



BIDS AND AWARDS COMMITTEE

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EDSA Extension, Pasay City

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SUPPLEMENTAL / BID BULLETIN No. 1

Project : Procurement of Equipment, Furniture and Fixtures for the Consular Office in Antique
Reference : PB-GS-OCA-06-2024
ABC : PhP 7,152,500.00
Date : 09 December 2024


This Supplemental/Bid Bulletin is issued to provide the prospective proponents/bidders the following information on the above-named project:

1. Inclusion of **Annex A**, Reference Photos, and Draft Office Layout for the Procurement of Equipment, Furniture and Fixtures for the Consular Office in Antique.
2. Updates on the following items in the Technical Specifications:

IV.	Delivery:	Statement of Compliance
1.	All items shall be delivered within sixty (60) calendar days upon receipt of the Notice to Proceed (NTP).	
V.	Terms of Payment:	
1.	The payment shall be on a SEND BILL ARRANGEMENT within thirty (30) working days upon full delivery and receipt of the invoice with complete requirements.	

Attached is a copy of the updated Technical Specifications with the above information already incorporated in the document.

For the information and guidance of all concerned.


ADELIO ANGELITO S. CRUZ
Assistant Secretary
and BAC Chairperson

TECHNICAL SPECIFICATIONS

Procurement of Equipment, Furniture, and Fixtures for CO Antique

ABC: Php 7,152,500.00

I.	BACKGROUND		
	<p>The Department of Foreign Affairs (DFA) opened the Consular Office (CO) in Antique in January 2024 to bring consular services closer to the people and reduce the need for long-distance travel. To ensure the effective operation of CO Antique, it is crucial to procure the necessary equipment, furniture, and fixtures that will support the CO's daily functions and provide a conducive environment for both employees and passport applicants.</p>		
II.	OBJECTIVE		
	<p>To procure equipment, furniture, and fixtures for CO Antique through public bidding.</p>		
III.	Contractor's Obligations:	Statement of Compliance	
	The Contractor shall:		
	1.	Guarantee the capacity to deliver the required quantity and specifications of the equipment, furniture, and fixtures to DFA-CO Antique as indicated in Annex A.	
	2.	Replace any items which are defective or had been damaged during the transport of such items within fifteen (15) working days, at no cost to the Department.	
	3.	Indicate in their Financial Bid Form a complete price schedule which includes the specifications of items it will provide.	
IV.	Delivery:		
	1.	All items shall be delivered within sixty (60) calendar days upon receipt of the Notice to Proceed (NTP).	
	2.	All deliveries shall be made from Monday to Friday, between 10:00 AM to 4:00 PM, with at least five (5)	

		days' prior notice to the DFA-Office of Consular Affairs (OCA) and Consular Office (CO) Antique.		
	3.	Deliveries shall be subject to the usual inspection procedures by the Office of Financial Management Service-Financial Resources Management Division (OFMS-FRMD).		
V. Terms of Payment:				
	1.	The payment shall be on a SEND BILL ARRANGEMENT within thirty (30) working days upon full delivery and receipt of the invoice with complete requirements.		
	2.	All payments shall be inclusive of Value-Added Tax (VAT), delivery charges, and other lawful charges.		
VI. Liability:				
	1.	The liability for the items shall remain with the Supplier until the same have been delivered, inspected and deemed in good and working condition, and accepted by the Department through OCA.		

Note:

Bidder must state compliance to each of the provisions in the terms of Reference / Technical Specifications, as well as to the schedule to requirements. The STATEMENT OF COMPLIANCE must be signed by the authorized representative of the bidder, with proof of authority to sign and submit the bid for and in behalf of the Bidder concerned. If the Bidder is a joint venture, the representative must have authority to sign for and in behalf of the partners to the joint venture.

Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., 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 Bidder's 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 applicable laws and issuances.

Conforme:

[Signature/s]

[Name of Bidder's Authorized Representative/s]

[Position]

[Date]

ANNEX A

QUANTITY AND SPECIFICATIONS OF EQUIPMENT, FURNITURE, AND FIXTURES FOR CO ANTIQUE

OFFICE ADDRESS: City Mall Antique, San Jose de Buenavista, Antique

CONTACT PERSON: Jezalin M. Cabillos

CONTACT NUMBER: 09128310090

UNIT	ITEM / DESCRIPTION	QUANTITY
piece	10 seater Conference table MFC Board with wire management	1
piece	Built-in Office Workstation Set Materials: MFC Board Legs: 1" x 2" Tubular Metal White in Powder Coated Finish Accessories: Grommet & Adjustable Glider	7
piece	Sofa Set 5 x one seat section 1 x corner seat section 6 x cover for seat pad 6 x inner seat pad 7 x cover for back cushion 7 x inner back cushion 1 x coffee table	2
piece	ACCU Floor Mounted Split Inverter Type AC Unit with complete accessories and installation 6.0 HP Power Supply : 220-240v / 1Ph-3Ph / 60Hz	6
piece	Modular Partition Movable / Foldable Office Partition Glass Fabric / Endtrims : 4.50 cm	18
piece	Reception Counter Main Table: 2200mm L x 600mm D x 1100mm Ht With built in grommet wire management Mid Cabinet in 1 drawer and 1 swing door all with lock and key With 8 open shelves	2
piece	Vault DIGITAL STEEL FIRE & SECURITY SAFE 2.35 cu ft Interior Storage Capacity Certified 2 Hr. Fire Protection Dual Programmable Digital & Key Lock Insulated Double Steel Wall Construction Water Resistant Door Seal 3 Live & 1 Dead Steel Locking Bolts Interior Drawer & Removable Shelf Audible Motion Alarm User Tracking with Clock & Calendar	1
piece	Vault DIGITAL STEEL FIRE & SECURITY SAFE 8.85 cu ft / 250.6 ltr 30 Min ETL Listed Fire Protection Up To 1400° F/760° C Exterior Backlit LCD Temperature and Humidity Gauge	1

	<p>8.85 cu ft Interior Storage Capacity Includes Removable Storage/Ammo Box with Key Lock 14 Long Gun Storage Capacity Programmable Digital Lock Adjustable / Removable 14 Gun Rack Interior Locking Storage / Ammo Box Included 3 Live & 3 Dead 1-inch Steel Locking Bolts Scratch Resistant Powder Coat Finish Sturdy Open / Close Spindle Handle Carpeted Interior & Floor Override Access Keys (2 included) Predrilled Mounting Holes & Mounting Hardware Included</p>	
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REFERENCE PHOTOS

10 SEATER CONFERENCE TABLE



SOFA SET



BUILT-IN OFFICE WORKSTATION SET



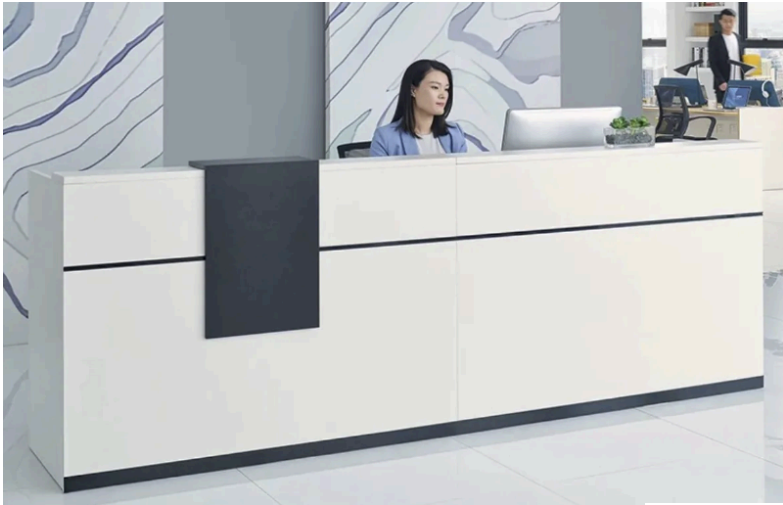
ACCU FLOOR MOUNTED SPLIT INVERTER TYPE AC UNIT



MODULAR



RECEPTION COUNTER



VAULT 2.35 CU FT



VAULT 8.85 CU FT



DRAFT OFFICE LAYOUT

