



SUPPLEMENTAL/BID BULLETIN NO. 1

PROCUREMENT OF SERVICE PROVIDER FOR THE PHYSICAL WAREHOUSING / STORAGE REQUIREMENTS OF THE DEPARTMENT OF TOURISM (DOT-BAC-IB NO. 2021-022 EPA)

This **Supplemental/Bid Bulletin No. 1** is issued to all prospective bidders to clarify, modify and/or amend items in the Bidding Documents as discussed and agreed during the Virtual Pre-Bid Conference held on 10 January 2022 for the aforementioned project. This shall form part of the Bidding Documents.

I. AMENDMENT TO BIDDING DOCUMENTS:

A. Section I. INVITATION TO BID

| FROM | TO | | | | | | | | | | | | |
|--|--|---|-------------|---|---|---|---------------|---|--|---------------|--------------|--|------------------------|
| <p>1. The Department of Tourism (DOT), through the General Appropriations Act (GAA) 2022 intends to apply the following sum of One Million Two Hundred Ninety-Four Thousand Four Hundred Sixteen Pesos (PhP1,294,416.00), inclusive of applicable taxes, being the ABC to payments under the contract for "Procurement of Service Provider for the Physical Warehousing/Storage Requirement of the Department of Tourism" (Project Identification No. DOT-BAC IB 2021-022 - Early Procurement Activity). Xxx</p> | <p>1. The Department of Tourism (DOT), through the General Appropriations Act (GAA) 2022 intends to apply the following sum, inclusive of applicable taxes, being the ABC to payments under the contract for "Procurement of Service Provider for the Physical Warehousing/Storage Requirements of the Department of Tourism" (Project Identification No. DOT-BAC IB 2021-022 – Early Procurement Activity):</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Lot/Item No.</th> <th style="text-align: center;">Particulars</th> <th style="text-align: center;">Approved Budget for the Contract (ABC) per Lot/Item</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Warehouse/Storage of Non-Current and Permanent/Archival DOT records</td> <td style="text-align: right;">PhP933,300.00</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Warehouse/Storage of Arrival/Departure (A/D) Cards</td> <td style="text-align: right;">PhP361,116.00</td> </tr> <tr> <td colspan="2" style="text-align: right;">TOTAL</td> <td style="text-align: right;">PhP1,294,416.00</td> </tr> </tbody> </table> <p>For the purpose of early procurement authorized under Section 7.6 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184, the proposed budget under the FY 2022 National Expenditure Program shall be used as basis. The period for the performance of the obligations under the Contract shall not go beyond the validity of the appropriation for the project. Bids received in excess of the ABC shall be automatically rejected at bid opening.</p> | Lot/Item No. | Particulars | Approved Budget for the Contract (ABC) per Lot/Item | 1 | Warehouse/Storage of Non-Current and Permanent/Archival DOT records | PhP933,300.00 | 2 | Warehouse/Storage of Arrival/Departure (A/D) Cards | PhP361,116.00 | TOTAL | | PhP1,294,416.00 |
| Lot/Item No. | Particulars | Approved Budget for the Contract (ABC) per Lot/Item | | | | | | | | | | | |
| 1 | Warehouse/Storage of Non-Current and Permanent/Archival DOT records | PhP933,300.00 | | | | | | | | | | | |
| 2 | Warehouse/Storage of Arrival/Departure (A/D) Cards | PhP361,116.00 | | | | | | | | | | | |
| TOTAL | | PhP1,294,416.00 | | | | | | | | | | | |
| <p>5. A complete set of Bidding Documents may be acquired by interested Bidders on <i>January 3 to 21, 2022</i> (8:00 a.m. to 5:00 p.m.) and <i>January 24, 2022</i> (up to 9:00</p> | <p>5. A complete set of Bidding Documents may be acquired by interested Bidders on <i>January 3 to 21, 2022</i> (8:00 a.m. to 5:00 p.m.) and <i>January 24, 2022</i> (up to 9:00 a.m. only) from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest</p> | | | | | | | | | | | | |

| <p>a.m. only) from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of PhP5,000.00 to the DOT Cashier at the Ground Floor, DOT Bldg., 351 Sen. Gil Puyat Avenue, Makati City.</p> <p>Or deposited to:</p> <p>Xxx</p> | <p>Guidelines issued by the GPPB to the DOT Cashier at the Ground Floor, DOT Bldg., 351 Sen. Gil Puyat Avenue, Makati City in the amount of PhP5,000.00 in accordance with the following schedule:</p> <table border="1"> <thead> <tr> <th>Lot/Item No.</th> <th>Particulars</th> <th>ABC per Lot/Item</th> <th>Bidding Documents Fee</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Warehouse/Storage of Non-Current and Permanent/Archival DOT records</td> <td>PhP933,300.00</td> <td>PhP3,600.00</td> </tr> <tr> <td>2</td> <td>Warehouse/Storage of Arrival/Departure (A/D) Cards</td> <td>PhP361,116.00</td> <td>PhP1,400.00</td> </tr> </tbody> </table> <p>Or deposited to:</p> <p>Xxx</p> | Lot/Item No. | Particulars | ABC per Lot/Item | Bidding Documents Fee | 1 | Warehouse/Storage of Non-Current and Permanent/Archival DOT records | PhP933,300.00 | PhP3,600.00 | 2 | Warehouse/Storage of Arrival/Departure (A/D) Cards | PhP361,116.00 | PhP1,400.00 |
|---|--|------------------|-----------------------|------------------|-----------------------|---|---|---------------|-------------|---|--|---------------|-------------|
| Lot/Item No. | Particulars | ABC per Lot/Item | Bidding Documents Fee | | | | | | | | | | |
| 1 | Warehouse/Storage of Non-Current and Permanent/Archival DOT records | PhP933,300.00 | PhP3,600.00 | | | | | | | | | | |
| 2 | Warehouse/Storage of Arrival/Departure (A/D) Cards | PhP361,116.00 | PhP1,400.00 | | | | | | | | | | |

B. Section II. INSTRUCTION TO BIDDERS

| FROM | TO |
|--|---|
| <p>2.1. The GOP through the source of funding as indicated below for FY 2022 in the amount of One Million Two Hundred Ninety-Four Thousand Four Hundred Sixteen Pesos (PhP1,294,416.00).</p> | <p>2.1 The GOP through the source of funding as indicated below for FY 2022:</p> <p style="text-align: center;">Lot/item No. 1 – Nine Hundred Thirty-Three Thousand Three Hundred Pesos (Php 933,300.00)</p> <p style="text-align: center;">Lot/Item No. 2 – Three Hundred Sixty-One Thousand One Hundred Sixteen Pesos (PhP361,116.00)</p> |
| <p>19.4 The project shall be awarded as follows: One Project having several items that shall be awarded as one contract.</p> | <p>19.4 The project shall be awarded as follows: One Project having several items, which shall be awarded as separate contracts per item.</p> |

C. Section III. BID DATA SHEET

| FROM | TO |
|--|--|
| <p>ITB Clause 14.1 – The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <p>a. The amount of not less than PhP25,888.32 (equivalent to 2% of the ABC), if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</p> | <p>ITB Clause 14.1 – The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <p>a. The amount of not less than 2% of the ABC, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit as follows:</p> |

| | |
|--|---|
| <p>b. The amount of not less than PhP64,720.80 (equivalent to 5% of the ABC), if bid security is in Surety Bond.</p> | <p>For Lot/Item No. 1 – PhP18,666.00 For Lot/Item No. 2 – PhP7,222.32</p> <p>Or</p> <p>b. The amount of not less than 5% of the ABC, if bid security is in Surety Bond, as follows:</p> <p>For Lot/Item No. 1 – PhP46,665.00 For Lot/Item No. 2 – PhP18,055.80</p> |
|--|---|

D. Section VI. SCHEDULE OF REQUIREMENTS

| FROM | TO | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|------------|--|---------------------------------------|-----|-----|--------------------------------------|-----|-----|--|--|--|---------------------------------------|-----|-----|---------------------------------------|-----|-----|--|-----|-----|---|-----|-----|---|-----------------------|--|--|---------------------------------------|------------|------------|--------------------------------------|-----|-----|--|--|--|---------------------------------------|-----|-----|---------------------------------------|-----|-----|--|-----|-----|---|-----|-----|-------------------------------|------------|------------|
| Project Title: Procurement of ICT Equipment and Peripherals | Project Title: Procurement of Service Provider for the Physical Warehousing / Storage Requirements of the Department of Tourism | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Item No. 1 – Warehouse/Storage of Non-Current and Permanent/Archival DOT Records</p> <table border="1" data-bbox="178 1025 774 1617"> <thead> <tr> <th colspan="3">Storage Rental</th> </tr> </thead> <tbody> <tr> <td>Type A Box (size: L16" x W13" x H13")</td> <td>956</td> <td>956</td> </tr> <tr> <td>Type B Box (size L24" x W15" x H10")</td> <td>454</td> <td>454</td> </tr> <tr> <th colspan="3">Additional New Boxes to Replace Old Boxes</th> </tr> <tr> <td>Type A Box (size: L16" x W13" x H13")</td> <td>853</td> <td>853</td> </tr> <tr> <td>Type B Box (size: L24" x W15" x H10")</td> <td>454</td> <td>454</td> </tr> <tr> <td>Retrieval of Boxes (On-site access or delivery to DOT Office)</td> <td>537</td> <td>537</td> </tr> <tr> <td>Pick-up of Boxes from DOT Office in Physical Warehouse / Storage</td> <td>897</td> <td>897</td> </tr> </tbody> </table> | Storage Rental | | | Type A Box (size: L16" x W13" x H13") | 956 | 956 | Type B Box (size L24" x W15" x H10") | 454 | 454 | Additional New Boxes to Replace Old Boxes | | | Type A Box (size: L16" x W13" x H13") | 853 | 853 | Type B Box (size: L24" x W15" x H10") | 454 | 454 | Retrieval of Boxes (On-site access or delivery to DOT Office) | 537 | 537 | Pick-up of Boxes from DOT Office in Physical Warehouse / Storage | 897 | 897 | <p>Item No. 1 – Warehouse/Storage of Non-Current and Permanent/Archival DOT Records</p> <table border="1" data-bbox="810 1025 1406 1675"> <thead> <tr> <th colspan="3">Storage Rental</th> </tr> </thead> <tbody> <tr> <td>Type A Box (size: L16" x W13" x H13")</td> <td>959</td> <td>959</td> </tr> <tr> <td>Type B Box (size L24" x W15" x H10")</td> <td>454</td> <td>454</td> </tr> <tr> <th colspan="3">Additional New Boxes to Replace Old Boxes</th> </tr> <tr> <td>Type A Box (size: L16" x W13" x H13")</td> <td>853</td> <td>853</td> </tr> <tr> <td>Type B Box (size: L24" x W15" x H10")</td> <td>454</td> <td>454</td> </tr> <tr> <td>Retrieval of Boxes (On-site access or delivery to DOT Office)</td> <td>537</td> <td>537</td> </tr> <tr> <td>Pick-up of Boxes from DOT Office in Physical Warehouse / Storage</td> <td>897</td> <td>897</td> </tr> <tr> <td>Barcoding of New Boxes</td> <td>360</td> <td>360</td> </tr> </tbody> </table> | Storage Rental | | | Type A Box (size: L16" x W13" x H13") | 959 | 959 | Type B Box (size L24" x W15" x H10") | 454 | 454 | Additional New Boxes to Replace Old Boxes | | | Type A Box (size: L16" x W13" x H13") | 853 | 853 | Type B Box (size: L24" x W15" x H10") | 454 | 454 | Retrieval of Boxes (On-site access or delivery to DOT Office) | 537 | 537 | Pick-up of Boxes from DOT Office in Physical Warehouse / Storage | 897 | 897 | Barcoding of New Boxes | 360 | 360 |
| Storage Rental | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Type A Box (size: L16" x W13" x H13") | 956 | 956 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Type B Box (size L24" x W15" x H10") | 454 | 454 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Additional New Boxes to Replace Old Boxes | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Type A Box (size: L16" x W13" x H13") | 853 | 853 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Type B Box (size: L24" x W15" x H10") | 454 | 454 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Retrieval of Boxes (On-site access or delivery to DOT Office) | 537 | 537 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Pick-up of Boxes from DOT Office in Physical Warehouse / Storage | 897 | 897 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Storage Rental | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Type A Box (size: L16" x W13" x H13") | 959 | 959 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Type B Box (size L24" x W15" x H10") | 454 | 454 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Additional New Boxes to Replace Old Boxes | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Type A Box (size: L16" x W13" x H13") | 853 | 853 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Type B Box (size: L24" x W15" x H10") | 454 | 454 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Retrieval of Boxes (On-site access or delivery to DOT Office) | 537 | 537 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Pick-up of Boxes from DOT Office in Physical Warehouse / Storage | 897 | 897 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Barcoding of New Boxes | 360 | 360 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Note: Please refer to Annex "A" for the revised Schedule of Requirements.

E. Section VII. TECHNICAL SPECIFICATIONS

| FROM | TO |
|--|--|
| <p>V. Scope of Services/Service Requirements</p> <p>1. Warehouse/Storage of Non-Current and Permanent/Archival DOT Records</p> <p>a. Xxx</p> <p>b. Xxx</p> | <p>V. Scope of Services/Service Requirements</p> <p>1. Warehouse/Storage of Non-Current and Permanent/Archival DOT Records</p> <p>a. Xxx</p> <p>b. Xxx</p> |
| Particulars | Particulars |
| <p>Storage Rental</p> <p>Type A Box (size: L16" x W13" x H13")</p> <p>959 boxes x 12 months</p> | <p>Storage Rental</p> <p>Type A Box (size: L16" x W13" x H13")</p> <p>959 boxes x 12 months</p> |
| <p>Type B Box (size L24" x W15" x H10")</p> <p>454 boxes x 12 months</p> | <p>Type B Box (size L24" x W15" x H10")</p> <p>454 boxes x 12 months</p> |
| <p>Additional New Boxes to Replace Old Boxes</p> <p>Type A Box (size: L16" x W13" x H13")</p> <p>853 boxes</p> | <p>Additional New Boxes to Replace Old Boxes</p> <p>Type A Box (size: L16" x W13" x H13")</p> <p>853 boxes</p> |
| <p>Type B Box (size: L24" x W15" x H10")</p> <p>454 boxes</p> | <p>Type B Box (size: L24" x W15" x H10")</p> <p>454 boxes</p> |
| <p>Retrieval of 537 Boxes (On-site access or delivery to DOT Office)</p> | <p>Retrieval of 537 Boxes (On-site access or delivery to DOT Office)</p> |
| <p>Pick-up of 897 Boxes from DOT Office in Physical Warehouse / Storage</p> | <p>Pick-up of 897 Boxes from DOT Office in Physical Warehouse / Storage</p> |
| | <u>Barcoding of 360 New Boxes</u> |

Note: Please refer to Annex "B" for the revised Technical Specifications.

II. CLARIFICATION ON THE BIDDING DOCUMENTS

- Please make sure that all the documents listed in Section VIII. Checklist of Technical and Financial Documents are included in the bid submission. For bidders who will be bidding for both lots/items, please submit the following documents **per lot/item**:
 - ✓ Bid Security; and
 - ✓ Financial Bid

All unamended portions of the Bidding Documents shall remain the same.

For the guidance and information of all concerned.

17 January 2022


OIC-USEC. REYNALDO L. CHING
 BAC Chairperson 