

Supplemental/Bid Bulletin
Addendum No. 1

TITLE : Additional Provision of Forwarding Services for Visayas Disaster Resource Center (VDRC)

ITB NO. : DSWD7-PB-2024-54

DATE : 10 October 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 **October 08, 2024**, and shall form an integral part thereof, viz:

Subject	Amendment/Agreement/Clarification
<p>Section VII. Technical Specifications</p>	<p>➤ This supplemental / bid bulletin is issued to include additional requirement on the Technical Specifications particularly on the attachment of at least Two (2) Certificates of Very Satisfactory Performance.</p> <p><i>Service Provider should have at least two (2) very satisfactory performance rating from the services completed within the last five (5) years. At least one (1) rating must come from any government agency.</i></p> <p><i>In case that there is no government completed contract, a certification stating the fact and ratings from any private entity must be provided.</i></p>

Attached herewith is the revised **Section VII. Technical Specifications**.

This Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.


ROSEMARIE S. SALAZAR
Chairperson, Bids and Awards Committee I

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Revised Section VII. Technical Specifications

Bidders must state either “**Comply**” or “**Not Comply**” at the **Statement of Compliance** column to each indicated parameter or specification.

Item No.	Specification	Statement of Compliance
	<p>Forwarding Firm to provide Transport Service which facilitates the immediate delivery of allocated relief items/goods:</p> <ul style="list-style-type: none"> * From DSWD-VDRC Mandaue City to DSWD-FOs warehouses and vice versa. * From DSWD FO-VII to DSWD-FOs warehouses and vice versa. * From DSWD-VDRC Mandaue City/DSWD FO-VII to DSWD-NROC Pasay City and vice versa. * From other outside delivery areas nationwide to DSWD-VDRC Mandaue City/DSWD-FO VII and vice versa. 	
1	<p>The Forwarding Firm agrees to undertake door to door delivery of GOODS from the DSWD - VDRC warehouse, and other designated/identified warehouses to its final destinations (CONSIGNEES).</p> <p>All expenses incident to the pick-up and delivery of the goods such as but not limited to any cost related to Health protocols requirement (nationwide), except for workforce, detention and demurrage are for the account of the FORWARDING FIRM.</p> <p>Ensure all drivers and helpers must be fully vaccinated to avoid delays and complications with different LGU health protocol implementation.</p>	
2	<p>The Forwarding Firm can provide at least 10 trucks and/or container vans a day which have a load capacity of at least 1,600 Family Food Packs (FFPs) or an equivalent weight of 13.6 tons to transport the DSWD-VDRC target daily deliveries during the DSWD Disaster Management Operations.</p> <p>The Forwarding Firm shall submit the list of its owned truck units (including plate number, name of driver, and helper) and the list of accredited trucks (including plate number, company name, name of manager/owner, office contact number, and total number of truck units).</p> <p>If the Forwarding Firm neglects or fails to furnish, either partially or in full, the stipulated number of truck units requested by DSWD-VDRC within the designated or mutually agreed-upon timeframe as outlined in the contractual agreement, encompassing a total of 10 truck units, such failure shall serve as grounds for the termination of said contract without prejudice to other courses of action and remedies available under the circumstances.</p>	
3	<p>The Forwarding Firm agrees to promptly dispatch trucks and/or container vans within 4 hours after booking confirmation to pick up the GOODS from the DSWD - VDRC warehouse and designated location as identified by the end user to its final destination (CONSIGNEES).</p>	
4	<p>The Forwarding Firm shall assume the full responsibility for the safety and custody of the GOODS until it reaches and accepted/received by the CONSIGNEES.</p> <p>All hauling units with tampered seal shall be subject to inspection by the receiving party with the forwarding firm or its representative.</p>	

5	<p>In the event of any losses, damages, or liabilities to DSWD, its employees, or to any third parties that may arise shall be for the sole account of the FORWARDING FIRM.</p> <p>The FORWARDING FIRM shall assume sole accountability for losses of goods or items resulting from robbery or hijacking of the hauling units.</p> <p>Any damaged or lost goods or items must be replaced by the FORWARDING FIRM with items of the same quantity and brand, and delivered in a door-to-door manner to the CONSIGNEE within the specified target delivery period.</p>	
6	<p>Documents such as Delivery Receipt and Requisition and Issue Slip shall be returned, COMPLETELY SIGNED, to DSWD-VDRC within seven (7) days for destination within Visayas and up to ten (10) days for Mindanao and Luzon after receipt of CONSIGNEE.</p>	
7	<p>While in transit, the forwarding firm is obliged to monitor status of goods and its location and report the same to DSWD-VDRC. The FORWARDING FIRM shall provide status updates through text/call, every after (6) six hours while the GOODS are in transit to its destination.</p>	
8	<p>The FORWARDING FIRM shall ensure target delivery period based on a lead-time of at least 1-2 days for destinations within Cebu Province, within 3-4 days for destination within other Visayas Regions and within 5-6 days for Mindanao and Luzon.</p>	
9	<p>The FORWARDING FIRM and DSWD shall abide by all applicable laws in the transport of relief goods.</p>	
10	<p>The FORWARDING FIRM shall ensure that all its personnel observe proper decorum while conducting business with DSWD.</p> <p>The Forwarding Firm and all its personnel shall wear proper attire, company ID and closed shoes upon entering DSWD-VDRC.</p>	
11	<p>The FORWARDING FIRM should have at least 4 workforces to load and unload the goods from the origin and at the destination.</p> <p>If DSWD-VDRC provides its truck, the FORWARDING FIRM will still provide the necessary labor for loading and unloading, and the associated charges will apply.</p>	
12	<p>The FORWARDING FIRM is obligated to consistently ensure the roadworthiness and physical condition of the hauling units, adhering to the Transport Management Unit vehicle pre-trip-inspection standards established by the Department of Social Welfare and Development's Visayas Disaster Resource Center (DSWD-VDRC).</p> <p>The trucks and/or container vans must exhibit freedom from oil leaks, broken glass, oil stains, foul odors, insects, and pests. Moreover, they must not be employed in the transportation of animal feeds, waste, hazardous materials, chemicals, explosives, or construction materials such as cement and tile adhesives.</p> <p>Container vans are expected to be devoid of holes on walls/ceiling, internally rust-free, and possess a classification of at least "B" according to container standards.</p> <p>In the event of non-compliance with the DSWD-VDRC's Transport Management Unit vehicle inspection standards, any non-conforming truck(s) and/or container(s) must be replaced within a two-hour timeframe, and all associated charges and liabilities shall be the exclusive responsibility of the FORWARDING FIRM.</p>	

13	The FORWARDING FIRM shall ensure all Truck units dispatched to DSWD are equipped with: a. Tools (Jack, tire wrench, etc.) b. Early Warning Device (EWD) c. Spare Tire d. Fire Extinguisher e. Telecommunication equipment (cell phone) f. 4 pieces Tire Chokes g. First Aid Kit h. Flashlights/Emergency Lights/Trouble Lights i. Cover sheets or “trapal”	
14	Payment will be based on actual service rendered and the term of payment is within 30 days from the receipt of all supporting documents.	
15	The contract shall become effective from the date of its execution and shall continue until such time that the total Approved Budget for the Contract will be fully consumed.	
16	Depending on the volume of goods to be transported, the procuring entity shall have the option to request either a 10 Wheeler Wing Van, or 20- Footer Container Van. The cost, however shall vary which should be indicated in the Financial Proposal Sheet.	
17	In the event that there is no request for services, the procuring entity has no responsibility towards the forwarding firm on their expenses in the bidding.	
18	For the purpose of establishing the rate per trip, the service provider must indicate the cost accordingly. Furthermore, the number of trips indicated will not restrict the frequency of delivery to a certain destination.	
19	For purpose of price evaluation, financial compliance shall be determined through the average price by adding all UNIT COST per trip/transaction divided by the number of items.	
20	Contract amount will be the Approved Budget for Contract (ABC) Without prejudice to the provisions of the applicable law, rules and regulations, the contract shall be automatically terminated when the amount specified for the contract has been exhausted.	
21	Service Provider should have at least two (2) very satisfactory performance rating from the services completed within the last five (5) years. At least one (1) rating must come from any government agency. In case that there is no government completed contract, a certification stating the fact and ratings from any private entity must be provided.	
22	Criteria for the selection of logistic firm:	
a.	The FORWARDING FIRM has been engaged in the business of forwarding/transport services for at least three (3) years and certifies that it has the workforce, equipment, and management expertise necessary for the efficient and effective delivery of the services required by the DSWD.	
b.	The FORWARDING FIRM should have several options in the delivery route taking into consideration the safest but shortest distance of travel. It should have outstanding contacts with major shipping lines in all ports (e.g. delivery to DSWD-BARMM via Polloc Port, delivery to DSWD RRCY Zamboanga del Norte via Dipolog/Dapitan Port, delivery to Boracay Island via Caticlan Port, etc.	

c.	<p>The trucks owned by the FORWARDING FIRM and those accredited by it must undergo proper registration and obtain the necessary franchise as haulers.</p> <p>The Forwarding Firm is required to furnish a certified inventory of its hauling fleet, inclusive of plate numbers, along with the attached copies of the official receipt (OR) and certificate of registration (CR) for each vehicle.</p>	
d.	<p>The FORWARDING FIRM's owned trucks and accredited trucks must be certified as non- smoke belching vehicle by LTO or any duly authorized government agency.</p>	

I hereby certify that all statements indicated under the **Statement of Compliance** 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: _____