

## MEMORANDUM

16 July 2025

TO : ALL PROSPECTIVE BIDDERS

SUBJECT : BID BULLETIN 1

FOR : PROCUREMENT FOR THE SUPPLY AND DELIVERY OF SPLIT  
TYPE AIR-CONDITIONING UNIT 1.5 HP

---

This Bid Bulletin is hereby issued for the information and guidance of all prospective bidders relative to the submission of their respective proposals for the Supply and Delivery of Split Type Air-Conditioning Unit 1.5 HP.

Any 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. The issues and concerns raised by the prospective bidders are as follows:**

**Abenson**

1. Do you require Retention Money?

**ANSWER: Yes, retention money is required in accordance with Section 62.1 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.**

**The provision states:**

***“To assure that manufacturing defects shall be corrected by the supplier, a warranty shall be required from the contract awardee for a minimum period of three (3) months, in the case of expendable supplies, or one (1) year in the case of non-expendable supplies, after acceptance by the procuring entity of the delivered supplies.”***

**The warranty security may be constituted in either of the following forms:**

- **Retention money equivalent to at least one percent (1%) of every progress payment; or**
- **A special bank guarantee equivalent to at least one percent (1%) of the total contract price.**

**In this procurement, retention money shall be applied as the warranty security, and it shall be released only after the lapse of the required warranty period, provided that the goods delivered are free from defects and all contractual obligations have been fulfilled.**

**ACMI Office Systems Philippines, Inc.**

1. Does the scope of work cover only the supply and delivery?

**ANSWER:** Yes, the scope covers only the supply and delivery of the items. The installation will be handled by LRA personnel. However, instead of availing the free installation service, the Procuring Entity opts to avail only the materials typically provided with such installation. These materials include, but are not limited to, the following:

- Copper Tube
- Rubber Isolation
- Polyethylene Tape

**Providers Multipurpose Cooperative**

1. How many copies of Bid-docs to submit?

**ANSWER:** As stated in Section II. Instructions to Bidders, under 'Sealing and Marking of Bids,' each bidder is required to submit one (1) copy of the first and second components of its Bid.

2. Kelan po ang issuance ng bid-bulletin?

**ANSWER:** The Bid Bulletin shall be posted not later than July 16, 2025, or at least seven (7) calendar days before the scheduled bid opening on July 23, 2025

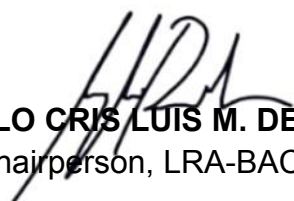
3. Kung hindi po kami ang mag-iinstall sa aircon, tapos may warranty po, so kami po ba ang magsasuggest ng installer or ivovoid na lang po yung warranties?

**ANSWER:** The winning bidder is not required to install the air conditioning units. However, the bidder must provide the necessary training to the designated LRA personnel who will handle the installation. Through this training, the LRA will be recognized as an authorized installer of the units, thereby ensuring that the warranty remains valid.

**II. LRA-BAC Non-Infra Reminders:**

This Supplemental/Bid Bulletin No. 1 shall form part of the Bidding Documents and must be included in the submission of the Bid Proposal. Any provisions in the Bidding Documents inconsistent herewith are hereby amended, modified and superseded accordingly.

End of Bid Bulletin No. 1 [Procurement for the Supply and Delivery of Split Type Air-Conditioning Unit 1.5 HP.]

  
**ANGELO CRIS LUIS M. DELLOSA**  
Vice-Chairperson, LRA-BAC for Non-Infrastructure