



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
 GENERAL SOLANO STREET, SAN MIGUEL, MANILA

SUPPLEMENTAL/BID BULLETIN (SBB) NO. 1

This SBB No. 1 dated July 6, 2020 for the Project, “Provision of Courier Services,” is issued to clarify, modify or amend items in the Bidding Documents. Accordingly, this shall form an integral part of said documents.

PARTICULARS	AMENDMENTS/CLARIFICATIONS
<p style="text-align: center;">INVITATION FOR NEGOTIATED PROCUREMENT</p> <p style="text-align: center;">XXXX</p> <p>3. The Eligibility Documents, Technical Proposal, and Best and Final Offer stated in the checklist shall be submitted in one (1) original and two (2) duplicate copies on or before July 7, 2020, 9:30 a.m., at the BAC Conference Room or the DBM-Central Records Division, DBM Building III, General Solano St., San Miguel, Manila.</p> <p>The BAC shall conduct the meeting for the opening of the Eligibility Documents, Technical Proposal, and Best and Final Offer on July 7, 2020, 9:30 a.m., via https://meet.google.com/jnv-qhfc-pwa. Authorized attendees, including representatives of bidders, who are physically present at the BAC Conference Room, DBM Building III, General Solano St., San Miguel, Manila shall likewise join the meeting via videoconferencing.</p>	<p style="text-align: center;">INVITATION FOR NEGOTIATED PROCUREMENT</p> <p style="text-align: center;">XXXX</p> <p>3. The Eligibility Documents, Technical Proposal, and Best and Final Offer stated in the checklist shall be submitted in one (1) original and two (2) duplicate copies on or before July 7 14, 2020, 9:30 10:00 a.m., at the BAC Conference Room or the DBM-Central Records Division, DBM Building III, General Solano St., San Miguel, Manila.</p> <p>The BAC shall conduct the meeting for the opening of the Eligibility Documents, Technical Proposal, and Best and Final Offer on July 7 14, 2020, 9:30 10:00 a.m., via https://meet.google.com/jnv-qhfc-pwa. Authorized attendees, including representatives of bidders, who are physically present at the BAC Conference Room, DBM Building III, General Solano St., San Miguel, Manila shall likewise join the meeting via videoconferencing.</p>

BID DATA SHEET

12.1(a)(i) xxx

d) Audited Financial Statements stamped “received” by the BIR or its duly accredited and authorized institutions, for the preceding calendar year

XXXX

12.1 (a)(ii) The bidder’s SLCC similar to the contract to be bid should have been completed within two (2) years prior to the deadline for the submission and receipt of bids.

12.1(b)(iii) xxx

XXXX

17.1 Bids will be valid until November 4, 2020.

XXXX

BID DATA SHEET

12.1(a)(i) xxx

d) Audited Financial Statements stamped “received” by the BIR or its duly accredited and authorized institutions, for the preceding calendar year **which should not be earlier than two (2) years from the date of bid submission. Thus, the earliest Audited Financial Statement should be for the Calendar/Fiscal Year 2018.**

XXXX

12.1(a)(ii) The Statement of All Ongoing Government and Private Contracts, Including Contracts Awarded but not yet Started shall only be required for submission if the bidder will submit its Net Financial Contracting Capacity.

However, if the bidder will opt to submit instead a Committed Line of Credit, the Statement of All Ongoing Government and Private Contracts, Including Contracts Awarded but not yet Started shall no longer be required for submission.

The bidder’s SLCC similar to the contract to be bid should have been completed within ~~two (2)~~ **five (5)** years prior to the deadline for the submission and receipt of bids.

12.1(b)(iii) xxx

The Authority of the Signatory, which forms part of the technical documents of the bid submission, should be properly notarized.

XXXX

17.1 Bids will be valid until November 4 **11**, 2020.

XXXX

<p>18.2 The bid security shall be valid until November 4, 2020.</p> <p style="text-align: center;">XXXX</p> <p>21. xxx</p> <p>The deadline for submission of eligibility documents, technical proposal, and best and final offer is on July 7, 2020, 9:30 a.m.</p> <p style="text-align: center;">XXXX</p> <p>24.1 The BAC shall conduct the meeting for the opening of the Eligibility Documents, Technical Proposal, and Best and Final Offer on July 7, 2020, 9:30 a.m., via https://meet.google.com/jnv-qhfc-pwa.</p> <p style="text-align: center;">XXXX</p>	<p>18.2 The bid security shall be valid until November 4 11, 2020.</p> <p style="text-align: center;">XXXX</p> <p>21. xxx</p> <p>The deadline for submission of eligibility documents, technical proposal, and best and final offer is on July 7 14, 2020, 9:30 10:00 a.m.</p> <p style="text-align: center;">XXXX</p> <p>24.1 The BAC shall conduct the meeting for the opening of the Eligibility Documents, Technical Proposal, and Best and Final Offer on July 7 14, 2020, 9:30 10:00 a.m., via https://meet.google.com/jnv-qhfc-pwa.</p> <p style="text-align: center;">XXXX</p> <p>Attached are the Revised Statement of Single Largest Completed Contract which is Similar in Nature and the Revised Statement of all Ongoing Government and Private Contracts Including Contracts Awarded but not yet Started.</p>
<p>Questions from the Bidders</p> <p>1. Should every page of the bid submission be signed?</p>	<p>BAC Response</p> <p>1. No, but please note the following relevant rules on the signing of bid submissions:</p> <ul style="list-style-type: none"> • Item 19.4 of the Instructions to Bidders states that “Each and every page of the Bid Form, including the Schedule of Prices, under Section VIII hereof, shall be signed by the duly authorized representative/s of the Bidder. Failure to do so shall be a ground for the rejection of the bid.”; and

<p>2. May the bidders submit its 2018 (2017 report) Audited Financial Statement?</p> <p>3. On the validity of the Committed Line of Credit</p> <p>4. Delivery of the Mails (sic) will be based on the Service Area Manual of the winning bidder? We will not pick-up those addresses that will fall on our (sic) out of Serviceable Area (OSA)?</p> <p>5. End user will be okay on the adjustment of delivery lead time based on current situation since we are on a pandemic right now? To adjust the lead time based on our so called covid lead time?</p>	<ul style="list-style-type: none"> • Item 19.5 of the Instructions to Bidders states that “Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the Bidder.” <p>2. Please see the revised portion of item 12.1(a)(i) of the Bid Data Sheet as mentioned above.</p> <p>3. The validity of a Committed Line of Credit shall be in accordance with GPPB NPM No. 003-2019 which states that “the Committed Line of Credit must be effective or available on the date of the bid submission. Stated differently, a Line of Credit that shall be effective only at some future time other than on the date of bid submission or has no indicative date when the same shall be available is not compliant with the requirements under Section 23.1(a)(xviii) of the 2016 IRR of RA No. 9184.”</p> <p>4. As a guide to contact implementation, the winning bidder will provide the End User, the Administrative Service-Central Records Division (AS-CRD), with a Service Area Manual (or similar document), which contains their OSA.</p> <p>5. The specifics on the implementation of the contract, in consideration of the peculiar conditions of the current pandemic, shall be a matter to be agreed upon by the winning bidder and AS-CRD in accordance with the following:</p> <ul style="list-style-type: none"> • The Note in the Schedule of Requirements which states that “During implementation, the delivery schedule is subject to change based on mutual agreement by the parties.”; and
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<p>6. Fixed pricing for 3 years? Or do we have a provision here for force majeure and mandatory increase adjustment from airlines, covid, etc?</p>	<ul style="list-style-type: none"> • Clause 18.2 of the General Conditions of the Contract (GCC) which states “If at any time during the performance of this Contract, the Supplier or its Subcontractor(s) should encounter conditions impeding timely delivery of the Goods and/or performance of Services, the Supplier shall promptly notify the Procuring Entity in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier’s notice, and upon causes provided for under GCC Clause 22 [Force Majeure], the Procuring Entity shall evaluate the situation and may extend the Supplier’s time for performance, in which case the extension shall be ratified by the parties by amendment of Contract.” <p>6. Bid prices are fixed during the performance of the contract, as provided in the following relevant provisions:</p> <ul style="list-style-type: none"> • Clause 15.5 of the Instruction to Bidders which states that, “Prices quoted by the Bidder shall be fixed during the Bidder’s performance of the contract and not subject to variation or price escalation on any account.”; • Clause 9.1 of the GCC which provides that “For the given scope of work in this Contract as awarded, all bid prices are considered fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances and upon prior approval of the GPPB in accordance with Section 61 of R.A. 9184 and its IRR or except as provided in this Clause.”; and
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<p>7. How are pouches charged? Per size of pouch or per weight?</p>	<ul style="list-style-type: none"> • Clause 9.2 of the GCC which states that “Prices charged by the Supplier for Goods delivered and/or services performed under this Contract shall not vary from the prices quoted by the Supplier in its bid, with the exception of any change in price resulting from a Change Order issued in accordance with GCC Clause 29.” <p>The extraordinary circumstance which will necessitate an exception to this general rule is also defined as follows in Clause 15.5 of the Instruction to Bidders:</p> <ul style="list-style-type: none"> • “All bid prices for the given scope of work in the contract as awarded shall be considered as fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances. Upon the recommendation of the Procuring Entity, price escalation may be allowed in extraordinary circumstances as may be determined by the National Economic and Development Authority in accordance with the Civil Code of the Philippines, and upon approval by the GPPB. Nevertheless, in cases where the cost of the awarded contract is affected by any applicable new laws, ordinances, regulations, or other acts of the GOP, promulgated after the date of bid opening, a contract price adjustment shall be made or appropriate relief shall be applied on a no loss-no gain basis.” <p>7. The specifications for pouches (or envelopes, as stated in our bidding documents) are detailed in parts A and C of the Schedule of Requirements as applied to Local and International Regular Courier Service. The classification is based on the size of the envelope and the corresponding costs per size will be as proposed by the bidder in in the Bid Form.</p>
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<p>8. Is the rate for dedicated courier should be included on our bid per kilo rate or can we bill it separately? Can we have the estimated volume that will be catered by the in house motorcycle courier?</p>	<p>8. In the Bid Form, it mentions that “It is understood that the cost of the additional provision of one (1) unit of motor vehicle courier service <u>as required in the Technical Specifications</u> shall be incorporated in the bid prices quoted for items A, B and C above.”</p> <p>The Technical Specifications require that the one (1) unit of motor vehicle courier service shall have a scheduled daily pick-up time every 8:00 a.m. and 3:00 p.m.; and that delivery must not be later than 5:00 p.m. of the same day.</p> <p>As to the estimated volume, please note that the billings during the implementation period shall be based on actual services rendered. However, for bidding purposes, there are indicative quantities specified in the Schedule of Requirements.</p>
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Other matters:

- For authentication purposes, all pages of the bid should be initialed by the authorized signatory.
- The “**No Contact Rule**” shall be strictly observed. Bidders are not allowed to call or talk to any member of the Bids and Awards Committee, Technical Working Group or Secretariat effective July 14, 2020 right after the opening of bids.
- For guidance and information of all concerned.

X 

Signed by: Janet B. Abuel

JANET B. ABUEL

Undersecretary

Chairperson, DBM-BAC

**Statement of Single Largest Completed Contract
which is Similar in Nature**

(Revised)

(indicate only one)

Business Name: _____

Business Address: _____

Name of Client	Date of the Contract	Kinds of Goods	Amount of Contract	Date of Delivery	End User's Acceptance or Official Receipt(s) Issued for the Contract

Submitted by : _____
(Printed Name and Signature)

Designation : _____

Date : _____

Instructions:

- a. Cut-off date is July 14, 2020.
- b. Similar contract shall refer to International and Nationwide Courier Service Delivery.

***Statement of all Ongoing Government and Private Contracts Including
Contracts Awarded but not yet Started
(Revised)***

Business Name: _____

Business Address: _____

Name of Client	Date of the Contract	Kinds of Goods	Value of Outstanding Contracts	Date of Delivery
<u>Government</u>				
<u>Private</u>				

Submitted by : _____
(Printed Name and Signature)

Designation : _____

Date : _____

Instructions:

- i. State all ongoing contracts including those awarded but not yet started (government and private contracts which may be similar or not similar to the project being bid) prior to July 14, 2020.
- ii. If there is no ongoing contract including those awarded but not yet started as of the aforementioned period, state none or equivalent term.
- iii. The total amount of the ongoing and awarded but not yet started contracts should be consistent with those used in the Net Financial Contracting Capacity (NFCC).