



22 February 2021

ASTI - BIDS AND AWARDS COMMITTEE

SUPPLEMENTAL BULLETIN NO. BAC-2021-02-004

SUPPLY AND DELIVERY OF ONE (1) LOT MANAGED PRINT SERVICES

The ASTI Bids and Awards Committee (BAC) issues this Supplemental/Bid Bulletin to clarify, modify or amend items in the Bidding Documents and to reply to queries raised by the potential bidders through letters/emails for the information of all bidders for the procurement of:

Item: **Supply and Delivery of One (1) Lot Managed Print Services**
 Approved Budget for the Contract: **One Million Two Hundred Fifty Thousand Pesos Only (₱1,250,000.00)**
 Invitation to Bid No.: **21-02-3338 dated 09 February 2021**
 Purchase Request No.: **GAA-20-12-10656 dated 27 November 2020**
 Published Date (PhilGEPS): **10 February 2021 | 7465119**

A. AMENDMENT TO PROCUREMENT DETAILS AND FORMS

REFERENCE	AMENDMENT/CHANGE/CLARIFICATION		
Section VII. Technical Specifications, Page 27	FROM:		
	Item	Specification	Statement of Compliance
	1	Managed Print Services	
		2. Scope of Services	
		The contract shall include the following:	
		2.1. Supply, delivery and installation of ten (10) units Laser Monochrome 2019 Model of Multifunction Devices and two (2) units Laser Color Multifunction Devices;	
		2.2. Assistance in the installation of printer to all staff desktops/laptops;	
		2.3. Supply, delivery and installation of genuine and OEM printing consumables (toners, drum kits, etc. and not refilled or refurbished);	
		2.4. Inclusive of at least 200,000 Mono A4 pages and at least 90,000 Color A4 pages;	
	TO:		
	Item	Specification	Statement of Compliance
	1	Managed Print Services	
		2. Scope of Services	
		The contract shall include the following:	
	2.1. Supply, delivery and installation of ten (10) units Laser Monochrome 2019 Model of Multifunction Devices and two (2) units Laser Color Multifunction Devices;		
	2.2. Assistance in the installation of printer to all staff desktops/laptops;		
	2.3. Supply, delivery and installation of genuine and OEM printing consumables (toners, drum kits, etc. and not refilled or refurbished);		
	2.4. Inclusive of at least 200,000 170,000 Mono A4 pages and at least 90,000 75,000 Color A4 pages		

<p>Terms of Reference (TOR), Item 5. Scope of Services</p>	<p>FROM:</p> <p>The contract shall include the following:</p> <ul style="list-style-type: none"> 5.1. Supply, delivery and installation of ten (10) units Laser Monochrome 2019 Model of Multifunction Devices and two (2) units Laser Color Multifunction Devices; 5.2. Assistance in the installation of printer to all staff desktops/laptops; 5.3. Supply, delivery and installation of genuine and OEM printing consumables (toners, drum kits, etc. and not refilled or refurbished); 5.4. Inclusive of at least 200,000 Mono A4 pages and at least 90,000 Color A4 pages; <p>TO:</p> <p>The contract shall include the following:</p> <ul style="list-style-type: none"> 5.1. Supply, delivery and installation of ten (10) units Laser Monochrome 2019 Model of Multifunction Devices and two (2) units Laser Color Multifunction Devices; 5.2. Assistance in the installation of printer to all staff desktops/laptops; 5.3. Supply, delivery and installation of genuine and OEM printing consumables (toners, drum kits, etc. and not refilled or refurbished); 5.4. Inclusive of at least 200,000 170,000 Mono A4 pages and at least 90,000 75,000 Color A4 pages;
<p>TOR, Item 6. Project Requirement</p>	<p>FROM:</p> <ul style="list-style-type: none"> 6.1. Guaranteed Print Volume: Mono Pages: at least 200,000 Color Pages: at least 90,000 <p>TO:</p> <ul style="list-style-type: none"> 6.1. Guaranteed Print Volume: Mono Pages: at least 200,000 170,000 Color Pages: at least 90,000 75,000
<p>TOR, Item 9. Terms of Payment</p>	<p>FROM:</p> <p>Payment shall be made on a monthly basis for twelve (12) months subject to submission of billing statement and other supporting documents by the Service Provider. Services shall only be billed based on the actual services received by DOST – ASTI, hence, may be computed by a fraction of a month.</p> <p>TO:</p> <p>Payment shall be made on a monthly basis for twelve (12) ten (10) months subject to submission of billing statement and other supporting documents by the Service Provider. Services shall only be billed based on the actual services received by DOST – ASTI, hence, may be computed by a fraction of a month.</p>

B. RESPONSE TO QUERIES

QUERY/ISSUE	BAC/END-USER RESPONSE/CLARIFICATION
Not Applicable	Not Applicable

ADDITIONAL INSTRUCTION/S: Prospective bidder/s are required to amend the form to update existing information.

Please be guided accordingly.

Prepared by:

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Approved by:

REYNALDO JOSEPH A. CALLAO, JR.
Chairperson, BAC

