

SUPPLEMENTAL / BID BULLETIN NO. 01

TITLE : Supplemental Bid Bulletin for the **Procurement of Board and Lodging, Venue Rental, and Catering Services for the Conduct Capability Building for Tutors & YDWS (Lot 1 to Lot 3)**

ITB NO. : DSWD12-TARABASA-2025-03-008

DATE : 4 April 2025

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

Addendum/Amendment Details

SECTION	BEFORE	AFTER
Section III. Bid Data Sheet	Lot 1 to Lot 3 ITB Clause 20.2 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: 1. Present original copy of the following: a. Latest Income Tax Return and Business Tax Return (<u>For 4th Quarter of 2025</u>) b. Latest Value Added Tax (VAT) Return (<u>For 4th Quarter of 2025</u>)	Lot 1 to Lot 3 ITB Clause 20.2 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: 1. Present original copy of the following: a. Latest Income Tax Return and Business Tax Return (<u>For 3rd Quarter of 2024</u>) b. Latest Value Added Tax (VAT) Return (<u>For 3rd Quarter of 2024</u>)
Section VI Schedule of Requirements	Lot 1 Item No. 1 Amendment No. 1:	Lot 1

<p>and VII Technical Specifications</p>	<p><i>Must specify or breakdown the number of participants per activity out of the 960 pax total.</i></p> <p>Catering Services and Function Rooms for Capability Building of Tutors and YDWs (960 pax per day for 5 days) in General Santos City</p> <p>Amendment No. 2: <i>To change or amend specifications based on the allowable budget ceiling for Non-residential (live-out) activities of FY 2025 Work and Financial Planning Guidelines)</i></p> <ul style="list-style-type: none"> • <i>Change number of meal, from 1 to 2 meals (lunch and dinner)</i> • <i>Add choices for viands</i> • <i>Adjust number of viands from 4 to 3</i> • <i>PM snacks shall be changed from heavy to light</i> • <i>Should identify and set a minimum requirement for wifi connection e.g. at least 500mbps, considering the number of participants.</i> • <i>Should choose one among the LED wall/LCD projector options</i> <p>Catering services (2 snacks and <u>1 meal</u>)</p>	<p>1. Catering Services and Function Rooms for Capability Building of Tutors (640 pax per day for 5 days) in General Santos City</p> <p>April 21-25, 2025 Group 1- 213 Tutors Group 2 - 213 Tutors Group 3- 214 Tutors</p> <p>2. Catering Services and Function Rooms for Capability Building of YDWs (320 pax per day for 5 days) in General Santos City</p> <p>April 28-May 02, 2025 Group 1- 160 YDWs Group 2- 160 YDWs</p> <p>Catering services (<u>2 meals</u> and 2 snacks)</p>
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	<p>A. Meals Requirement</p> <p>(AM snack) heavy snack served with cold beverage in can/bottle</p> <p>(Lunch) <u>4 viands</u> with rice, 1 vegetable, 1 dessert, 1 soup and cold beverage in can/bottle</p> <p>(PM snack) <u>heavy</u> snack served with a cold beverage in can/bottle</p> <p>Free and strong Wi-Fi connection</p> <p>Free use of <u>LED wall/LCD projector</u>, wide screen and electrical connections including extension cords for the use of participants and secretariat</p>	<p>A. Meals Requirement</p> <p>(AM snack) heavy snack served with cold beverage in can/bottle</p> <p>(Lunch) <u>3 viands</u> with rice, 1 vegetable, 1 dessert, 1 soup and cold beverage in can/bottle</p> <ul style="list-style-type: none"> (choices of viands: fish, seafood, chicken, and beef) <p>(PM snack) <u>light</u> snack served with a cold beverage in can/bottle</p> <p><u>(Dinner) 3 viands with rice, 1 vegetable, 1 dessert, 1 soup and cold beverage in can/bottle</u></p> <ul style="list-style-type: none"> (choices of viands: fish, seafood, chicken, and beef) <p>Free and strong Wi-Fi connection (at least 500mbps)</p> <p>Free use of <u>LED wall</u>, wide screen and electrical connections including extension cords for the use of participants and secretariat</p>
	<p>Lot 1 Item No. 2</p> <p>Amendment No. 1</p> <ul style="list-style-type: none"> 5 days Board and lodging of 41 pax for the Capbuild with Tutors only Amendment on the A. Room Accommodation Requirements <ul style="list-style-type: none"> Item no. 3 for removal Item no. 4, change each guest to each room Item no. 5, for amendment Item no. 6, change to Adequate supplies of toiletries for each guest Item no. 11, put 11. There shall be a hotel lobby and concierge services instead Item no. 12, change shall be made to must be 	<p>Lot 1 Item No. 2</p>

	<p>➤ <i>Item no. 14 and 16, for removal</i></p> <ul style="list-style-type: none"> • Board and Lodging for Facilitators from RPMO and NPMO and Resource Persons (41 pax per day for x 5 days) during Capbuild with Tutors and YDWs in General Santos City <p>Specifications: A. Room Accommodation</p> <p>3. Sanitation kit shall be provided for each guest which may include 70% solution alcohol or alcohol-based sanitizers, disinfectant sprays, face masks and rags.</p> <p>4. Hot and cold shower bathroom amenities must be regularly provided for <u>each guest</u>.</p> <p>5. Trash bins must be provided inside the guest room. A separate trash bag or bin intended for used PPE such as face mask, gloves and other sanitation waste materials must be provided.</p> <p>6. Adequate supply of soaps, alcoholbased hand sanitizer, toilet paper and paper towels, clean, good quality linen/blankets/ towels, etc. in the restrooms must be ensured.</p> <p>11. There shall be a hotel lobby, reasonably furnished with seating. the size of which shall be commensurate with the size of the hotel</p> <p>12. Porter service <u>shall be made</u> available upon request</p> <p>14. Strictly no bed sharing</p> <p>16. Room Transfer during stay is not allowed</p> <p>Amendment No. 2</p> <ul style="list-style-type: none"> • <i>Amendment on the B. Meals Requirement</i> <ul style="list-style-type: none"> ➤ <i>Meals for Lunch and Dinner, 4 viands include choices of</i> 	<p>Board and Lodging for Facilitators from RPMO and NPMO and Resource Persons (41 pax per day for x 5 days) during Capbuild with Tutors in General Santos City</p> <p>Specifications: A. Room Accommodation</p> <p>4. Hot and cold shower bathroom amenities must be regularly provided for <u>each room</u>.</p> <p>5. Trash bins must be provided inside the guest room.</p> <p>6. Adequate supplies of toiletries for each guest</p> <p>11. There shall be a hotel lobby, and concierge services</p> <p>12. Porter service must be available upon request</p>
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	<p><i>beef, chicken, fish and vegetables</i></p> <ul style="list-style-type: none"> ➤ <i>Meals for Breakfast, change to (Managed buffet breakfast) coffee/ choco/ tea drinks; plain rice, egg, 3 breakfast viands with vegetable salad included, and fruits</i> • Amendment on the C. Other Amenities <ul style="list-style-type: none"> ➤ <i>Change tarpaulin size requirement from 5x6 to 8ft x 10ft</i> ➤ <i>Discount at the business center for fax, printing, photocopying, etc. requirement, for removal</i> ➤ <i>The free shuttle shall be free transportation as per request</i> 	
	<p>B. Meals Requirement</p> <p>(Lunch) <u>4 viands</u> with rice, <u>1 vegetable</u>, 1 dessert, 1 soup and cold beverage in a can/bottle.</p> <p>(Dinner) <u>4 viands</u> with rice, 1 dessert, 1 soup and cold beverage in can/bottle *choices of viands (beef, chicken, fish & vegetable)</p> <p>(Breakfast) coffee/choco/tea drinks; plain rice; egg; <u>3 breakfast viands/veg selection</u>; fruits</p> <p>C. Other Amenities</p> <p>Free tarpaulin for the photo wall of the activity - size <u>5x6</u> welcome tarpaulin and directional signages</p> <p><u>Discount at the business center for fax, printing, photocopying, etc.</u></p> <p>At least 1 <u>free Shuttle</u> going to downtown area back 'n forth</p>	<p>B. Meals Requirement</p> <p>(Lunch) <u>4 viands</u> with rice, 1 dessert, 1 soup and cold beverage in a can/bottle. <i>*choices of viands (beef, chicken, fish & vegetable)</i></p> <p>(Dinner) <u>4 viands</u> with rice, 1 dessert, 1 soup and cold beverage in can/bottle <i>*choices of viands (beef, chicken, fish & vegetable)</i></p> <p>(Managed buffet breakfast) coffee/ choco/ tea drinks; plain rice, egg, <u>3 breakfast viands with vegetable salad included, and fruits</u></p> <p>C. Other Amenities</p> <p>Free tarpaulin for the photo wall of the activity - size <u>8ft x 10 ft</u> welcome tarpaulin and directional signages</p> <p>At least 1 free <u>transportation</u> going to downtown area back 'n</p>

		forth <u>as per request</u>
Section VI Schedule of Requirements and VII Technical Specifications	<p>Lot 2 Item No. 1</p> <p>Amendment No. 1: <i>Must specify or breakdown the number of participants per activity out of the 843 pax total.</i></p> <p>Catering Services with venue for Tutors and YDWs for Capability Building (843 pax per day for 5 days) in Kidapawan City, Cotabato Province</p> <p>Amendment No. 2: <i>To change or amend specifications based on the allowable budget ceiling for Non-residential (live-out) activities of FY 2025 Work and Financial Planning Guidelines)</i></p> <ul style="list-style-type: none"> • <i>Change number of meal, from 1 to 2 meals (lunch and dinner)</i> • <i>Add choices for viands</i> • <i>Adjust number of viands from 4 to 3</i> • <i>PM snacks shall be changed from heavy to light</i> • <i>Should identify and set a minimum requirement for wifi connection e.g. at least 50 mbps, considering the number of participants.</i> • <i>Should choose one among the LED wall/LCD projector options</i> 	<p>Lot 2</p> <p>1. Catering Services with venue for Tutors Capability Building (281 pax per day for 5 days) in Kidapawan City, Cotabato Province</p> <p>April 21-25, 2025 Group 1- 140 YDWs Group 2 - 141 YDWs</p> <p>2. Catering Services with venue for YDWs Capability Building (562 pax per day for 5 days) in Kidapawan City, Cotabato Province</p> <p>April 28-May 02, 2025 Group 1- 187 Tutors Group 2- 187 Tutors Group 3- 188 Tutors</p>

	<p>Catering services (2 snacks and 1 meal)</p> <p>A. Meals Requirement</p> <p>(AM snack) heavy snack served with cold beverage in can/bottle</p> <p>(Lunch) 4 viands with rice, 1 vegetable, 1 dessert, 1 soup and cold beverage in can/bottle</p> <p>(PM snack) heavy snack served with a cold beverage in can/bottle</p> <p>Free and strong Wi-Fi connection</p> <p>Free use of LED wall/LCD projector, wide screen and electrical connections including extension cords for the use of participants and secretariat</p>	<p>Catering services (2 meals and 2 snacks)</p> <p>A. Meals Requirement</p> <p>(AM snack) heavy snack served with cold beverage in can/bottle</p> <p>(Lunch) 3 viands with rice, 1 vegetable, 1 dessert, 1 soup and cold beverage in can/bottle</p> <ul style="list-style-type: none"> (choices of viands: fish, seafood, chicken, and beef) <p>(PM snack) light snack served with a cold beverage in can/bottle</p> <p>(Dinner) 3 viands with rice, 1 vegetable, 1 dessert, 1 soup and cold beverage in can/bottle</p> <ul style="list-style-type: none"> (choices of viands: fish, seafood, chicken, and beef) <p>Free and strong Wi-Fi connection (at least 50mbps)</p> <p>Free use of LCD Projector, wide screen and electrical connections including extension cords for the use of participants and secretariat</p>
	<p>Lot 2 Item No. 2</p> <p>Amendment No. 1</p> <ul style="list-style-type: none"> 5 days Board and lodging of 41 pax for the Capbuild with Tutors only Amendment on the A. Room Accommodation Requirements <ul style="list-style-type: none"> Item no. 3 for removal Item no. 4, change each guest to each room Item no. 5, for amendment Item no. 6, change to Adequate supplies of toiletries for each guest Item no. 11, put 11. There shall be a hotel lobby and concierge services instead Item no. 12, change 	<p>Lot 2 Item No. 2</p>

	<p><i>shall be made to must be</i></p> <p>➤ <i>Item no. 14 and 16, for removal</i></p> <p>•</p> <p>Board and Lodging for Facilitators from RPMO and NPMO and Resource Persons (41 pax per day for x 5 days) during Capbuild with Tutors and YDWs in Kidapawan City, Cotabato Province</p> <p>Specifications:</p> <p>A. Room Accommodation</p> <p>3. Sanitation kit shall be provided for each guest which may include 70% solution alcohol or alcohol-based sanitizers, disinfectant sprays, face masks and rags.</p> <p>4. Hot and cold shower bathroom amenities must be regularly provided for <u>each guest</u>.</p> <p>5. Trash bins must be provided inside the guest room. A separate trash bag or bin intended for used PPE such as face mask, gloves and other sanitation waste materials must be provided.</p> <p>6. Adequate supply of soaps, alcoholbased hand sanitizer, toilet paper and paper towels, clean, good quality linen/blankets/ towels, etc. in the restrooms must be ensured.</p> <p>11. There shall be a hotel lobby, reasonably furnished with seating, the size of which shall be commensurate with the size of the hotel</p> <p>12. Porter service <u>shall be made</u> available upon request</p> <p>14. Strictly no bed sharing</p> <p>16. Room Transfer during stay is not allowed</p> <p>Amendment No. 2</p> <p>• <i>Amendment on the B. Meals Requirement</i></p>	<p>Board and Lodging for Facilitators from RPMO and NPMO and Resource Persons (41 pax per day for x 5 days) during Capbuild with Tutors in Kidapawan City, Cotabato Province</p> <p>Specifications:</p> <p>A. Room Accommodation</p> <p>4. Hot and cold shower bathroom amenities must be regularly provided for <u>each room</u>.</p> <p>5. Trash bins must be provided inside the guest room.</p> <p>6. Adequate supplies of toiletries for each guest</p> <p>11. There shall be a hotel lobby, and concierge services</p> <p>12. Porter service must be available upon request</p>
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	At least 1 <u>free Shuttle</u> going to downtown area back 'n forth	At least 1 free <u>transportation</u> going to downtown area back 'n forth <u>as per request</u>
Section VI Schedule of Requirements and VII Technical Specifications	<p>Lot 3 Item No. 1</p> <p>Amendment No. 1</p> <ul style="list-style-type: none"> • 5 days Board and lodging of 41 pax for the Capbuild with Tutors only • Amendment on the A. Room Accommodation Requirements <ul style="list-style-type: none"> ➤ Item no. 3 for removal ➤ Item no. 4, change each guest to each room ➤ Item no. 5, for amendment ➤ Item no. 6, change to Adequate supplies of toiletries for each guest ➤ Item no. 11, put 11. There shall be a hotel lobby and concierge services instead ➤ Item no. 12, change shall be made to must be ➤ Item no. 14 and 16, for removal • <p>Board and Lodging for Facilitators from RPMO and NPMO and Resource Persons (16 pax per day for x 5 days) during Capbuild with Tutors and YDWS in Koronadal City</p> <p>Specifications: A. Room Accommodation</p> <p>3. Sanitation kit shall be provided for each guest which may include 70% solution alcohol or alcohol-based sanitizers, disinfectant sprays, face masks and rags.</p> <p>4. Hot and cold shower bathroom amenities must be regularly provided for <u>each guest</u>.</p> <p>5. Trash bins must be provided inside the guest room. <u>A separate trash bag or bin intended for used PPE such as face mask,</u></p>	<p>Lot 3 Item No. 1</p> <p>Board and Lodging for Facilitators from RPMO and NPMO and Resource Persons (16 pax per day for x 5 days) during Capbuild with Tutors in Koronadal City</p> <p>Specifications: A. Room Accommodation</p> <p>4. Hot and cold shower bathroom amenities must be regularly provided for <u>each room</u>.</p> <p>5. Trash bins must be provided inside the guest room.</p>

	<p>gloves and other sanitation waste materials must be provided.</p> <p>6. Adequate supply of soaps, alcoholbased hand sanitizer, toilet paper and paper towels, clean, good quality linen/blankets/ towels, etc. in the restrooms must be ensured.</p> <p>11. There shall be a hotel lobby, reasonably furnished with seating. the size of which shall be commensurate with the size of the hotel</p> <p>12. Porter service <u>shall be made</u> available upon request</p> <p>14. Strictly no bed sharing</p> <p>16. Room Transfer during stay is not allowed</p> <p>Amendment No. 2</p> <ul style="list-style-type: none"> • Amendment on the B. Meals Requirement <ul style="list-style-type: none"> ➤ Meals for Lunch and Dinner, 4 viands include choices of beef, chicken, fish and vegetables ➤ Meals for Breakfast, change to (Managed buffet breakfast) coffee/ choco/ tea drinks; plain rice, egg, 3 breakfast viands with vegetable salad included, and fruits • Amendment on the C. Other Amenities <ul style="list-style-type: none"> ➤ Change tarpaulin size requirement from 5x6 to 8ft x 10ft ➤ Discount at the business center for fax, printing, photocopying, etc. requirement, for removal ➤ The free shuttle shall be free transportation as per request 	<p>6. Adequate supplies of toiletries for each guest</p> <p>11. There shall be a hotel lobby, and concierge services</p> <p>12. Porter service must be available upon request</p>
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	<p>B. Meals Requirement</p> <p>(Lunch) <u>4 viands</u> with rice, <u>1 vegetable</u>, 1 dessert, 1 soup and cold beverage in a can/bottle.</p> <p>(Dinner) <u>4 viands</u> with rice, 1 dessert, 1 soup and cold beverage in can/bottle *choices of viands (beef, chicken, fish & vegetable)</p> <p>(Breakfast) coffee/choco/tea drinks; plain rice; egg; <u>3 breakfast viands/veg selection</u>; fruits</p> <p>C. Other Amenities</p> <p>Free tarpaulin for the photo wall of the activity - size <u>5x6</u> welcome tarpaulin and directional signages</p> <p>Discount at the business center for fax, printing, photocopying, etc.</p> <p>At least 1 <u>free Shuttle</u> going to downtown area back 'n forth</p>	<p>B. Meals Requirement</p> <p>(Lunch) <u>4 viands</u> with rice, 1 dessert, 1 soup and cold beverage in a can/bottle. <i>*choices of viands (beef, chicken, fish & vegetable)</i></p> <p>(Dinner) <u>4 viands</u> with rice, 1 dessert, 1 soup and cold beverage in can/bottle <i>*choices of viands (beef, chicken, fish & vegetable)</i></p> <p>(Managed buffet breakfast) coffee/choco/ tea drinks; plain rice, egg, <u>3 breakfast viands with vegetable salad included, and fruits</u></p> <p>C. Other Amenities</p> <p>Free tarpaulin for the photo wall of the activity - size <u>8ft x 10 ft</u> welcome tarpaulin and directional signages</p> <p>At least 1 free <u>transportation</u> going to downtown area back 'n forth <u>as per request</u></p>
	<p>Lot 3 Item No. 2</p> <p>Amendment No. 1: <i>Must specify or breakdown the number of participants per activity out of the 231 pax total.</i></p> <p>Catering Services with venue for Tutors and YDWs for Capability Building (231 pax per day for 5 days) in Sultan Kudarat</p>	<p>Lot 2</p> <p>1. Catering Services with venue for Tutors Capability Building (80 pax per day for 5 days) in Sultan Kudarat</p> <p>April 21-25, 2025 Group 1- 80 YDWs</p> <p>2. Catering Services with venue for YDWs Capability Building (151 pax per day for 5 days) in Kidapawan City, Cotabato Province</p> <p>April 28-May 02, 2025 Group 1- 151 Tutors</p>

	<p>Amendment No. 2: <i>To change or amend specifications based on the allowable budget ceiling for Non-residential (live-out) activities of FY 2025 Work and Financial Planning Guidelines)</i></p> <ul style="list-style-type: none"> • <i>Change number of meal, from 1 to 2 meals (lunch and dinner)</i> • <i>Add choices for viands</i> • <i>Adjust number of viands from 4 to 3</i> • <i>PM snacks shall be changed from heavy to light</i> <p>Catering services (2 snacks and <u>1 meal</u>)</p> <p>A. Meals Requirement</p> <p>(AM snack) heavy snack served with cold beverage in can/bottle</p> <p>(Lunch) <u>4 viands</u> with rice, 1 vegetable, 1 dessert, 1 soup and cold beverage in can/bottle</p> <p>(PM snack) <u>heavy</u> snack served with a cold beverage in can/bottle</p>	<p>Catering services (<u>2 meals</u> and 2 snacks)</p> <p>A. Meals Requirement</p> <p>(AM snack) heavy snack served with cold beverage in can/bottle</p> <p>(Lunch) <u>3 viands</u> with rice, 1 vegetable, 1 dessert, 1 soup and cold beverage in can/bottle</p> <ul style="list-style-type: none"> • <i>(choices of viands: fish, seafood, chicken, and beef)</i> <p>(PM snack) <u>light</u> snack served with a cold beverage in can/bottle</p> <p><u>(Dinner) 3 viands with rice, 1 vegetable, 1 dessert, 1 soup and cold beverage in can/bottle</u></p> <ul style="list-style-type: none"> • <i>(choices of viands: fish, seafood, chicken, and beef)</i>
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This Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.


JACKIVA A. LAO
Chairperson, DSWD FOXII BAC

Please accomplish the portion below and email at procurement.fo12@dswd.gov.ph.

Received from DSWD, **Supplemental/Bid Bulletin No. 01** for the **DSWD12-TARABASA-2025-03-008 Procurement of Board and Lodging, Venue Rental, and Catering Services for the Conduct Capability Building for Tutors & YDWS (Lot 1 to Lot 3)**

RECEIVED BY : _____ DATE: _____
(SIGNATURE OVER PRINTED NAME)

DESIGNATION : _____

COMPANY : _____