

Supplemental/Bid Bulletin
Addendum No. 1

TITLE : Rebidding for Supply and Delivery of Ink, Toners and Cartridges for DSWD Field Office VII

ITB NO. : DSWD7-PB-2024-42

DATE : 22 June 2024

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 **February 16, 2024**, and shall form an integral part thereof, viz:

Subject	Amendment/Agreement/Clarification
Section I. Invitation to Bid	This supplemental / bid bulletin is issued to emphasize the Project Title “ Rebidding for Supply and Delivery of Ink, Toners and Cartridges for DSWD Field Office VII ” under Item No. 1
Section VI. Schedule of Requirements, Section VII. Technical Specifications & Financial Proposal Sheet	To correct the description of Item No. 11 FROM: “TONER CARTRIDGE, CF283A (HP83A), LaserJet Black for Canon Image class MF244DW” TO: “TONER CARTRIDGE, CF283A (HP83A)”

Attached herewith are the **Revised Section I. Invitation to Bid, Revised Section VI: Schedule of Requirements, Revised Section VII. Technical Specifications and Revised Financial Proposal Sheet.**

This Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.



ROSEMARIE S. SALAZAR
Chairperson, Bids and Awards Committee I

Revised Section I. Invitation to Bid

Project Title: Rebidding for Supply and Delivery of Ink, Toners and Cartridges for DSWD Field Office VII

Project Identification No.: ITB No. DSWD7-PB-2024-42

1. The *Department of Social Welfare and Development, Field Office VII (DSWD-FO VII)*, through the *authorized appropriations for Fiscal Year 2024 General Appropriations Act* intends to apply the sum of ***Four Million Two Hundred Four Thousand Two Hundred Eighty-Eight and 80/100 Pesos Only (Php4,204,288.80)*** as payment under the contract for the ***Rebidding for Supply and Delivery of Ink, Toners and Cartridges for DSWD Field Office VII***. 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 50% of the ABC*** or equivalent to ***Php2,102,144.40***. 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 50% of the ABC*** amounting to ***Php1,051,072.20***. 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 13, 2024*** 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 **Php5,000.00**. 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 21, 2024, Friday, 9:30 AM** 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.
8. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **July 03, 2024, Wednesday, 9:15AM**. 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 **July 03, 2024, Wednesday, 9:30AM** 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 35.6 and 41 of the Revised IRR of RA 9184, without thereby incurring any liability to the affected bidder or bidders.

13. For further information, please refer to:

AILEEN G. CUEVAS

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

Website: <https://fo7.dswd.gov.ph/>

June 13, 2024

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

Revised Section VI.

Schedule of Requirements

The delivery schedule expressed in the number of days after receipt of Notice to Proceed stipulates hereafter the delivery date.

ITEM		QUANTITY	UNIT	SCHEDULE OF DELIVERY
NO.	DESCRIPTION			
1	INK, Brother, BT60BK (Black) for DCP-T720DW color printer	1,650	bottle	Delivery is at the DSWD Field Office VII, Carreta, Cebu City within 30 calendar days after receipt of Notice to Proceed, every Tuesday and Thursday from 1:00PM to 4:00PM
2	INK, Brother, BT5000Y (Yellow) for DCP-T720DW color printer	825	bottle	
3	INK, Brother, BT5000M (Magenta) for DCP-T720DW color printer	825	bottle	
4	INK, Brother, BT5000C (Cyan) for DCP-T720DW color printer	825	bottle	
5	TONER T06 (Black) for CANON Image Runner 1643i II	80	piece	
6	DRUM CARTRIDGE, Brother DR-2355, Black	21	piece	
7	TONER CARTRIDGE, Brother TN-2380, Black	100	piece	
8	HP Printhead, tricolour for HP SMART TANK-615	2	piece	
9	HP Printhead, black for HP SMART TANK-615	2	piece	
10	Inkjet Refill, GT531, black, HP SMART TANK-615	8	piece	
11	TONER CARTRIDGE, CF283A (HP83A)	40	piece	

I hereby certify to comply and deliver the goods within the above-stated period.

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.

Item No.	Specification/s	Statement of Compliance	Bidder’s Remarks
1	INK, Brother, BTD60BK (Black) for DCP-T720DW color printer		
2	INK, Brother, BT5000Y (Yellow) for DCP-T720DW color printer		
3	INK, Brother, BT5000M (Magenta) for DCP-T720DW color printer		
4	INK, Brother, BT5000C (Cyan) for DCP-T720DW color printer		
5	TONER T06 (Black) for CANON Image Runner 1643i II		
6	DRUM CARTRIDGE, Brother DR-2355, Black		
7	TONER CARTRIDGE, Brother TN-2380, Black		
8	HP Printhead, tricolour for HP SMART TANK-615		
9	HP Printhead, black for HP SMART TANK-615		
10	Inkjet Refill, GT531, black, HP SMART TANK-615		
11	TONER CARTRIDGE, CF283A (HP83A)		
ADDITIONAL SPECIFICATIONS			
a.	All toners and cartridges must be original.		
b.	Packaging must have a security label with holographic features which must be scannable online for validation.		
c.	Supplier must have a support office within Metro Cebu.		
d.	Supplier must attach a Certificate of Authorized Resellership From Manufacturer.		
e.	Product warranty: Products/items must be replaced within seven (7) calendar days 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 FINANCIAL PROPOSAL SHEET**Project Identification No.: ITB No. DSWD7-PB-2024-42**

Date: _____

THE BIDS AND AWARDS COMMITTEE

DSWD Field Office VII

M. J. Cuenco Ave., Cebu City

Sir/Madam:

After having carefully read and accepted the terms and conditions in your Bidding Documents, hereunder is our bid price:

Item No.	Items/Descriptions	Qty.	Unit	Unit Cost	Total Price
1	INK, Brother, BT60BK (Black) for DCP-T720DW color printer	1,650	bottle		
2	INK, Brother, BT5000Y (Yellow) for DCP-T720DW color printer	825	bottle		
3	INK, Brother, BT5000M (Magenta) for DCP-T720DW color printer	825	bottle		
4	INK, Brother, BT5000C (Cyan) for DCP-T720DW color printer	825	bottle		
5	TONER T06 (Black) for CANON Image Runner 1643i II	80	piece		
6	DRUM CARTRIDGE, Brother DR-2355, Black	21	piece		
7	TONER CARTRIDGE, Brother TN-2380, Black	100	piece		
8	HP Printhead, tricolour for HP SMART TANK-615	2	piece		
9	HP Printhead, black for HP SMART TANK-615	2	piece		

10	Inkjet Refill, GT531, black, HP SMART TANK-615	8	piece		
11	TONER CARTRIDGE, CF283A (HP83A)	40	piece		
BID PRICE (IN FIGURES)					

BID PRICE (IN WORDS) _____

Note: The above quoted prices are VAT inclusive and delivery cost.

Very truly yours,

Name of Company / Bidder

Name/Signature of Authorized Representative