



DEVELOPMENT BANK OF THE PHILIPPINES

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

SUPPLEMENTAL BID BULLETIN NO. 1

19 November 2024

Attention: **All prospective bidders for the project**

BID REFERENCE NO. G-2024-41: SUPPLY AND DELIVERY OF VARIOUS CONTINUOUS FORMS AND THERMAL RECEIPTS FOR THE AUTOMATIC TELLER MACHINES (ATM) OF THE DEVELOPMENT BANK OF THE PHILIPPINES
(ABC: PhP 6,029,000.00 inclusive of all applicable taxes)

Please be informed of the following:

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

ACTIVITY	DATE AND TIME	VENUE
Submission of Eligibility, Technical, and Financial Proposals*	27 November 2024 (Wednesday) <u>ON OR BEFORE 8:30 AM</u>	6/F BAC Secretariat Unit, DBP Head Office, Makati City
Opening of Eligibility, Technical, and Financial Proposals	27 November 2024 (Wednesday) 10:15 AM	12/F Suite 5, DBP Head Office, Makati City

****Late submissions shall not be accepted***

2. **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.



(02) 8-818-9511



info@dbp.ph



www.dbp.ph



fb.com/devbankphl

3. Below are the responses to the queries or requests for clarifications for the project.

Query	Response																								
Lot 2 – Various Thermal Receipts for ATMs																									
Bidder No. 1																									
<p>Normally for the paper thickness there will be at least +/- 5% tolerance since the consistency will not be guaranteed.</p> <p>The diameter as indicated in the bid documents are attainable. However, the length may be different depending on the paper thickness. The thinner the thickness of paper the longer the length, the longer the length the more tickets/receipts it will generate and lesser downtime in changing the ATM papers/receipt rolls.</p>	<p>The Technical Specifications/Terms of Reference is revised as follows:</p> <p>For Diebold and Wincor Nixdorf</p> <table> <tr> <th>FROM</th><th>TO</th></tr> <tr> <td>Outer roll diameter: 152mm (min)</td><td>Outer roll diameter: 152mm (+/- 5%)</td></tr> <tr> <td>Core outside diameter: 33.4mm (min)</td><td>Core outside diameter: 33.4mm (+/- 5%)</td></tr> <tr> <td>Core inside diameter: 25.4mm (min)</td><td>Core inside diameter: 25.4mm (+/- 5%)</td></tr> <tr> <td>Width: 80mm (min)</td><td>Width: 80mm (+/- 5%)</td></tr> <tr> <td>55GSM (min)</td><td>55GSM (+/- 5%)</td></tr> </table> <p>For NCR</p> <table> <tr> <th>FROM</th><th>TO</th></tr> <tr> <td>Outer roll diameter: 210mm (min)</td><td>Outer roll diameter: 210mm (+/- 5%)</td></tr> <tr> <td>Core outside diameter: 25.4mm (min)</td><td>Core outside diameter: 25.4mm (+/- 5%)</td></tr> <tr> <td>Core inside diameter: 17.8mm (min)</td><td>Core inside diameter: 17.8mm (+/- 5%)</td></tr> <tr> <td>Width: 80mm (min)</td><td>Width: 80mm (+/- 5%)</td></tr> <tr> <td>55GSM (min)</td><td>55GSM (+/- 5%)</td></tr> </table> <p>Please see the Revised Technical Specification per Revised FORM 9 as attached in the Supplemental Bid Bulletin No. 1 dated 19 November 2024</p>	FROM	TO	Outer roll diameter: 152mm (min)	Outer roll diameter: 152mm (+/- 5%)	Core outside diameter: 33.4mm (min)	Core outside diameter: 33.4mm (+/- 5%)	Core inside diameter: 25.4mm (min)	Core inside diameter: 25.4mm (+/- 5%)	Width: 80mm (min)	Width: 80mm (+/- 5%)	55GSM (min)	55GSM (+/- 5%)	FROM	TO	Outer roll diameter: 210mm (min)	Outer roll diameter: 210mm (+/- 5%)	Core outside diameter: 25.4mm (min)	Core outside diameter: 25.4mm (+/- 5%)	Core inside diameter: 17.8mm (min)	Core inside diameter: 17.8mm (+/- 5%)	Width: 80mm (min)	Width: 80mm (+/- 5%)	55GSM (min)	55GSM (+/- 5%)
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Bidder No. 2																									
<p>a. ATM Thermal Receipt – Diebold and Wincor Nixdorf</p> <ul style="list-style-type: none"> If the minimum core outside diameter is 33.4mm, core inside diameter is 25.4mm, and thermal paper minimum thickness is 55gsm, what is the maximum core outside diameter? Core inside diameter? And maximum thermal paper thickness? <p>b. ATM Thermal Receipt – NCR</p> <ul style="list-style-type: none"> If the minimum core outside diameter is 25.4mm, core inside diameter is 17.8mm, and thermal paper minimum thickness is 55gsm, what is the maximum core outside diameter? Core inside diameter? And maximum thermal paper thickness? 																									

4. **Revision on the Technical Specifications (see attached [Revised FORM 9](#) as attached in this Supplemental Bid Bulletin No. 1 dated 19 November 2024)**

FROM	TO
Lot 2 – Various Thermal Receipts for ATMs	
ATM Thermal Receipt, DIEBOLD Qty: 5,000 rolls ATM Customer Receipt for Diebold ATM Dimensions Outer roll diameter: 152mm (min) Core outside diameter: 33.4mm (min) Core inside diameter: 25.4mm (min) Width: 80mm (min) Plain thermal paper 55GSM (min) Packaging: Carton box packaging must be made from recycled materials	ATM Thermal Receipt, DIEBOLD Qty: 5,000 rolls ATM Customer Receipt for Diebold ATM Dimensions Outer roll diameter: 152mm (+/- 5%) Core outside diameter: 33.4mm (+/- 5%) Core inside diameter: 25.4mm (+/- 5%) Width: 80mm (+/- 5%) Plain thermal paper 55GSM (+/- 5%) Packaging: Carton box packaging must be made from recycled materials
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ATM Thermal Receipt, Wincor Nixdorf Qty: 5,000 rolls ATM Customer Receipt for Wincor Nixdorf ATM Dimensions Outer roll diameter: 152mm (min) Core outside diameter: 33.4mm (min) Core inside diameter: 25.4mm (min) Width: 80mm (min) Plain thermal paper 55GSM (min) Packaging: Carton box packaging must be made from recycled materials	ATM Thermal Receipt, Wincor Nixdorf Qty: 5,000 rolls ATM Customer Receipt for Wincor Nixdorf ATM Dimensions Outer roll diameter: 152mm (+/- 5%) Core outside diameter: 33.4mm (+/- 5%) Core inside diameter: 25.4mm (+/- 5%) Width: 80mm (+/- 5%) Plain thermal paper 55GSM (+/- 5%) Packaging: Carton box packaging must be made from recycled materials

5. Revision on the Checklist of Requirements (see attached [Revised Checklist](#) as attached in this Supplemental Bid Bulletin No. 1 dated 19 November 2024)

FROM	TO
<p>TAB 10</p> <p>Accomplished/conformed Technical Specifications per FORM 9, duly signed by the bidder's authorized representative as follows:</p> <p><u>Bidders must state either "Comply" or "Not Comply" on each page of the Technical Specification AND sign on each page as conformance.</u></p>	<p>TAB 10</p> <p>Accomplished/conformed Revised Technical Specifications per REVISED FORM 9, duly signed by the bidder's authorized representative as follows:</p> <p><u>Bidders must state either "Comply" or "Not Comply" on each page of the Technical Specification AND sign on each page as conformance.</u></p>

6. Bidders are reminded to use the Revised Technical Specification per [Revised FORM 9 and its Revised Annex](#) as attached in this Supplemental Bid Bulletin No. 1 dated 19 November 2024 and submit it together with ALL other required documents for the Submission and Opening of Eligibility, Technical, and Financial Documents.
7. Bidders are reminded to use as guide/reference in preparing their Bidding Documents the [Revised Checklist of Requirements](#),
8. The Eligibility, Technical Documents and Financial Proposals must be properly tabbed for easy reference and must be submitted in sequence/order per [Revised Checklist of Requirements](#).
9. The BAC shall no longer entertain any question/request for clarification after the issuance of this Bid Bulletin.
10. 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)
The DBP Bids and Awards Committee

REVISED FORM 9 (page 1 of 4)

TECHNICAL SPECIFICATIONS/REQUIREMENT

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

Development Bank of the Philippines (DBP)

REVISED TERMS OF REFERENCE

Mode of Procurement – Public Bidding

Supply and Delivery of Various Continuous Forms and Thermal Receipts for Automated Teller Machines (ATMs)

I. Approved Budget for the Contract (ABC): Six Million Twenty Nine Thousand Pesos P6,029,000.00
(Inclusive of VAT and other applicable taxes)

II. Technical Specifications:

Item	Quantity	Specifications	Unit Price	Total Amount
Continuous Form, Center Perforated, White	300 boxes	<ul style="list-style-type: none"> Continuous Form 2-ply With center perforation Size: 11" x 9 1/4" (280 mm x 241 mm) [±2.0 mm] White bond paper, 56 GSM (min.) With side perforations and sprocket holes in both left and right margin 1,000 sets/box Packaging: Carton box packing must be made from recycled materials 	P 1,305.00	P 391,500.00
Continuous Form, Center Perforated, Yellow	300 boxes	<ul style="list-style-type: none"> Continuous form 2-ply With center perforation Size: 11" x 9 1/4" (280 mm x 241 mm) [±2.0 mm] Yellow bond paper, 56 GSM (min.) With side perforations and sprocket holes in both left and right margin 1,000 sets/box Packaging: Carton box packing must be made from recycled materials 	1,610.00	483,000.00
Continuous Form 2 ply 11 x 9 1/4 plain	300 boxes	<ul style="list-style-type: none"> Continuous Form – 2 ply Size: 11" x 9 1/4" (280 mm x 241 mm) [±2.0 mm] White Bond, 56 GSM (min.) With side perforations and sprocket holes in both left and right margin 1,000 sheets per box Packaging: Carton box packing must be made from recycled materials 	1,315.00	394,500.00
Continuous Form 2 ply 11 x 14 7/8, with Green lines	300 boxes	<ul style="list-style-type: none"> Continuous Form – 2 ply Size: 11" x 14 7/8" (280 mm x 378 mm) [±2.0 mm] White Bond, 56 GSM (min.) With green lines With side perforations and sprocket holes in both left and right margin 1,000 sheets per box Packaging: Carton box packing must be made from recycled materials 	1,950.00	585,000.00
LOT 1 TOTAL				P 1,854,000.00

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

MENTAL BID BULLETIN NO. 1

VERY OF VARIOUS CONTINUOUS FORMS AND THERMAL RECEIPTS FOR THE (ATM) OF THE DEVELOPMENT BANK OF THE PHILIPPINES 9,000.00 inclusive of all applicable taxes)

REVISED FORM 9 (page 2 of 4)

TECHNICAL SPECIFICATIONS/REQUIREMENT

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

LOT 2	ATM Thermal Receipt, DIEBOLD	5,000 rolls	<ul style="list-style-type: none"> • ATM Customer Receipt for Diebold ATM • Dimensions: • Outer roll diameter: 152mm (+/- 5%) • Core outside diameter: 33.4mm (+/- 5%) • Core inside diameter: 25.4mm (+/- 5%) • Width: 80mm (+/- 5%) • Plain thermal paper • 55 GSM (+/- 5%) • Packaging: Carton box packing must be made from recycled materials 	₱ 220.00	₱ 1,100,000.00
	ATM Thermal Receipt, NCR	5,000 rolls	<ul style="list-style-type: none"> • ATM Customer Receipt for NCR ATM • Dimensions: • Outer roll diameter: 210mm (+/- 5%) • Core outside diameter: 25.4mm (+/- 5%) • Core inside diameter: 17.8mm (+/- 5%) • Width: 80mm (+/- 5%) • With Black Sensor • 55 GSM (+/- 5%) • Packaging: Carton box packing must be made from recycled materials 	395.00	1,975,000.00
	ATM Thermal Receipt, Wincor Nixdorf	5,000 rolls	<ul style="list-style-type: none"> • ATM Customer Receipt for Wincor Nixdorf ATM • Dimensions: • Outer roll diameter: 152mm (+/- 5%) • Core outside diameter: 33.4mm (+/- 5%) • Core diameter: 25.4mm (+/- 5%) • Width: 80mm (+/- 5%) • Plain thermal paper • 55 GSM (+/- 5%) • Packaging: Carton box packing must be made from recycled materials 	220.00	1,100,000.00
LOT 2 TOTAL				₱ 4,175,000.00	

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

SUPPLEMENTAL BID BULLETIN NO. 1

DELIVERY OF VARIOUS CONTINUOUS FORMS AND THERMAL RECEIPTS FOR THE

AUTOMATIC TELLER MACHINES (ATM) OF THE DEVELOPMENT BANK OF THE PHILIPPINES

(ABC: PhP 6,029,000.00 inclusive of all applicable taxes)

REVISED FORM 9 (page 3 of 4)

TECHNICAL SPECIFICATIONS/REQUIREMENT

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

III. Conditions of the Contract:

1. 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.
2. The DBP may terminate/cancel the Purchase Order (PO) when the Winning Bidder fails to deliver, perform and comply with its obligation.
3. **Delivery Period:** Delivery within Ninety (90) calendar days after receipt of Notice to Proceed (NTP).
4. **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. 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:

Various Continuous Forms

"Supply and Delivery of Various Continuous/Computer Forms"

Thermal Receipts for ATMs

"Supply and Delivery of Various Thermal Papers/Receipts"

V. Requirements for Post Qualification:

Various Continuous Forms

- a. The Winning Bidder is required to provide ten (10) sets for each items being offered within ten (10) calendar days after receipt of Notice from BAC that the Bidder's bid has the Single/Lowest Calculated Bid (SCB/LCB) which must be compliant with the specifications.
- b. The Winning Bidder must submit a Certification signed by the Supplier/Authorized Representative certifying paper stock of 56 Grams per Square Meter (GSM) and Carton box made from recycled materials (Per Annex A).
- c. The GSM (minimum of 56 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.)
- d. The item/s shall be subject for actual testing to the printer.

Thermal Receipts for ATMs

- a. The Winning Bidder is required to provide one (1) roll for each items being offered within ten (10) calendar days after receipt of Notice from BAC that the Bidder's bid has the Single/Lowest Calculated Bid (SCB/LCB) which must be compliant with the specifications.
- b. The Winning Bidder must submit a Certification signed by the Supplier/Authorized Representative certifying paper stock of 55 Grams per Square Meter (GSM) (+/-5%) Per Annex A.
- c. The GSM (55 GSM +/- 5%) 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.)
- d. The item/s shall be subject for actual testing to the ATM.

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

SUPPLEMENTAL BID BULLETIN NO. 1

BID REFERENCE NO. G-2024-41: SUPPLY AND DELIVERY OF VARIOUS CONTINUOUS FORMS AND THERMAL RECEIPTS FOR THE AUTOMATIC TELLER MACHINES (ATM) OF THE DEVELOPMENT BANK OF THE PHILIPPINES
(ABC: PhP 6,029,000.00 inclusive of all applicable taxes)

REVISED FORM 9 (page 4 of 4)

<p align="center">TECHNICAL SPECIFICATIONS/REQUIREMENT</p>	<p>Bidder's Statement of Compliance <i>Bidders must state here either "Comply" or "Not Comply"</i></p>			
<p>VI. Inspection and Acceptance:</p> <p>1. Visual and Random Inspection of delivered items:</p> <table border="1" data-bbox="154 586 1225 772"> <thead> <tr> <th>Various Continuous Forms (Lot 1)</th> </tr> </thead> <tbody> <tr> <td>a. Fifteen (15) (or 5% of 300 boxes) of deliveries at the DBP Head Office shall be subjected to random inspection to ensure the items delivered are in good condition (sealed packaging and no signs of moisture) and in accordance with the DBP's required specifications.</td> </tr> <tr> <td>b. If eight (8) (out of 15 boxes) are found to be tampered/opened/showing signs of moisture and tears, rejected items shall not be accepted.</td> </tr> </tbody> </table>	Various Continuous Forms (Lot 1)	a. Fifteen (15) (or 5% of 300 boxes) of deliveries at the DBP Head Office shall be subjected to random inspection to ensure the items delivered are in good condition (sealed packaging and no signs of moisture) and in accordance with the DBP's required specifications.	b. If eight (8) (out of 15 boxes) are found to be tampered/opened/showing signs of moisture and tears, rejected items shall not be accepted.	
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<table border="1" data-bbox="154 801 1225 990"> <thead> <tr> <th>Thermal Receipts for ATMs (Lot 2)</th> </tr> </thead> <tbody> <tr> <td>a. Two Hundred Fifty (250) (out of 5,000 rolls) of deliveries at the DBP Head Office shall be subjected to random inspection to ensure the items delivered are in good condition (sealed packaging and no signs of moisture and tears) and in accordance with the DBP's required specifications.</td> </tr> <tr> <td>b. If one hundred twenty five (125) (out of 250 rolls) are found to be tampered/opened/showing signs of moisture and tears, rejected items shall not be accepted.</td> </tr> </tbody> </table>	Thermal Receipts for ATMs (Lot 2)	a. Two Hundred Fifty (250) (out of 5,000 rolls) of deliveries at the DBP Head Office shall be subjected to random inspection to ensure the items delivered are in good condition (sealed packaging and no signs of moisture and tears) and in accordance with the DBP's required specifications.	b. If one hundred twenty five (125) (out of 250 rolls) are found to be tampered/opened/showing signs of moisture and tears, rejected items shall not be accepted.	
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b. If one hundred twenty five (125) (out of 250 rolls) are found to be tampered/opened/showing signs of moisture and tears, rejected items shall not be accepted.				
<p>2. Rejected items shall be replaced by the Supplier at no cost to the Bank within fifteen (15) calendar days after the full delivery and acceptance.</p> <p>VII. Warranty:</p> <p>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.</p> <p>VIII. Payment:</p> <ol style="list-style-type: none"> Payment shall be processed after completion of delivery subject to complete documents for payment such as (a) Billing Statement, (b) Statement of Account as applicable. 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. <div data-bbox="142 1758 671 2047" style="border: 1px solid black; padding: 10px; margin-top: 20px;"> <p align="center">Conforme:</p> <p align="center">_____</p> <p align="center">Bidder's Company Name</p> <p align="center">_____</p> <p align="center">Name & Signature of Authorized Representative</p> <p align="center">_____</p> <p align="center">Designation</p> <p align="center">_____</p> <p align="center">Date</p> </div>				

REVISED ANNEX A **(For Reference Only)**

Annex A

CERTIFICATION OF PAPER STOCK

(Date)

The Head, Procurement and Inventory Management Department
Development Bank of the Philippines
Sen. Gil J. Puyat 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 and
(Name of Company/Supplier)
Delivery of Various Continuous Forms and Thermal Receipts for Automated Teller Machine
(ATMs) of the Development Bank of the Philippines, hereby CERTIFY that the attached sample
conforms to the specifications as required under Section II of the Technical Specifications, to wit:

Paper Requirement: Paper Stock (Put "✓" on the box provided)

Continuous Forms <input type="checkbox"/>	Thermal Receipts <input type="checkbox"/>
56 GSM	55 GSM (+/- 5%)
Recycled Materials (Carton box packaging)	Recycled Materials (Carton box packaging)

Name and Signature of Supplier's Authorized Representative

**SUPPLY AND DELIVERY OF VARIOUS CONTINUOUS FORMS AND THERMAL
RECEIPTS FOR THE AUTOMATIC TELLER MACHINES (ATM) OF THE
DEVELOPMENT BANK OF THE PHILIPPINES
Bid Reference No. G-2024-41**

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:

Name of Bidder: _____

Complete Address: _____

Submitted by: _____

Landline: _____ Email: _____

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
LEGAL ELIGIBILITY DOCUMENTS	
TAB 1	<p>If the bidder is a joint venture (JV):</p> <p>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.</p> <p>Moreover, please likewise note:</p> <p>1) <u>If the JV is incorporated or registered with the relevant government agency</u>, 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.</p> <p>2) <u>If the JV is unincorporated</u>, 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.</p> <p>b. <u>If bidding as a JV that is yet to be formed:</u> Submit duly notarized Agreement to Enter into Joint Venture (Template per FORM 1). Please likewise note:</p> <p>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.</p> <p>Please refer to FORM 1-A and FORM 1-B for the sample Secretary's Certificate for each of the JV partners.</p>

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(ABC: PhP 6,029,000.00 inclusive of all applicable taxes)

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
	<p><i>Each JV partner must submit its duly notarized Special Power of Attorney or Secretary's Certificate, whichever is applicable, indicating therein the following:</i></p> <ol style="list-style-type: none"> <i>1. The designated/authorized representative <u>who will sign the Joint Venture Agreement (JVA) or the Protocol to Enter into a JVA</u>;</i> <i>2. That they are duly authorized to participate in the bidding as a JV;</i> <i>3. The authorized lead company to represent the JV;</i> <i>4. The person designated <u>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.</u></i> <p><i>In case a JV partner is sole proprietorship 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.</i></p>
TAB 2	<p>Proof of appointment/authority of bidder's representative:</p> <ol style="list-style-type: none"> Duly notarized Special Power of Attorney (if the bidder is a sole proprietorship and opts to designate a representative) - Template per FORM 2-A <p>OR</p> <ol style="list-style-type: none"> Duly notarized Secretary's Certificate (if the bidder is a corporation, partnership, cooperative, or joint venture) - Template per FORM 2-B <p>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.</p> <p><u>FAILURE TO TICK A CHECKBOX SHALL MEAN THAT ALL AUTHORIZED REPRESENTATIVES MUST SIGN THE BIDDING FORMS.</u></p>
TAB 3	<p>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.</p> <p><u>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.</u></p>
<p><i>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):</i></p> <ul style="list-style-type: none"> <i><u>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;</u></i> <i><u>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.</u></i> 	

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)						
TECHNICAL ELIGIBILITY DOCUMENTS							
TAB 4	<p>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.</p> <p>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 (<i>per GPPB NPM 094-2013 dtd. 2013-12-19</i>).</p> <p><i>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.</i></p>						
TAB 5	<p>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 <u>for each lot being bid</u> (Template per FORM 4), duly signed by the bidder's authorized representative.</p> <p>Definition of similar contract for each lot are as follows:</p> <table border="1" data-bbox="363 925 1369 1059"> <thead> <tr> <th data-bbox="363 925 512 958">Lot No.</th><th data-bbox="520 925 1369 958">Definition of similar contract</th></tr> </thead> <tbody> <tr> <td data-bbox="363 958 512 1025">1</td><td data-bbox="520 958 1369 1025">Supply and delivery of various continuous forms/ computer forms</td></tr> <tr> <td data-bbox="363 1025 512 1059">2</td><td data-bbox="520 1025 1369 1059">Supply and delivery of various thermal papers/receipts</td></tr> </tbody> </table> <p>The identified single largest completed contract must be supported by the following:</p> <p>a) <u>Notice of Award (NOA)</u>, OR <u>Notice to Proceed (NTP)</u>, OR <u>Contract</u>, OR <u>Purchase Order (PO)</u></p> <p>AND</p> <p>b) <u>Any one</u> of the following documents:</p> <ul style="list-style-type: none"> • 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). 	Lot No.	Definition of similar contract	1	Supply and delivery of various continuous forms/ computer forms	2	Supply and delivery of various thermal papers/receipts
Lot No.	Definition of similar contract						
1	Supply and delivery of various continuous forms/ computer forms						
2	Supply and delivery of various thermal papers/receipts						
FINANCIAL ELIGIBILITY DOCUMENTS							
TAB 6	<p>Completely accomplished computation of Net Financial Contracting Capacity (NFCC) which must be at least equal to the ABC (Template per FORM 5), duly signed by the bidder's authorized representative.</p> <ol style="list-style-type: none"> 1) 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. <p><u>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.</u></p> <p>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.</p>						

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)														
TECHNICAL COMPONENT															
TAB 7	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:														
	a. Cashier's/manager's check issued by a Universal or Commercial Bank (at least 2% of ABC).														
	b. 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>														
	d. Duly <u>notarized</u> Bid Securing Declaration (Template per FORM 6) duly signed by the bidder's authorized representative.														
	<table><tr><th>Lot No.</th><th>Approved Budget for the Contract (in PhP)</th><th>Cash, cashier's/manager's check, bank draft/ guarantee or irrevocable letter of credit (2% of ABC)</th><th>Surety Bond (5% of the ABC)</th><th>Bid Securing Declaration</th></tr><tr><td>1</td><td>1,854,000.00</td><td>37,080.00</td><td>92,700.00</td><td rowspan="2">No percentage required</td></tr><tr><td>2</td><td>4,175,000.00</td><td>83,500.00</td><td>208,750.00</td></tr></table>	Lot No.	Approved Budget for the Contract (in PhP)	Cash, cashier's/manager's check, bank draft/ guarantee or irrevocable letter of credit (2% of ABC)	Surety Bond (5% of the ABC)	Bid Securing Declaration	1	1,854,000.00	37,080.00	92,700.00	No percentage required	2	4,175,000.00	83,500.00	208,750.00
Lot No.	Approved Budget for the Contract (in PhP)	Cash, cashier's/manager's check, bank draft/ guarantee or irrevocable letter of credit (2% of ABC)	Surety Bond (5% of the ABC)	Bid Securing Declaration											
1	1,854,000.00	37,080.00	92,700.00	No percentage required											
2	4,175,000.00	83,500.00	208,750.00												
	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.														
TAB 10	Accomplished/conformed Revised Technical Specifications per REVISED FORM 9 (as attached in the Supplemental Bid Bulletin No. 1 dated 19 November 2024) , duly signed by the bidder's authorized representative as follows:														
	<u>Bidders must state either "Comply" or "Not Comply" on each page of the Technical Specification AND sign on each page as conformance.</u>														

Item	SECOND ENVELOPE: FINANCIAL PROPOSAL (DULY SEALED AND MARKED)																																																	
TAB 1	Duly accomplished Financial Proposal Form (<i>Template per FORM 10</i>), duly signed by the bidder's authorized representative.																																																	
	Note: Total bid shall not exceed the ABC of the lot being bid, inclusive of taxes.																																																	
	<table><tr><th rowspan="2">Lot No.</th><th rowspan="2">Particulars</th><th rowspan="2">Quantity</th><th colspan="2">ABC (in PhP), inclusive of taxes</th></tr><tr><th>Per Unit</th><th>Total</th></tr><tr><td rowspan="5">1</td><td>Continuous Form, Center Perforated, White</td><td>300 boxes</td><td>1,305.00</td><td>391,500.00</td></tr><tr><td>Continuous Form, Center Perforated, Yellow</td><td>300 boxes</td><td>1,610.00</td><td>483,000.00</td></tr><tr><td>Continuous Form, 2 ply 11 x 9 ½ plain</td><td>300 boxes</td><td>1,315.00</td><td>394,500.00</td></tr><tr><td>Continuous Form, 2 ply 11 x 14 7/8, with Green lines</td><td>300 boxes</td><td>1,950.00</td><td>585,000.00</td></tr><tr><td colspan="3">Lot 1 Total</td><td>1,854,000.00</td></tr><tr><td rowspan="4">2</td><td>ATM Thermal Receipt, Diebold</td><td>5,000 rolls</td><td>220.00</td><td>1,100,000.00</td></tr><tr><td>ATM Thermal Receipt, NCR</td><td>5,000 rolls</td><td>395.00</td><td>1,975,000.00</td></tr><tr><td>ATM Thermal Receipt, Wincor Nixdorf</td><td>5,000 rolls</td><td>220.00</td><td>1,100,000.00</td></tr><tr><td colspan="3">Lot 2 Total</td><td>4,175,000.00</td></tr><tr><td colspan="3">TOTAL ABC</td><td>6,029,000.00</td></tr></table>	Lot No.	Particulars	Quantity	ABC (in PhP), inclusive of taxes		Per Unit	Total	1	Continuous Form, Center Perforated, White	300 boxes	1,305.00	391,500.00	Continuous Form, Center Perforated, Yellow	300 boxes	1,610.00	483,000.00	Continuous Form, 2 ply 11 x 9 ½ plain	300 boxes	1,315.00	394,500.00	Continuous Form, 2 ply 11 x 14 7/8, with Green lines	300 boxes	1,950.00	585,000.00	Lot 1 Total			1,854,000.00	2	ATM Thermal Receipt, Diebold	5,000 rolls	220.00	1,100,000.00	ATM Thermal Receipt, NCR	5,000 rolls	395.00	1,975,000.00	ATM Thermal Receipt, Wincor Nixdorf	5,000 rolls	220.00	1,100,000.00	Lot 2 Total			4,175,000.00	TOTAL ABC			6,029,000.00
	Lot No.				Particulars	Quantity	ABC (in PhP), inclusive of taxes																																											
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Lot 2 Total			4,175,000.00																																															
TOTAL ABC			6,029,000.00																																															
TAB 2	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 of the lot being bid and must be consistent with the financial bid per TAB 1.																																																	