



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

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

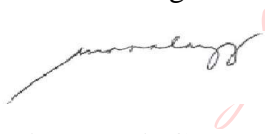
This SBB No. 1 dated November 17, 2020 for the Project, “Renewal of Licenses for the Subscription of Google Suite,” is issued to clarify, modify or amend items in the Bidding Documents. Accordingly, this shall form an integral part of said Documents.

PARTICULARS	CLARIFICATION/AMENDMENTS
<p><b>Section I. Invitation to Bid</b></p> <p style="text-align: center;">XXXX</p> <p>9. Bid opening shall be on November 24, 2020, 10:00 a.m., at the given address below and/or via <a href="https://meet.google.com/jnv-qhfc-pwa">https://meet.google.com/jnv-qhfc-pwa</a>. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity. Authorized attendees, including representatives of bidders, who are physically present at the BAC Conference Room, DBM Building III, General Solano St., San Miguel, Manila shall likewise join the meeting via videoconferencing.</p> <p>Before the start of the meeting, bidders are advised to log in the waiting room, <a href="https://meet.google.com/hma-jmco-dbx">https://meet.google.com/hma-jmco-dbx</a> and wait for the instruction of the BAC Secretariat to join the BAC meeting link.</p> <p style="text-align: center;">XXXX</p>	<p><b>Section I. Invitation to Bid</b></p> <p style="text-align: center;">XXXX</p> <p>9. Bid opening shall be on November 24, 2020, 10:00 a.m., at the given address below <b>and via video conferencing</b>. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity. Authorized attendees, including representatives of bidders, who are physically present at the BAC Conference Room, DBM Building III, General Solano St., San Miguel, Manila shall likewise join the meeting via video conferencing.</p> <p><b>Bidders are advised to first log in the BAC waiting room, <a href="https://meet.google.com/hma-jmco-dbx">https://meet.google.com/hma-jmco-dbx</a>, and wait for further advice to join the BAC meeting room, the link of which shall be provided to the bidders before the start of bid opening.</b></p> <p style="text-align: center;">XXXX</p>
<p><b>Section VIII. Checklist of Technical and Financial Documents</b></p> <p style="text-align: center;">XXXX</p> <p><u>Financial Documents</u></p> <p>(k) The Supplier’s audited financial statements, showing, among others, the Supplier’s total and current assets and liabilities, stamped “received” by</p>	<p><b>Section VIII. Checklist of Technical and Financial Documents</b></p> <p style="text-align: center;">XXXX</p> <p><u>Financial Documents</u></p> <p>(k) The Supplier’s audited financial statements, showing, among others, the Supplier’s total and current assets and liabilities, stamped “received” by</p>

<p>the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than three (3) years from the date of bid submission; and</p> <p>XXXX</p>	<p>the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than <del>three (3)</del> <b>two (2)</b> years from the date of bid submission; and</p> <p>XXXX</p> <p><b>Attached is the Revised Section VIII. Checklist of Technical and Financial Documents</b></p> <p><b><u>On the submission of the Audited Financial Statements:</u></b></p> <p><b>Please be reminded that the Supplier's audited financial statements, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission, shall be submitted as part of the Financial Documents as identified in item (k) of the Revised Section VIII. Checklist of Technical and Financial Documents.</b></p>

**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 November 24, 2020 right after the opening of bids.
- For guidance and information of all concerned.

 Digitally signed by  
 Andrea Celene M.  
 Magtalas  
**ANDREA CELENE M. MAGTALAS**  
*Director IV*  
*Vice-Chairperson, DBM-BAC*

# Checklist of Technical and Financial Documents

## *(Revised)*

### I. TECHNICAL COMPONENT ENVELOPE

#### *Class “A” Documents*

##### Legal Documents

- ☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);
- Or**
- ☐ (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**
- ☐ (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**
- ☐ (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

##### Technical Documents

- ☐ (e) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- ☐ (f) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 Revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- ☐ (g) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission; **or** Original copy of Notarized Bid Securing Declaration; **and**
- ☐ (h) Conformity with the Schedule of Requirements, which may include production/delivery schedule, and/or warranty period requirements, if applicable; **and**
- ☐ (i) Conformity with the Technical Specifications, which may include manpower requirements, and/or after-sales/parts, if applicable; **and**
- ☐ (j) Original duly signed Omnibus Sworn Statement (OSS); **and** if applicable, Original Notarized Secretary’s Certificate in case of a corporation,

partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- ☐ (k) The Supplier's audited financial statements, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- ☐ (l) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC); **or** a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

***Class "B" Documents***

- ☐ (m) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence; **or** duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

Other documentary requirements under RA No. 9184 (as applicable)

- ☐ (n) *[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]* Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- ☐ (o) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

**II. FINANCIAL COMPONENT ENVELOPE**

- ☐ (a) Original of duly signed and accomplished Financial Bid Form.