> </li> </ol>

## *Revised Section VII. Technical Specifications*

Bidders must state either “Comply” or “Not Comply” in the **Statement of Compliance** column to each indicated parameter or specification. The bidder’s offered item must also be indicated in the **Bidder’s Remarks** column. Ensure that the offered item/s must all be compliant to the indicated parameter/s or specification/s to avoid failure of your bids.

Item No.	Specification	Shelf Life from Delivery Date	Statement of Compliance	Bidder’s Remarks
<b>WESTERN CEBU PROVINCE - LOT 1; 3<sup>rd</sup> DISTRICT</b>				
1	<b>BISCUIT</b> , chocolate flavor, ready-to-eat nutritious snack, packed individually; has label and must indicate the manufacturing or expiration dates; shelf life of at least 6 months from the manufacturing date; product must have FDA registration certificate; at least 60 gms per pack	At least 6 months from the manufacturing date		
2	<b>RICE BAR</b> , chocolate flavor, ready-to-eat nutritious snack, packed individually; has label and must indicate the manufacturing or expiration dates; shelf life of at least 8 months from the manufacturing date; product must have FDA registration certificate; at least 60 gms per pack	At least 8 months from the manufacturing date		
3.	<b>RICE+MONGO CEREAL</b> , chocolate flavor, ready-to-eat nutritious instant dry cereal, packed individually; has label and must indicate the manufacturing or expiration dates; shelf life of at least 12 months from the manufacturing date; product must have FDA registration certificate; at least 100 gms per pack	At least 12 months from the manufacturing date		
<b>Additional Specifications:</b>				<b>Statement of Compliance</b>
a.	All food items must be in good quality, no abnormal discoloration, no foul smelling odor and molds; packaging of items must be free from holes, tears and foreign objects; and safe and suitable for human consumption.			
b.	All food items must be delivered on the specified delivery date. To avoid shortage, supplier must bring extra quantity of food items.			
c.	Defective or spoiled items must be replaced by the supplier on the same day.			
d.	The FDA License to Operate (LTO) and DOST-FNRI Adapter Certification of the manufacturer of the food items must be attached.			



e.	Prices are inclusive of the following:	
	<b>e.1 Packaging Materials:</b> The final product must be packed in a durable plastic, with proper labelling including the nutrition facts, manufacturing and expiration date; and must indicate that product is for "DSWD VII SFP Not for Sale".	
	<b>e.2 Final Packaging:</b> During delivery, the product must be placed and sealed in a clean and durable carton box and with label <b>DSWD VII SFP</b> .	
	<b>e.3 Delivery:</b> ➤ Delivery point will be at LSWD Office, once a month (Wednesday, if falls on holiday, delivery will be on the next working day) during office hours, between <b>9 AM to 4 PM</b> (annex will be provided for delivery schedule reference).	
f.	<b>The winning supplier must provide at least two (2) samples on each product during the Post-Qualification.</b>	
g.	The winning supplier must provide specific time schedule for the delivery of the goods per LGU to the End-user at least 2-weeks before the start of delivery. Winning supplier is advised to strictly follow the scheduled date and time of delivery to avoid refusal of acceptance or imposition of liquidated damages.	
h.	The winning supplier must provide extra manpower during the delivery for unloading the goods.	
i.	The winning supplier must fully comply with the required specifications and quantity of every food items to be delivered on the scheduled date. Food items not following the specifications will not be accepted.	
j.	Participating bidder must attached at least 2 Certificates of Very Satisfactory Performance from any LGUs / Office previously engaged. And a Very Satisfactory Performance Evaluation from SFP Focal Person, if participating bidder has previous engagement with the program in <b>CY 2022</b> .	
k.	Mode of payment: Monthly after submission of complete and correct sales documents (Delivery Receipt and Sales / Charge Invoice) by the Supplier.	

I hereby certify that all statements indicated under the **Statement of Compliance and Bidder's Remarks** are true and correct, otherwise, if found untrue and incorrect either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Bidder's Signature over Printed Name

Date: \_\_\_\_\_

## Revised Section VII. Technical Specifications

Bidders must state either “Comply” or “Not Comply” in the Statement of Compliance column to each indicated parameter or specification. The bidder’s offered item must also be indicated in the **Bidder’s Remarks** column. Ensure that the offered item/s must all be compliant to the indicated parameter/s or specification/s to avoid failure of your bids.

Item No.	Specification	Shelf Life from Delivery Date	Statement of Compliance	Bidder’s Remarks
<b>WESTERN CEBU PROVINCE - LOT 2, 4<sup>th</sup> DISTRICT</b>				
1	<b>BISCUIT</b> , chocolate flavor, ready-to-eat nutritious snack, packed individually; has label and must indicate the manufacturing or expiration dates; shelf life of at least 6 months from the manufacturing date; product must have FDA registration certificate; at least 60 gms per pack	At least 6 months from the manufacturing date		
2	<b>RICE BAR</b> , chocolate flavor, ready-to-eat nutritious snack, packed individually; has label and must indicate the manufacturing or expiration dates; shelf life of at least 8 months from the manufacturing date; product must have FDA registration certificate; at least 60 gms per pack	At least 8 months from the manufacturing date		
3	<b>RICE+MONGO CEREAL</b> , chocolate flavor, ready-to-eat nutritious instant dry cereal, packed individually; has label and must indicate the manufacturing or expiration dates; shelf life of at least 12 months from the manufacturing date; product must have FDA registration certificate; at least 100 gms per pack	At least 12 months from the manufacturing date		
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e.	Prices are inclusive of the following:	
	<b>e.1 Packaging Materials:</b> The final product must be packed in a durable plastic, with proper labelling including the nutrition facts, manufacturing and expiration date; and must indicate that product is for " <b>DSWD VII SFP Not for Sale</b> ".	
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g.	The winning supplier must provide specific time schedule for the delivery of the goods per LGU to the End-user at least 2-weeks before the start of delivery. Winning supplier is advised to strictly follow the scheduled date and time of delivery to avoid refusal of acceptance or imposition of liquidated damages.	
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k.	Mode of payment: Monthly after submission of complete and correct sales documents (Delivery Receipt and Sales / Charge Invoice) by the Supplier.	

I hereby certify that all statements indicated under the **Statement of Compliance** and **Bidder's Remarks** are true and correct, otherwise, if found untrue and incorrect either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Bidder's Signature over Printed Name

Date: \_\_\_\_\_