



BSWM- BIDS AND AWARDS COMMITTEE

SUPPLEMENTAL BID BULLETIN

ADDENDUM NO. 2022-00-008-01

CONTRACT: SUPPLY AND DELIVERY OF BSWM PROMOTIONAL MATERIALS FOR CY 2022- IB NO.: BSWM 2022-00-008

This **Addendum** is being issued in accordance with **Section 22.5.2 of the IRR of RA 9184**, to clarify and modify some provisions of the Bidding Document. **THIS SHALL FORM AN INTEGRAL PART OF THE BID DOCUMENT.** Likewise, the succeeding agreements and reminders were discussed during the **Pre-Bid Conference** held last **November 23, 2021, 9:30AM at the BSWM Function Hall and via Videoconferencing-Zoom.**

This procurement is undertaken through **Early Procurement Activity** per **GPPB Circular 06-2019**, Guidelines on the Implementation of Early Procurement Activities (EPA). As such:

- award of the Contract is subject to the approval of the General Appropriation Act for CY 2022;
- fixed price rule in procurement shall apply;
- extension of bid validity and security may apply per Article 4 of GPPB Circular 06-2019;
- eligibility requirements shall be valid prior to award of Contract;
- date of earliest delivery shall be determined upon award of Contract.

I. DISCUSSION OF THE BIDDING DOCUMENT:

- **Total ABC of the contract: Php 3,054,500.00**
- For SLCC, bidder must have completed a contract that is similar to this project, equivalent to **at least twenty-five percent (25%) of the ABC (Php 763,625.00).**

Aggregate contracts are allowed. Bidder shall submit one (1) contract that is equivalent to **at least 50% of the required SLCC (Php 381,812.50);**

Similar contracts shall be contract for Contract for Supply and Delivery of Promotional Materials and/or its equivalent, completed within two (2) consecutive years from the date of submission and receipt of bids.

- **Awarding:** Project having several items that shall be awarded as one contract.
 - **Delivery of Goods:** Sixty calendar days after approval of final sample. Final sample shall be provided within thirty calendar days after receipt of Notice to Proceed.

Note: Supplier shall coordinate with the End-user for final schedule of delivery of services within 7 calendar days from receipt of Notice to Proceed and with the Procurement Management Section prior to initial delivery.

- **Delivery of site:** BSWM, Central Office

II. CLARIFICATION:

QUERIES/CLARIFICATION/s	RESPONSE/AGREEMENT/s
For statement of all ongoing contract/s, do the bidder need to include the contract that has been completely delivered, but not yet paid?	<p>Yes, contract/s that has not yet paid were not considered as completed.</p> <p>Amount or value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid. 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).</p> <p>This statement shall be supported with Notice of Award.</p> <p>Please refer to the attached Annex C for the sample format of the statement.</p>
	Bid Price will be based on the total amount of bid.

III. AMMENDMENTS IN THE BIDDING DOCUMENT:

SECTION VII. TECHNICAL SPECIFICATIONS:

ORIGINAL	AMENDED
Item No. 5: Multifunctional Conference Document Organizer Material: Ant Cloth,	Item No. 5: Multifunctional Conference Document Organizer Material: Polyester material with plush interior or ballistic
Item No. 20: Tote Bag Color: Black With Base	Item No. 20: Tote Bag Color: White With Base- Thickness: 3.5 inches
Item No. 21: T-shirt Material: 100% Cotton	Item No. 21: T-shirt Material: Dri- Fit
Item No. 24: Polo shirt Material: honeycomb or dri-fit	Item No. 24: Polo shirt Material: Honeycomb
Please refer to the attached Annex A for the Revised Section VII. Technical Specification.	

IV. REMINDERS DURING THE PRE-BID CONFERENCE:

- The Bureau is now adopting the GPPB Resolution No. 16-2020 dated September 16, 2020 (Simplified PBDs shall be used for Competitive Bidding of Procurement Projects that will be posted upon its effectivity on 06 October 2020).
 - The documents required for eligibility, technical proposal and financial proposal are found at **Section VIII – Checklist of Technical and Financial Documents for Goods** and **Section IX. Checklist of Technical and Financial Documents for Infrastructure** of the bidding document.
- Please refer to the bidding document or the attached **Annex C** for the **sample form of Single Largest Completed Contract (SLCC)** and form for **Statement of all ongoing Government & Private Contracts** including Contracts Awarded but not yet started for your reference.



Note: if no ongoing projects/ contracts, please state “none” or “no ongoing projects/contracts” in the form for the Statement of all on going Government and Private Contracts.

- Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”

“Any lacking documents can cause the automatic disqualification of bids.”

- Below are the **acceptable forms of bid security** that bidders may opt to use, **which shall include the Bid Securing Declaration**. The amount of which shall not be less than the required percentage of the ABC in accordance with the following schedule:

Form of Bid Security	Amount of Bid Security (Not less than the required Percentage of the ABC)
Cash or cashier’s/manager’s check issued by a Universal or Commercial Bank.	Two percent (2%)
Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	
Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Five percent (5%)

Please NOTE:

Surety bond issued by GSIS as well as a cash deposit certificate is no longer accepted.

Bids and Bid Securities should be valid and firm for a period that shall not exceed one hundred twenty (120) calendar days after the date of the opening of bids.

- Net Financial Contracting Capacity (NFCC):

The computation of a prospective bidder’s NFCC must be **at least equal to the ABC to be bid** or, for procurement by lot, **at least equal to the sum of all the ABCs of lots to which it participated**.

NFCC= Current assets minus current liabilities multiplied by 15 (constant factor) minus the value of all outstanding or uncompleted portions of on-going contracts, including awarded contract/s yet to be started, coinciding with the contract to be bid.

- **Sealing and marking of bid proposal**- The bidder shall submit:
 - 1. One (1) ORIGINAL COPY.
 - 2. One (1) DUPLICATE COPY.
 - 3. One (1) PDF COPY in a USB or CD – to be placed inside the Duplicate Copy of Technical Proposal and Duplicate Copy of Financial Proposal.



Please refer to **Annex B** for illustration.

IMPORTANT NOTE:

All photocopied documents **shall be** stamped and signed “Certified True Copy”. And all pages/documents must be duly signed by the authorized representative (both original and duplicate copies).

For easy reference, all bidders are requested to provide dog-ear codes/ tabs in the presentation of their documents.

○ **Reminders:**

- ✓ Bidders’ responsibility to read, study, and review the Bidding Document and Bid Bulletin/s of the procurement project.
- ✓ Further clarification/s on the Bidding Document shall be in writing and must be submitted 10 days before the Opening of Bids.
- ✓ All bidders who wish to join the bidding shall download the attached document from PhilGEPS website to be included in the Document Request List (DRL).
- ✓ Bidders may download the updated Bidding Forms at GPPB Website (<https://www.gppb.gov.ph/downloadables.php>).
- ✓ Schedule of Submission and Opening of Bids is subject to change due to Community Quarantine enforced by the government in line with the COVID-19 pandemic. For updates, please refer to the BSWM PhilGEPS posting (<https://www.philgeps.gov.ph/>) and BSWM Procurement Service FB page <https://www.facebook.com/bswmpms>.
- ✓ Authorization letter and a copy of company ID shall be presented by the Representative of the Bidder who will submit the bid proposal and who will attend the Opening of Bids, on-site or online.
- ✓ In case of withdrawal of submitted bid, a letter stating their intention to withdraw from the project should be submitted by the bidder not later than the scheduled deadline of submission and opening of bids.
- ✓ Bidders declared to have the Lowest/ Single Calculated Bid will be subject for post-qualification.
- ✓ Bidder shall submit the additional requirements listed on the NOTICE, if applicable, as LCB/ SCB within five (5) calendar days from receipt of Notice. *Non-compliance can be grounds for post-disqualification.*
- ✓ Winning Bidders declared to have the Lowest/Single Calculated and Responsive Bid shall submit its Performance Bond and Signed Contract Agreement within ten (10) calendar days from receipt of Notice.
- ✓

○ **Warranty in accordance with Section 62 of 2016 IRR of RA 9184:**

For the **procurement of Goods**, in order to assure that manufacturing defects shall be corrected by the supplier, a **warranty security** shall be required from the contract awardee, after acceptance by the Procuring Entity of the delivered supplies, for a:

- ✓ minimum period of three (3) months, in the case of Expendable Supplies, or a
- ✓ minimum period of one (1) year, in the case of Non-Expendable Supplies.

The obligation for the warranty shall be covered by either:

- ✓ retention money in an amount equivalent to at least one percent (1%) but not to exceed five percent (5%) of every progress payment, or a
- ✓ special bank guarantees equivalent to at least one percent (1%) but not to exceed five percent (5%) of the total contract price.

The said amounts shall only be released after the lapse of the warranty period or, in the case of Expendable Supplies, after consumption thereof: Provided, however, that the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met.

For **Infrastructure Project** please refer to **Section 62.2** of the 2016 Revised IRR of RA 9184.

- A complete set of **Bidding Document** may be acquired by interested Bidders until **December 7, 2021 9:00AM** from the address and website below and **upon payment** of the applicable fee, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Php 4,000.00**.

For bank-to-bank payment (Land bank of the Philippines) for the purchase of bidding documents, please coordinate with the BAC Secretariat thru bac@bswm.da.gov.ph.

DEADLINE/SCHEDULE OF SUBMISSION AND OPENING OF BIDS:

Deadline of submission of bid proposals is on December 7, 2021, 9:00AM.

Opening of Bids is on December 7, 2021, 9:30AM at BSWM Function Hall and via videoconferencing (Zoom).

For precautionary measure against the COVID 19, bidder attendance will be through videoconferencing only. For zoom link, please email the BAC Secretariat at bac@bswm.da.gov.ph.

For guidance and information of all concerned.

JOSE D. MANGUERRA

BAC Vice Chairperson

Annex A

Revised Section VII. Technical Specifications

Item	Specification	Statement of Compliance
<p><i>[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder’s statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i></p>		
	Promotional Materials for CY 2022	
1	Training/Seminar Notebook for	510 pcs
	various trainings, seminars and	
	workshops of WRMD for CY 2022	
	Customized Notebook	
	Hardbound notebook	
	No. of leaves: 40 leaves minimum	
	Notebook Cover: Cardboard (Glossy; color white with design and BSWM logo)	
	Notebook paper quality: 70 gsm	
	Dimension: 148mm x 200mm	
2	Training/Seminar Notebook for	1870 pcs
	various trainings, seminars and	
	workshops of WRMD for CY 2022	
	Customized Notebook	
	Hardbound notebook	
	No. of leaves: 40 leaves minimum	
	Notebook Cover: Cardboard (Glossy; color white with design and BSWM logo)	
	Notebook paper quality: 70 gsm	
	Dimension: 148mm x 200mm	
3	Outdoor Sun Cap Hat with Neck Flap	70 pcs
	with printed BSWM logo	
	Description:	

	* Material: 100% high quality nylon			
	* 360°Protection: UPF 50+ wide brim hat with face			
	& neck flaps (flaps are removable)			
	* Breathable Mesh Design: Both sides of hats are			
	made of breathable mesh panels			
	* Lightweight & Packable: Rolled up			
	* Washable & Quick-drying			
	* Windproof & Waterproof: Hat is with adjusting buckle			
	and adjustable chin strap, and waterproof material			
	* Multiple Ways of Wearing: You can wear it as general			
	hat, windproof hat, neck protection hat,			
	all round protection hat			
	Specifications:			
	* Size: One Size			
	* Material: Nylon			
	* Pattern: Solid			
	* Features: 3 in 1			
	* Style: Bucket Hat			
	* Color : Grey			
	* BSWM Logo: Printed (3cm x 3.5cm)			
4	Half-finger Ice Silk Sun Protection Arm Sleeves	70	pair	
	with printed BSWM logo			
	Description:			
	*Fingerless design			
	*Quick-drying and breathable			
	*Icy sunscreen			
	*With Palm anti-skid			
	Features:			
	* Material: Ice silk			
	* Color: Dark Blue/ Black/ Grey			
	* Weight: 50 g			
	* Function: Sun protection			
	* Size: One size fits all			
	* BSWM Logo: Printed (3cm x 3.5cm)			
5	Multifunctional Conference Document Organizer	70	pcs	
	Bag with printed BSWM logo			
	* Material: Polyester material with plush interior or ballistic			

	* Package External Structure: with front pocket and			
	side handle			
	* Package Internal Structure: Certificate Bag			
	* Internal Structure of the Pocket: Photo Slot, Bill Holder			
	Card Slot, Passport Slot, Change			
	Slot, ID Slot,			
	Check Slot, Passbook Slot			
	* Opening Method: Zipper			
	* Wallet Fold: 2-Fold			
	* Bag Shape: Vertical Square			
	* Hardness: Medium			
	* Pattern: Solid Color			
	* Applicable Gender: Unisex			
	* Popular Elements: Simple and Modern			
	* Size: 35.5 x 3 x 26cm			
	* BSWM Logo: Printed (3cm x 3.5cm)			
6	Compact Microfiber Towel with embroidered	70	pcs	
	BSWM logo			
	* Very handy, ultra-compact and highly			
	absorbent microfibre towel			
	* Material: Microfiber			
	* Main fabric : 88.0% Polyester (PES),			
	12.0% Polyamide (PA)			
	* Size: Large 80 x 130 cm			
	* Color: Pink/Light Pink/Blue/Orange/Black/			
	Aqua Green/Jungle Green/Dark Yellow/Neon Yellow			
	* BSWM Logo: Embroidered (3cm x 3.5cm)			
7	Double Layer Gadget Storage Bag with printed	70	pcs	
	BSWM logo			
	*Waterproof, wearable and easy to clean.			
	*Can be repeated cleaning, easy to dry			
	*Portable and comfortable, great for carry alone			
	or put into a large bag			

	*Multi-grid design, combined parts, insulation mesh			
	bag, anti-scratch, partition can be divided freely			
	*Material: Cationic Fabric Waterproof			
	*Dimension: 28cmx 21cmx 9cm			
	*Colors: Purple/Blue/Grey/Black/Red/Dark blue			
	* BSWM Logo: Printed (3cm x 3.5cm)			
8	Polo Longsleeve	250	pcs	
	Specifiction			
	with embroided BSWM and SWISA Logo			
	Cotton Textile			
	Color : Neon Orange			
	Size			
	Small-50			
	Medium-100			
	Large -70			
	Extra Large -30			
9	Compact Microfiber Towel with embroidered	70	pcs	
	BSWM logo			
	* Very handy, ultra-compact and highly			
	absorbent microfibre towel			
	* Material: Microfiber			
	* Main fabric : 88.0% Polyester (PES),			
	12.0% Polyamide (PA)			
	* Size: Large 80 x 130 cm			
	* Color: Blue			
	* BSWM Logo: Embroidered (3cm x 3.5cm)			
10	Umbrella Rain or Shine with BSWM logo	70	pcs	
	*Length : 37 inch			
	*J-dotted Automatic handle			
	*pongee canopy with piping, with spring			
	*Fiberglass ribs & Black coated post			
	* Color : Blue			
	* BSWM Logo (Heat press)			
11	Polo Longsleeve	1800	pcs	
	Specification			

	*with embroider BSWM and SWISA Logo			
	*Cotton Textile			
	*Color : Light Blue			
	Size			
	Small =300			
	Medium -800			
	Large - 600			
	Extra Large -100			
12	Promotional Materials Jacket	75	pcs	
	<i>Specification:</i>			
	Color: Light Green			
	with various color based on the design attached (LOGO)			
	Fabrics: 100 % Polyester			
	Sizes: Assorted sizes			
	<i>IMPORTANT NOTE:</i>			
	* Item must be completely delivered by June 2022			
13	Promotional Materials Polo Shirt	600	pcs	
	Specifications			
	Color: White and Black (combination)			
	with various color based on the design attached			
	Fabrics: Cotton			
	Sizes: Assorted sizes			
	<i>IMPORTANT NOTE:</i>			
	* Item must be completely delivered on 2nd Week of February 2022			
14	DRAWSTRING BAG, water repellant, maroon color	200	pcs	
	• Main Compartment: 13.8in*17in; Front pocket: 13.8in*14 in			
	• Rip stop honey comb			
	• with diamond rip stop lining			
	• zipper zigzag			
	• with 2 slider and jumbo drawstring			
15	Eco bag with handle, XL:14x18x5in, multicolored, with printed logo of Manila Bayanihan and BSWM	160	pc	
16	Spring Notebook, A5 size, 80 leaves, 70gsm, waterproof cover, with printed logo of Manila Bayanihan and BSWM	160	pc	
17	Retractable ballpoint pen, black ink, silver body, with printed logo of Manila Bayanihan and BSWM	160	pc	
18	Round Neck Longsleeve	135	pcs	

	Specifications:			
	-with design (please see attached photo)			
	-Cotton Textile			
	- Color: Royal Blue			
	- Sizes:			
	Small - 20			
	Medium - 50			
	Large - 40			
	Extra Large - 20			
	2XL - 5			
19	Drawstring backpack	100	pcs	
	With cinch closure			
	Front zippered pocket for small accessories			
	Dimension:			
	Length: 14 inches and Height: 18 inches			
	Material: Nylon with mesh			
	With print of the BSWM logo			
20	Tote Bag	150	pcs	
	Size: 13.5 x 16 inches			
	Material: Oxford Cloth			
	Color: White			
	With Base- Thickness: 3.5 inches			
	Print Type: Sublimation			
	Print Size: A4 maximum size			
21	T-shirt	150	pcs	
	Sizes: XS 25 pcs; Small 25pcs; Medium 25 pcs; Large 50 pcs; XL 25 pcs			
	Color: Royal Blue			
	Material: Dri- Fit			
	Print: Sublimation			
22	Polycanvas Bag	150	pcs	
	Size: H:15" x W:13" (260GSM)			
	1 Side print			
	Print: Sublimation			
23	Custom Design Facemask	150	pcs	
	2Ply Neoprene Fabric			
	Print: Full Sublimation			
	To be delivered one (1) month or after the awarded			

24	<p>Polo shirt Material: honeycomb Color: Maroon</p> <p>Print type: Digital Embroidery, DA-BSWM and DA-NOAP logos Width: 4 inches Height: 2 inches Number of Colors: Multiple S- 75 M- 100 L- 100 XL- 75 2XL- 50</p>	400	pcs	OAP
25	<p>Jacket -reversible design -with hood -comes with a stopper on the outside of the hood Material: polyester (face), polyester/cotton (back)</p> <p>Front Design Print type: Digital Embroidery, DA-</p>	400	pcs	
	<p>BSWM and DA-NOAP logos Width: 4 inches Height: 2 inches Number of Colors: Multiple</p> <p>Back Design Digital Embroidery: Organic Agriculture Program Font Size: 1inch</p> <p>S- 75 M- 100 L- 100 XL- 75 2XL- 50</p>			
26	<p>Bucket hat -adjustable -unisex -free size -reversible</p> <p>Material: thick cotton and polyester fabric</p>	400	Pcs	

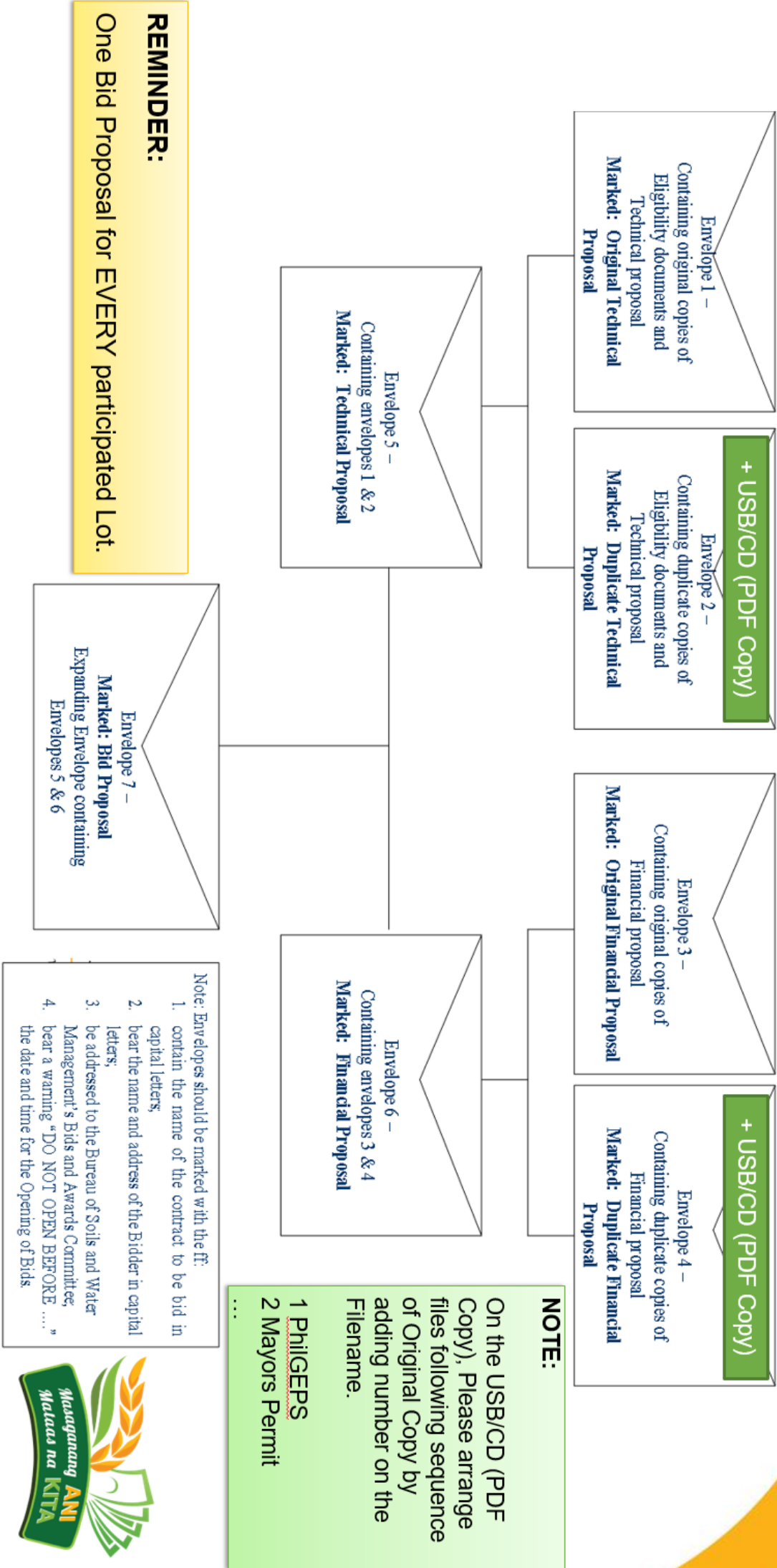
27	Longsleeves Shirt -plain -unisex Color: Apple Green/Seafoam Material: cotton Design: DA-BSWM and DA-NOAP logos Width: 4 inches Height: 2 inches Number of Colors: Multiple Size: S- 20 M- 45 L- 45 XL- 20 2XL- 20	150	pcs	
28	Canvas Tote Bag -thick -with strap Color: navy blue Measurement: 16"x14"x3" Design: DA-BSWM and DA-NOAP logos	400	pcs	
	Coordination with End-user for final design. Final sample shall be provided within 30 calendar days from receipt of NTP.			
29	Compliance with Section VI. Schedule of Requirement			
30	Price Schedule shall be accomplished per line/item			
31	Delivery at BSWM Quezon City			

Name and Signature of Authorized Representative

Company Name

Date Signed

Sealing and Marking of Bid:



Statement of Single Largest Completed Contract similar to the contract to be bid

Business Name : _____
Business Address : _____
Business Contact Nos and Email Address: _____

Name of Contract/Projects	a. Owner's Name b. Address c. Telephone Nos.	Definition/Description of the similar contract	Bidder's Role		a. Contract Date b. Contract Period c. Contract Amount	a. Date Awarded b. Date Started c. Date of Completion
			Description	%		
<u>Government / Private</u>						

Note: The value is adjusted to the current prices using the Philippine Statistics Authority consumer price indices, when necessary;

Note: This statement shall be supported with end user's acceptance or official receipt(s) or sales invoice issued for the contract

Signature over Printed Name
[title or other appropriate designation]
[date of signing]

Statement of All Ongoing Government & Private Construction Contracts including contracts awarded but not yet started

Business Name : _____
 Business Address : _____
 Business Contact Nos and Email Address: _____

Name of Contract/Projects	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Bidder's Role		a. Contract Date b. Contract Period c. Contract Amount	% of Accomplishment		Value of Outstanding Contracts	Date of Delivery, if applicable
			Description	%		Planned	Actual		
<u>Government / Private</u>									

Note: This statement shall be supported with Notice of Award.

 Signature over Printed Name
[title or other appropriate designation]
 [date of signing]

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).
- ii. If there is no ongoing contract including awarded but not yet started as of the aforementioned period, state none or equivalent term.
- iii. Amount or value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid. 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).