



Republic of the Philippines
Supreme Court
Manila

**BIDS AND AWARDS COMMITTEE FOR GOODS AND SERVICES
(SC-BAC-GS)**

BID BULLETIN No. 1

Procurement of Receiving Machines for the Official Use of the Lower Courts

Notice is hereby given of the revisions in the bidding documents, upon consultation with the implementing office representatives:

Section III. Bid Data Sheet

ITB Clause							
5.3	<p>For this purpose, contracts similar to the Project shall be for the:</p> <p>a. <u>Supply and Delivery of Receiving Machines, Office Device / Small Office Device such as staplers, punchers, 6 and 8 digits no. machines, pencil sharpener and dry seal</u></p> <p>b. completed within five (5) years prior to the deadline for the submission and receipt of bids.</p>						
10	<p>Instructions regarding indexing of Eligibility and Technical Components:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">ENVELOPE NO. 1 TECHNICAL COMPONENT</th> </tr> <tr> <th style="text-align: center;">INDEX TABS</th> <th style="text-align: center;">TECHNICAL DOCUMENTS</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">I-3</td> <td> <p>Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within five (5) years prior to the date of bid submission. The SLCC must be at least fifty percent (50%) of the approved budget for the contract (ABC) or ₱2,418,450.00.</p> <p><u>For this purpose, contracts similar to the Project shall be for the Supply and Delivery of Receiving Machines, Office Device / Small Office Device such as staplers, punchers, 6 and 8 digits no. machines, pencil sharpener and dry seal, completed within five (5) years prior to the deadline for the submission and receipt of bids.</u></p> </td> </tr> </tbody> </table>	ENVELOPE NO. 1 TECHNICAL COMPONENT		INDEX TABS	TECHNICAL DOCUMENTS	I-3	<p>Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within five (5) years prior to the date of bid submission. The SLCC must be at least fifty percent (50%) of the approved budget for the contract (ABC) or ₱2,418,450.00.</p> <p><u>For this purpose, contracts similar to the Project shall be for the Supply and Delivery of Receiving Machines, Office Device / Small Office Device such as staplers, punchers, 6 and 8 digits no. machines, pencil sharpener and dry seal, completed within five (5) years prior to the deadline for the submission and receipt of bids.</u></p>
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	<p><u>Supporting Document/s:</u></p> <p>The statement shall be supported by a copy/(ies) of the End-User's Acceptance or Official Receipt/(s) Issued for the Contract/(s)therein.)</p> <p>(See sample Form VIII-B in Section VIII)</p>
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Further, the following are the answers to the queries of prospective bidders:

Can we use other categories like office supplies regarding the SLCC?	No. As defined above, contracts similar to the project shall be for the supply and delivery of receiving machines, office device / small office device such as staplers, punchers, 6 and 8 digits no. machines, pencil sharpener and dry seal, completed within five (5) years prior to the deadline for the submission and receipt of bids.
Can we offer different brand with same specifications and its dimension?	Yes, as long as it has the same specifications and usage.
Is rubber inscription included in the budget or do you require machine only?	Rubber Inscription is included in the budget.

Prospective bidders are advised to get a copy of the bid bulletin from the Secretariat.

Please be guided accordingly.

20 November 2023.


LILIAN C. BARRIBAL-CO
Assistant Court Administrator
and Chairperson, SC-BAC-GS