



SUPPLEMENTAL BID BULLETIN

ADDENDUM NO. 1

**Public Bidding for the Supply and Delivery of Common Computer Supplies (Ink) CY 2025 (LOT)
(Early Procurement Activity)**

This Supplemental Bid Bulletin No. 1 dated **December 9, 2024**, 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>SECTION VIII CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS</p> <p>I. TECHNICAL COMPONENT ENVELOPE Class "A" Documents</p> <p>Legal Documents</p> <p>(a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages); And</p> <p>(b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document, And</p> <p>(c) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas; And</p> <p>(d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).</p>	<p>SECTION VIII CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS</p> <p>I. TECHNICAL COMPONENT ENVELOPE Class "A" Documents</p> <p>Legal Documents</p> <p>(a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages); OR</p> <p>(a) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document, And</p> <p>(b) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas; And</p> <p>(c) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).</p>

"There is no Health without Mental Health"

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 the Supply and Delivery of Common Computer Supplies (Ink) CY 2025 (LOT) (Early Procurement Activity)
- 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 **December 16, 2024 (Monday), 9:00 AM,** at the **BAC Conference Room**, 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.


JERRY C. RODRIGUEZ, MGM-ESP
Chairperson, NCMH Bids and Awards Committee