



REPUBLIC OF THE PHILIPPINES
PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE
Tanggapang Pampanguluhan sa Operasyong Pangkomunikasyon
Malacañang, Manila

SUPPLEMENTAL/BID BULLETIN No. 1

21 June 2021

PROCUREMENT OF COMMON USE SUPPLIES AND EQUIPMENT
(General Office Supplies, Printer Inks and Toners)
(Procurement/Contract No. 2021-PCOO-I-007)

Please be informed of the following revisions in the **Invitation to Bid** for the above-cited procurement:

All changes in Items 10(c) and 10(d) of Section I. Invitation to Bid are indicated in **red**:

| ORIGINAL TEXT | AMENDED TEXT |
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| Section I. Invitation to Bid. Item 10: | |
| <p>10. Prospective bidders are requested to organize and submit their Bids electronically in accordance with the PCOO-BAC Amended Online Guidelines and suppliers are hereby reminded, as follows:</p> <p>a) The submission of the Legal and Technical Documents (First Envelope) and Financial Documents (Second Envelope) shall be in a password-protected ZIP folder and PDF file;</p> <p>b) There shall be four (4) different passwords required: one (1) unique password for the ZIP folder of First Envelope; one (1) unique password for the PDF file under the ZIP folder of First Envelope; one (1) unique password for the ZIP folder of the Second Envelope; and one (1) unique password for the PDF file under the ZIP folder of the Second Envelope;</p> <p>c) The password-protected PDF file in the First Envelope shall contain the scanned original copy of the Legal and Technical documents. The said PDF file shall be assigned the file name, "PCOO Bidding No. 2021-PCOO-I-007; (Name of Bidder); Legal and Technical Documents." There should be one (1) unique password for each PDF file, respectively;</p> <p>d) The password-protected PDF file in the Second Envelope shall contain the scanned original copy of the Financial documents. Such PDF file shall be assigned the file name "PCOO Bidding No. 2021-PCOO-I-007; (Name of Bidder); Financial Documents." There should be one (1) unique password for each PDF file, respectively; and</p> | <p>10. Prospective bidders are requested to organize and submit their Bids electronically in accordance with the PCOO-BAC Amended Online Guidelines and suppliers are hereby reminded, as follows:</p> <p>a) The submission of the Legal and Technical Documents (First Envelope) and Financial Documents (Second Envelope) shall be in a password-protected ZIP folder and PDF file;</p> <p>b) There shall be four (4) different passwords required: one (1) unique password for the ZIP folder of First Envelope; one (1) unique password for the PDF file under the ZIP folder of First Envelope; one (1) unique password for the ZIP folder of the Second Envelope; and one (1) unique password for the PDF file under the ZIP folder of the Second Envelope;</p> <p>c) The password-protected PDF file in the First Envelope shall contain the scanned original copy of the consolidated Legal and Technical documents. Said PDF file shall be assigned the file name, "PCOO Bidding No. 2021-PCOO-I-007; (Name of Bidder); Legal and Technical Documents." There should be one (1) unique password for this PDF file;</p> <p>d) The password-protected PDF file in the Second Envelope shall contain the scanned original copy of the consolidated Financial documents. Said PDF file shall be assigned the file name "PCOO Bidding No. 2021-PCOO-I-007; (Name of Bidder); Financial Documents." There should be one (1) unique password for this PDF file; and</p> |

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| <p>e) In any case where the files to be submitted exceed the size limit of the e-mail, the bidder may submit their bid via separate e-mails, provided, that the subject line for each mail should indicate to which part of the several it corresponds to (i.e., Part 1 of Legal and Technical Documents, Part 2 of Legal and Technical Documents, etc.). One set of passwords for the said components may be allowed in case of splitting, provided that the passwords for the Eligibility Requirements are separate and distinct from the Financial Requirements.</p> | <p>e) In any case where the files to be submitted exceed the size limit of the e-mail, the bidder may submit their bid via separate e-mails, provided, that the subject line for each mail should indicate to which part of the several it corresponds to (i.e., Part 1 of Legal and Technical Documents, Part 2 of Legal and Technical Documents, etc.). One set of passwords for the said components may be allowed in case of splitting, provided that the passwords for the Eligibility Requirements are separate and distinct from the Financial Requirements.</p> |
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Pursuant to Section 22.5 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, this Supplemental/Bid Bulletin is issued for the information and guidance of all prospective bidders and shall form an integral part of the Bidding Documents issued for said project.

Should you have further concerns, you may contact the BAC Secretariat through the details below:

Atty. MARK WAYNE E. EUBANK
 Head, Bids and Awards Committee Secretariat
 Presidential Communications Operations Office
 Basement Level, New Executive Building
 Malacañang Complex, Manila
 Telefax No: (+632) 935-248-1213
 Email: bacl@pco.gov.ph
 Website: <https://pcoo.gov.ph>

For information and guidance.

(ORIGINAL SIGNED)
ASec. OMAR V. ROMERO
 Chairperson, Bids and Awards Committee - I

CERTIFICATION

The revisions in the Invitation to Bid for this project are hereby approved by the End-User unit:

(ORIGINAL SIGNED)
JOY MARIE P. PALOMA
 End-User Representative

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| <p>Prepared by:</p> <p>(ORIGINAL SIGNED) CLARISSE S. SANTIAGO Admin Officer, BAC Secretariat</p> | <p>Prepared by:</p> <p>(ORIGINAL SIGNED) KIN ANDREA D. DEMAISIP Admin Officer, BAC Secretariat</p> | <p>Approved for release by:</p> <p>(ORIGINAL SIGNED) ATTY. MARK WAYNE E. EUBANK Head, BAC Secretariat</p> |
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