



REPUBLIKA NG PILIPINAS
KAGAWARAN NG KATARUNGAN
PANGASIWAAN SA PATALAAN NG LUPAIN
(LAND REGISTRATION AUTHORITY)
East Avenue cor. NIA Road, Diliman, Quezon City

MEMORANDUM
11 October 2023

FOR : **ALL PROSPECTIVE BIDDERS**

SUBJECT : **BID BULLETIN 1**

FOR : **SUPPLY AND DELIVERY OF 455 UNITS OF 4D FILING CABINET, 86 UNITS OF 4D LATERAL CABINET, AND 864 UNITS OF OPEN TYPE SHELVES (3 LOTS)**

This Bid Bulletin is hereby issued to all prospective bidders, for their information and guidance, on the submission of their respective proposals for the Supply and Delivery of 455 Units of 4D Filing Cabinet, 86 Units of 4D Lateral Cabinet, and 864 Units of Open Type Shelves (3 Lots).

These changes, revisions, modifications or clarifications shall become an integral part of the Contract and Bidding Documents and shall be taken into account in the submission of the prospective bidders' sealed proposals.

I. Issues and Concerns

Mr. Jeffrey D. Hammon of Solid Business Machines Center, Inc. submitted written queries concerning the following:

1. "We would like to request for an extension of Seventy-five (75) Calendar days for the Supply and Delivery of 455 Units of 4D Filing Cabinet, 86 Units of 4D Lateral Cabinet, and 864 Units of Open Type Shelves (3 Lots)"

ANSWER: The Committee resolved to grant the request for an extension of delivery of sixty (60) calendar days. Thus, the new schedule of delivery of 455 Units of 4D Filing Cabinet, 86 Units of 4D Lateral Cabinet, and 864 Units of Open Type Shelves (3 Lots) is sixty (60) calendar days upon receipt of an approved Purchase Order.

2. "We would like to verify if the length from side to side is just 600mm. The standard length for lateral filing cabinets is usually from 900mm to 915mm."

ANSWER: The Technical Specifications shall be read as follows:

PARTICULARS	AMENDMENTS/ CLARIFICATIONS
<u>Supply and Delivery of 86 Units of 4D Lateral Cabinet</u> <u>Technical Specification:</u> <ul style="list-style-type: none">Assembled Size: 600mm (L) x 460mm (D) x 1315mm (H)	<ul style="list-style-type: none"><u>Assembled Size:</u> <u>900mm (L) x 450mm (D)</u> <u>x 1385mm (H)</u> <u>(minimum)</u>



3. "We would like to clarify the finish of the paint. Is it powder coated finished or ordinary"

ANSWER: The Technical Specifications shall be read as follows:

PARTICULARS	AMENDMENTS/ CLARIFICATIONS
<u>Supply and Delivery of 86 Units of 4D Lateral Cabinet</u> <u>Technical Specification:</u> <ul style="list-style-type: none"> • <u>Coated finish: not stated</u> 	<ul style="list-style-type: none"> • <u>Coated finish: powder coated finish</u>
<u>Supply and Delivery of 864 Units of Open Type Shelves</u> <u>Technical Specification:</u> <ul style="list-style-type: none"> • <u>Coated finish: not stated</u> 	<ul style="list-style-type: none"> • <u>Coated finish: powder coated finish</u>

4. "We would like to clarify if the single largest contract will be fifty percent of the said value per lot as computed below:
 Lot 1 - Php3,116,750.00 SLCC - Php 1,558,375.00
 Lot 2 - Php1,161,000.00 SLCC - Php 580,500.00
 Lot 3 - Php5,616,000.00 SLCC - Php 2,808,000.00

Since we will submit a bid on all the 3 lots, will the single largest contract for the lot with biggest ABC be considered compliant for the whole project? If not, we would like to request if the Section 23.4.1.3 of the RA 9184 stated below be allowed:

- a) The bidder should have completed at least two (2) similar largest contract for the lot with biggest ABC be considered compliant for the whole project; and
- b) The largest of these similar contracts must be equivalent to atleast half of the percentage of the ABC as required above.

ANSWER: The Committee resolved that if the bidder would bid to only one lot, the equivalent SLCC for that bid must be 50% of that lot's ABC. Should the bidder participate in all lots, the equivalent SLCC should be the cumulative amount of the ABC.

5. "We would also like to request an extension on the similar contract from two (2) years from the date of the submission and receipt of bids to five (5) years since the previous three (3) years are under the covid pandemic wherein projects in the government were limited to small value procurement only"

ANSWER: The Committee resolved to grant the request for an extension on the similar contract, but only up to three (3) years.

Mr. Arnel Bondoc of Project Management & Technical Resources Corporation submitted written queries concerning the following:

1. "We would like to seek your approval to change the delivery schedule from Thirty (30) Calendar Days to Ninety (90) Calendar Days upon receipt of an approved Purchase Order in accordance with the Delivery Schedule under Section VI Schedule of Requirements "

ANSWER: The Committee resolved to grant the request for an extension of delivery, but only up to sixty (60) calendar days. Thus, the new schedule of delivery of 455 Units of 4D Filing Cabinet, 86 Units of 4D Lateral Cabinet, and 864 Units of Open Type Shelves (3 Lots) is sixty (60) calendar days upon receipt of an approved Purchase Order.

Mr/ Jojo O. Deocadiz of Tri-M Vault Specialist submitted written queries concerning the following:

1. "Clarification if only one SLCC that will meet the minimum amount requirement per lot can be used; or the minimum amount requirement will be based on the cumulative amount of selected lots to be bid"

ANSWER: The Committee resolved that if the bidder would bid to only one lot, the equivalent SLCC for that bid must be 50% of that Lot's ABC. Should the bidder participate in all lots, the equivalent SLCC should be the cumulative amount of the ABC.

2. Schedule of Delivery

Items	Qty	Stipulated	Proposed
4D Vertical Filing Cabinet	455	30 cal. days	120 cal. days
4D Lateral Filing Cabinet	86	30 cal. days	90 cal. days
Steel open Shelves	864	30 cal. days	120 cal. days

ANSWER: The Committee resolved to grant the request for an extension of delivery, but only up to sixty (60) calendar days. Thus, the new schedule of delivery of 455 Units of 4D Filing Cabinet, 86 Units of 4D Lateral Cabinet, and 864 Units of Open Type Shelves (3 Lots) is sixty (60) calendar days upon receipt of an approved Purchase Order.

3. Clarification on the Technical Specifications

Items	Stipulated	Proposed
4D Vertical Filing Cabinet	Size: 460 L x 620 D x 1385 H (mm)	Size: 460L x 620 D x 1315 H (mm)
4D Lateral Filing Cabinet	Size: 460L x 600 D x 1315 H (mm)	Size: 900L x 450 D x 1385 H (mm)

ANSWER: The Technical Specifications shall be read as follows:

PARTICULARS	AMENDMENTS/ CLARIFICATIONS
<u>Supply and Delivery of 455 Units of 4D Filing Cabinet</u> <u>Technical Specification:</u> <ul style="list-style-type: none"> Assembled Size: 460mm (L) x 620mm (D) x 1385mm (H) 	<ul style="list-style-type: none"> <u>The Assembled Size indicated in Section VII. Technical Specification is the minimum requirement.</u>

<p><u>Supply and Delivery of 86 Units of 4D Lateral Cabinet</u> <u>Technical Specification:</u></p> <ul style="list-style-type: none">• Assembled Size: 600mm (L) x 460mm (D) x 1315mm (H)	<ul style="list-style-type: none">• <u>Assembled Size:</u> <u>900mm (L) x 450mm (D)</u> <u>x 1385mm (H)</u> <u>(minimum)</u>
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Please be reminded that all queries after the release of this Bid Bulletin will not be entertained. All provisions, conditions and statements in the bidding documents inconsistent with this Bid Bulletin are either modified or rendered ineffective, as the case may be.

End of Bid Bulletin No. 1 [Supply and Delivery of 455 Units of 4D Filing Cabinet, 86 Units of 4D Lateral Cabinet, and 864 Units of Open Type Shelves (3 Lots)]

Issued on 11 October 2023

BIDS AND AWARDS COMMITTEE FOR NON-INFRASTRUCTURE


ATTY. TRISTAN E. DE GUZMAN
Chairperson, LRA-BAC