



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS
Port Area, Manila

Bids and Awards Committee

SUPPLEMENTAL/BID BULLETIN

ADDENDUM NO. 1

(LEASE OF PHOTOCOPYING MACHINES WITH MULTI-FUNCTIONAL DEVICE FOR
CY 2014 TO 2015)

This Addendum No. 1 dated July 24, 2014 is issued to clarify, modify or amend items in the Bid Documents. This shall form an integral part of the Bid Documents.

ISSUE	CLARIFICATION/AMENDMENTS
A. Authority of the signatory	➤ Submit a notarized affidavit of authority of the signatory as part of the Technical Documents
B. Item 29.2 (d) Section III. Bid Data Sheet 2012 Income Tax Return with Proof of Payment	➤ Submit CY 2012 and 2013 Income Tax Returns with Audited Financial Statement
C. Bid Security	➤ The bid security shall be either in the following forms and amount: 1. <i>Php 120,000.00 (2% of ABC)</i> , if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; 2. <i>Php 300,000.00 (5% of ABC)</i> if bid security is in Surety Bond certified by the Insurance Commission as authorized to issue such security; 3. Bid Securing Declaration and either of the above Items 1 or 2.
D. Tax Clearance Certificate	➤ Submit the Tax Clearance Certificate as part of the Technical Documents

E. Section VII. Technical Specifications	➤ See attached revised Section VII. Technical Specifications
F. Bid Form	➤ See attached revised Bid Form

Reminders:

- Submission of bids will be on or before August 4, 2014 at 10:00 A.M.
- Bidders shall sign and initial all pages of the bid.

For guidance and information of all concerned.


ARTURO M. LACHICA, CESO II
Deputy Commissioner
Chairperson, BOC-BAC

3	PDL: PCL5e/c, PCL XL, PostScript 3	
4	Protocol: TCP/IP, IPX/SPX (NDS support), SMB (Net BEU), LPD, IPP1.1, SNMP, HTTP	
5	OS Support: Windows 7, XP, 32, 64 bit (upgradable to windows 8)	
6	Fonts: Manufacturer's Standard	
7	Interface: 10 BASE -T/100 BASE-TX/1000 BASE-T	
8	Transmission Speed: Approx. 3 seconds	
Others:		
1	One (1) On-call technician to repair defective machines. Response time shall be within four (4) hours from verbal or written notification. Machines that cannot be repaired within 24 hours shall be replaced with a new unit.	
2	Total billing charges is computed by multiplying the actual total number of copies reproduced less 2% spoilage and test copies by the rental rate.	

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder

Signature over Printed Name of Representative

Date

Section VII. Technical Specifications

Item	Specification	Statement of Compliance (either "comply" or "not comply")
General:		
1	Rental of remanufactured or brand new (year 2010 onwards) paper copier with Multi-functional device (configuration) (Copier, Printer and Scanner) Digital Type, automatic electronic sorter and feeder and back to back feature	
2	Model (with LCD display, user friendly and with capability to deliver clear high quality copies)	
3	Warm up time is 2 minutes	
4	Fixing: heated roller fixing	
5	Density Control: Automatic and Manual	
6	Paper Supply and Tray: 500 sheets/tray, minimum of 3 trays plus 1 by-pass tray	
7	Memory Capacity: 1 GB	
8	Indicate the locking mechanism of the units to be supplied i.e. manual key lock, coding pin lock, etc.	
9	The units to be supplied should be in existence for only four (4) years or less from the manufacturing date as of the date of submission/opening of bids. The maximum number of meter reading is 500,000 per unit.	
Copier Specifications:		
1	Copy speed 40-50 copies/minutes	
2	Continuous copying – 1-999 copies	
3	Copy paper size: A3-A5R and 11" x 17"	
4	Maximum original size: A3	
5	Reduction/Enlargement: 25% to 400%	
6	Copy paper: regular or special paper (transparencies)	
Scanner Specifications:		
1	Interface: 10 base-T/100 Base-TX/1000 Base-T	
2	Driver: TWAIN Driver, HDD TWAIN Driver	
3	Protocol: TCP/IP (FTP, SMB, SMT P)	
4	Speed: Black – 50/50 opm (300dpi)	
5	Size: Max. A3	
6	Output Format: TIFF, PDF, compact PDF, JPEG	
7	Resolution: Push-200 to 600dpi; Pull-100 to 600 dpi	
Printer Specifications:		
1	HDD: 60 GB (shared with the Copier)	
2	Print Resolution: 1,800 dpi x 600 dpi or equivalent	

Bid Form

(Use bidder's letter head)

Date: _____

The Chairperson

Bureau of Customs
Bids and Awards Committee
Port Area, Manila

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said Bidding Documents for the sum of *[total Bid amount in words and figures]* or such other sums as may be ascertained herewith.

Unit	Particulars	Cost
71	For a minimum of 500,000 copies per month	
	Cost per Copy =	
	500,000 x cost per copy =	
	VAT (12%) =	
	Total (Inclusive of VAT) per month	
	Grand Total Cost for 16 months	
Total Amount in Words:		

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in **BDS** provision for **ITB** Clause 18.2 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the lowest or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements as per **ITB** Clause 5 of the Bidding Documents.

Dated this _____ day of _____ 20_____.

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____