



SUPPLEMENTAL / BID BULLETIN (SBB) ADDENDUM NO. 01

This SBB Addendum No. 01 dated 29 December 2023, for the Project: “**Procurement of CY 2023 IGI-Funded ICT Equipment Modernization**” is issued to clarify, modify or amend items in the Bidding Documents. Accordingly, this shall form an integral part of said Documents (*Note: For this SBB and a better understanding of its contents, the following rules shall apply: (a) ~~Double Strike out~~ – denotes deletion, and (b) Underline with yellow highlights – implies inclusion or new item/requirement*).

PARTICULARS	CLARIFICATION / AMENDMENT
Based on the Discussion during the Pre-bid Conference and upon confirmation by the Technical Working Group and the End-User Unit conducted last December 29, 2023 @ 10:00 am for this Project, the following are the revisions:	
1. On Technical Specifications under Section VII particularly the Terms and Conditions, pages 22-25 of the PBD, some of the items shall be revise, as follows:	
Terms and Conditions:	
a) All equipment and components should be branded (not cloned, imitation, or assembled) and brand new. The units should be delivered duly packed and sealed by the direct company/manufacturer.	
b) Availability of parts in the local market by a local distributor.	
c) Provision of Technical Data Sheet indicating the brand name and model of item/s.	
d) Provision of Operations and Maintenance Manual of the item/s, if applicable.	
e) The items specified in this Technical Specifications shall be delivered only to the address indicated herein to be received by authorized personnel.	
f) The Supplier shall notify the indicated authorized receiving personnel at the Project Site at the scheduled date of delivery at least three (3) working days in advance, and shall ensure that the authorized receiving personnel of the Purchaser is present during the date and time of delivery. The Receiving Personnel reserves the right to refuse to receive/accept delivered Goods made before 8:00 A.M. or after 5:00 P.M. and non-working days.	
g) The Supplier shall replace any rejected item within fifteen (15) calendar days from receipt of a written notice from the end-user.	
h) Prior to issuing the Certificate of Complete Deliveries, the item’s testing and ceiling must be conducted with the end-users, Inspectorate Team or TWGs. The winning supplier shall provide other unforeseen peripherals and accessories necessary for the equipment in each lot to function and be operational.	
i) After the Testing and Ceiling, the Supplier shall be evaluated and will conform to the end user’s evaluation rating results as a requirement for payment.	
j) <u>1 year</u> –or 3-years warranty of service and device/equipment based on the unit will start after the turn-over and orientation of the end-user. Extended Warranty should apply to big printers. Suppliers may also encourage to include in their bid documents if the other equipment is subjected to extended warranty.	
k) The total price offered/quoted is subject to withholding tax and payable checks.	
l) During or after the delivery, the Supplier shall submit the following requirements: <ol style="list-style-type: none"> 1. Delivery Receipt 2. Supplier’s Sales Invoice 3. Operations and Maintenance Manual 4. Warranty or KSU will deduct 1% on the total value of the items as Retention Money 	
After Sales Requirements:	
m) Under warranty coverage: If unrepairable within 7 days, a free service backup unit (1:1) or service spare part of the same or higher specification must be provided by the supplier until the defective unit/part is considered repaired/replaced.	
n) Monday to Friday, office hours technical support and service.	
o) Capable of providing technical service/assistance within 24 hours OR next business day on-site (NBDOS) service warranty.	



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2. On Checklist of Technical and Financial Documents under Section VIII, pages 27-30 of the PBD, some of the items shall be revised:

Checklist of Technical Documents

ITEM NO.	REQUIREMENTS	PASSED	FAILED
<input type="checkbox"/>	I. Original duly signed revised Omnibus Sworn Statement , with the following supporting paragraphs as follows: <ol style="list-style-type: none"> 1) Signatory is proprietor/duly authorized Representative of bidder. 2) Full power and authority to perform acts or represent bidder. 3) Not “blacklisted” or barred from bidding 4) Each document is authentic copy of original, complete, and correct. 5) Authorizing Head of Procuring Entity to verify all documents submitted. 6) Not related to HOPE, BAC, TWG, Secretariat, PMO/IU, within 3rd civil degree. 7) Complies with existing labor laws and standards. 8) Aware of and undertaken responsibilities as a bidder. 9) Did not give any commission, amount, fee, or consideration. 10) Failure to perform or deliver any of the obligations and undertakings in the Contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code. 		
<input type="checkbox"/>	i.1. if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder (<i>Authority of the signatory</i>)		
<input type="checkbox"/>	i.2. Integrity Pledge of KSU Service Provider with the attached ID of AMO with three specimen signatures and		

- NOTE:**
1. Any missing, incomplete, or patently insufficient document in the above-mentioned Checklist is a ground for outright rejection (non-complying) of the bid.
 2. For hassle-free and easier bid evaluation, the Technical and Financial Envelopes ~~are preferably~~ **must be** soft bounded and with Ear-Tabbing for each Checklist. Ring bounded is discouraged.
 3. All the documents per item should be provided with Ear-Tabbing from Letter A to P as indicated above; for those documents that are not applicable, the prospective bidders shall still provide pages and tabbings and indicate “NOT APPLICABLE” thereat.

CHECKED BY:
 BAC MEMBER's/TWG's Name and Signature: _____
 DATE AND TIME OF EVALUATION: _____

REMARKS: Eligible/ Passed
 Non-Eligible/ Failed

Checklist of Financial Documents

Name of Project	: PROCUREMENT OF CY 2023 IGI-FUNDED ICT EQUIPMENT MODERNIZATION
Approved Budget for the Contract	: Php 5,530,885.00
Name of Bidder	: _____



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Address of Bidder : _____

ITEM NO.	REQUIREMENTS	PASSED	FAILED
FINANCIAL COMPONENT ENVELOPE			
<input type="checkbox"/>	A. Original of duly signed and accomplished Financial Bid Form; and		
<input type="checkbox"/>	B. Original of duly signed and accomplished Price Schedule(s)		
<input type="checkbox"/>	C. Technical Data Sheet of Items		

NOTE:

1. Any missing, incomplete, or patently insufficient document in the above-mentioned Checklist is a ground for outright rejection (non-complying) of the bid.
2. For hassle-free and easier bid evaluation, the Technical and Financial Envelopes **must be** ~~are preferably~~ soft bound~~ed~~ and with Ear-Tabbing for each Checklist. Ring bound~~ed~~ is discouraged.
3. **Each and every page of the Documents comprising the Financial Proposal 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.

CHECKED BY:

BAC MEMBER's/TWG's Name and Signature: _____

DATE AND TIME OF EVALUATION: _____

REMARKS:

- Complying
- Non-Complying

For guidance and information of all concerned.

(Sgd.)

ROMUALDO U. WACAS, PhD

BAC Chairperson

Date Issued: **December 29, 2023**

Copy furnished: **Prospective Bidders**