



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

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

This SBB No. 1 dated October 11, 2022 for **Project No. DBM-2023-02, “Lease of Semi-Industrial Document Scanners,”** is issued pursuant to Section 22.5 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, to clarify, modify or amend items in the Bidding Documents. Accordingly, this shall form an integral part of the Bidding Documents.

| <b>PARTICULARS</b>   | <b>AMENDMENTS</b>   |
|--|---|
| <p style="text-align: center;"><b>Section I. Invitation to Bid</b></p> <p style="text-align: center;">xxx</p> <p>2. The DBM now invites bids for the above-entitled Procurement Project. Delivery of the Goods is required as specified in Section VI (Schedule of Requirements) of the Bidding Documents. Bidders should have completed within the period of October 18, 2020 to October 17, 2022 a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).</p> <p style="text-align: center;">xxx</p> | <p style="text-align: center;"><b>Section I. Invitation to Bid</b></p> <p style="text-align: center;">xxx</p> <p>2. The DBM now invites bids for the above-entitled Procurement Project. Delivery of the Goods is required as specified in Section VI (Schedule of Requirements) of the Bidding Documents. Bidders should have completed within the period of October 18, <del>2020</del> <b>2017</b> to October 17, 2022 a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).</p> <p style="text-align: center;">xxx</p> |
| <p style="text-align: center;"><b>Section II. Instructions to Bidders</b></p> <p style="text-align: center;">xxx</p> <p><b>10. Documents comprising the Bid: Eligibility and Technical Components</b></p> <p style="text-align: center;">xxx</p> <p>10.2 The Bidder’s SLCC as indicated in ITB Clause 5.3 should have been completed within the period of October 18, 2020 to October 17, 2022.</p> <p style="text-align: center;">xxx</p>   | <p style="text-align: center;"><b>Section II. Instructions to Bidders</b></p> <p style="text-align: center;">xxx</p> <p><b>10. Documents comprising the Bid: Eligibility and Technical Components</b></p> <p style="text-align: center;">xxx</p> <p>10.2 The Bidder’s SLCC as indicated in ITB Clause 5.3 should have been completed within the period of October 18, <del>2020</del> <b>2017</b> to October 17, 2022.</p> <p style="text-align: center;">xxx</p>   |

| <b>Section III. Bid Data Sheet</b>   |  | <b>Section III. Bid Data Sheet</b>  |   |
|--|--|---|---|
| <b>ITB Clause</b>  |  | <b>ITB Clause</b>   |   |
| 5.3  | <p>For this purpose, contracts similar to the Project shall:</p> <p style="text-align: center;">xxx</p> <p>b. have been completed within the period of October 18, 2020 to October 17, 2022.</p> | 5.3   | <p>For this purpose, contracts similar to the Project shall:</p> <p style="text-align: center;">xxx</p> <p>b. have been completed within the period of October 18, <del>2020</del> <b>2017</b> to October 17, 2022.</p> |
|  | xxx  |   | xxx   |
| <b>Statement of Single Largest Completed Contract which is Similar in Nature</b>                                   |  | <b>Statement of Single Largest Completed Contract which is Similar in Nature (REVISED)</b>  |   |
|  | xxx  |   | xxx   |
| Instructions:  |  | Instructions:   |   |
|  | xxx  |   | xxx   |
| b. The SLCC should have been completed (i.e., accepted) within the period of October 18, 2020 to October 17, 2022. |  | b. The SLCC should have been completed (i.e., accepted) within the period of October 18, <del>2020</del> <b>2017</b> to October 17, 2022. |   |
|  | xxx  |   | xxx   |

**Section VI. Schedule of Requirements**

xxx

| Item | Delivery Schedule   |
|------|---|
| 1    | <p>Pre-deployment inspection at the Contractor’s site within ten (10) calendar days upon receipt of the Notice to Proceed.</p> <p>Delivery to the Central and Regional Offices shall be within ten (10) calendar days from completion of pre-deployment inspection.</p> |
|      | <p>To be scheduled by the AS-CRD after delivery of the scanners</p>   |

xxx

**Section VI. Schedule of Requirements  
(REVISED)**

xxx

| Item | Delivery Schedule  |
|------|--|
| 1    | <p><del>Pre-deployment inspection at the Contractor’s site within ten (10) calendar days upon receipt of the Notice to Proceed.</del></p> <p><del>Delivery to the Central and Regional Offices shall be within ten (10) calendar days from completion of pre-deployment inspection.</del></p> <p><b>THE FOLLOWING ACTIVITIES SHALL BE COMPLETED BEFORE THE COMMENCEMENT OF THE IMPLEMENTATION OF THE CONTRACT ON JULY 1, 2023:</b></p> <p><b>PRE-DEPLOYMENT INSPECTION AT THE CONTRACTOR’S SITE SHALL BE CONDUCTED ON A WEEKDAY BETWEEN MAY 1 TO 15, 2023.</b></p> <p><b>DELIVERY TO THE CENTRAL AND REGIONAL OFFICES SHALL BE COMPLETED BETWEEN MAY 16 TO 31, 2023.</b></p> |
|      | <p>To be scheduled by the AS-CRD <del>after delivery of the scanners</del> <b>ON A WEEKDAY BETWEEN JUNE 1 TO 30, 2023, AFTER THE DEPLOYMENT OF ALL THE SCANNERS TO THE CENTRAL AND REGIONAL OFFICES .</b></p>  |

xxx

|  |   |
|--|---|
|  | <p><b>Note:</b></p> <p><b><u>Attached are the following documents which should be used as part of the Bidding Documents to be submitted by the bidders:</u></b></p> <ol style="list-style-type: none"><li><b>1. Statement of Single Largest Contract which is Similar in Nature (Revised); and</b></li><li><b>2. Schedule of Requirements (Revised)</b></li></ol> |
|--|---|

**Other matters:**

- The “No Contact Rule” shall be strictly observed. Bidders are not allowed to communicate with any member of the Bids and Awards Committee, Technical Working Group or Secretariat effective October 18, 2022 right after the opening of bids.
- For guidance and information of all concerned.

**CLARITO ALEJANDRO D. MAGSINO**

*Assistant Secretary*

*Chairperson, DBM-BAC*

**Statement of Single Largest Completed Contract  
which is Similar in Nature**  
*[shall be submitted with the Bid]*  
**(REVISED)**

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

| Name of Client/Contact Person/Contact Number/Contact Email Address | Date of the Contract | Title of the Contract / Name of the Project | Kinds of Goods | Amount of Contract | Date of Acceptance * | End User's Acceptance or Official Receipt(s) Issued for the Contract |
|--|----------------------|---|----------------|--------------------|----------------------|--|
|  |                      |   |                |                    |                      |  |

Submitted by : \_\_\_\_\_  
(Printed Name and Signature)

Designation : \_\_\_\_\_

Date : \_\_\_\_\_

Instructions:

- a. Pursuant to Section 23.4.1.3 of the 2016 Revised IRR of RA No. 9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project, the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to the following requirements:
  - i. a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC; **OR**
  - ii. at least two (2) similar contracts:
    - (a) the aggregate amount of which should be equivalent to at least fifty percent (50%) of the ABC for this Project; **AND**
    - (b) the largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above (i.e., twenty-five percent [25%]).
- b. The SLCC should have been completed (i.e., accepted) within the period of **October 18, 2017 to October 17, 2022**.
- c. The similar contract for this Project shall refer to the provision of lease of semi-industrial document scanners. If the provision of lease of semi-industrial document scanners forms part of a bigger contract, only the cost component of the provision of lease of semi-industrial document scanners shall be considered for purposes of comparing the value thereof to at least fifty percent (50%) of the ABC.

\* Date of Acceptance shall mean the date when the items delivered have **satisfactorily met** the requirements of the procuring entity, as evidenced by either a Certificate of Final Acceptance/Completion from the bidder's client, or an Official Receipt or a Sales Invoice (to be submitted during post-qualification).

# *Section VI. Schedule of Requirements*

(REVISED)

The delivery schedule stipulates hereafter the date of delivery to the project site.

| Item     | Description   | Quantity  | Delivery Schedule   |
|----------|---|---|---|
| <b>1</b> | <p>Departmental Document Scanners with bundled software and other required components shall be delivered to, installed and configured at the following offices:</p> <ul style="list-style-type: none"> <li>• Office of the Secretary</li> <li>• Administrative Service-Central Records Division (AS-CRD)</li> <li>• Budget Technical Bureau-CPRU</li> <li>• Finance Service</li> <li>• DBM-Budget Information Legislative Service (BILS-HOR)</li> <li>• DBM-Regional Offices (Office addresses in Annex "A")</li> </ul> | <p>1</p> <p>10</p> <p>1</p> <p>3</p> <p>1</p> <p>16</p> <hr style="width: 50%; margin-left: auto; margin-right: 0;"/> <p><b>Total: 32</b></p> | <p>The following activities shall be completed before the commencement of the implementation of the contract on July 1, 2023:</p> <p style="padding-left: 40px;">Pre-deployment inspection at the Contractor's site shall be conducted on a weekday between May 1 to 15, 2023.</p> <p style="padding-left: 40px;">Delivery to the Central and Regional Offices shall be completed between May 16 to 31, 2023.</p> |
|          | <p>The Contractor shall provide one (1) day on-site training to DBM-Central Office scanner operators and AS-CRD personnel and online training to the DBM Regional Offices designated scanner operators and alternate operators on how to operate the document scanners.</p>   |   | <p>To be scheduled by the AS-CRD on a weekday between June 1 to 30, 2023, after the deployment of all the scanners to the Central and Regional Offices.</p>   |

\* The period for the performance of the obligations under the Contract shall not be beyond the validity of the corresponding appropriations for the Project.

**I hereby certify to comply and deliver all the above requirements.**

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Signature Over Printed Name of Representative

\_\_\_\_\_  
Date