



**SUPPLEMENTAL/ BID BULLETIN NO. 1**  
**RE: “REBIDDING OF ONE (1) YEAR RENTAL OF PHOTOCOPYING**  
**MACHINES FOR THE OFFICE OF THE OMBUDSMAN”**  
(PB 2022-2-01)

**AMENDMENTS TO THE BIDDING DOCUMENTS**  
**19 May 2022**

1. The Bids and Awards Committee-Main hereby amends/clarifies/modifies the following provisions relative to the above-mentioned project and all prospective bidders are informed of these amendments/modifications, as follows:


| <b>PARTICULARS</b>   | <b>AMENDMENT/CLARIFICATION/<br/>MODIFICATION</b>  |
|--|---|
| <b>TECHNICAL SPECIFICATIONS</b><br><b>Ombudsman Bid Form No. 1 – Technical Specification with Bidder’s Statement of Compliance</b><br><br>(Page 33)<br><br><b>I. Technical Specifications</b><br>1. xxx<br>2. xxx<br>3. With electronic sorter<br>4. With <b>cassette trays/racks</b> ;<br>5. xxx<br>6. xxx<br>7. xxx<br>8. xxx<br>9. With at least <b>2018</b> as year manufactured for the machines offered; and<br>10. xxx<br><br><b>II. TERMS AND CONDITIONS</b><br>1. xxx<br>2. xxx<br>3. xxx<br>4. xxx<br>5. xxx<br>6. xxx | <b>TECHNICAL SPECIFICATIONS</b><br><b>Ombudsman Bid Form No. 1 – Technical Specification with Bidder’s Statement of Compliance</b><br><br>(Page 33)<br><br><b>I. Technical Specifications</b><br>1. xxx<br>2. xxx<br>3. With electronic sorter/ <b>collator or its equivalent</b><br>4. With <b>at least two (2) cassette trays/racks (adjustable)</b> ;<br>5. xxx<br>6. xxx<br>7. xxx<br>8. xxx<br>9. With at least <b>2019</b> as year manufactured for the machines offered; and<br>10. xxx<br><br><b>II. TERMS AND CONDITIONS</b><br>1. xxx<br>2. xxx<br>3. xxx<br>4. xxx<br>5. xxx<br>6. xxx |

|   |  |
|---|--|
| <p>7. Delivery period/<del>Contract Duration</del>: within thirty (30) calendar days after receipt of Notice to Proceed;<br/>8. xxx</p> | <p>7. Delivery period: within thirty (30) calendar days after receipt of Notice to Proceed;<br/>8. xxx</p> |
|---|--|

2. This Supplemental Bid Bulletin No. 1 shall form part of the Bidding documents. Any provisions in the Bidding Documents inconsistent herewith is hereby amended, modified and superseded accordingly.
3. All Prospective Bidders are reminded to **USE** the **Amended Ombudsman Bid Form No. 1– Technical Specification with Bidder’s Statement of Compliance** (copy attached) which are attached in this Supplemental/Bid Bulletin.

For further inquiries, you may coordinate with the Bids and Awards Committee Secretariat-Main at email addresses **ombbacsecmain@gmail.com** and/or **bac@ombudsman.gov.ph**.

For guidance and information of all concerned.

  
**ADORACION A. AGBADA**  
 Acting Assistant Ombudsman, OMB-Luzon  
 Chairperson, Bids and Awards Committee-Main

# Amended Technical Specifications

## **AMENDED OMBUDSMAN BID FORM No. 1- TECHNICAL SPECIFICATION WITH BIDDER'S STATEMENT OF COMPLIANCE**

**HON. ADORACION A. AGBADA**  
 Chairperson, Bids and Awards Committee  
 Office of the Ombudsman  
 Agham Road, North Triangle  
 Diliman, Quezon City

Madam:

Herewith is our TECHNICAL PROPOSAL for your office requirement:

(INSTRUCTION TO BIDDER: **Check**  the “**Comply**” box if bidder complies with the Ombudsman Specifications. A Technical Proposal containing unchecked “Comply” boxes would be automatically rated as “FAILED.”)

| <b>ONE (1) LOT- ONE (1) YEAR RENTAL OF PHOTOCOPYING MACHINES FOR THE OFFICE OF THE OMBUDSMAN</b> |      |  |                                 |
|--|------|--|---------------------------------|
| Qty  | Unit | Office of the Ombudsman Specifications   | Bidder's Specifications         |
|  |      | <b>I. TECHNICAL SPECIFICATIONS</b>   |                                 |
|  |      | 1. A1 condition of Photocopying Machines;  | <input type="checkbox"/> Comply |
|  |      | 2. With single pass automatic document feeder;   | <input type="checkbox"/> Comply |
|  |      | 3. With electronic sorter/collator or its equivalent;  | <input type="checkbox"/> Comply |
|  |      | 4. With at least two (2) cassette trays/racks (adjustable);  | <input type="checkbox"/> Comply |
|  |      | 5. A3 to A5 index to 11” x 17” copy size;  | <input type="checkbox"/> Comply |
|  |      | 6. With duplex for back-to-back copy and bypass tray;  | <input type="checkbox"/> Comply |
|  |      | 7. With zoom magnifications (reduction and enlargement);   | <input type="checkbox"/> Comply |
|  |      | 8. Minimum speed: at least 55 copies per minute;   | <input type="checkbox"/> Comply |
|  |      | 9. With at least 2019 as year manufactured for the machines offered; and   | <input type="checkbox"/> Comply |
|  |      | 10. With product certification from the manufacturer.  | <input type="checkbox"/> Comply |
|  |      |  |                                 |
|  |      | <b>II. TERMS AND CONDITIONS</b>  |                                 |
|  |      | 1. No minimum copy volume requirement per machine per month;   | <input type="checkbox"/> Comply |
|  |      | 2. With free repair, cleaning, maintenance and consumables (Toners) with minimum 15 pieces reserved toners subject to replenishment within a week after notice of withdrawal from the Property Management Section/General Services Division and other consumable (if any) and spare parts; | <input type="checkbox"/> Comply |

|   |       |  |                                 |
|---|-------|--|---------------------------------|
|   |       | 3. With at least one (1) Service Technician who will be stationed at and report to the General Services Division, Office of the Ombudsman, Agham Road, Diliman, Quezon City from 8:00 AM to 5:00 PM; | <input type="checkbox"/> Comply |
|   |       | 4. With minimum of 2% discount for the spoilage based on gross copies per month or current contract;   | <input type="checkbox"/> Comply |
|   |       | 5. Machine/s that cannot be repaired within 24 hours shall be replaced the following working day;  | <input type="checkbox"/> Comply |
|   |       | 6. With one (1) standby unit as temporary replacement for any defective unit;  | <input type="checkbox"/> Comply |
|   |       | 7. Delivery period: within one year which shall commence within thirty (30) calendar days after receipt of Notice to Proceed;  | <input type="checkbox"/> Comply |
|   |       | 8. Orientation for all end-users for actual demonstration and familiarization on the features and operation of the machines;   | <input type="checkbox"/> Comply |
|   |       | 9. Compliance with other terms and condition to be incorporated in the contract; and   | <input type="checkbox"/> Comply |
|   |       | 10. Regular maintenance check shall be conducted by the service provider on all machines twice a month to ensure continuous or uninterrupted utilization/operation.                                  | <input type="checkbox"/> Comply |
|   |       |  |                                 |
|   |       | <b>III. DISTRIBUTION OF PHOTOCOPYING MACHINES</b>  |                                 |
|   |       | A. CENTRAL OFFICE  |                                 |
| 5 | units | 1. OMB Proper  | <input type="checkbox"/> Comply |
| 1 | unit  | 2. OLA   | <input type="checkbox"/> Comply |
| 1 | unit  | 3. PMB   | <input type="checkbox"/> Comply |
| 1 | unit  | 4. PAMO II   | <input type="checkbox"/> Comply |
| 1 | unit  | 5. PIAB-B  | <input type="checkbox"/> Comply |
| 1 | unit  | 6. PIAB-D  | <input type="checkbox"/> Comply |
| 1 | unit  | 7. PIAB-F  | <input type="checkbox"/> Comply |
| 1 | unit  | 8. PAMB  | <input type="checkbox"/> Comply |
| 1 | unit  | 9. FIO II  | <input type="checkbox"/> Comply |
| 1 | unit  | 10. GIB-B  | <input type="checkbox"/> Comply |
| 1 | unit  | 11. GIB-D  | <input type="checkbox"/> Comply |
| 1 | unit  | 12. GIB-F  | <input type="checkbox"/> Comply |
| 1 | unit  | 13. FMIO   | <input type="checkbox"/> Comply |
| 1 | unit  | 14. MISS   | <input type="checkbox"/> Comply |
| 1 | unit  | 15. PACPO  | <input type="checkbox"/> Comply |
| 1 | unit  | 16. PAB-Clearance  | <input type="checkbox"/> Comply |
| 1 | unit  | 17. CCB  | <input type="checkbox"/> Comply |
| 1 | unit  | 18. PIMRB  | <input type="checkbox"/> Comply |
| 1 | unit  | 19. GAO  | <input type="checkbox"/> Comply |
| 1 | unit  | 20. CRD SALN   | <input type="checkbox"/> Comply |

|           |              |                            |                                 |
|-----------|--------------|----------------------------|---------------------------------|
| 1         | unit         | 21. GSD - BA               | <input type="checkbox"/> Comply |
| 1         | unit         | 22. Standby                | <input type="checkbox"/> Comply |
| 1         | unit         | 23. OODO                   | <input type="checkbox"/> Comply |
| 1         | unit         | 24. NIC                    | <input type="checkbox"/> Comply |
| 1         | unit         | 25. PAMO 1                 | <input type="checkbox"/> Comply |
| 1         | unit         | 26. PIAB-A                 | <input type="checkbox"/> Comply |
| 1         | unit         | 27. PIAB-C                 | <input type="checkbox"/> Comply |
| 1         | unit         | 28. PIAB-E                 | <input type="checkbox"/> Comply |
| 1         | unit         | 29. PIEMS                  | <input type="checkbox"/> Comply |
| 1         | unit         | 30. FIO I                  | <input type="checkbox"/> Comply |
| 1         | unit         | 31. GIB-A                  | <input type="checkbox"/> Comply |
| 1         | unit         | 32. GIB-C                  | <input type="checkbox"/> Comply |
| 1         | unit         | 33. GIB-E                  | <input type="checkbox"/> Comply |
| 3         | unit         | 34. FIO Admin.             | <input type="checkbox"/> Comply |
| 1         | unit         | 35. PBD/Accounting         | <input type="checkbox"/> Comply |
| 1         | unit         | 36. SMD                    | <input type="checkbox"/> Comply |
| 1         | unit         | 37. PAB                    | <input type="checkbox"/> Comply |
| 1         | unit         | 38. RSSB                   | <input type="checkbox"/> Comply |
| 1         | unit         | 39. BRO                    | <input type="checkbox"/> Comply |
| 1         | unit         | 40. BAC                    | <input type="checkbox"/> Comply |
| 3         | units        | 41. CRD-Main               | <input type="checkbox"/> Comply |
| 1         | unit         | 42. HRMD                   | <input type="checkbox"/> Comply |
| 1         | unit         | 43. Property               | <input type="checkbox"/> Comply |
| 1         | unit         | 44. Library                | <input type="checkbox"/> Comply |
| 1         | unit         | 45. COA                    | <input type="checkbox"/> Comply |
|           |              |                            |                                 |
|           |              | <b>B. SECTORAL OFFICES</b> |                                 |
| 8         | units        | 1. OMB MOLEO               | <input type="checkbox"/> Comply |
| 11        | units        | 2. OMB Luzon               | <input type="checkbox"/> Comply |
| 11        | units        | 3. OSP                     | <input type="checkbox"/> Comply |
|           |              |                            |                                 |
| <b>83</b> | <b>units</b> | <b>GRAND TOTAL</b>         | <input type="checkbox"/> Comply |

Very truly yours,

\_\_\_\_\_  
Signature Over Printed Name

\_\_\_\_\_  
Position

\_\_\_\_\_  
Company

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Telephone Number/s

---

Email address/es

---

Date

**Statement of Compliance**

*[Bidders must check the "Comply" box against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "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.]*