

**SUPPLEMENTAL / BID BULLETIN NO. 01**

**TITLE** : Supplemental Bid Bulletin for the **PROCUREMENT OF SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR THE USE OF AICS STAFF (LOT 1 TO LOT 8)**

**ITB NO.** : **DSWD12-CIS-2024-05-009**

**DATE** : 19 June 2024

This Supplemental/Bid Bulletin is issued to all prospective bidders announcing the following:

PARTICULARS	CLARIFICATION / AMENDMENT / ADDENDUMS
<b>Amendment/Addendum for Section III Bid Data Sheet</b>	
<p><b>ITB Clause No. 20.2</b></p> <p>Within a non-extendible period of five (5) calendar days from receipt by the supplier of the Notice of Post Qualification from the BAC that the supplier has the Lowest Calculated Bid (LCB) or Single Calculated Bid (SCB), the Supplier shall submit and/or present the following requirements for Post Qualification in accordance to Section 34 of the 2016 Revised Implementing Rules and Regulations (IRR) of RA9184:</p> <p>1. Present original copy of the following:</p> <p>a. a. Latest Income Tax Return and Business Tax Return (For <b>4<sup>th</sup> Quarter of 2023</b>)</p> <p>b. b. Latest Value Added Tax (VAT) Return (For <b>4<sup>th</sup> Quarter of 2023</b>, if applicable)</p> <p>Only tax returns filed and taxes paid through the BIR Electronic Filing &amp; Payment System (EFPS) shall be accepted.</p> <p><b>Amendment: Change requirements from 4<sup>th</sup> Quarter of 2023 to 1<sup>st</sup> Quarter of 2024</b></p>	<p><b>ITB Clause No. 20.2</b></p> <p>Within a non-extendible period of five (5) calendar days from receipt by the supplier of the Notice of Post Qualification from the BAC that the supplier has the Lowest Calculated Bid (LCB) or Single Calculated Bid (SCB), the Supplier shall submit and/or present the following requirements for Post Qualification in accordance to Section 34 of the 2016 Revised Implementing Rules and Regulations (IRR) of RA9184:</p> <p>1. Present original copy of the following:</p> <p>a. a. Latest Income Tax Return and Business Tax Return (For <b>1<sup>st</sup> Quarter of 2024</b>)</p> <p>b. b. Latest Value Added Tax (VAT) Return (For <b>1<sup>st</sup> Quarter of 2024</b>, if applicable)</p> <p>Only tax returns filed and taxes paid through the BIR Electronic Filing &amp; Payment System (EFPS) shall be accepted.</p>

<b>Amendment/Addendum for Section IV Special Conditions of Contract</b>	
<p><b>GCC Clause No. 2.2</b></p> <p>Payment Term: 1 month after the conduct of activity</p> <p><b>Amendment: <u>1 month after the completed delivery</u></b></p>	<p><b>GCC Clause No. 2.2</b></p> <p>Payment Term: <b>1 month after the completed delivery</b></p>
<b>Amendment/Addendum for Section VI Schedule of Requirements and Section VII Technical Specifications</b>	
<p><b><u>LOT 1</u></b></p> <p><b>Item No. 29 Masking Tape (1" x 50m)</b> <b>[shall be changed to Masking Tape (24MM x 30meters)]</b></p> <p><b>Addendum: Additional Requirement: The supplier shall submit, together with the bidding documents, samples for items no. 8-13, 15-24, and 33</b></p> <p><b><u>LOT 2</u></b></p> <p><b>The Quantity for Item No. 3 shall be adjusted from 60 boxes to 48 boxes</b></p> <p><b>Item No. 5 and 6 requirements for 'retractable' shall be changed to Capped-Snap on</b></p> <p><b>Item No. 22 Masking Tape (1" x 50m)</b> <b>[shall be changed to Masking Tape (24MM x 30meters)]</b></p> <p><b>Addendum: Additional Requirement: The supplier shall submit, together with the</b></p>	<p><b><u>LOT 1</u></b></p> <p><b>Item No. 29 Masking Tape (24MM x 30meters)</b></p> <p><b>Additional Requirement: The supplier shall submit, together with the bidding documents, samples for items no. 8-13, 15-24, and 33</b></p> <p><b><u>LOT 2</u></b></p> <p>Item No. 3: SIGN PEN (blue), 0.7, 12pcs/box  Type: Roller ball pen  Ink: Water-based  Tip: Stainless steel pipe  Ball Diameter: 0.7mm  Width of Stroke: 0.40mm  Weight: 12.5g"  Ballpen, 0.5mm (Black, 50piece/box)</p> <p style="text-align: center;"><b>Quantity: 48 boxes</b></p> <p><b>Item No. 5 Sign Pen .4 (BLACK)</b>  - Smooth and vibrant ink  - comfortable rubber grip  - <b>Capped-Snap on</b></p> <p><b>Item No. 6 Sign Pen .4 (BLUE)</b>  - Smooth and vibrant ink  - comfortable rubber grip  - <b>Capped-Snap on</b></p> <p><b>Item No. 22 Masking Tape (24MM x 30meters)</b></p> <p><b>Additional Requirement: The supplier shall submit, together with the bidding</b></p>

**bidding documents, samples for items no. 3-10, 17, 19, and 34-46**

**LOT 3**

**Item No. 7 - SIGN PEN (blue), 0.5, 12pcs/box**

- Smooth and vibrant ink
- comfortable rubber grip)

**Amendment: Quantity shall be changed from 30 boxes to 21 boxes, and technical specifications and requirement shall be changed to the following specification and requirements: SIGN PEN (black), 0.7, 12pcs/box**

**Type: Roller ball pen**

**Ink: Water-based**

**Tip: Stainless steel pipe**

**Ball Diameter: 0.7mm**

**Width of Stroke: 0.40mm**

**Weight: 12.5g"**

**The Quantity for Item No. 20 shall be adjusted from 5 boxes to 4 boxes**

**Addendum: Additional Requirement: The supplier shall submit, together with the bidding documents, samples for items no. 7-13, 15, and 17-20**

**LOT 4**

**Item No. 41 - White rubber eraser- size: 55\*20\*12MM) (Specification shall be changed to Rubber Eraser (WHITE) 60mmx11mmx22mm)**

**The Quantity shall also be adjusted from 20 pieces to 48 pieces**

**Addendum: Additional Requirement: The supplier shall submit, together with the bidding documents, samples for items no. 4, 8-14, 18, and 28-35**

**documents, samples for items no. 3-10, 17, 19, and 34-46**

**LOT 3**

**Item No. 7 - SIGN PEN (black), 0.7, 12pcs/box**

Type: Roller ball pen

Ink: Water-based

Tip: Stainless steel pipe

Ball Diameter: 0.7mm

Width of Stroke: 0.40mm

Weight: 12.5g

**Quantity: 21 Boxes**

**Item No. 20 - SIGN PEN (blue), 0.7, 12pcs/box**

Type: Roller ball pen

Ink: Water-based

Tip: Stainless steel pipe

Ball Diameter: 0.7mm

Width of Stroke: 0.40mm

Weight: 12.5g

**Quantity: 4 Boxes**

**Additional Requirement: The supplier shall submit, together with the bidding documents, samples for items no. 7-13, 15, and 17-20**

**LOT 4**

**Item No. 41 - Rubber Eraser (WHITE) 60mmx11mmx22mm)**

**Quantity: 48 pieces**

**Additional Requirement: The supplier shall submit, together with the bidding documents, samples for items no. 4, 8-14, 18, and 28-35**

**LOT 5**

**The Quantity for Item No. 10 shall be adjusted from 5 boxes to 4 boxes**

**Item No. 24 – PACKING TAPE 4" (Change specification for PACKING TAPE from 4" requirement to 3")**

**Item No. 29 - DURA/MEGA BOX 112 LTRS. (DURA/MEGA is a brand and shall be removed; instead, it should be 'Storage Box 112 Ltrs).**

**Addendum: Additional Requirement: The supplier shall submit, together with the bidding documents, samples for items no. 7-12, and 16-20**

**LOT 6**

**Item No. 5 - SIGN PEN (black), 0.5, 12pcs/box  
- Smooth and vibrant ink  
- comfortable rubber grip)**

**Amendment: Quantity shall be changed from 50 boxes to 35 boxes, and technical specifications and requirement shall also be changed to the following: SIGN PEN (black), 0.7, 12pcs/box  
Type: Roller ball pen  
Ink: Water-based  
Tip: Stainless steel pipe  
Ball Diameter: 0.7mm  
Width of Stroke: 0.40mm  
Weight: 12.5g"**

**Item No. 9 - SIGN PEN, black, 0.5, 12pcs/box  
- Smooth and vibrant ink  
- comfortable rubber grip**

**Amendment: Since Item No. 9 has the same specifications/requirements as Item No. 10, the color requirement for**

**LOT 5**

**Item No. 10 - SIGN PEN (blue), 0.7, 12pcs/box  
Type: Roller ball pen  
Ink: Water-based  
Tip: Stainless steel pipe  
Ball Diameter: 0.7mm  
Width of Stroke: 0.40mm  
Weight: 12.5g**

**Quantity: 4 Boxes**

**Item No. 24 – PACKING TAPE 3"**

**Item No. 29 - STORAGE BOX 112 LTRS.**

**Additional Requirement: The supplier shall submit, together with the bidding documents, samples for items no. 7-12, and 16-20**

**LOT 6**

**Item No. 5 - SIGN PEN (black), 0.7, 12pcs/box  
Type: Roller ball pen  
Ink: Water-based  
Tip: Stainless steel pipe  
Ball Diameter: 0.7mm  
Width of Stroke: 0.40mm  
Weight: 12.5g"**

**Quantity: 35 boxes**

**Item No. 9 - SIGN PEN, blue, 0.5, 12pcs/box  
- Smooth and vibrant ink  
- comfortable rubber grip**

**Item No. 9 shall be changed from 'black' to 'blue'.**

**Item No. 11- Quantity requirement for this item shall be adjusted from 43 boxes to 34 boxes**

**Item No. 36 - MEGA BOX (85L) white (MEGA is a brand and shall be removed; instead, it should be 'STORAGE BOX (85L) white').**

**Addendum: Additional Requirement: The supplier shall submit, together with the bidding documents, samples for items no.5, 8-19, 23, 28, and 34**

**LOT 7**

**Item No. 6 – SIGN PEN (black), 0.5, 12pcs/box**  
- Smooth and vibrant ink  
- comfortable rubber grip

**Amendment: The quantity shall be changed from 10 boxes to 7 boxes, and the technical specifications and requirements are similar to Item No. 9. Therefore, it shall be changed to the following:**

**SIGN PEN (black), 0.7, 12 pcs/box**  
Type: Roller ball pen  
Ink: Water-based  
Tip: Stainless steel pipe  
Ball Diameter: 0.7mm  
Width of Stroke: 0.40mm  
Weight: 12.5g

**Item No. 10 – the quantity for this item shall be adjusted from 5 boxes to 4 boxes**

**Item No. 11- SIGN PEN (blue), 0.7, 12pcs/box**  
Type: Roller ball pen  
Ink: Water-based  
Tip: Stainless steel pipe  
Ball Diameter: 0.7mm  
Width of Stroke: 0.40mm  
Weight: 12.5g

**Quantity: 34 boxes**

**Item No. 36 - STORAGE BOX (85L) white**

**Additional Requirement: The supplier shall submit, together with the bidding documents, samples for items no.5, 8-19, 23, 28, and 34**

**LOT 7**

**Item No. 6 - SIGN PEN (black), 0.7, 12pcs/box**  
Type: Roller ball pen  
Ink: Water-based  
Tip: Stainless steel pipe  
Ball Diameter: 0.7mm  
Width of Stroke: 0.40mm  
Weight: 12.5g"

**Quantity: 7 boxes**

**Item No. 10 - SIGN PEN (blue), 0.7, 12pcs/box**  
Type: Roller ball pen  
Ink: Water-based  
Tip: Stainless steel pipe  
Ball Diameter: 0.7mm  
Width of Stroke: 0.40mm  
Weight: 12.5g

**Quantity: 4 boxes**

<p><b>Addendum: Additional Requirement: The supplier shall submit, together with the bidding documents, samples for items no. 6-14, 18, and 21</b></p> <p><b><u>LOT 8</u></b></p> <p><b>Item No. 17 – the quantity for this item shall be adjusted from 10 boxes to 8 boxes</b></p> <p><b>Addendum: Additional Requirement: The supplier shall submit, together with the bidding documents, samples for items no. 5, 8-11, 14-17, and 21</b></p>	<p><b>Additional Requirement: The supplier shall submit, together with the bidding documents, samples for items no. 6-14, 18, and 21</b></p> <p><b><u>LOT 8</u></b></p> <p><b>Item No. 10 - SIGN PEN (blue), 0.7, 12pcs/box</b>  Type: Roller ball pen  Ink: Water-based  Tip: Stainless steel pipe  Ball Diameter: 0.7mm  Width of Stroke: 0.40mm  Weight: 12.5g</p> <p><b>Quantity: 8 boxes</b></p> <p><b>Additional Requirement: The supplier shall submit, together with the bidding documents, samples for items no. 5, 8-11, 14-17, and 21</b></p>
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This Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.

**(Sgd.) JACKIYA A. LAO**  
*Chairperson, Bids and Awards  
Committee*

Please accomplish the portion below and email at [procurement.fo12@dswd.gov.ph](mailto:procurement.fo12@dswd.gov.ph).

Received from DSWD, **Supplemental/Bid Bulletin No. 01** for the **DSWD12-CIS-2024-05-009 PROCUREMENT OF SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR THE USE OF AICS STAFF (LOT 1 TO LOT 8)**

**RECEIVED BY** : \_\_\_\_\_ **DATE:** \_\_\_\_\_  
(SIGNATURE OVER PRINTED NAME)

**DESIGNATION** : \_\_\_\_\_

**COMPANY** : \_\_\_\_\_