



27 December 2022

ASTI - BIDS AND AWARDS COMMITTEE

SUPPLEMENTAL BULLETIN NO. BAC-2022-012-032

**PROVISION OF ONE (1) LOT MANAGED PRINT SERVICES (SECOND BIDDING)
(EARLY PROCUREMENT ACTIVITY)**

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:	Provision of One (1) Lot Managed Print Services (Second Bidding) (Early Procurement Activity)
Approved Budget for the Contract:	One Million Eight Hundred Seventy Thousand Pesos Only (P1,870,000.00)
Invitation to Bid No.:	22-12-4232 dated 12 December 2022
Purchase Request Nos.:	GAA-22-10-15376 dated 19 October 2022
Published Date (PhilGEPS):	15 December 2022 9346536

A. AMENDMENT TO PROCUREMENT DETAILS AND FORMS

REFERENCE	AMENDMENT/CHANGE/CLARIFICATION
<p>Section I. Invitation to Bid, Pages 8 and 9</p>	<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, 03 January 2020 to 02 January 2023 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>7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before 03 January 2023, 09:00 AM. Late bids shall not be accepted.</p> <p>9. Bid opening shall be on 03 January 2023, 09:30 AM at the given address below and/or via video conferencing or webcasting via Microsoft Teams [https://bit.ly/3UO7A00]. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.</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, 03 09 January 2020 to 02 08 January 2023 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>7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before 03 09 January 2023, 09:00 AM. Late bids shall not be accepted.</p> <p>9. Bid opening shall be on 03 09 January 2023, 09:30 AM at the given address below and/or via video conferencing or webcasting via Microsoft Teams [https://bit.ly/3UO7A00]. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.</p>

<p>Section II, Instruction to Bidders, Page 13</p>	<p>FROM:</p> <p>10. Documents comprising the Bid: Eligibility and Technical Components</p> <p>10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in Section VIII (Checklist of Technical and Financial Documents).</p> <p>10.2. The Bidder's SLCC as indicated in ITB Clause 5.3 should have been completed within three (3) years, specifically, from 03 January 2020 to 02 January 2023 prior to the deadline for the submission and receipt of bids.</p> <p>TO:</p> <p>10. Documents comprising the Bid: Eligibility and Technical Components</p> <p>10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in Section VIII (Checklist of Technical and Financial Documents).</p> <p>10.2. The Bidder's SLCC as indicated in ITB Clause 5.3 should have been completed within three (3) years, specifically, from 03 09 January 2020 to 02 08 January 2023 prior to the deadline for the submission and receipt of bids.</p>								
<p>Section III. Bid Data Sheet, Page 18</p>	<p>FROM:</p> <table border="1" data-bbox="423 941 1472 1191"> <tr> <td data-bbox="423 941 540 1004">ITB Clause</td> <td data-bbox="540 941 1472 1004"></td> </tr> <tr> <td data-bbox="423 1004 540 1191">5.3</td> <td data-bbox="540 1004 1472 1191"> <p>For this purpose, contracts similar to the Project shall be:</p> <p>a. Lease of Printers and/or Provision of Managed Print Services;</p> <p>b. completed within three (3) years, specifically, from 03 January 2020 to 02 January 2023 prior to the deadline for the submission and receipt of bids.</p> </td> </tr> </table> <p>TO:</p> <table border="1" data-bbox="423 1278 1472 1552"> <tr> <td data-bbox="423 1278 540 1340">ITB Clause</td> <td data-bbox="540 1278 1472 1340"></td> </tr> <tr> <td data-bbox="423 1340 540 1552">5.3</td> <td data-bbox="540 1340 1472 1552"> <p>For this purpose, contracts similar to the Project shall be:</p> <p>a. Lease of Printers and/or Provision of Managed Print Services;</p> <p>b. completed within three (3) years, specifically, from 03 09 January 2020 to 02 08 January 2023 prior to the deadline for the submission and receipt of bids.</p> </td> </tr> </table>	ITB Clause		5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p>a. Lease of Printers and/or Provision of Managed Print Services;</p> <p>b. completed within three (3) years, specifically, from 03 January 2020 to 02 January 2023 prior to the deadline for the submission and receipt of bids.</p>	ITB Clause		5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p>a. Lease of Printers and/or Provision of Managed Print Services;</p> <p>b. completed within three (3) years, specifically, from 03 09 January 2020 to 02 08 January 2023 prior to the deadline for the submission and receipt of bids.</p>
ITB Clause									
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p>a. Lease of Printers and/or Provision of Managed Print Services;</p> <p>b. completed within three (3) years, specifically, from 03 January 2020 to 02 January 2023 prior to the deadline for the submission and receipt of bids.</p>								
ITB Clause									
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p>a. Lease of Printers and/or Provision of Managed Print Services;</p> <p>b. completed within three (3) years, specifically, from 03 09 January 2020 to 02 08 January 2023 prior to the deadline for the submission and receipt of bids.</p>								

B. RESPONSE TO QUERIES

QUERY/ISSUE	BAC/END-USER RESPONSE/CLARIFICATION
<p>We are respectfully requesting a postponement of the opening of bids to January 16, 2023 onwards as bidders will not be able to provide a renewed 2023 Business Permit/Mayors Permit and updated Philgeps Certificate of Registration by the current bid submission date of January 3, 2023. January 3, 2023 is the first day that businesses can renew their business permit for 2023. Upon submission of renewal requirements/application, it takes 5 to 10 working days for the LGU to release the permit. Moreover, upon release of the business/mayors permit, it will take another 1 to 2 working days from upload to Philgeps website for the updated Philgeps Certificate of Registration (with renewed business permit information) to be available for print.</p>	<p>Postponement of Opening and Submission of Bids from 03 January 2023 to 09 January 2023.</p>

ADDITIONAL INSTRUCTION/S: Prospective bidder/s are required to **amend** the form to update existing information. **Non-compliance with this requirement shall be ground for disqualification.**

Please be guided accordingly.

Prepared by:

KATHERINE B. RAMOS
Head, BAC Secretariat

Approved by:

EMMANUEL P. BALINTEC
Chairperson, BAC