

**SUPPLEMENTAL / BID BULLETIN****Addendum No. 1**

**TITLE** : Supply and Delivery of Ink and Toner Supplies for CY 2023 of DSWD Field Office VII

**ITB NO.** : DSWD7-PB-2023-50

**DATE** : 21 August 2023

Issued pursuant to Section 22.5 of the IRR of Republic Act No. 9184 to clarify and/or anent 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 **August 17, 2023**, and shall form an integral part thereof, viz:

Subject	Amendment/Agreement/Clarification
<b>Section I. Invitation to Bid</b>	<ul style="list-style-type: none"><li>➤ This supplemental/bid bulletin is issued to emphasize the change of the Bid Opening date from <b>August 29, 2023, Tuesday, 9:00AM</b> to <b>August 30, 2023, Wednesday, 9:00AM</b>.</li><li>➤ It has also been highlighted during the pre-bidding conference that the applicable bidding document fee for <b>all lots</b>, with a total ABC of Eight Million Three Hundred Forty-Three Thousand Two Pesos and 50/100 Only (Php8,343,002.50), is <b>Ten Thousand Pesos Only (Php10,000.00)</b>.</li></ul>
<b>Section VII. Technical Specifications</b>	<ul style="list-style-type: none"><li>➤ Minor changes and additional item specifications are reflected in this section.</li></ul>

Attached herewith are the revised **Section I. Invitation to Bid** 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.

**Sgd. AILEEN G. CUEVAS**

Vice-Chairperson, Bids and Awards Committee II

## *Revised Section I. Invitation to Bid*

### **Project Title: Supply and Delivery of Ink and Toner Supplies for CY 2023 of DSWD Field Office VII**

### **Project Identification No.: ITB No. DSWD7-PB-2023-50**

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 ***Eight Million Three Hundred Forty-Three Thousand Two Pesos and 50/100 Only (Php8,343,002.50)*** as payment under the contract for the ***Supply and Delivery of Ink and Toner Supplies for CY 2023 of DSWD Field Office VII***, consisting of *two (2) lots*, broken down below:

Lot No.	Category	ABC
<b>1</b>	<b>Ink and Toner Supplies</b>	<b>Php 6,813,002.50</b>
<b>2</b>	<b>Toner with Free-use-to-own Printer</b>	<b>Php 1,530,000.00</b>
<b>TOTAL</b>		<b>Php8,343,002.50</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 at least two 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.	25% of the ABC (Single Contract)	Having a largest contract at least 50% of the SLCC (Aggregate Contract)
<b>1</b>	<b>Php 1,703,250.63</b>	<b>Php 851,625.31</b>
<b>2</b>	<b>Php 382,500.00</b>	<b>Php 191,250.00</b>

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 **August 9, 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 of the Contract</i>		<i>Bidding Document Fee</i>
<b>Lot 1</b>	<b>Php 6,813,002.50</b>	<b>Php 10,000.00</b>
<b>Lot 2</b>	<b>Php 1,530,000.00</b>	<b>Php 5,000.00</b>
<b>All Lots</b>	<b>Php 8,343,002.50</b>	<b>Php 10,000.00</b>

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 **August 17, 2023, Thursday, 9:00 AM** at **DSWD Field Office VII Conference Room, Cebu City** and/or through **video-conferencing 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 **August 30, 2023, Wednesday, 8:45AM**. 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 **August 30, 2023, Wednesday, 9:00AM** at **DSWD Field Office VII Conference Room, Cebu City** and/or **via Google Meet using the code: procurement7**. 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/>*

**August 9, 2023**

**Sgd. PATRICIA R. MEGALBIO**

*Chairperson, Bids and Awards Committee II*

## ***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.

NO.	ITEM DESCRIPTION	STATEMENT OF COMPLIANCE	BIDDER’S REMARKS
<b>LOT 1 – INK AND TONER SUPPLIES</b>			
1.	Toner for Brother DCP-L2540DW, OEM or Compatible, at least 1,100 pages yield		
2.	Black Ink for Brother DCP-T720DW, OEM, at least 7,300 pages yield		
3.	Ink-set for Brother DCP-T720DW, OEM, at least 4,500 pages yield (Cyan, Magenta, Yellow)		
4.	Toner for Canon imageCLASS MF237W, OEM or Compatible, at least 2,200 pages yield		
5.	Toner for Canon imageCLASS MF244W, OEM or Compatible, at least 2,200 pages yield		
6.	Black Ink for HP LaserJet Pro MFP M225DN, OEM, at least 2,100 pages yield		
7.	Black Ink for Canon Pixma E4270, OEM or Compatible, at least 400 pages yield		
8.	Colored Ink for Canon Pixma E4270, OEM or Compatible, at least 400 pages yield		
9.	Black Ink XL for Canon Pixma MX497, OEM or Compatible, at least 180 pages yield		
10.	Colored Ink XL for Canon Pixma MX497, OEM or Compatible, at least 180 pages yield		
11.	Black Ink for Epson EcoTank L3110/L3150/L3250, at least 65ml, OEM or Compatible		
12.	Ink-set for Epson EcoTank L3110/L3150/L3250, at least 65ml, OEM or Compatible (Cyan, Magenta, Yellow)		
13.	Ink for Epson EcoTank Monochrome M2140, OEM or Compatible, at least 120ml		
14.	Black Ink for Epson L360, OEM or Compatible, at least 65ml		
15.	Ink-set for Epson L360, OEM or Compatible, at least 65ml (Cyan, Magenta, Yellow)		
16.	Toner Set for HP Color LaserJet Pro MFP M181fw Printer, OEM (Black, Cyan, Magenta, Yellow)		
17.	Black Ink for HP DeskJet 3700, OEM, at least 120 pages yield		
18.	Color Ink for HP DeskJet 3700, OEM, at least 100 pages yield		
19.	Ink-set for HP DeskJet Ink Advantage 2337, OEM, at least 450 pages yield (Black and Tri-color)		
20.	Toner Cartridge for HP Laser MFP 137fnw, OEM		
21.	Toner for HP LaserJet Enterprise M607n Printer, OEM		

22.	Toner for HP LaserJet MFP M236dw Printer, OEM		
23.	Toner for HP LaserJet Pro M501 Printer, OEM		
24.	Toner Cartridge for HP LaserJet Enterprise M605 HP, OEM		
25.	Black Ink for HP Smart Tank 515, OEM		
26.	Ink-set for HP Smart Tank 515, OEM (Cyan, Magenta, Yellow)		
27.	Ink-set for HP Smart Tank 615, OEM		
28.	Ink-set for HP GT52, at least 70ml, OEM (Cyan, Magenta, Yellow)		
29.	Ink, HP GT53, Black, at least 90ml, OEM		
30.	Ink, HP GT53XL, Black, at least 130ml, OEM		
31.	Ink-set for HP Tank Wireless 415, OEM (Black and Tri-Color)		
32.	Toner Cartridge for Pantum M6600NW, OEM or Compatible		
33.	Toner for Samsung Xpress SL-M2070FW Printer, OEM		
ADDITIONAL SPECIFICATIONS			STATEMENT OF COMPLIANCE
a.	For all items with OEM specifications, they should be original from the equipment manufacturer of the printer indicated.		
b.	Packaging must have a security label (e.g. holographic features which must be scannable online for validation)		
c.	Suppliers must have a support office within Metro Cebu.		
d.	Bidders must provide a Certificate of Resellership from its Distributor, bearing the Bidder's Name as recipient.		
e.	Bidders must provide a Certificate of Distributorship from the Manufacturer, bearing the Bidder's Name as recipient.		
f.	Warranty: Products/items must be replaced within seven (7) calendar days from reporting, if found defective.		

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.

NO.	ITEM DESCRIPTION	STATEMENT OF COMPLIANCE	BIDDER’S REMARKS
<b>LOT 2 – TONER WITH FREE-USE-TO-OWN PRINTER</b>			
1.	<b>TONER FOR LASER PRINTER</b>  <b>Toner Type:</b> <ul style="list-style-type: none"> <li>• Brand new Compatible or OEM Toner</li> <li>• ISO Certified (ISO 9001, ISO 14001)</li> <li>• IPO Registered</li> </ul> <b>Toner Print Output:</b> Laser Black, Monochrome  <b>Toner Page Yield:</b> at least 2,500 pages  <b>Toner Warranty:</b> <ul style="list-style-type: none"> <li>• Should be free from materials defects</li> </ul> <b>Printer Inclusion:</b> <ul style="list-style-type: none"> <li>• Free-use-to-own printer for every 60 toners</li> <li>• Print, Copy and Scan with ADF</li> <li>• At least one (1) year free parts replacement and labor</li> <li>• Printer must be a brand-new unit</li> </ul>		
<b>ADDITIONAL SPECIFICATIONS</b>		<b>STATEMENT OF COMPLIANCE</b>	
a.	Bidder’s must have a support office within Metro Cebu.		
b.	Warranty: Products/items must be replaced within seven (7) calendar days from reporting, if found defective.		

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: \_\_\_\_\_