



Head Office: Sen. Gil J. Puyat Avenue corner Makati Avenue, Makati City, Philippines

SUPPLEMENTAL BID BULLETIN NO. 2

06 November 2024

Attention: All prospective bidders for the project

BID REFERENCE NO. G-2024-36: SUPPLY AND DELIVERY OF VARIOUS COLORED BOND PAPERS, MIMEO PAPERS, TEXTURED LAID PAPERS, AND VARIOUS MAILING AND DOCUMENT ENVELOPES FOR THE DEVELOPMENT BANK OF THE PHILIPPINES - REBID (ABC: PhP 2,188,750.00 inclusive of all applicable taxes)

Please be informed of the following:

1. The schedule for the submission and opening of bids shall proceed as follows:

ACTIVITY	DATE AND TIME (Per Supplemental Bid Bulletin No. 1 dated 28 October 2024)	VENUE	
Deadline for the Submission of Eligibility, Technical, and Financial Proposals	13 November 2024 (Wednesday) On or before 8:30 AM*	6/F BAC Secretariat, DBP Head Office, Makati City	
Opening of Eligibility, Technical, and Financial Proposals	13 November 2024 (Wednesday) 9:00 AM	12/F Suite 5, DBP Head Office, Makati City and via Zoom Meeting	

^{*}Late submissions shall not be accepted

Please refer to Section III. Bid Data Sheet (BDS) of the Philippine Bidding Documents for the
detailed procedure and options for the payment of bidding documents and the submission
of bids. As indicated in the Invitation to Bid, bidders must settle the required payment for the
bidding documents before the deadline of the submission and receipt of bids.

Additionally, bidders are encouraged to submit their bid proposals at least one day prior to the deadline to avoid late submissions. Bidders may attend the bid opening through Zoom Meeting app.







3. Replies to queries of the bidders:

QUERY/CONCERN	CLARIFICATIO	N
Would you allow deviation on the color of the colored papers?	Yes. A slight deviation from the current-colored papers being us acceptable. Prospective bidders are welco representatives to get sample papers from the Procuremer Management Department (PIMI Head Office, Makati City, during Monday to Friday.	ome to send their es of the colored nt and Inventory D) 6th Floor, DBP
Whal is the size of the logo?	The sizes of DBP and Bagong P logo are as follows:	Pilipinas name and
	Particulars	Sizes
	Envelope, Mailing with Window (Exhibit 1)	1" x 1"
	Envelope, Carpeta Bid Brown (Exhibit 2)	1 5/8" x 1 5/8"
	Envelope, Carpeta Small Brown (Exhibit 3)	1 5/8" x 1 5/8"
	Kindly refer to the Revised Form Technical Specifications and Re and 3 as attached in this Suppler No. 2 dated 6 November 2024.	vised Exhibits 1, 2
	A digital file of the DBP and I name and logo will be provided ubidder.	
What are the sizes of the colored papers?	The size of the colored papers is	<u>A4.</u>
	Kindly refer to the Revised Form Technical Specifications as Supplemental Bid Bulletin No. 2 2024.	attached in this
Lot 1 - Mimeo Paper, A4 (Whitewove)	The required GSM for the Mimed wove) under Lot 1 is 70 GSM.	Paper, A4 (White
We would like to know specifically if your requirement is 63gsm or 70gsm?	Kindly refer to the Revised Form Technical Specifications and Reattached in this Supplemental dated 6 November 2024.	evised Annex A as

QUERY/CONCERN	CLARIFICATION					
The wrapper of our colored bond is plastic, will this be in conflict with your green procurement program?	Yes. Packaging/wrapping shall be made of kraft/recycled materials/white book paper.					
	Kindly refer to the Revised Form 9 for the Revised Technical Specifications as attached in this Supplemental Bid Bulletin No. 2 dated 6 November 2024.					

4. Revision on the <u>Technical Specifications</u>:

(Please see REVISED FORM 9 for the Revised Technical Specifications attached in this

		FRO	M	ТО						
II. Technical Specifications				II. Technical Specifications						
LOT 1				L	OT 1					
Paper, Mimeo A-4	1,000 reams	 Wh Size Plai 	ite wove 2: 8:25" x 11:75", (A-4) in 0 sheets/ream	F	aper, Mimeo A	4 1,000 ream		x 11.75",	-	
						-	5 1:			
II. Technical S LOT 2	specification	ons			Technical	Speci	fications			
Item	Qu	antity	Specifications		Rem	Quantity	Specifications	Unit Price per ream/pc.	Total Amount	
Envelope, Ma with Window	ling, 250,0	00 pcs.	Window envelope 9 %" K 4 1/s" – actual size Book paper #60 (90GSM) min With plastic acetate for worldow		Envelope, Mailing, with Window	250,000 pcs.	Window envelope 9 %* K.4 */s* – actual size Book paper #60 (90GSM) min With plastic acetate for window 4 cross print – with printing	3.75	937.500.0	

	Item	Quantity	Specifications
	Envelope, Mailing, with Window	250,000 pcs.	Window envelope 9 %" K 4 1/s" – actual size 8 ook paper #60 (90GSM) min With plastic acetate for window 4 colors print—with printing of DBP/Bagong Pilipinas-provided name and logo (Exhibit 1) 500 pieces per box
LOT 2	Envelope, Carpeta Big Brown	5,000 pts	Brown Carpeta For legal size documents Size: 10" × 15" – actual size Kraft/Recycled paper I color print (black) with printing of DBP/Bagong Pilipinas provided name and logo (Exhibit 2) Soo pieces per box
	Envelope, Carpeta Small Brown	5,000 pcs	Brown Carpeta For A4 size documents Size 37:12 % — actual size Kraft/Recycled paper I color print (black) with printing of OBP/Bagong Pilipinas provided name and logo (Exhibit 3) SOO pieces per box

	tem	Quantity	Specifications	Unit Price per ream/pc.	Total Amount
	Envelope, Mailing, with Window	250,000 pcs.	Window envelope Win X 4 / x* - actual size Book paper 60 (SOSSM) min With plastic acetate for window 4 colors print - with printing of 1" xx1" size 080 (Regions repleas provided name and sign (Earhiet). 500 pieces per box	3.75	937,500,00
LOT 2	Envelope, Carpeta Big Brown	5,000 pes	Brown Carpets For legal size documents Size: 10" x 15" – actual size Kraft/Recycled paper Loser print (Stazi) with printing of 15-36" EL 5-35" size BET/Recycled name and logo (Exhibit 2) 500 preces per box 500 preces per box	11.99	55,000,00
	Envelope. Carpeta Small Brown	5,000 prs	Brown Carpeta For A4 size documents Size: 9°12 8" — actual size Kraft/Recycled paper Color print (black) with printing of £568" ££56" size (8675apoing fillohib) provided name and logo (Exhibit 8) S00 pleces per box S00 pleces per box	625	31,250.00
				OT 2 TOTAL	P 1.023,750.00

FI	ROM	ТО
To add		V. Packaging 1. Lots 1 & 3: Five Hundred (500) sheets per ream, each ream shall be wrapped using kraft/white book paper. 2. Lot 2: Five Hundred (500) pieces per box, the box shall be made from recycled materials.

Revised Bidding Form:

(Please see REVISED FORM 9 for the Revised Technical Specifications attached in this Supplemental Bid Bulletin No. 2 dated 6 November 2024)

FROM	TO
FORM 9	REVISED FORM 9
Technical Specifications	Revised Technical Specifications
Annex A of FORM 9	REVISED ANNEX A OF REVISED FORM 9
Certification of Paper Stock	Revised Certification of Paper Stock

6. Revision on the Checklist of Requirements:
(Please see REVISED CHECKLIST OF REQUIREMENTS attached in this Supplemental Bid Bulletin No. 2 dated 6 November 2024)

FROM	TO
TAB 10	TAB 10
Accomplished/conformed Technical Specifications per FORM 9, duly signed by the bidder's authorized representative.	FORM 9 (attached in the Supplemental Bid Bulletin No. 2 dated 6 November 2024), duly
Bidders must state either "Comply" or "Not Comply" on each page of the Technical Specifications AND	signed by the bidder's authorized representative.
must state their conformance/sign on each page.	
	Bidders must state either "Comply" or "Not
	Comply" on each page of the Technical
	Specifications AND sign on each page as
	conformance.

- Bidders are reminded to use REVISED FORM 9 for the Revised Technical Specifications as attached in this Supplemental Bid Bulletin No. 2 dated 6 November 2024 and submit together with ALL other required documents for the Submission and Opening of Eligibility, Technical, and Financial Documents.
- Bidders are also reminded to use as guide/reference in preparing their Bidding Documents the Revised Checklist of Requirements attached in this Supplemental Bid Bulletin No. 2 dated 6 November 2024.

page 4 of 19

- The Eligibility, Technical, and Financial Documents <u>must be properly tabbed</u> for easy reference and must be submitted in sequence/order per Checklist of Requirements.
- 10. The BAC shall no longer entertain any question/request for clarification after the issuance of this Bid Bulletin.
- 11. Please be advised that bids submitted after the deadline shall only be marked for recording purposes, shall not be included in the opening of bids, and shall be returned to the bidder unopened.

For the guidance and information of all concerned.

(SIGNED)

Senior Vice President, and Chairperson, DBP Bids and Awards Committee

REVISED FORM 9 (page 1 of 7)

TE	Bidder's			
Please put a check mark on the lot being bid	Lot No.	Particulars	ABC (in PhP) inclusive of taxes	Statement of Compliance Bidders must
	1	Various Colored and Mimeo Papers	985,000.00	state here either "Comply" or
	2	Various Envelopes	1,023,750.00	"Not Comply"
	3	Textured Laid Papers	180,000.00	real comply

Development Bank of the Philippines (DBP)

REVISED TERMS OF REFERENCE

Mode of Procurement - Public Bidding

Supply and Delivery of Various Colored Bond Papers, Mimeo and Textured Laid Papers and Various Mailing and Document Envelopes - Rebid

I. Approved Budget for the Contract (ABC): Two Million One Hundred Eighty-Eight Thousand Seven Hundred Fifty Pesos <u>P2,188,750.00</u> (Inclusive of VAT and other applicable taxes)

II. Technical Specifications:

Conforme:

	Item	Quantity	Specifications	Unit Price per ream/pc.	Total Amount
	Paper, Bond, A-4, Green, Subs. 16	100 reams	 Green Bond Paper (Color Code: HEX-C1E1C1; RGB-128,128,0) 56 GSM Size: 8.25" x 11.75" (A4) 500 sheets/ream 	₽175.00	P 17,500.00
	Paper, Bond, A-4, Pink, Subs. 16	100 reams	 Pink Bond Paper (Color Code: HEX-FFB6C1; RGB-255,182,193) 56 GSM Size: 8.25" x 11.75" (A4) 500 sheets/ream 	175.00	17,500.00
	Paper, bond, A-4, Subs.16 White	500 reams	 White Bond Paper 56 GSM Size: 8.25" x 11.75" (A4) 500 sheets/ream 	120.00	60,000.00
LOT 1	Paper, bond, A-4, Subs.16 Yellow	2,000 reams	Yellow Bond Paper (Color Code: HEX-#FFFAAO; RGB-255,250,160) 56 GSM Size: 8.25" x 11.75" (A4) 500 sheets/ream	175.00	350,000.00
	Paper, Bond, Legal, Subs.16 White	1,000 reams	 White Bond Paper 56 GSM Legal Size 8.5" x 13" 500 sheets/ream 	135.00	135,000.00
	Paper, Bond, Legal, Subs. 16 Yellow	1,000 reams	 Yellow Bond Paper 56 GSM Size: 8.5" x 13" 500 sheets/ream 	195.00	195,000.00
	Paper, Mimeo A-4	1,000 reams	 White wove; 70 GSM Size: 8.25" x 11.75", (A-4) Plain 500 sheets/ream 	165.00	165,000.00
	Newsprint A-4	200 reams	 Newsprint Paper Size: 8.25" x 11.75", (A-4) Plain 480 sheets/ream 	105.00	21,000.00
	Newsprint Legal	200 reams	 Newsprint Paper Size: 8.5" x 14" (Legal) Plain 480 sheets/ream 	120.00	24,000.00
			LC	T 1 TOTAL	985,000.00

Bidder's Company N	lame		
Name & Signature of Authorized	d Representative	SUPPLEMENTAL BID BULLETIN NO. 2	
Designation		ERY OF VARIOUS COLORED BOND PAPERS, MIMEO PAPERS, TEXTURED T ENVELOPES FOR THE DEVELOPMENT BANK OF THE PHILIPPINES - REE P 2,188,750.00 inclusive of all applicable taxes)	
Date		page 6 of 19	

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REVISED FORM 9 (page 2 of 7)

ase put a		CHNIC	AL SPE	CIFICATIONS/REQU	IREMEN	IT	Bidder's Statement of
being b	he lot	Lot No.		Particulars		(in PhP) ve of taxes	Bidders must state here eithe
		1	Variou	s Colored and Mimeo Papers	985	,000.00	"Comply" or
		2		Various Envelopes		3,750.00	"Not Comply"
		3		Textured Laid Papers	180	,000.00	
	nd Delivery et Envelope		Colored Bond	Papers, Mimeo and Textured Laid Pa	apers and Vari	ous Mailing and	
	Item		Quantity	Specifications	Unit Price per ream/pc.	Total Amount	
	nvelope, M vith Windo		250,000 pcs.	Window envelope 9 %" X 4 1/x" — actual size Book paper #60 (90GSM) min With plastic acetate for window 4 colors print - with printing of 1" x 1" size DBP/Bagong Pilipinas-provided name and logo (Exhibit 1) 500 pieces per box	3.75	937,500.00	
	nvelope, Ca ig Brown	rpeta	5,000 pcs.	Brown Carpeta For legal size documents Size: 10" x 15" – actual size Kraft/Recycled paper cloior print (black) with printing of 1 5/8" x 1 5/8" size DBP/Bagong Pilipinas provided name and logo (Exhibit 2) 500 pieces per box	11.00	55,000.00	
	ivelope, Ca nall Brown		5,000 pcs.	Brown Carpeta For A4 size documents Size: 9"x12 %" – actual size Kraff/Recycled paper 1 color print (black) with printing of 1 5/8" x 1 5/8" size DBP/Bagong Pilipinas provided name and logo (Exhibit 3) S00 pieces per box	6.25	31,250.00	
					OT 2 TOTAL	P 1,023,750.00	
	Item		Quantity	Specifications	Unit Price per	Total Amount	
	per, Bond, extured Laid		150 reams	Textured Laid Paper Ultra white, 100GSM (min) Size: 8.25" x 11.75", (A-4) S00 sheets/ream	ream/pc. 1,200.00	180,000.00	
					OT 3 TOTAL	P 180,000.00	
	TOTAL				_		
	TOTAL				P	2,188,750.00	

REVISED FORM 9 (page 3 of 7)

TECHNICAL SPECIFICATIONS/REQUIREMENT				
Please put a check mark on the lot being bid	Lot No.	Particulars	ABC (in PhP) inclusive of taxes	
	1	Various Colored and Mimeo Papers	985,000.00	
	2	Various Envelopes	1,023,750.00	
	3	Textured Laid Papers	180,000.00	

Bidder's Statement of Compliance Bidders must state here either "Comply" or "Not Comply"

Supply and Delivery of Various Colored Bond Papers, Mimeo and Textured Laid Papers and Various Mailing and Document Envelopes - Rebid

Conditions of the Contract:

- The Winning Bidder shall ensure that the items delivered are in accordance with the specifications required by the DBP. DBP has the right to reject delivery if item/s delivered were found to be defective and not in accordance with the required specifications.
- The DBP may terminate/cancel the Purchase Order (PO) when the Supplier fails to deliver, perform and comply with its obligation.
- Delivery Period: Delivery within forty-five (45) calendar days after receipt of Notice to Proceed (NTP).
- Point of Delivery: DBP Building, Basement, Receiving Section of the Inventory Management Unit-Procurement and Inventory Management Department (IMU-PIMD), Sen. Gil J. Puyat Ave. cor. Makati Ave., Makati City.

IV. Testing and Acceptance:

1. Visual and random testing of delivered items:

Lot 1	One (1) ream on all items being offered
Lot 2	One (1) box on all items being offered
Lot 3	One (1) ream on all items being offered

- The result of Grams per Square Meter (GSM) is verified by using the industry specified measurement (dividing the weight of the paper by the number of square meters of the sample sheet using a mini digital platform scale); and
- Manufacturing defects shall be replaced by the Winning Bidder, at no cost to the Bank, within ten (10) CD after receipt of notification of the defects from DBP.

V. Packaging:

- Lots 1 & 3: Five hundred (500) sheets per ream, each ream shall be wrapped using kraft/white book paper.
- 2. Lot 2: Five hundred (500) pieces per box, the box shall be made from recycled materials.

VI. Warranty:

A warranty security shall be required from the Winning Bidder for a minimum period of three (3) months after the acceptance by DBP of the delivered items. The obligation for the warranty shall be covered by at least one percent (1%) of the total amount awarded per lot. The said amount shall only be released after the lapse of the warranty period.

VII. Payment:

- Payment shall be processed after completion of delivery subject to complete documents for payment such as Delivery Receipts, Billing Statement, Statement of Account, as applicable.
- 2. No advance payment shall be made.
- The Winning Bidder must open and maintain an account (Savings or Current) with the DBP for payment purposes.
- Penalty charges equivalent to 1/10 of 1% of the price of undelivered quantity shall be deducted from the payment for every day of delay.

VIII. Requirements for the Bid Opening:

Statement of the Bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid within the last five (5) years, equivalent to at least twenty-five percent (25%) of the ABC of this project. **Definition of "Similar Contract"**, **as follows:**

Colored Bond Papers, Mimeo and	"Supply and Delivery of Various Paper
Textured Laid Paper	Products"
Mailing and Document Envelopes with DBP/Bagong Pilipinas Name and Logo	"Supply and Delivery of Mailing Envelopes/Document Envelopes/Paper Printing Projects"

Conforme:			
Bidder's Company Name			
Name & Signature of Authorized Repr	resentative		
Designation		SUPPLEMENTAL BID BULLETIN NO. 2 LIVERY OF VARIOUS COLORED BOND PAPERS, MIMEO PAPERS, TEXTURED LAI ENT ENVELOPES FOR THE DEVELOPMENT BANK OF THE PHILIPPINES - REBID PhP 2,188,750.00 inclusive of all applicable taxes)	ID PAPERS,
Date		page 8 of 19	

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REVISED FORM 9 (page 4 of 7)

Please put a check	TECHNICAL SPECIFICATIONS/REQUIREMENT					
mark on the lot being bid	Lot No.	Particulars	ABC (in PhP) inclusive of taxes	Statement of Compliance Bidders must state here either		
	1	Various Colored and Mimeo Papers	985,000.00	"Comply" or		
	2	Various Envelopes	1,023,750.00	"Not Comply"		
	3	Textured Laid Papers	180,000.00			
The W fifteen Single/ The V Represe Annex The ite The W street Annex The ite	inning Bidder (15) calenda /Lowest Calcul Vinning Bidder ah. m/s shall be s Pinning Bidder d within fifteen the Single/Low cations.	Colored Bond Papers, Mimeo and Textured Laid Paper is required to provide ten (10) sheets for each or days after receipt of Notice from BAC that ated Bid (SCB/LCB) which must be compliant we er must submit a Certification signed by fying paper stock of 56 GSM / 100 GSM for the subject for actual testing to the printer. Mailing and Document Envelopes with DBP/Bagong Pilipinas Name and Logo is required to provide five (5) printed sam of (15) calendar days after receipt of Notice from erest Calculated Bid (SCB/LCB) which must	items being offered within it the Bidder's bid has the with the specifications. The Supplier/Authorized he textured laid paper. (Per spless for each items being m BAC that the Bidder's bid			
	entative certif	er must submit a Certification signed by fying paper stock of Book Paper #60 (90 GSM)				

Date

SUPPLEMENTAL BID BULLETIN NO. 2

BID REFERENCE NO. 9-2024-36: SUPPLY AND DELIVERY OF VARIOUS COLORED BOND PAPERS, MIMEO PAPERS, TEXTURED LAID PAPERS,
AND VARIOUS MAILING AND DOCUMENT ENVELOPES FOR THE DEVELOPMENT BANK OF THE PHILIPPINES - REBID (ABC: PhP 2,188,750.00 inclusive of all applicable taxes) page 9 of 19

REVISED FORM 9 (page 5 of 7)

	CHNICA	L SPECIFICATIONS/REQUI	KEWENI	Bidder's Statement of
Please put a check mark on the lot being bid	Lot No.	Particulars	ABC (in PhP) inclusive of taxes	Bidders must state here eith
	1	Various Colored and Mimeo Papers	985,000.00	"Comply" or
	2	Various Envelopes	1,023,750.00	"Not Comply"
	3	Textured Laid Papers	180,000.00	
DBP	DBP Station		REVISED EXHIBIT 1	
Confo		BP and Bagong Pllipinas Logo: 1" x 1"		
Bidder's Com	pany Name			
Name & Signature of Aut	horized Represer	ntative		
Design	ation			
		SUPPLEMENTAL BID BULLETIN NO), 2	

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REVISED FORM 9 (page 6 of 7)

	J	L SPECIFICATIONS/REQUI	VEIAIE IA I	Bidder's Statement of
lease put a check mark on the lot being bid	Lot No.	Particulars	ABC (in PhP) inclusive of taxes	Compliance Bidders must state here eith
	1	Various Colored and Mimeo Papers	985,000.00	"Comply" or
	2	Various Envelopes	1,023,750.00	"Not Comply"
	3	Textured Laid Papers	180,000.00	
DBP	DEVIEW CHARLEST RANK OF P Head Office Ban 68 J. Pupel Mahat America. Maked Chr. Pl	Secretary (Secretary)	DEXHIBIT 3	
	forme: ompany Name	d Bagong Pllipinas Logo: 1 5/8" x 1 5		

SUPPLEMENTAL BID BULLETIN NO. 2
ELIVERY OF VARIOUS COLORED BOND PAPERS, MIMEO PAPERS, TEXTURED LAID PAPERS,
MENT ENVELOPES FOR THE DEVELOPMENT BANK OF THE PHILIPPINES - REBID

(ABC: PhP 2,188,750.00 inclusive of all applicable taxes)
page 11 of 19

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REVISED FORM 9 (page 7 of 7)

TECHNICAL SPECIFICATIONS/REQUIREMENT				Bidder's Statement of
Please put a check mark on the lot being bid	mark on the lot Lot No.	Particulars	ABC (in PhP) inclusive of taxes	Compliance Bidders must state here either
	1	Various Colored and Mimeo Papers	985,000.00	"Comply" or
	2	Various Envelopes	1,023,750.00	"Not Comply"
	3	Textured Laid Papers	180,000.00	01.00 ato 35.55 (5.00)



BAGONG PILIPINAS

Conforme:	
Bidder's Company Nam	e
Name & Signature of Authorized Re	presentative
Designation	
Date	

SUPPLEMENTAL BID BULLETIN NO. 2 DELIVERY OF VARIOUS COLORED BOND PAPERS, MIMEO PAPERS, TEXTURED LAID PAPERS, UMENT ENVELOPES FOR THE DEVELOPMENT BANK OF THE PHILIPPINES - REBID

(ABC: PhP 2,188,750.00 inclusive of all applicable taxes) page 12 of 19



REVISED ANNEX A OF REVISED FORM 9

Supply and Delivery of Various Colored Bond Papers, Mimeo and Textured Laid Papers and Various Mailing and Document Envelopes - Rebid

Revised Annex "A"

CERTIFICATION OF PAPER STOCK

(Date)		
The Head Dee		
	curement and Inventory Mai ank of the Philippines	nagement Department
Sen., Gil J. Puy	at Ave. corner Makati Ave.	
Makati City		
I/We,		, in connection with the participation of
	(Supplier's Representative/s)	
		in the procurement for the project, Supply
	ame of Company/Supplier)	
and Delivery of	Various Colored Bond Pape	rs, Mimeo and Textured Laid Papers and Mailing
Document Env	elopes with DBP/Bagong Pilip	inas Name and Logo of the Development Bank of
the Philippines	hereby CERTIFY that the a	ttached sample conforms to the specifications as
required under	Section II of the Technical Spe	ecifications, to wit:
Paper	Requirement: Paper Stock -	56 GSM (for colored bond paper)
		Book paper #60 (for mailing envelopes)
		100 GSM (for textured laid paper)
		70 GSM (for Mimeo Paper - white wove)
		Kraft/Recycled paper (for document envelopes)
		Recycled Materials (Carton box packaging)
	Name and S	Signature of Supplier's Authorized Representative

Name and Signature of Supplier's Authorized Representative

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TEXTURED LAID PAPERS, AND VARIOUS MAILING AND DOCUMENT ENVELOPES FOR THE DEVELOPMENT BANK OF THE PHILIPPINES - REBID Bid Reference No. G-2024-36

TRANSMITTAL FORM

REVISED CHECKLIST OF REQUIREMENTS FOR BIDDERS

Note: Please fill-out this form and submit directly to the BAC Secretariat outside of the sealed envelopes.

	FOR MACHINE STAMP (OFFICIAL TIME) BY THE DBP BAC SECRETARIAT Received:
Complete A	dder:ddress:
_andline:	Email:
Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
LEGAL	ELIGIBILITY DOCUMENTS
	If the bidder is a joint venture (JV):
	a. <u>If bidding as a formed JV</u> : Submit the existing valid, duly accomplished, signed and notarized JV Agreement (JVA). The JVA must specifically indicate among others, the following: the partner company that will represent the JV, the shareholdings of each partner company in the JV (to determine which partner company and its nationality has the controlling majority share), and the share of each partner company in the JV.
	Moreover, please likewise note:
TAB 1	If the JV is incorporated or registered with the relevant government agency, all documents listed in this checklist must be under the JV's name and shall submit the PhilGEPS Certificate of Registration under Platinum Category also under the JV's name.
	2) If the JV is unincorporated, the PhilGEPS Certificate of Registration under Platinum Membership shall be submitted by each of the JV partners, while submission of the technical and financial eligibility documents (Tab 4 onwards) by any one of the JV partners constitutes collective compliance.
	b. If bidding as a JV that is yet to be formed: Submit duly notarized Agreement to Enter into Joint Venture (Template per FORM 1). Please likewise note:
	PhilGEPS Certificate of Registration under Platinum Membership shall be submitted by each of the JV partners, while submission of the technical and financial documents (Tab 4 onwards) by any one of the JV partners constitutes collective compliance. Please refer to FORM 1-A and FORM 1-B for the sample Secretary's Certificate for each of the JV partners.

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AND VARIOUS MAILING AND DOCUMENT ENVELOPES FOR THE DEVELOPMENT BANK OF THE PHILIPPINES - REBID

(ABC: PhP 2,188,750.00 inclusive of all applicable taxes)

page 14 of 19



Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
	Each JV partner must submit its duly notarized Special Power of Attorney or Secretary's Certificate, whichever is applicable, indicating therein the following: 1. The designated/authorized representative who will sign the Joint Venture Agreement (JVA) or the Protocol to Enter into a JVA; 2. That they are duly authorized to participate in the bidding as a JV; 3. The authorized lead company to represent the JV; 4. The person designated as the duly authorized representative of the JV to participate in the bidding, sign the bid proposals/bidding documents, and sign the ensuing contract with DBP. In case a JV partner is a sole proprietor and the proprietor opts to designate a representative, FORM 2-A shall be customized to include provisions such as the authority to sign the Protocol/Undertaking to Enter a JVA.
	Proof of appointment/authority of bidder's representative:
	a. Duly notarized Special Power of Attorney (if the bidder is a sole proprietorship and opts to designate a representative) - Template per FORM 2-A OR
TAB 2	 Duly notarized Secretary's Certificate (if the bidder is a corporation, partnership, cooperative, or joint venture) - Template per FORM 2-B
	In case there are more than one appointed/designated representatives, bidders must tick ONE of the checkboxes provided in the form to identify if acting ANY ONE OF THE SIGNATORIES, ALL OF THE SIGNATORIES, or ANY (NUMBER) OF THE SIGNATORIES.
	FAILURE TO TICK A CHECKBOX SHALL MEAN THAT ALL AUTHORIZED REPRESENTATIVES MUST SIGN THE BIDDING FORMS.
	Valid and current Certificate of PhilGEPS Registration (Platinum Membership), in three (3) pages, including Annex "A" or the List of Class "A" Eligibility Documents required to be uploaded and maintained current and updated in PhilGEPS in accordance with section 8.5.2. of the IRR of RA 9184.
TAB 3	Only the current/updated Certificate of PhilGEPS Registration (Platinum Membership) shall be accepted during the opening of bids. Expired Certificate or any of the eligibility documents listed in Annex "A" shall be a ground for failure of the bidder.
Following	are the related provisions/requirements based on GPPB Resolution 15-2021 dated 14

Following are the related provisions/requirements based on GPPB Resolution 15-2021 dated 14 October 2021 regarding submission of valid/current PhilGEPS Certificate of Registration (Platinum Membership):

LIFT the suspension on the implementation of mandatory submission of the PhilGEPS Certificate
of Registration (Platinum Membership) in Competitive Bidding and Limited Source Bidding, thus,
fully enforcing Sections 8.5.2 and 54.6 of the 2016 revised IRR of RA No. 9184 starting 01 January
2022;

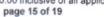
SUPPLEMENTAL BID BULLETIN NO. 2

BID REFERENCE NO. G-2024-36: SUPPLY AND DELIVERY OF VARIOUS COLORED BOND PAPERS, MIMEO PAPERS, TEXTURED LAID PAPERS,

AND VARIOUS MAILING AND DOCUMENT ENVELOPES FOR THE DEVELOPMENT BANK OF THE PHILIPPINES. PERIO

AND VARIOUS MAILING AND DOCUMENT ENVELOPES FOR THE DEVELOPMENT BANK OF THE PHILIPPINES - REBID

(ABC: PhP 2,188,750.00 inclusive of all applicable taxes)





Item

FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)

- AMEND Sections 23.1(a)(ii) and 24.1(a)(ii) of the 2016 revised IRR of RA No. 9184 to reflect that the submission of the recently expired Mayor's Permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit shall be accepted by the PhilGEPS for the purpose of updating the PhilGEPS Certificate of Registration (Platinum Membership) in accordance with Section 8.5.2 of the 2016 revised IRR of RA 9184.

TECHNICAL ELIGIBILITY DOCUMENTS

Statement by the bidder of **ALL** its <u>ongoing</u> government and/or private contracts (<u>including those awarded but not yet started</u>, if any), whether similar or not similar in nature and complexity to the contract to be bid (include all contracts with the DBP for the said period, if any (*Template per FORM 3*), **duly signed by the bidder's authorized representative.**

TAB 4

Note: For bidders who have no ongoing government and/or private contracts, kindly indicate in their statement "NONE" to comply with the requirement. Bidders will be rated "failed" if no document is submitted or if the document submitted is incomplete or patently insufficient (per GPPB NPM 094-2013 dtd. 2013-12-19).

Copies of the NOA, contract, NTP, or equivalent document for each ongoing contract listed in the statement shall be required to be <u>submitted as part of post-qualification</u> of the bidder declared as the Lowest or Single Calculated Bid.

Statement of single largest completed contract of similar nature (government or private contract) within the last five (5) years equivalent to at least twenty-five percent (25%) of the ABC for each lot being bid (*Template per FORM 4*), duly signed by the bidder's authorized representative.

Definition of similar contract for each lot are as follows:

Lot No.	Definition of Similar Contract	
1 & 3	Supply and delivery of various paper products	
2	Supply and delivery of mailing envelopes/ document envelopes/paper printing projects	

TAB 5

The identified single largest completed contract must be supported by the following:

a) Notice of Award (NOA), OR Notice to Proceed (NTP), OR Contract, OR Purchase Order (PO)

AND

- b) Any one of the following documents:
 - Copy of Certificate of Completion or Certificate of Acceptance or Certificate of Satisfactory Performance issued by the bidder's client. OR
 - Copy of Official Receipt/s or Sales Invoice/s issued by the bidder to the client (ORs/SIs must sum up to the full amount of total contract price of completed project).

FINANCIAL ELIGIBILITY DOCUMENTS

TAB 6 Completely accomplished computation of Net Financial Contracting Capacity (NFCC) which must be at least equal to the ABC (*Template per FORM 5*), duly

SUPPLEMENTAL BID BULLETIN NO. 2

BID REFERENCE NO. G-2024-36: SUPPLY AND DELIVERY OF VARIOUS COLORED BOND PAPERS, MIMEO PAPERS, TEXTURED LAID PAPERS,
AND VARIOUS MAILING AND DOCUMENT ENVELOPES FOR THE DEVELOPMENT BANK OF THE PHILIPPINES - REBID

(ABC: PhP 2,188,750.00 inclusive of all applicable taxes)
page 16 of 19



Item

FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)

signed by the bidder's authorized representative.

- The values of the bidder's current assets and current liabilities shall be based on the AFS for CY 2023.
- 2) The value of the NFCC must at least be equal to the ABC of this project.

In case of Joint Venture, the partner responsible to submit the NFCC shall likewise submit the Statement of all its ongoing contracts and the Latest Audited Financial Statements.

If the prospective bidder opts to submit a committed Line of Credit, it must be at least equal to ten percent (10%) of the ABC to be bid. If issued by a foreign universal or commercial bank, it shall be confirmed or authenticated by a local universal or commercial bank.

TECHNICAL COMPONENT

Original Bid Security issued in favor of the Development Bank of the Philippines (must be valid for at least 120 calendar days from the date of bid opening); **any one of the following is acceptable:**

- Cashier's/manager's check issued by a Universal or Commercial Bank (at least 2% of ABC);
- Bank draft/guarantee or irrevocable letter of credit issued by a Universal bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank (at least 2%of ABC);
- c. Surety bond callable upon demand issued by a surety or insurance company (at least 5% of ABC) and <u>a copy of certificate issued by the Insurance Commission certifying that the surety or insurance company is authorized to issue a surety bond;</u>

TAB 7

d. Duly notarized Bid Securing Declaration (*Template per FORM 6*) duly signed by the bidder's authorized representative.

Lot No.	Approved Budget for the Contract (ABC)	Cashier's/manager's check, Bank draft/guarantee or irrevocable letter of credit (2% of ABC)	Surety Bond (5% of ABC)	Bid Securing Declaration	
1	985,000.00	19,700.00	49,250.00	No required percentage	
2	1,023,750.00	20,475.00	51,187.50		
3	180,000.00	3,600.00	9,000.00		

The Bid Securing Declaration mentioned above is an undertaking which states, among others, that the bidder shall enter into contract with the Procuring Entity and furnish the performance security required under ITB Clause 31, within ten (10) calendar days from receipt of the Notice of Award, and commits to pay the corresponding amount as fine, and be suspended for a period of time from being qualified to participate in any government procurement activity in the event it violates any of the conditions stated therein as provided in the guidelines issued by the GPPB.

TAB 8

Accomplished Omnibus Sworn Statement (with ten [10] statements) (*Template per FORM 7*), duly signed by the bidder's authorized representative and notarized.

TAB 9

Accomplished Data Privacy Consent Form per FORM 8, duly signed by the bidder's authorized representative.

SUPPLEMENTAL BID BULLETIN NO. 2

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(ABC: PhP 2,188,750.00 inclusive of all applicable taxes)

page 17 of 19

all

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)	
TAB 10	Accomplished/conformed Revised Technical Specifications per REVISED FORM 9 (attached in the Supplemental Bid Bulletin No. 2 dated 6 November 2024), duly signed by the bidder's authorized representative.	
	Bidders must state either "Comply" or "Not Comply" on each page of the Technical Specifications AND sign on each page as conformance.	

Item	SECON	D ENVELOPE: FINANCIAL PROPOS	AL (DULY	SEALED A	ND ARKED)
	by the b	complished Financial Proposal Form (7 pidder's authorized representative.			
	Lot No.	Particulars	Quantity	ABC (in PhP) inclusive of taxes	
				Per Unit	Total
		Paper, Bond, A-4, Green, Subs. 16	100 reams	175.00	17,500.00
		Paper, Bond, A-4, Pink, Subs. 16	100 reams	175.00	17,500.00
		Paper, Bond, A-4, White, Subs. 16	500 reams	120.00	60,000.00
		Paper, Bond, A-4, Yellow, Subs. 16	2,000 reams	175.00	350,000.00
	1	Paper, Bond, Legal, White, Subs. 16	1,000 reams	135.00	135,000.00
AB 1		Paper, Bond, Legal, Yellow, Subs. 16	1,000 reams	195.00	195,000.00
		Paper, Mimeo, A-4	1,000 reams	165.00	165,000.00
		Newsprint, A-4	200 reams	105.00	21,000.00
		Newsprint, Legal	200 reams	120.00 ot 1 Total	24,000.00 985,000.00
			250,00	ot i iotai	303,000.00
		Envelope, Mailing, with Window	pcs.	3.75	937,500.00
	2	Envelope, Carpeta, Big Brown	5,000 pcs.	6.25	31,250.00
		Envelope, Carpeta, Small Brown	5,000 pcs.	11.00	55,000.00
				ot 2 Total	1,023,750.00
	3	Paper, Bond, Textured Laid	150 reams	1,200.00	180,000.00
	-		L	ot 3 Total	180,000.00

SUPPLEMENTAL BID BULLETIN NO. 2

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(ABC: PhP 2,188,750.00 inclusive of all applicable taxes)

page 18 of 19

TOTAL ABC

2,188,750.00

SECOND ENVELOPE: FINANCIAL PROPOSAL (DULY SEALED AND ARKED)
Detailed Financial Proposal/Price Schedule duly signed by the bidder's authorized representative. Bidders shall use either FORM 11-A or FORM 11-B as template.
The total detailed bid must not exceed the ABC and must be consistent with the financial bid per TAB 1.

