



BID BULLETIN 01

Date: 15 March 2024

Project Title: Supply and Delivery of Printing Services (VSU-GOODS-24-26)

Location: VSU Main, Visca, Baybay City, Leyte

Bidders are hereby informed/reminded of the following addendums/amendments/clarifications:

I. LIST OF REQUIREMENTS

(1st Envelope) TECHNICAL COMPONENT ENVELOPE	
<i>Legal Documents</i>	
1	PhilGEPS Certificate of Registration (Platinum)
<i>Technical Documents</i>	
2	Statement of All On-Going Government & Private Contracts
3	Statement of Bidder's Single Largest Completed Contract (at least 50% of the ABC or Php 249,072.50)
	Or
	Statement of at least two (2) similar completed contracts w/ total amount of at least Php 249,072.50 and the largest of which should be at least Php 124,536.25
4	Bid Security
5	Technical Specifications
6	SCHEDULE of Requirements/Production and delivery schedule
7	Manpower Requirements
8	After Sales service/parts from acceptance of delivered goods (at least 1 year for equipment and 3 months for supplies)
9	Original Duly Signed Omnibus Sworn Statement
<i>Financial Documents</i>	
10	The Supplier's Audited Financial Statements
11	Net Financial Contracting Capacity (at least Php 498,145.00)
	Or
	Committed Line of Credit (at least Php 49,814.50)
(2nd Envelope) FINANCIAL COMPONENT ENVELOPE	
12	Original of duly signed and accomplished Financial Bid Form
13	Original of duly signed and accomplished Price Schedule(s)



Please take note:

1. In the **Technical Specifications**, bidders must state either “Comply” or “Not Comply” **against each of the individual parameters of the specifications** per item stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in the **Bidders Bid** and cross-referenced to that evidence. Evidence shall be in the form of **manufacturer’s un-amended sales literature (Data Sheets), unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data, and Brand and Model** as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the provisions of **ITB** Clause 3.1(a)(ii) and/or **GCC** Clause 2.1 (a)(ii).

2. Bidders are advised to use the latest GPPB forms for the following documents:

- a) Omnibus Sworn Statement
- b) Performance Securing Declaration (if applicable)
- c) Price Schedule for Goods Offered
- d) Bid Form
- e) Bid Securing Declaration

These forms can be accessed from the GPPB website: <https://www.gppb.gov.ph/downloadables.php>. Documents that are not in its updated/latest format shall be a ground for disqualification of the bidder.

II. Preparation of Electronic Bid (for bidders who prefer electronic bid submission)

- 1. **Scan per document** into Portable Document Format (PDF) and should be printable.
- 2. Properly label all scanned documents for prompt identification. Filename of documents, whichever are applicable to the bidder, should be as follows:

Document	Filename (in PDF form)
1. PhilGEPS Certificate of Registration (Platinum)	PhilGEPS
2. Statement of On-Going Government & Private Contracts	Statement of On-Going Contracts
3. Statement of Bidder's Single Largest Completed Contract	SLCC
4. Statement of at least two (2) similar completed contracts	Statement of Completed Contracts
5. Bid Security	Bid Security
6. Technical Specifications	Technical Specifications
7. SCHEDULE of Requirements/ 8. Production and delivery schedule	Schedule of Requirements
9. Manpower Requirements	Manpower Requirements
10. After Sales service/parts	After Sales
11. Omnibus Sworn Statement	Omnibus Sworn Statement
12. Audited Financial Statements	Audited Financial Statements
13. Net Financial Contracting Capacity	NFCC
14. Committed Line of Credit	CLC
15. Bid Form	Bid Form
16. Price Schedule	Price Schedule



3. Create two (2) folders that are password-protected. The first folder should contain all requirements under Technical Component checklist as presented under Section VIII.

The second folder should contain all requirements under Financial Component checklist.

4. Compress the two (2) folders and name as follows: a) first folder: **Technical Documents**, b) second folder: **Financial Documents**.
5. Email the 2 compressed folders to Ms. Jessamine C. Ecleo at jessamine.ecleo@vsu.edu.ph before the deadline.

III. Changes in the Bidding Documents

Original	
<p>Section I. Invitation to Bid</p> <ol style="list-style-type: none"> 1. The <i>Visayas State University</i> through the <i>General Fund and Special Trust Fund</i> intends to apply the sum of <i>Six Hundred Sixty-Two Thousand Five Hundred Pesos (PhP 662,500.00)</i> being the ABC to payments under the contract for <i>Supply and Delivery of Printing Services (VSU-GOODS-24-26)</i>. Bids received in excess of the ABC shall be automatically rejected at bid opening. 5. A complete set of Bidding Documents may be acquired by interested Bidders on <i>29 February – 22 March 2024 until 8:30 AM</i> from the given address and website(s) 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 <i>One Thousand Pesos (PhP 1,000.00)</i>. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means. 	<p><i>(Amendment)</i></p> <ol style="list-style-type: none"> 1. The <i>Visayas State University</i> through the <i>General Fund and Special Trust Fund</i> intends to apply the sum of Four Hundred Ninety Eight Thousand One Hundred Forty Five Pesos (PhP 498,145.00) being the ABC to payments under the contract for <i>Supply and Delivery of Printing Services (VSU-GOODS-24-26)</i>. Bids received in excess of the ABC shall be automatically rejected at bid opening. 5. A complete set of Bidding Documents may be acquired by interested Bidders on <i>29 February – 22 March 2024 until 8:30 AM</i> from the given address and website(s) 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 Five Hundred Pesos (PhP 500.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means: The Bidders may deposit the payment for the bidding documents to the Visayas State University Landbank Account with the following details: Account Name: Visayas State University Fund 164 Account Number: <u>3572-1000-13</u> Then send the deposit slip to jessamine.ecleo@vsu.edu.ph



<p>Section II. Instructions to Bidders</p> <p>15. Sealing and Marking of Bids</p>	<p><i>(Additional Instructions)</i></p> <p>Bidders are requested to submit three (3) copies of its bid – 1 Original, Copy 1, and Copy 2.</p> <p>For filing purposes, the bidders are urged to use Pink envelopes for its Technical and Financial Component envelopes, including the Mother (outer) Envelope.</p>
--	---

IV. Revised List of Goods and Technical Specifications

- Some Specifications were added (in red font) and/or deleted (in blue font)
- Some Quantities and Unit Prices (ABC) were changed

Item #	Description	Unit	Qty	ABC/Unit (Pesos)	Total ABC (Pesos)
1	Cancelled				
2	Cancelled				
3	Printing of Annals of Tropical Research Vol. 46 No. 1 (January-June 2024)	pcs	25	1,775.00	44,375.00
	Specification:				
	<i>Annals of Tropical Research Volume 46 No. 1 (January-June 2024)</i>				
	6.5x9.5 inches portrait				
	150 inside pages (80gsm), 30 pages for color separation				
	Inside page material: C2S80				
	2 cover pages, laminated matte non-glossy (300gsm), for color separation				
	Cover page material: C2S300				
	-Durable binding to prevent pages from detaching easily				
	-Even and smooth binding to ensure that no part between gutters will bulge or sag				
	-Adequate space from the bound edge to the gutter				
	-Printing press bidder must be:				
	1. Based in and with office and printing facilities within 130km from VSU for ease & efficiency in the supervision of work & making necessary corrections & improvements in printing				
	2. Able to print one copy of the ATR journal within five working days after corrections and final proof approval by the editor-in-chief				
	3. Able to deliver to ATR Office the rest of the copies of the journal within a month after corrections and final proof approval the editor-in-chief.				
4	Printing of Annals of Tropical Research Vol. 46 No. 2 (July-December 2024) final draft by Oct 1, 2024	pcs	23	1950.00	44,850.00
	Specification:				
	<i>Annals of Tropical Research Volume 46 No. 2 (July-December 2024)</i>				
	6.5x9.5 portrait				
	165 inside pages (80gsm), 43 pages for color sep				
	Inside page material: C2S80				
	2 cover pages, laminated matte non-glossy (300gsm), for color sep				
	Cover page material: C2S300				



	-Durable binding to prevent pages from detaching easily				
	-Even and smooth binding to ensure that no part between gutters will bulge or sag				
	-Adequate space from the bound edge to the gutter				
	-Printing press bidder must be:				
	1. Based in and with office and printing facilities within 130km from VSU for ease & efficiency in the supervision of work & making necessary corrections & improvements in printing				
	2. Able to print one copy of the ATR journal within five working days after corrections and final proof approval by the editor-in-chief				
	3. Able to deliver to ATR Office the rest of the copies of the journal within a month after corrections and final proof approval the editor-in-chief.				
5	Printing of Leaflets	pcs	2000	60.00	120,000.00
	☑9 pages, at 10 copies/page				
	☑back to back				
	☑160gsm, size A4 full color				
6	Printing of the VSU Annual Report 2022	copies	200	1,000.00	200,000.00
	Specification:				
	Size: Letter				
	Cover: CS 220 gsm with lamination				
	Inside Pages: Glossy 100 gsm				
	Colors: Full colors all pages				
	Binding: Perfect				
	Pages: 100 inclusive of cover				
	Full laser print with vibrant colors and clean print copies. Bidder must provide sample of previous printouts for evaluation of the requesting party. Full delivery must be accomplished within 10 working days upon receipt of the final layout in Adobe Indesign from VSU.-Delete				
7	SCIENCE AND HUMANITIES JOURNAL 23-24	pc	72	1,235.00	88,920.00
	Specification:				
	No.of pages SHJ 2023-102 pages-50 copies Size: 6.5" x 9.5"				
	Colored Inside pages(30 pages)				
	Offset printing				
	148 gsm inside pages 300gsm 200lbs cover				
	No.of pages SHJ 2024-102 pages-50 copies Size:6.5" x 9.5"				
	Colored inside pages (30 pages)				
	Offset printing				
	148 gsm inside pages 300 gsm 200lbs cover				
				TOTAL:	498,145.00

Note: Please attach Samples of your Printing per item during Bid Submission.


DILBERTO O. FERRAREN
 BAC Chairman