



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
 GENERAL SOLANO STREET, SAN MIGUEL, MANILA

**SUPPLEMENTAL/BID BULLETIN (SBB) NO. 1**

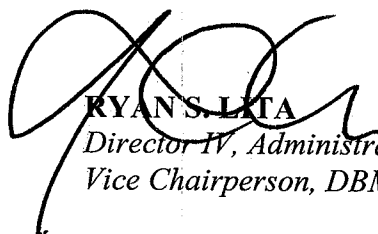
This SBB No. 1 dated May 15, 2018 for the Project, “Renewal of Licenses for the Subscription of Google Suite Basic (eMail Communication Service),” is issued to clarify, modify or amend items in the Bidding Documents. Accordingly, this shall form an integral part of said Documents.

PARTICULARS		CLARIFICATIONS/AMENDMENTS	
<b>Special Conditions of Contract</b>		<b>Special Conditions of Contract</b>	
GCC Clause		GCC Clause	
XXXX		XXXX	
10.3	<p>Terms of Payment shall be, as follows:</p> <p>One-time payment, for the first fiscal year, within thirty (30) days upon the delivery of the guaranteed email communication service/ licenses.</p> <p>One-time payment of the guaranteed accounts, for the next fiscal year, within thirty (30) days after the FY 2018 assessment and evaluation of the contract. In the event that the HoPE decides to terminate the contract upon the recommendation of the ICTSS, a proportionate amount shall be paid to the supplier.</p> <p>For “As Needed” accounts, payment shall be made within thirty (30) days upon receipt of the billing from the Supplier per fiscal year, and on a pro-rated basis, if applicable.</p>	10.3	<p>Terms of Payment shall be, as follows:</p> <p><del>One-time payment, for the first fiscal year, within thirty (30) days upon the delivery of the guaranteed email communication service/ licenses.</del></p> <p><del>One-time payment of the guaranteed accounts, for the next fiscal year, within thirty (30) days after the FY 2018 assessment and evaluation of the contract. In the event that the HoPE decides to terminate the contract upon the recommendation of the ICTSS, a proportionate amount shall be paid to the supplier.</del></p> <p><b>FOR GUARANTEED ACCOUNTS:</b></p> <p><b>FIRST PAYMENT (FOR 2018): WITHIN THIRTY (30) DAYS UPON DELIVERY OF THE EMAIL LICENSES.</b></p> <p><b>SECOND PAYMENT (FOR 2019): JANUARY 2019</b></p> <p>For “As Needed” accounts: Payment shall be made within thirty (30) days upon receipt of the billing from the Supplier per fiscal year, and on a pro-rated basis, if applicable.</p>
XXXX		XXXX	

<b>Bid Form</b>			<b>Bid Form</b>		
XXXX			XXXX		
PARTICULARS	Unit Cost (Inclusive of Vat)	Total Price	PARTICULARS	Unit Cost <b>PER LICENSE</b>	Total Price <b>(UNIT COST X 18 MONTHS X 1,500 USERS)</b> (Inclusive of Vat)
Renewal of Licenses for the Subscription of Google Suite Basic (eMail Communication Service for 1,500 users			Renewal of Licenses for the Subscription of Google Suite Basic (eMail Communication Service for 1,500 users <b>(Guaranteed and As Needed)</b>		
Guaranteed	1,200		Guaranteed	1,200	
As Needed	300		As Needed	300	
<b>TOTAL</b>			<b>TOTAL</b>		
XXXX			XXXX		
<b>Attached is the Revised Bid Form</b>					

**Other matters:**

- The “No Contact Rule” shall be strictly observed. Bidders are not allowed to call or talk to any member of the Bids and Awards Committee, Technical Working Group or Secretariat effective May 22, 2018 right after the opening of bids.
- For guidance and information of all concerned.

  
**RYAN S. LITA**  
 Director IV, Administrative Service  
 Vice Chairperson, DBM-BAC

**Bid Form  
(Revised)**

Date: \_\_\_\_\_  
 Invitation to Bid No.: **DBM-2018-16**

To: *Department of Budget and Management – Bids and Awards Committee*

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* the *Renewal of Licenses for the Subscription of Google Suite Basic (eMail Communication Service)* in conformity with the said Bidding Documents for the sum of *[total Bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

PARTICULARS	Unit Cost per License	Total Price (Unit Cost x 18 months x 1,500 users)  (Inclusive of VAT)
<b>Renewal of Licenses for the Subscription of Google Suite Basic (eMail Communication Service) for 1,500 users (Guaranteed and As Needed)</b>		
<b>TOTAL</b>		

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in **BDS** provision for **ITB** Clause 18.2 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements as per **ITB** Clause 5 of the Bidding Documents.

We likewise certify/confirm that the undersigned, *[for sole proprietorships, insert: as the owner and sole proprietor or authorized representative of Name of Bidder, has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the Name of Project of the Name of the Procuring Entity]* *[for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the Name of Bidder, to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for Name of Project of the Name of the Procuring Entity].*

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
*[Signature]*

\_\_\_\_\_  
*[In the capacity of]*

Duly authorized to sign Bid for and on behalf of \_\_\_\_\_