



National Center for Mental Health

SUPPLEMENTAL BID BULLETIN

ADDENDUM NO. 1

PUBLIC BIDDING FOR SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES (LOT) CY 2023

This Supplemental Bid Bulletin No. 1 dated **May 24, 2023**, is issued to clarify, modify or amend items in the Bid Documents. This shall form an integral part of the Bid Documents.

ISSUES	CLARIFICATION
<p>LIST OF ITEMS</p> <p>(OF23-01)</p> <p>TAPE, masking 24mm (1")</p> <p>TAPE, masking 48mm (2")</p> <p>TAPE, transparent 24mm (1")</p> <p>TAPE, transparent 48mm (2")</p> <p>ENVELOPE, mailing white, 70gsm</p> <p>ENVELOPE, mailing white with window, 70gsm</p> <p>SCISSOR, symmetrical, blade</p>	<p>LIST OF ITEMS</p> <p>(OF23-01)</p> <p>TAPE, masking 24mm (1") 25 yards</p> <p>TAPE, masking 48mm (2") 25 yards</p> <p>TAPE, transparent 24mm (1") 50 m</p> <p>TAPE, transparent 48mm (2") 50 m</p> <p>ENVELOPE, mailing white, 70gsm, 9 1/2 " x 4 1/8"</p> <p>ENVELOPE, mailing white with window, 70gsm, 9 1/2 " x 4 1/8"</p> <p>SCISSOR, symmetrical, blade, equivalent to 2 3/4 inches</p>
<p>SECTION III BID DATA SHEET</p> <p>ITB Clause 21.2</p> <p>Additional contract documents relevant to the Project that is required by the Procuring Entity:</p> <p>a. Notice of Award or Notice to Proceed or Contract issued by the owners, as attachment for the Statement of the prospective bidder of All its On-Going Government and Private Contracts</p>	<p>SECTION III BID DATA SHEET</p> <p>ITB Clause 21.2</p> <p>Additional contract documents relevant to the Project that is required by the Procuring Entity:</p> <p>f. Notice of Award or Notice to Proceed or Contract issued by the owners, as attachment for the Statement of the prospective bidder of All its On-Going Government and Private Contracts</p>

"There is no Health without Mental Health"

<p>b. Notice of Award or Contract issued by the owners, as attachment for the Single Largest Completed Contract (SLCC)</p> <p>c. Notarized Letter of Assurance from the Bidder on the Availability of Stocks</p> <p>d. Certificate of Performance [For current supplier, it shall be issued by the Head of the Procuring Entity for the current year. For non-current supplier, certificate issued from other hospitals or agencies are acceptable (at least SATISFACTORY RATING)]</p> <p>e. Sample/Brochure of items.</p>	<p>g. Notice of Award or Contract issued by the owners, as attachment for the Single Largest Completed Contract (SLCC)</p> <p>h. Notarized Letter of Assurance from the Bidder on the Availability of Stocks</p> <p>i. Certificate of Performance [For current supplier, it shall be issued by the Head of the Procuring Entity for the current year. For non-current supplier, certificate issued from other hospitals or agencies are acceptable (at least SATISFACTORY RATING)]</p> <p>j. <u>Sample of items.</u></p>
<p>SECTION III BID DATA SHEET</p> <p>ITB Clause 5.3</p> <p>For this purpose, contracts similar to the Project shall be:</p> <p>a. <i>Various Office Supplies</i></p> <p>Completed within <i>two (2) years</i> prior to the deadline for the submission and receipt of bids.</p> <p>** QUESTION / TANONG</p> <p><i>"Our company was established in December 2021 and had started our projects in 2022. Are we allowed to join the bidding for ITB No. 023-2023 Public Bidding for the Supply and Delivery of Various Office Supplies CY 2023 (Lot)?</i></p> <p><i>We have completed contracts similar to the project in 2022 and 2023."</i></p>	<p>SECTION III BID DATA SHEET</p> <p>ITB Clause 5.3</p> <p>For this purpose, contracts similar to the Project shall be:</p> <p>b. <i>Various Office Supplies</i></p> <p>Completed within <i>two (2) years</i> prior to the deadline for the submission and receipt of bids.</p> <p>** ANSWER / SAGOT</p> <p><i>Technically it is clearly stated in the BDS that "contracts similar to the Project (Various Office Supplies) shall be completed within 2 years prior to the deadline of the submission and receipt of bids."</i></p> <p><i>Since your company was only established in December 2021 and your projects started in 2022 you did not meet the minimum requirements we are looking for</i></p>
<p>SECTION III BID DATA SHEET</p> <p>ITB Clause 20.2</p> <p>Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that is submitted the Lowest Calculated Bid, the Bidder shall submit its</p> <p>a. Current and Valid Tax Clearance</p>	<p>SECTION III BID DATA SHEET</p> <p>ITB Clause 20.2</p> <p>Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that is submitted the Lowest Calculated Bid, the Bidder shall submit its</p> <p>a. Current and Valid Tax Clearance</p>

<p>b. Latest Annual Income Tax Return (with corresponding eFPS Filing Reference Number and successful payment page or its equivalent proof of payment, if applicable)</p> <p>c. Certificate of Philgeps Registration (Platinum Membership)</p> <p>d. Current and Valid Mayor's Permit</p> <p>** QUESTION / TANONG</p> <p><i>"Referring to Item B, can we submit BIR Form 1701Q (for Q1 2023) filed via eFPS?"</i></p> <p><i>Our eFPS enrollment was completed in May 2023 though we applied last year.</i></p> <p><i>We were given a certification by BIR RDO that we will be allowed to file electronically using eBIR Form Package until April 30, 2023."</i></p>	<p>b. Latest Annual Income Tax Return (with corresponding eFPS Filing Reference Number and successful payment page or its equivalent proof of payment, if applicable)</p> <p>c. Certificate of Philgeps Registration (Platinum Membership)</p> <p>d. Current and Valid Mayor's Permit</p> <p>** ANSWER / SAGOT</p> <p>You can submit BIR Form 1701Q for 2023 as an additional reference BUT we are requiring the LATEST ANNUAL INCOME TAX RETURN which is for CY 2022 and its equivalent proof of payment</p>
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Other Matters:

- A. Eligibility requirements and technical proposal should be in one folder and financial proposal in a separate folder, with shoelace on top or ring bound instead of a fastener, table of contents, and index tabs in words, not numbers.
- B. Folder of Eligibility requirements and technical proposal should be placed in one envelope. And the folder of the Financial proposal should be in another envelope. Both envelopes shall then be placed in one mother envelope marked as **"Original Bid"**
- C. Documents should be arranged chronologically according to the checklist issued.
- D. Color code for folders and envelope:
RED – Public Bidding for Supply and Delivery of Various Office Supplies (LOT) CY 2023
- E. All other provisions on the bidding documents which are not affected shall remain in effect.
- F. The deadline for **Submission and Opening of Bids** is scheduled on **May 31, 2023 (Wednesday), 9:00 AM**, at the **Pag-Asa Hall**, National Center for Mental Health Compound, Mandaluyong City.
- G. Any bid submitted after the deadline for submission shall be declared **"LATE"** and shall NOT be accepted.
- H. The BAC shall open the bids immediately after the deadline for submission and receipt of bids.

For the information and guidance of all concerned.


ALDEN C. CUYOS, MD, FPPA, IFAPA, MMHoA
 Chairperson, BAC for Goods