



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS

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BIDS AND AWARDS COMMITTEE

SUPPLEMENTAL/BID BULLETIN

ADDENDUM NO. 1

SUPPLY AND DELIVERY OF DESKTOPS FOR THE BUREAU OF CUSTOMS

This Addendum No. 1 dated 09 December 2024 is issued to clarify, modify or amend items in the Bid Documents. This shall form an integral part of the Bid Documents.

ISSUES	CLARIFICATION/AMENDMENTS
<p><u>Section II. Instruction to Bidders</u></p> <p>7. Subcontracts</p> <p>7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.</p> <p>The Procuring Entity has prescribed that:</p> <p>a. Subcontracting is not allowed.</p> <p>7.2. Subcontracting of any portion of the Project does not relieve the Supplier of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Supplier's own acts, defaults, or negligence, or those of its agents, servants, or workmen.</p>	<p><u>Section II. Instruction to Bidders</u></p> <p>7. Subcontracts</p> <p>7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.</p> <p>The Procuring Entity has prescribed that:</p> <p>b. Subcontracting is not allowed.</p> <p>7.2. Subcontracting of any portion of the Project does not relieve the Supplier of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Supplier's own acts, defaults, or negligence, or those of its agents, servants, or workmen.</p>
<p>20. Post-Qualification</p> <p>20.1. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid,</p>	<p>20. Post-Qualification</p> <p>20.1. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid,</p>



that it is one of the eligible bidders who have submitted bids that are found to be technically and financially compliant,}the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the BDS. The LCB shall likewise submit the required documents for final Post Qualification.}

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Section III. Bid Data Sheet

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ITB Clause	
5.3	<p>The bidder must have completed five (5) years prior to December 17, 2024, single contract that is similar to the project at hand and whose value must be at least fifty percent (50%) of the ABC to be bid.</p> <p>Bidders must include in their Bid a photocopy of Single Largest Completed Contract, Notice of Award (NOA), Notice to Proceed (NTP), Technical Inspection and Acceptance Committee (TIAC) Report or Certificate of Final Acceptance Report or equivalent in the Private Sector.</p> <p>Failure to submit a copy of Single Largest Completed Contract with proof of Completion or a failure against the veracity of such shall be a ground for disqualification of the bidder for award and forfeiture of the bid security.</p> <p>For this purpose, similar contract shall refer to “Supply and Delivery of IT Equipment that includes desktop and laptops”</p>
20.1	<p>Within a non-extendible period of five (5) calendar days from receipt by the Bidder and/or authorized representative of the notice from the BAC that it submitted the Single/Lowest Calculated Bid, the Bidder shall submit the following documents:</p>

ITB Clause	
5.3	<p>The bidder must have completed five (5) years prior to December 17, 2024, single contract that is similar to the project at hand and whose value must be at least fifty percent (50%) of the ABC to be bid.</p> <p>Bidders must include in their Bid a photocopy of the following documents:</p> <ol style="list-style-type: none"> 1. Single Largest Completed Contract 2. For government projects; <ol style="list-style-type: none"> a. Notice of Award (NOA) b. Notice to Proceed (NTP); and c. Technical Inspection and Acceptance Committee (TIAC) Report or Certificate of Final Acceptance Report. 3. For projects with the private sector, proof of completed contract such as but not limited to Purchase Order, Sales Invoice, Delivery Receipts or any other equivalent/relevant document.
	<p>Failure to submit a copy of Single Largest Completed Contract with proof of Completion or a failure against the veracity of such shall be a ground for disqualification of the</p>



	<ol style="list-style-type: none"> 1. Manufacturer's certificate that the proposed brand of laptops (notebooks) is an international brand that is sold and marketed continuously in the Philippines for the last 10 years; 2. Certificate of Completion and Acceptance with a rating of at least "Satisfactory", issued by the bidder's Single Largest Completed Contract; 3. Valid and Current Certificate of Distributorship / Dealership / Resellership of the items being offered, issued by the principal or manufacturer; 4. Brochure / Technical Data Sheet or equivalent document; 5. Latest Income Tax Return and business Tax Return with proof of payment (filed and paid through Bureau of Internal Revenue (BIR) Electronic Filing and Payment System (eFS); 6. VAT Returns (Form 2550M and 2550Q) or Percentage Tax Returns (2551M) with proof of payment covering the last 2 quarters; 7. Latest Audited Financial Statement duly received by Security and Exchange Commission (SEC) and BIR; and 8. Updated Mayor's Permit, Tax Clearance and Department of Trade and Industry or SEC Registration. 		<p>bidder for award and forfeiture of the bid security.</p> <p>For this purpose, similar contract shall refer to "Supply and Delivery of IT Equipment that includes desktop or and-laptops"</p>
		20.1	<p>Within a non-extendible period of five (5) calendar days from receipt by the Bidder and/or authorized representative of the notice from the BAC that it submitted the Single/Lowest Calculated Bid, the Bidder shall submit the following documents:</p> <ol style="list-style-type: none"> 1. A. In case the SUPPLIER/CONTRACTOR is the Manufacturer, submit any documentary proof issued by a reputable third party agency that the proposed brand of laptop is an international brand that is sold in the Philippines and marketed continuously in the Philippines for the last ten (10) years. <ol style="list-style-type: none"> b. Provided, in case the SUPPLIER/CONTRACTOR is a Distributor/Dealer, the required proof mentioned in 1.a should be accompanied by a current Certificate of Distributorship or a Distributorship Agreement. c. Provided further, in case the SUPPLIER/CONTRACTOR is a Reseller, the documentary proof in 1.a, the documentary proof must be supported by a current certificate of distributorship or distributorship agreement issued by the Manufacturer to the reseller's distributor, and current proof that the SUPPLIER/CONTRACTOR is authorized to resell the items. 2. Certificate of Completion and Acceptance with a rating of at least "Satisfactory", issued by



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	<p>the bidder's Single Largest Completed Contract;</p> <ol style="list-style-type: none"> 3. Manufacturers official Brochure / Technical Data Sheet or equivalent document; 4. Latest Income Tax Return and business Tax Return with proof of payment (filed and paid through Bureau of Internal Revenue (BIR) Electronic Filing and Payment System (eFS)); 5. VAT Returns (Form 2550Q) with proof of payment covering the last 2 quarters prior to the submission of bid, or incase of Percentage Tax Returns (2551M) with proof of payment covering the last 6 months prior to the submission of bid; 6. Latest Audited Financial Statement duly received by Security and Exchange Commission (SEC) and BIR; and 7. Updated Mayor's Permit, Tax Clearance and Department of Trade and Industry or SEC Registration.
<p><u>Section VI. Schedule of Requirements</u></p>	<p><u>Section VI. Schedule of Requirements</u></p> <p><u>Please see attached Revised Schedule of Requirements</u></p>
<p><u>Section VII. Technical Specification</u></p> <ul style="list-style-type: none"> • Operating System: Windows 11 Pro • Others: Keyboard and Mouse 	<p><u>Section VII. Technical Specification</u></p> <ul style="list-style-type: none"> • Operating System: Windows 11 Pro must be embedded in the Basic Input/Output System (BIOS). • Others: Keyboard and Mouse (same brand with the monitor and CPU)
<p>BIDDERS REQUIRMENTENTS</p> <ul style="list-style-type: none"> • The supplier must be operational for at least ten (10) years. • Must provide a certificate of acceptance and contract, to prove that the bidder has an experience in supplying and delivering of IT equipment projects such as but not limited to laptops (notebooks) in government agencies. 	<p>BIDDERS REQUIRMENTENTS</p> <ul style="list-style-type: none"> • The supplier must be operational for at least five (5) years. • Must provide a certificate of acceptance and contract, to prove that the bidder has an experience in supplying and delivering of IT equipment projects such as but not limited to Desktops in government agencies. • The brand offered must have technical



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<ul style="list-style-type: none"> • Must have technical support available 24 x 7. • Must have Authorized Service Centers for laptops (notebooks) in the 3 main island groups of the Philippines, namely Luzon, Visayas, and Mindanao. 	<p>support available 24 x 7. In case the manufacturer provides the technical support, the bidder must execute an undertaking that it shall be the contact person of BOC.</p> <ul style="list-style-type: none"> • The brand offered must have Authorized Service Centers for Desktops in the 3 main island groups of the Philippines, namely Luzon, Visayas, and Mindanao. In case the manufacturer provides the after sales service, the bidder must execute an undertaking that it shall be the contact person of BOC.
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Reminders:

- Submission of bids will be on or before 17 December 2024, 9:30 AM.
- Bids must be properly sealed and signed.
- Late submission will not be accepted.

For guidance and information of all concerned.

EM **ATTY. ERWIN T. MENDOZA**
Chairperson, BAC



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Section VI. Schedule of Requirements

Item	Description	Qty (unit/s)	Delivery Date
1	Supply and Delivery of Desktops for the Bureau of Customs	228	Supply and Delivery within ninety (90) calendar days after receipt of Notice to Proceed to be delivered in General Services Division, Ground Floor, OCOM Building, Bureau of Customs, Gate 3, South Harbor, Port Area, Manila

I hereby commit to comply and deliver the above requirements.

Name of Company (in print)

Signature of Company Authorized Representative

Name & Designation (in print)

Date



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