



05 May 2025

ASTI - BIDS AND AWARDS COMMITTEE

SUPPLEMENTAL BULLETIN NO. BAC-2025-05-002

SUPPLY AND DELIVERY OF VARIOUS SOFTWARE SUBSCRIPTIONS FOR
DOST-ASTI KNOWLEDGE MANAGEMENT DIVISION

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 Various Software Subscriptions for DOST-ASTI Knowledge Management Division
Approved Budget for the Contract:	Three Hundred Eighty-Nine Thousand Eight Hundred Fifty Pesos and 45/100 Only (₱389,850.45)
Invitation to Bid No.:	KMD-25-04-005 dated 21 April 2025
Purchase Request No.:	GAA-25-03-20787 dated 06 March 2025
Published Date (PhilGEPS):	22 April 2025 11977304

A. AMENDMENT TO PROCUREMENT DETAILS AND FORMS

REFERENCE	AMENDMENT/CHANGE/CLARIFICATION
Section I. Invitation to Bid, Page 8	<p>FROM:</p> <p>2. The DOST-ASTI now invites bids for the above Procurement Project. Delivery of the Goods is required as specified in Section VI. Schedule of Requirements. Bidders should have completed, within three (3) years, specifically from 12 May 2022 to 11 May 2025 from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).</p> <p>TO:</p> <p>2. The DOST-ASTI now invites bids for the above Procurement Project. Delivery of the Goods is required as specified in Section VI. Schedule of Requirements. Bidders should have completed, within three (3) years, specifically from 12 May 2022 to 12 May 2025 from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).</p>
Section I. Invitation to Bid, Page 9	<p>FROM:</p> <p>7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before 12 May 2025, 9:00 AM. Late bids shall not be accepted.</p> <p>8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.</p> <p>9. Bid opening shall be on 12 May 2025, 9:30 AM at the given address below and/or via videoconferencing/webcasting via Microsoft Teams (see details below). Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.</p>

	<p>TO:</p> <p>7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before 42 13 May 2025, 9:00 AM. Late bids shall not be accepted.</p> <p>8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.</p> <p>9. Bid opening shall be on 42 13 May 2025, 9:30 AM at the given address below and/or via videoconferencing/webcasting via Microsoft Teams (see details below). Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.</p>																									
Section III. Bid Data Sheet, Page 19	<p>FROM:</p> <table><tr><th>ITB Clause</th><td></td></tr><tr><td>5.3</td><td>For this purpose, contracts similar to the Project shall be: a. Supply and Delivery of Various Software Subscriptions; b. completed within three (3) years, specifically from 12 May 2022 to 11 May 2025 prior to the deadline for the submission and receipt of bids.</td></tr></table>	ITB Clause		5.3	For this purpose, contracts similar to the Project shall be: a. Supply and Delivery of Various Software Subscriptions; b. completed within three (3) years, specifically from 12 May 2022 to 11 May 2025 prior to the deadline for the submission and receipt of bids.																					
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Section VI. Schedule of Requirements, Page 26	<p>FROM:</p> <table><tr><th>Lot No.</th><th>Description</th><th>Quantity</th><th>Total</th><th>Delivered, Weeks/Months</th></tr><tr><td>1</td><td>Software License Subscription To PDF Editor</td><td>Ten (10) License</td><td>Ten (10) License</td><td>Subscription period should be activated thirty (30) days upon receipt of Notice to Proceed (NTP).</td></tr><tr><td>2</td><td>Subscription To One (1) Organization - Validated SSL Certificate</td><td>One (1) Lot</td><td>One (1) Lot</td><td>Subscription period should be activated before the existing subscription expire in June 2025.</td></tr><tr><td>3</td><td>Software License Subscription To Softphone</td><td>One (1) Lot</td><td>One (1) Lot</td><td>Subscription period should be activated before the existing subscriptions expire on 22 April 2025.</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table>	Lot No.	Description	Quantity	Total	Delivered, Weeks/Months	1	Software License Subscription To PDF Editor	Ten (10) License	Ten (10) License	Subscription period should be activated thirty (30) days upon receipt of Notice to Proceed (NTP).	2	Subscription To One (1) Organization - Validated SSL Certificate	One (1) Lot	One (1) Lot	Subscription period should be activated before the existing subscription expire in June 2025.	3	Software License Subscription To Softphone	One (1) Lot	One (1) Lot	Subscription period should be activated before the existing subscriptions expire on 22 April 2025.					
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Section VII. Technical Specifications, Page 32	FROM:		
	LOT NO.	SPECIFICATION	STATEMENT OF COMPLIANCE
	1	SOFTWARE LICENSE SUBSCRIPTION TO SOFTPHONE	
		4. DELIVERY AND PAYMENT TERMS	
		4.1. The price of the bid must be inclusive of government taxes and all applicable fees.	
		4.2. Subscription period should be activated before the existing subscriptions expire on 22 April 2025	
		4.3. Full payment will only be processed once the items are completely delivered, inspected, and accepted by the end-user.	
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B. RESPONSE TO QUERIES

QUERY/ISSUE	BAC/END-USER RESPONSE/CLARIFICATION
For Item No. 1 - Software License Subscription to PDF Editor Since it is for renewal, may we know the existing brand and serial number for renewal?	The software brand and serial number will be provided to the winning bidder upon request.
For the Single Largest Completed Contract, can you consider the Project Title: Supply and Delivery of 230 Licenses Office Productivity Software?	Yes, the completed contract titled, “Supply and Delivery of 230 Licenses Office Productivity Software” will be accepted.

ADDITIONAL INSTRUCTION/S: Prospective bidder/s are required to: 1) amend the form to update existing information or 2) submit a copy of supplemental bulletin with statement of compliance or signature of authorized representative. **Non-compliance with this requirement shall be grounds for disqualification.**

Please be guided accordingly.

Prepared by:

KATHERINE B. RAMOS
Head, BAC Secretariat

Approved by:

JEFFREY A. ABOROT
Chairperson, BAC