



**Republic of the Philippines
Department of Education
Procurement Management Service**

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Bids and Awards Committee III

SUBJECT : **BID BULLETIN NO. 1**
PROJECT : **Lease Agreement of Photocopying Machine**
PROJECT NO.: **2021-AdmS2(004)-BIII-CB-002**
DATE : **February 24, 2021**

This Bid Bulletin is hereby issued for the information and guidance of all prospective bidders. It shall form an integral part of the bidding documents issued earlier relative to the above project.

I. Title Page

1. The Project Number in the title page is as follows:

“Project Number: 2021-AdmS2(001)-BIII-002”

It is hereby amended to read:

Project Number: 2021-AdmS2(004)-BIII-002

II. Section I. Invitation to Bid

1. The Project Number in the Invitation to Bid, on page 7, is as follows:

“Project Number: 2021-AdmS2(001)-BIII-002”

It is hereby amended to read:

Project Number: 2021-AdmS2(004)-BIII-002

III. Section II. Instruction to Bidders

Instructions to Bidders, on page 12, of the bidding documents is hereby clarified as follows:

The Procuring Entity, Department of Education (DepEd) – *Administrative Service – Asset Management Division (AS-AMD)* wishes to receive Bids for the *Lease Agreement of Photocopying Machines*, with identification number **2021-Adms2(004)-BIII-CB-002**.

IV. Section III. Bid Data Sheet

ITB Clause 20.2, on page 24, of the bidding documents is hereby clarified, as follows:

To facilitate post-qualification, the bidder at its option may submit in advance, i.e., on the deadline for submission and receipt of bids, above requirements and other documents required in **Section II. ITB 20.2**.

The envelope shall be placed in a brown envelope and marked: **ITB 20.2 Documents**

Name of Project: _____

Bid Opening Date: _____

Name of Bidder: _____

V. Section VII. Technical Specifications:

Detailed Technical Specifications, items 1,11,13,15,16 on Copier Specifications and item 4 on Printing Specifications on pages 40 to 43 are hereby revised, to wit:

Item	Specification	Amendment
Copier Specifications		
1	Brand New or Refurbished copying machines (paper copier) with multi-functional device (configuration) (copier, printer, and scanner), digital type, automatic electronic sorter and feeder, and back-to-back feature.	Brand New or All Refurbished but not later than 2017 or earlier model copying machines (paper copier) with multi-functional device (configuration) (copier, printer, and scanner), digital type, automatic electronic sorter and feeder, and back-to-back feature.
11	Minimum Speed: at least 60 ppm	Minimum Speed: at least 50 ppm
13	Maximum Original Size: A3	Maximum Original Size, if all Refurbished must be (A3) or 25 units of brand-new machines with legal size and 40 units of refurbished machines with A3 size
15	No. of Machine (maximum legal size): at least 25 units	Deleted
16	No. of Machine (maximum A3 size): at least 40 units	Deleted

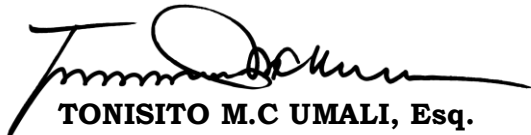
Printing Specifications			
4	Printer Language: PCL5c	PCL6,	Printer Language: PCL6, or PCL5c

VI. Attached as **Annex "A"**, is the list of clarified issues raised by prospective bidder/s.

All other provisions not herein modified shall remain in full force and effect.

For your information and guidance.

FOR THE BIDS AND AWARDS COMMITTEE III:


TONISITO M.C UMALI, Esq.
Undersecretary and BAC III Chairperson

Item No.	Clarification	BAC's Decision
Raised During Pre-bid Conference		
1	<p>Clarification on items 15 and 16, that there are discrepancies between the specifications indicated in the posted bidding documents against the PowerPoint presentation.</p> <p>The bidding documents stated that:</p> <p>Item 15 - No. of Machine (maximum legal size): at least 25 units</p> <p>Item 16 - No. of Machine (maximum A3 size): at least 40 units</p> <p>The PowerPoint presented by the BAC Secretariat is as follows:</p> <p>Item 15 - No. of Machine (if refurbished) at least 25 units</p> <p>Item 16 - No. of Machine (Brand New) at least 40 units</p> <p>Ms. Sherryl De Guzman suggested that all 65 units should be Refurbished as the ABC is insufficient to accommodate Brand New models.</p>	Refer to Bid Bulletin No. 1
2	Instead of giving the number of units for refurbished and brand new, allow the bidders to offer any number for refurbished units and brand-new units.	
2	Query on the cost per copy can be higher while the guaranteed volume can be lower.	Retain
3	Query if the Minimum Speed of at least 60ppm can be lowered to 30 to 50ppm.	Refer to Bid Bulletin No. 1
4	Query on item 5: Continuous copying with the minimum monthly duty cycle of 20,000. Suggestion to make it higher.	Retain. But the bidder can offer higher or better specifications.
5	Query if the copier requirement is mono or colored	Retain. But the bidder can offer colored which is much better.

6	Query if the units to be offered are LAN capable or wireless via internet connection.	Retain
7	Suggestion not to include the requirements for five (5) spare drum and three (3) units fuser/ imaging unit as those parts are very sensitive to store in DepEd and can easily be damaged.	Retain
Raised Through Written Queries		
A. Copier Specifications		
1	Request to take out "Refurbished" on item No. 1, to wit: Brand New or Refurbished copying machines (paper copier) with multi-functional device (configuration) (copier, printer, and scanner), digital type, automatic electronic sorter and feeder, and back-to-back feature.	Refer to Bid Bulletin 1
2	Request to remove the warm-up time on Item 10, to wit: Warm-up time: 35 seconds or less	Retain
B. Printing Specifications		
3	Request to remove PCL5 on item 4 because PCL6 and PostScript 3.0 are the latest technology.	Refer to Bid Bulletin 1