



BID BULLETIN 01

Date: 6 August 2021

Project Title: Supply and Delivery of Printing Services (GOODS-21-38)

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)
	or
	a. Registration Certificate (SEC, DTI or CDA)
	b. Mayor's/Business Permit
	c. Tax Clearance
<i>Technical Documents</i>	
2	Statement of All On-Going Government & Private Contracts
3	Statement of Bidder's Single Largest Completed Contract (at least 25% of the ABC or Php 198,167.50)
	Or
	Statement of at least two (2) similar completed contracts w/ total amount of at least Php 198,167.50 and the largest of which should be at least Php 99,083.75 .
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 30 days for Printing Services)
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 792,670.00)
	Or
	Committed Line of Credit (at least Php 79,267.00)
(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:

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).

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

1. Convert all documents into Portable Document Format (PDF) and should be printable.
2. Properly label all 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. Registration Certificate (SEC/DTI)	Registration Certificate
3. Mayor’s/Business Permit	Mayor’s-Business Permit
4. Tax Clearance	Tax Clearance
5. Statement of On-Going Government & Private Contracts	Statement of On-Going Contracts
6. Statement of Bidder's Single Largest Completed Contract	SLCC
7. Statement of at least two (2) similar completed contracts	Statement of Completed Contracts
8. Bid Security	Bid Security
9. Technical Specifications	Technical Specifications
10. SCHEDULE of Requirements/Production and delivery schedule	Schedule of Requirements
11. Manpower Requirements	Manpower Requirements
12. After Sales service/parts	After Sales
13. Omnibus Sworn Statement	Omnibus Sworn Statement
14. Audited Financial Statements	Audited Financial Statements
15. Net Financial Contracting Capacity	NFCC
16. Committed Line of Credit	CLC
17. Bid Form	Bid Form
18. 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	Amendment
<p>5. A complete set of Bidding Documents may be acquired by interested Bidders on <i>26 July – 16 August 2021 until 1:30 PM</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 One Thousand Pesos (PhP 1,000.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.</p>	<p>5. A complete set of Bidding Documents may be acquired by interested Bidders on <i>26 July – 16 August 2021 until 1:30 PM</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 One Thousand Pesos (PhP 1,000.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.</p> <p>The Bidders may deposit the payment for the bidding documents to the Visayas State University Landbank Account with the following details:</p> <p>Account Name: Visayas State University Fund 164</p> <p>Account Number: <u>3572-1000-13</u></p> <p>Then send the deposit slip to jessamine.ecleo@vsu.edu.ph</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 No.	Description	Unit	Qty	Unit Price	Total Price
1	Lot 1 – Printing Services for MMDC	lot	1	640,000.00	640,000.00
	L1.1 Printing of (200 pcs) Brand Book				
	☐Size:Letter				
	☐Stock: Cover - Cs2s 220 GSM w/ lamination				
	☐Inside - Glossy, 100 GSM				
	☐Colors: Full colors all pages				
	☐Binding: Perfect				
	☐Pages: 100 pages inclusive of cover, back-to-back				
	☐Copies: 200 pieces				
	☐Full laser print -Full laser print with vibrant colors and clean print copies. Bidders must provide sample of previous laser printouts for evaluation of the requesting party. The quality of the product should be the same quality of the sample. Bidders should be within 100-kilometer radius of Baybay City with transport of printed copies delivered only by land-delete. Full delivery must be accomplished within 14 calendar days upon receipt of layout from VSU to the winning printing press.				
	L1.2 Printing of (200 pcs) 2020 VSU Annual Report				
	☐Size: Letter				
	☐Stock: Cover – Cs2s 220 GSM with Lamination;				
	☐Inside – Glossy 100 GSM				
	☐Colors: Full colors all page				
	☐Binding: Perfect				
	☐Pages: 100 pages inclusive of cover, back-to-back				
	☐Copies: 200 pieces				
	☐Full laser print -Full laser print with vibrant colors and clean print copies. Bidders must provide sample of previous laser printouts for evaluation of the requesting party. The quality of the product should be the same quality of the sample. Bidders should be within 100-kilometer radius of Baybay City with transport of printed copies delivered only by land-delete. Full delivery must be accomplished within 14 calendar days upon receipt of layout from VSU to the winning printing press.				
	L1.3 Printing of (250 pcs per quarter) VSU Obelisk Newsletter				
	☐(Proposed budget is 240,000.00 at 60,000.00 per quarter from January to March, April to June, July to September and October to December).				
	☐size: Broadsheet 560 x 432mm				
	☐Thickness: 80 GSM				
	☐Paper type: Glossy				
	☐Binding: Saddle stitch (2 staples)				
	☐Colors: Full colors all pages				



	<ul style="list-style-type: none"> ☐Pages: 24 pages, Back-to-Back ☐Copies: 250 copies per quarter ☐Full colored print with vibrant colors and clean print copies. Bidder must provide sample of previous laser-delete full colored printouts for evaluation of the requesting party. The quality of the product should be the same quality of the sample. Bidders should be within 100-kilometer radius of Baybay City with transport of printed copies delivered only by land-delete. Full delivery must be accomplished within 14 calendar days upon receipt of layout from VSU to the winning printing press. 				
2	Lot 2 – Printing Services for DYDC	lot	1	152,670.00	152,670.00
	L2.1 Printing of (90 copies) Leaflets				
	☐9 pages, at 10 copies/page				
	☐ Glossy , back to back				
	☐160gsm, size A4 full color				
	L2.2 Printing of (30 copies) Photo book				
	☐hard bound double side				
	☐glossy, 160gsm, back to back				
	☐size A4, 75pages @ 30 copies				
	L2.3 Printing of (10 sets) Module 1				
	☐34 pages				
	☐photo paper				
	☐double side Glossy				
	☐160gsm size A4 full color				
	L2.4 Printing of (10 sets) Module 2				
	☐14 pages				
	☐photo paper				
	☐double side Glossy				
	☐160gsm size A4 full color				
	L2.5 Printing of (10 sets) Module 3				
	☐28 pages				
	☐photo paper				
	☐double side Glossy				
	☐160gsm size A4 full color				
	L2.6 Printing of (10 sets) Module 5				
	☐28 pages				
	☐photo paper				
	☐double side Glossy				
	☐160gsm size A4 full color				
	L2.7 Printing of (10 sets) Module 6				
	☐20 pages				
	☐photo paper				
	☐double side Glossy				
	☐160gsm size A4 full color				
		TOTAL ABC:			792,670.00

Sgnd
DILBERTO O. FERRAREN
BAC Chairman