

PB2025-01



Republic of the Philippines
OFFICE OF THE OMBUDSMAN
Sen. Miriam Defensor-Santiago Avenue (formerly Agham Road)
Brgy. Bagong Pag-asa, Diliman, Quezon City 1105

SUPPLEMENTAL/BID BULLETIN NO. 1
REBIDDING FOR THE SUPPLY AND DELIVERY OF GENERAL OFFICE
SUPPLIES AND TONER/INK CARTRIDGES FOR THE
OFFICE OF THE OMBUDSMAN

11 February 2025

AMENDMENTS/CLARIFICATIONS TO THE BIDDING DOCUMENTS

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/clarifications/modifications:
 - a. All prospective bidders are informed of the following answers to the queries:

PROSPECTIVE BIDDER'S QUERIES/QUESTIONS	CLARIFICATIONS/ RESPONSES
<p><u>Query regarding Lot [5]:</u></p> <p>“I would like to inquire if there has been a market study conducted regarding the new/current pricing of HP and Samsung inks and toners. As you may be aware, both HP and Samsung implemented a price increase for their inks and toners, which took effect on November 1, 2024.</p> <p>With this price adjustment, the ABC for each cartridge may no longer align with the required ABC.”</p>	<p>Based on the results of a recent market probe, the Approved Budget for the Contract (ABC) for Lot 5 is still sufficient.</p>
<p><u>Query regarding Statement of Ongoing Government and Private Contracts:</u></p> <p>“I would like to clarify the definition of "ongoing" in relation to contracts. Does it refer to contracts that are completely delivered but not yet paid, or only those contracts that still have a remaining undelivered portion?”</p>	<p>Contracts that have been fully delivered but are not yet paid should be considered ongoing and, hence, included in the Statement of Ongoing Government and Private Contracts.</p> <p>Please see GPPB NPM No. 14-2011 dated 20 September 2011 which defines a completed contract.</p>

<p><u>Query regarding Single Largest Completed Contract (supporting documents):</u></p> <p>“I would like to clarify the requirements for the SLCC. Do we need to attach any of the following documents:</p> <ul style="list-style-type: none"> • Copy of the Certificate of Acceptance by the end user • Official Receipt • Sales Invoice <p>Or do we need to attach all three (3) of these documents?”</p>	<p>Any one of the three documents should be attached (Certificate of Acceptance by the end-user or Official Receipt (OR) or Sales Invoice) along with a copy of the relevant contract or purchase order.</p>
<p><u>Query regarding Single Largest Completed Contract (date of completion):</u></p> <p>“I would like to kindly request clarification regarding the required Date of Completion. Specifically, should we indicate the actual date received on the Delivery Receipt, or the date indicated on the Certificate of Acceptance?”</p>	<p>The date reflected in the Certificate of Acceptance issued by the procuring entity/end user should be indicated as the date of completion.</p> <p>Please see GPPB NPM No. 14-2011 dated 20 September 2011 which defines a completed contract.</p>

- b. All prospective bidders are informed of the following amendments/modifications/clarifications to the Original Bidding Documents particularly to the following matters:
- i. **Page 7. Section I. Invitation to Bid;**
 - ii. **Page 26. Section V. Special Conditions of Contract;**
 - iii. **Page 30. Section VI. Schedule of Requirements;**
 - iv. **Page 40. Section VII. Technical Specifications; and**
 - v. **Page 45. Section VII. Technical Specifications.**

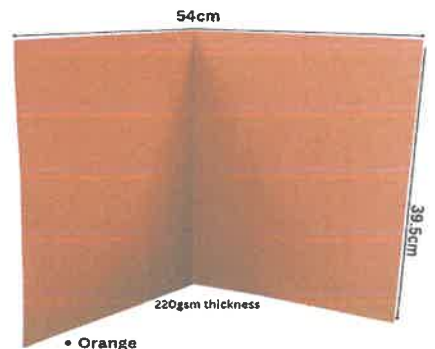
[Note: For better understanding of the contents of this Supplemental Bid Bulletin, the following rules shall apply: (1) **Single-strike-out** – means deletion; and (2) **Underline with highlights** – means inclusions or new item/requirements]

Particulars	ORIGINAL SPECIFICATION (see Original Bidding Documents)	AMENDMENT/CLARIFICATION/ MODIFICATION																																										
Page 7. Section I. Invitation to Bid	<p>Section I. Invitation to Bid x x x</p> <p>Delivery of goods are required <u>within</u> the following periods:</p> <table border="1" data-bbox="298 1614 898 2001"> <thead> <tr> <th>Lot</th> <th>Particulars</th> <th>Delivery Period</th> </tr> </thead> <tbody> <tr> <td>xx</td> <td>xxx</td> <td>xxx</td> </tr> <tr> <td>xx</td> <td>xxx</td> <td>xxx</td> </tr> <tr> <td>xx</td> <td>xxx</td> <td>xxx</td> </tr> <tr> <td>xx</td> <td>xxx</td> <td>xxx</td> </tr> <tr> <td>xx</td> <td>xxx</td> <td>xxx</td> </tr> <tr> <td>6</td> <td>Brother, Canon, and Epson Original Toner/Ink Cartridges</td> <td>60-calendar days from the receipt of Notice to Proceed</td> </tr> </tbody> </table> <p>x x x</p>	Lot	Particulars	Delivery Period	xx	xxx	xxx	xx	xxx	xxx	xx	xxx	xxx	xx	xxx	xxx	xx	xxx	xxx	6	Brother, Canon, and Epson Original Toner/Ink Cartridges	60-calendar days from the receipt of Notice to Proceed	<p>Section I. <u>Amended</u> Invitation to Bid x x x</p> <p>Delivery of goods are required <u>within</u> the following periods:</p> <table border="1" data-bbox="920 1614 1507 2001"> <thead> <tr> <th>Lot</th> <th>Particulars</th> <th>Delivery Period</th> </tr> </thead> <tbody> <tr> <td>xx</td> <td>xxx</td> <td>xxx</td> </tr> <tr> <td>xx</td> <td>xxx</td> <td>xxx</td> </tr> <tr> <td>xx</td> <td>xxx</td> <td>xxx</td> </tr> <tr> <td>xx</td> <td>xxx</td> <td>xxx</td> </tr> <tr> <td>xx</td> <td>xxx</td> <td>xxx</td> </tr> <tr> <td>6</td> <td>Brother, Canon, and Epson Original Toner/Ink Cartridges</td> <td><u>90 calendar days</u> from the receipt of Notice to Proceed</td> </tr> </tbody> </table> <p>x x x</p>	Lot	Particulars	Delivery Period	xx	xxx	xxx	xx	xxx	xxx	xx	xxx	xxx	xx	xxx	xxx	xx	xxx	xxx	6	Brother, Canon, and Epson Original Toner/Ink Cartridges	<u>90 calendar days</u> from the receipt of Notice to Proceed
Lot	Particulars	Delivery Period																																										
xx	xxx	xxx																																										
xx	xxx	xxx																																										
xx	xxx	xxx																																										
xx	xxx	xxx																																										
xx	xxx	xxx																																										
6	Brother, Canon, and Epson Original Toner/Ink Cartridges	60-calendar days from the receipt of Notice to Proceed																																										
Lot	Particulars	Delivery Period																																										
xx	xxx	xxx																																										
xx	xxx	xxx																																										
xx	xxx	xxx																																										
xx	xxx	xxx																																										
xx	xxx	xxx																																										
6	Brother, Canon, and Epson Original Toner/Ink Cartridges	<u>90 calendar days</u> from the receipt of Notice to Proceed																																										

<p>Page 26. Section V. Special Conditions of Contract</p>	<p>Section V. Special Conditions of Contract x x x Delivery Period: Delivery of goods are required within the following periods:</p> <table border="1" data-bbox="305 393 906 777"> <thead> <tr> <th>Lot</th> <th>Particulars</th> <th>Delivery Period</th> </tr> </thead> <tbody> <tr> <td>XX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>XX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>XX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>XX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>XX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>6</td> <td>Brother, Canon, and Epson Original Toner/Ink Cartridges</td> <td>60 calendar days from the receipt of Notice to Proceed</td> </tr> </tbody> </table> <p>x x x</p>	Lot	Particulars	Delivery Period	XX	XXX	XXX	XX	XXX	XXX	XX	XXX	XXX	XX	XXX	XXX	XX	XXX	XXX	6	Brother, Canon, and Epson Original Toner/Ink Cartridges	60 calendar days from the receipt of Notice to Proceed	<p>Section V. <u>Amended</u> Special Conditions of Contract x x x Delivery Period: Delivery of goods are required within the following periods:</p> <table border="1" data-bbox="927 393 1534 777"> <thead> <tr> <th>Lot</th> <th>Particulars</th> <th>Delivery Period</th> </tr> </thead> <tbody> <tr> <td>XX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>XX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>XX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>XX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>XX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>XX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>6</td> <td>Brother, Canon, and Epson Original Toner/Ink Cartridges</td> <td>90 calendar days from the receipt of Notice to Proceed</td> </tr> </tbody> </table> <p>x x x</p>	Lot	Particulars	Delivery Period	XX	XXX	XXX	XX	XXX	XXX	XX	XXX	XXX	XX	XXX	XXX	XX	XXX	XXX	XX	XXX	XXX	6	Brother, Canon, and Epson Original Toner/Ink Cartridges	90 calendar days from the receipt of Notice to Proceed																									
Lot	Particulars	Delivery Period																																																																						
XX	XXX	XXX																																																																						
XX	XXX	XXX																																																																						
XX	XXX	XXX																																																																						
XX	XXX	XXX																																																																						
XX	XXX	XXX																																																																						
6	Brother, Canon, and Epson Original Toner/Ink Cartridges	60 calendar days from the receipt of Notice to Proceed																																																																						
Lot	Particulars	Delivery Period																																																																						
XX	XXX	XXX																																																																						
XX	XXX	XXX																																																																						
XX	XXX	XXX																																																																						
XX	XXX	XXX																																																																						
XX	XXX	XXX																																																																						
XX	XXX	XXX																																																																						
6	Brother, Canon, and Epson Original Toner/Ink Cartridges	90 calendar days from the receipt of Notice to Proceed																																																																						
<p>Page 30. Section VI. Schedule of Requirements</p>	<p>Section VI. Schedule of Requirements x x x The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.</p> <table border="1" data-bbox="305 1051 906 1350"> <thead> <tr> <th>Lot No.</th> <th>Particulars</th> <th>Quantity</th> <th>Approved Budget for the Contract (ABC) (P)</th> <th>Delivery Period</th> </tr> </thead> <tbody> <tr> <td>x</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>x</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>x</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>x</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>x</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>6</td> <td>Brother, Canon, and Epson Original Toner/Ink Cartridges</td> <td>1 lot</td> <td>1,630,700.00</td> <td>60 calendar days from receipt of Notice to Proceed</td> </tr> </tbody> </table> <p>x x x</p>	Lot No.	Particulars	Quantity	Approved Budget for the Contract (ABC) (P)	Delivery Period	x	XXX	XXX	XXX	XXX	x	XXX	XXX	XXX	XXX	x	XXX	XXX	XXX	XXX	x	XXX	XXX	XXX	XXX	x	XXX	XXX	XXX	XXX	6	Brother, Canon, and Epson Original Toner/Ink Cartridges	1 lot	1,630,700.00	60 calendar days from receipt of Notice to Proceed	<p>Section VI. <u>Amended</u> Schedule of Requirements x x x The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.</p> <table border="1" data-bbox="927 1084 1534 1365"> <thead> <tr> <th>Lot No.</th> <th>Particulars</th> <th>Quantity</th> <th>Approved Budget for the Contract (ABC) (P)</th> <th>Delivery Period</th> </tr> </thead> <tbody> <tr> <td>x</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>x</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>x</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>x</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>x</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> <td>XXX</td> </tr> <tr> <td>6</td> <td>Brother, Canon, and Epson Original Toner/Ink Cartridges</td> <td>1 lot</td> <td>1,630,700.00</td> <td>90 calendar days from receipt of Notice to Proceed</td> </tr> </tbody> </table> <p>x x x</p>	Lot No.	Particulars	Quantity	Approved Budget for the Contract (ABC) (P)	Delivery Period	x	XXX	XXX	XXX	XXX	x	XXX	XXX	XXX	XXX	x	XXX	XXX	XXX	XXX	x	XXX	XXX	XXX	XXX	x	XXX	XXX	XXX	XXX	6	Brother, Canon, and Epson Original Toner/Ink Cartridges	1 lot	1,630,700.00	90 calendar days from receipt of Notice to Proceed
Lot No.	Particulars	Quantity	Approved Budget for the Contract (ABC) (P)	Delivery Period																																																																				
x	XXX	XXX	XXX	XXX																																																																				
x	XXX	XXX	XXX	XXX																																																																				
x	XXX	XXX	XXX	XXX																																																																				
x	XXX	XXX	XXX	XXX																																																																				
x	XXX	XXX	XXX	XXX																																																																				
6	Brother, Canon, and Epson Original Toner/Ink Cartridges	1 lot	1,630,700.00	60 calendar days from receipt of Notice to Proceed																																																																				
Lot No.	Particulars	Quantity	Approved Budget for the Contract (ABC) (P)	Delivery Period																																																																				
x	XXX	XXX	XXX	XXX																																																																				
x	XXX	XXX	XXX	XXX																																																																				
x	XXX	XXX	XXX	XXX																																																																				
x	XXX	XXX	XXX	XXX																																																																				
x	XXX	XXX	XXX	XXX																																																																				
6	Brother, Canon, and Epson Original Toner/Ink Cartridges	1 lot	1,630,700.00	90 calendar days from receipt of Notice to Proceed																																																																				
<p>Page 40. Section VII. Technical Specifications</p>	<p>Section VII. Technical Specifications x x x OMBUDSMAN BID FORM No. 1D – TECHNICAL SPECIFICATION WITH BIDDER’S STATEMENT OF COMPLIANCE Lot 4 – Customized Morocco Board x x x</p>	<p>Section VII. <u>Amended</u> Technical Specifications x x x <u>AMENDED OMBUDSMAN BID FORM No. 1D – TECHNICAL SPECIFICATION WITH BIDDER’S STATEMENT OF COMPLIANCE</u> Lot 4 – Customized Morocco Board x x x SAMPLE PHOTOS Orange</p>																																																																						

(i) *Orange*

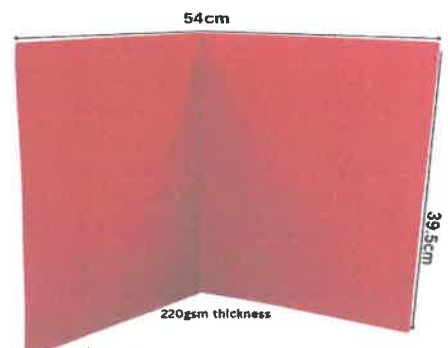
Morocco Board Paper



Red

(ii) *Red*

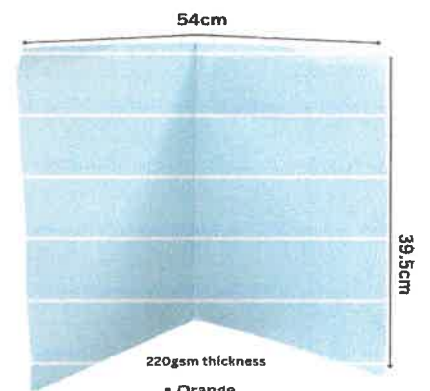
Morocco Board Paper

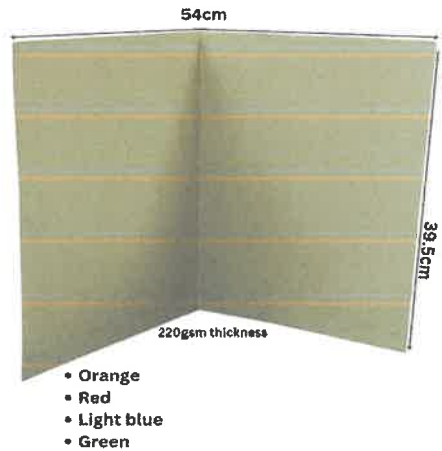


Light Blue

(iii) *Light Blue*

Morocco Board Paper

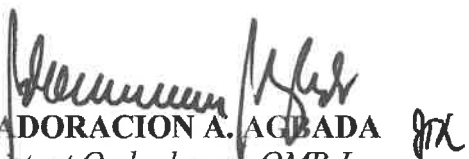


		<p>Green</p> <p>(iv) <i>Green</i></p> <p>Morocco Board Paper</p>  <p>54cm</p> <p>39.5cm</p> <p>220gsm thickness</p> <ul style="list-style-type: none"> • Orange • Red • Light blue • Green <p>X X X</p>																																																																																																																																												
<p>Page 45. Section VII. Technical Specifications</p>	<p>Section VII. Technical Specifications X X X</p> <p>OMBUDSMAN BID FORM No. 1F – TECHNICAL SPECIFICATION WITH BIDDER’S STATEMENT OF COMPLIANCE</p> <p>LOT 6 – BROTHER, CANON, AND EPSON ORIGINAL TONER/INK CARTRIDGES</p> <table border="1" data-bbox="305 1345 885 1644"> <thead> <tr> <th>Item</th> <th>Unit</th> <th>Technical Specifications</th> <th>Quantity</th> <th>Bidder's Statement of Compliance*</th> </tr> </thead> <tbody> <tr><td>X</td><td>XXX</td><td>XXX</td><td>XXX</td><td>XXX</td></tr> <tr><td>X</td><td>XXX</td><td>XXX</td><td>XXX</td><td>XXX</td></tr> <tr><td>X</td><td>XXX</td><td>XXX</td><td>XXX</td><td>XXX</td></tr> <tr><td>X</td><td>XXX</td><td>XXX</td><td>XXX</td><td>XXX</td></tr> <tr><td>X</td><td>XXX</td><td>XXX</td><td>XXX</td><td>XXX</td></tr> <tr><td>X</td><td>XXX</td><td>XXX</td><td>XXX</td><td>XXX</td></tr> <tr><td>X</td><td>XXX</td><td>XXX</td><td>XXX</td><td>XXX</td></tr> <tr><td>X</td><td>XXX</td><td>XXX</td><td>XXX</td><td>XXX</td></tr> <tr><td></td><td></td><td>Additional requirements:</td><td></td><td><input type="checkbox"/> Comply</td></tr> <tr><td></td><td></td><td>XXX</td><td></td><td>XXX</td></tr> <tr><td></td><td></td><td>XXX</td><td></td><td>XXX</td></tr> <tr><td></td><td></td><td>XXX</td><td></td><td>XXX</td></tr> <tr><td></td><td></td><td>Delivery period: 60 calendar days from receipt of Notice to Proceed</td><td></td><td><input type="checkbox"/> Comply</td></tr> </tbody> </table> <p>X X X</p>	Item	Unit	Technical Specifications	Quantity	Bidder's Statement of Compliance*	X	XXX	XXX	XXX	XXX	X	XXX	XXX	XXX	XXX	X	XXX	XXX	XXX	XXX	X	XXX	XXX	XXX	XXX	X	XXX	XXX	XXX	XXX	X	XXX	XXX	XXX	XXX	X	XXX	XXX	XXX	XXX	X	XXX	XXX	XXX	XXX			Additional requirements:		<input type="checkbox"/> Comply			XXX		XXX			XXX		XXX			XXX		XXX			Delivery period: 60 calendar days from receipt of Notice to Proceed		<input type="checkbox"/> Comply	<p>Section VII. <u>Amended</u> Technical Specifications X X X</p> <p><u>AMENDED</u> OMBUDSMAN BID FORM No. 1F – TECHNICAL SPECIFICATION WITH BIDDER’S STATEMENT OF COMPLIANCE</p> <p>LOT 6 – BROTHER, CANON, AND EPSON ORIGINAL TONER/INK CARTRIDGES</p> <table border="1" data-bbox="922 1333 1510 1644"> <thead> <tr> <th>Item</th> <th>Unit</th> <th>Technical Specifications</th> <th>Quantity</th> <th>Bidder's Statement of Compliance*</th> </tr> </thead> <tbody> <tr><td>X</td><td>XXX</td><td>XXX</td><td>XXX</td><td>XXX</td></tr> <tr><td>X</td><td>XXX</td><td>XXX</td><td>XXX</td><td>XXX</td></tr> <tr><td>X</td><td>XXX</td><td>XXX</td><td>XXX</td><td>XXX</td></tr> <tr><td>X</td><td>XXX</td><td>XXX</td><td>XXX</td><td>XXX</td></tr> <tr><td>X</td><td>XXX</td><td>XXX</td><td>XXX</td><td>XXX</td></tr> <tr><td>X</td><td>XXX</td><td>XXX</td><td>XXX</td><td>XXX</td></tr> <tr><td>X</td><td>XXX</td><td>XXX</td><td>XXX</td><td>XXX</td></tr> <tr><td>X</td><td>XXX</td><td>XXX</td><td>XXX</td><td>XXX</td></tr> <tr><td></td><td></td><td>Additional requirements:</td><td></td><td><input type="checkbox"/> Comply</td></tr> <tr><td></td><td></td><td>XXX</td><td></td><td>XXX</td></tr> <tr><td></td><td></td><td>XXX</td><td></td><td>XXX</td></tr> <tr><td></td><td></td><td>XXX</td><td></td><td>XXX</td></tr> <tr><td></td><td></td><td>Delivery period: <u>90 calendar days</u> from receipt of Notice to Proceed</td><td></td><td><input type="checkbox"/> Comply</td></tr> </tbody> </table> <p>X X X</p>	Item	Unit	Technical Specifications	Quantity	Bidder's Statement of Compliance*	X	XXX	XXX	XXX	XXX	X	XXX	XXX	XXX	XXX	X	XXX	XXX	XXX	XXX	X	XXX	XXX	XXX	XXX	X	XXX	XXX	XXX	XXX	X	XXX	XXX	XXX	XXX	X	XXX	XXX	XXX	XXX	X	XXX	XXX	XXX	XXX			Additional requirements:		<input type="checkbox"/> Comply			XXX		XXX			XXX		XXX			XXX		XXX			Delivery period: <u>90 calendar days</u> from receipt of Notice to Proceed		<input type="checkbox"/> Comply
Item	Unit	Technical Specifications	Quantity	Bidder's Statement of Compliance*																																																																																																																																										
X	XXX	XXX	XXX	XXX																																																																																																																																										
X	XXX	XXX	XXX	XXX																																																																																																																																										
X	XXX	XXX	XXX	XXX																																																																																																																																										
X	XXX	XXX	XXX	XXX																																																																																																																																										
X	XXX	XXX	XXX	XXX																																																																																																																																										
X	XXX	XXX	XXX	XXX																																																																																																																																										
X	XXX	XXX	XXX	XXX																																																																																																																																										
X	XXX	XXX	XXX	XXX																																																																																																																																										
		Additional requirements:		<input type="checkbox"/> Comply																																																																																																																																										
		XXX		XXX																																																																																																																																										
		XXX		XXX																																																																																																																																										
		XXX		XXX																																																																																																																																										
		Delivery period: 60 calendar days from receipt of Notice to Proceed		<input type="checkbox"/> Comply																																																																																																																																										
Item	Unit	Technical Specifications	Quantity	Bidder's Statement of Compliance*																																																																																																																																										
X	XXX	XXX	XXX	XXX																																																																																																																																										
X	XXX	XXX	XXX	XXX																																																																																																																																										
X	XXX	XXX	XXX	XXX																																																																																																																																										
X	XXX	XXX	XXX	XXX																																																																																																																																										
X	XXX	XXX	XXX	XXX																																																																																																																																										
X	XXX	XXX	XXX	XXX																																																																																																																																										
X	XXX	XXX	XXX	XXX																																																																																																																																										
X	XXX	XXX	XXX	XXX																																																																																																																																										
		Additional requirements:		<input type="checkbox"/> Comply																																																																																																																																										
		XXX		XXX																																																																																																																																										
		XXX		XXX																																																																																																																																										
		XXX		XXX																																																																																																																																										
		Delivery period: <u>90 calendar days</u> from receipt of Notice to Proceed		<input type="checkbox"/> Comply																																																																																																																																										

2. Bidders are reminded to use and refer to the Section I. Amended Invitation to Bid, Section V. Amended Special Conditions of Contract, Section VI. Amended Schedule of Requirements, and Section VII. Amened Technical Specifications (Amended Ombudsman Bid Form No. 1D and 1F), which are attached in this Supplemental/Bid Bulletin.

3. For further inquiries, you may coordinate with the Bids and Awards Committee Secretariat-Main at email address: bac@ombudsman.gov.ph and/or Telephone No.: (02) 5317-8300 local 2206.

Please be guided accordingly.


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



Republic of the Philippines
OFFICE OF THE OMBUDSMAN
 Sen. Miriam Defensor-Santiago Avenue (formerly Agham Road)
 Brgy. Bagong Pag-asa, Diliman, Quezon City 1105

SECTION 1. **AMENDED** INVITATION TO BID

INVITATION TO BID FOR REBIDDING FOR THE SUPPLY AND DELIVERY OF THE GENERAL OFFICE SUPPLIES AND TONER/INK CARTRIDGES FOR THE OFFICE OF THE OMBUDSMAN

- The Office of the Ombudsman, through the General Appropriations Act for CY 2024, intends to apply the sum of **Eleven Million Nine Hundred Sixty Thousand Seven Hundred Pesos (₱11,960,700.00)**, being the Approved Budget for the Contract (ABC) to payments under the contract for the **Rebidding for the Supply and Delivery of the General Office Supplies and Toner/Ink Cartridges for the Office of the Ombudsman with Project Identification No. PB2025-01**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
- The Office of the Ombudsman now invites bids for the **Public Bidding for the Supply and Delivery of the General Office Supplies and Toner/Ink Cartridges for the Office of the Ombudsman (PB2025-01)**, categorized as follows:

Lot No.	Particulars	Quantity	Approved Budget for the Contract (ABC) (₱)	Bidding Fees (non-refundable) (₱)
1	Bookpaper	1 lot	2,725,000.00	3,500.00
2	Customized Data Filer and Data Folder	1 lot	687,500.00	1,500.00
3	Stand Fan	1 lot	75,000.00	500.00
4	Customized Morocco Board	1 lot	200,000.00	500.00
5	HP and Samsung Original Toner/Ink Cartridges	1 lot	6,642,500.00	11,000.00
6	Brother, Canon, and Epson Original Toner/Ink Cartridges	1 lot	1,630,700.00	3,000.00
TOTAL ABC for Lots 1 to 6			11,960,700.00	20,000.00

- Delivery of goods are required within the following periods:

Lot No.	Particulars	Delivery Period
1	Bookpaper	45 calendar days from receipt of Notice to Proceed
2	Customized Data Filer and Data Folder	60 calendar days from receipt of Notice to Proceed

3	Stand Fan	30 calendar days from receipt of Notice to Proceed
4	Customized Morocco Board	45 calendar days from receipt of Notice to Proceed
5	HP and Samsung Original Toner/Ink Cartridges	60 calendar days from receipt of Notice to Proceed
6	Brother, Canon, and Epson Original Toner/Ink Cartridges	90 calendar days from receipt of Notice to Proceed

Bidders should have completed, **within five (5) years** from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

4. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the 2016 Revised Implementing Rules and Regulations (RIRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.
5. Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183. Interested bidders should be enrolled in the Electronic Filing and Payment System (eFPS) program of the Bureau of Internal Revenue (BIR), pursuant to Executive Order No. 398, RR 3-2005, and must be registered under the Philippine Government Electronic Procurement System (PhilGEPS).
6. Prospective Bidders may obtain further information from the Office of the Ombudsman-Bids and Awards Committee Secretariat-Main (BAC Sec-Main) via email at bac@ombudsman.gov.ph and inspect the Bidding Documents posted at the Ombudsman and the PhilGEPs websites.
7. A complete set of Bidding Documents may be acquired/downloaded by the interested Bidders starting **29 January 2025 to 18 February 2025 from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amounts specified in items nos. 2 and 14 of this Invitation to Bid.** The Procurement Entity shall allow the bidder to present its proof of payment for the fees **through electronic means not later than the submission of their bids.**

The bidding documents may also be downloaded **FREE OF CHARGE** from the websites of PhilGEPS and the Office of the Ombudsman, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

8. The Office of the Ombudsman will hold a **Pre-Bid Conference on 06 February 2025 (Thursday) at 01:30P.M. through video conferencing via MS Teams application**, which shall be open to prospective bidders. Prospective bidders should signify their intention to participate by sending an **email to BAC Secretariat-Main** through the email address given below. The Meeting Link and other details related to the video conference will be sent to the participants at least one (1) day before the event through email.

9. Bids must be duly received by the BAC Secretariat-Main through manual/physical submission at the designated receiving area with authorized receiving personnel of the **BAC Secretariat Office** of the Office of the Ombudsman on or before **18 February 2025 (Tuesday) at 02:00P.M.** **Late bids shall not be accepted. Unsealed or unmarked bid envelopes shall be rejected.** (Reference: Sec. 25.9, 2016 revised IRR of RA 9184).
10. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in Instructions to Bidders (IB) Clause 14.
11. **Bid opening shall be on 19 February 2025 (Wednesday) at 10:00A.M. through video conferencing via MS Teams application** (face-to-face for the BAC Secretariat Main personnel). The Meeting Link and other details related to the video conference will be sent to the participants at least one (1) day before the event through email. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
12. Prospective bidders, who wish to join the pre-bid conference and the bid opening through video conferencing using Microsoft Teams, must send a letter of intent containing the names and email addresses of interested participants to the BAC Secretariat-Main email address: **bac@ombudsman.gov.ph**.
13. The Office of the Ombudsman reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
14. Please refer to the table below for the cost of the bidding documents and summary of bidding activities:

COST OF BIDDING DOCUMENTS (Non-refundable)	Lot 1 – ₱3,500.00 Lot 2 – ₱1,500.00 Lot 3 – ₱500.00 Lot 4 – ₱500.00 Lot 5 – ₱11,000.00 Lot 6 – ₱3,000.00 Lots 1 to 6 – ₱20,000.00
INSPECTION/SELLING PERIOD OF BIDDING DOCUMENTS	29 January 2025 to 18 February 2025 - Bidding documents may be downloaded from the PhilGEPS website and Ombudsman website. - For payment of bidding fees, prospective bidders shall coordinate with the BAC Secretariat Main in securing the Order of Payment, and other payment details. Proof of payment such as deposit slips and transaction receipts may be submitted via email for the issuance of Official Receipt.
PRE-BID CONFERENCE	06 February 2025 (Thursday) at 01:30P.M. - Video Conferencing via MS Teams Application

	- Prospective bidders should signify their intention to participate by sending an email to BAC Secretariat-Main and MS Teams Meeting Link and other details will be provided at least one (1) day before the event.
DEADLINE OF SUBMISSION OF BIDS (Note: Late bids shall not be accepted. Unsealed or unmarked bid envelopes shall be rejected) (Reference: Sec. 25.9, 2016 revised IRR of RA 9184)	18 February 2025 (Tuesday) at 02:00P.M. - Manual/physical submission of bidding documents at the designated receiving area with authorized receiving personnel of BAC Secretariat Office of the Office of the Ombudsman, Ombudsman Main Building, Senator Miriam Defensor-Santiago Avenue, (Formerly Agham Road), Brgy. Bagong Pag-asa, 1105 Quezon City.
OPENING OF BIDS	19 February 2025 (Wednesday) at 10:00A.M. - Video Conferencing via MS Teams application - Prospective bidders should signify their intention to participate by sending an email to BAC Secretariat-Main and MS Teams Meeting Link and other details will be provided at least one (1) day before the event.

15. For further information, please refer to:

BIDS AND AWARDS COMMITTEE SECRETARIAT-MAIN



Ground Floor Ombudsman Main Building
Sen. Miriam Defensor-Santiago Avenue (Formerly Agham Road)
Barangay Bagong Pag-asa, Diliman, Quezon City 1105
☎ (02) 5317-8300 local 2206
✉ bac@ombudsman.gov.ph
www.ombudsman.gov.ph (See Bid Announcements)

Note: Please communicate through the email addresses or telephone number provided above. Also, all requests should be in writing and addresses to the BAC Secretariat-Main.

16. You may visit the following websites for downloading of Bidding Documents:

- **Office of the Ombudsman Official Website:** www.ombudsman.gov.ph (see links under *Bid Announcements*>*under Invitation to Bid*)
- **Log in at PhilGEPS Website:** <https://notices.philgeps.gov.ph/>

28 January 2025, Quezon City, Philippines.


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

Section V. **Amended** Special Conditions of Contract

GCC Clause																						
1	<p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows: <i>[For Goods supplied from abroad, state:]</i> “The delivery terms applicable to the Contract are DDP delivered <i>[place of destination(s) as stated in the Section VII. Technical Specifications]</i>. In accordance with INCOTERMS.”</p> <p><i>[For Goods supplied from within the Philippines, state:]</i> “The delivery terms applicable to this Contract are delivered <i>[place of destination(s) as stated in the Section VII. Technical Specifications]</i>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>The term of delivery of service under this Contract shall be as follows:</p> <p>Delivery Period: Delivery of goods are required within the following periods:</p> <table border="1" data-bbox="347 1056 1451 1617"> <thead> <tr> <th data-bbox="347 1056 456 1131">Lot No.</th> <th data-bbox="461 1056 850 1131">Particulars</th> <th data-bbox="855 1056 1451 1131">Delivery Period</th> </tr> </thead> <tbody> <tr> <td data-bbox="347 1138 456 1206">1</td> <td data-bbox="461 1138 850 1206">Bookpaper</td> <td data-bbox="855 1138 1451 1206">45 calendar days from receipt of Notice to Proceed</td> </tr> <tr> <td data-bbox="347 1213 456 1280">2</td> <td data-bbox="461 1213 850 1280">Customized Data Filer and Data Folder</td> <td data-bbox="855 1213 1451 1280">60 calendar days from receipt of Notice to Proceed</td> </tr> <tr> <td data-bbox="347 1288 456 1355">3</td> <td data-bbox="461 1288 850 1355">Stand Fan</td> <td data-bbox="855 1288 1451 1355">30 calendar days from receipt of Notice to Proceed</td> </tr> <tr> <td data-bbox="347 1363 456 1430">4</td> <td data-bbox="461 1363 850 1430">Customized Morocco Board</td> <td data-bbox="855 1363 1451 1430">45 calendar days from receipt of Notice to Proceed</td> </tr> <tr> <td data-bbox="347 1437 456 1505">5</td> <td data-bbox="461 1437 850 1505">HP and Samsung Original Toner/Ink Cartridges</td> <td data-bbox="855 1437 1451 1505">60 calendar days from receipt of Notice to Proceed</td> </tr> <tr> <td data-bbox="347 1512 456 1617">6</td> <td data-bbox="461 1512 850 1617">Brother, Canon, and Epson Original Toner/Ink Cartridges</td> <td data-bbox="855 1512 1451 1617">90 calendar days from receipt of Notice to Proceed</td> </tr> </tbody> </table> <p>Delivery of the Services shall be made by the Supplier in accordance with the terms specified in Section VI, Schedule of Requirements.</p> <p>For the purpose of this Clause, the Procuring Entity’s Representative at the Project Site is Property Management Section, General Services Division, Office of the Ombudsman, Senator Miriam Defensor-Santiago Avenue (formerly Agham Road), Barangay Bagong Pag-asa, Diliman, 1105 Quezon City with Telephone No. (02) 5317-8300 local 1232.</p>	Lot No.	Particulars	Delivery Period	1	Bookpaper	45 calendar days from receipt of Notice to Proceed	2	Customized Data Filer and Data Folder	60 calendar days from receipt of Notice to Proceed	3	Stand Fan	30 calendar days from receipt of Notice to Proceed	4	Customized Morocco Board	45 calendar days from receipt of Notice to Proceed	5	HP and Samsung Original Toner/Ink Cartridges	60 calendar days from receipt of Notice to Proceed	6	Brother, Canon, and Epson Original Toner/Ink Cartridges	90 calendar days from receipt of Notice to Proceed
Lot No.	Particulars	Delivery Period																				
1	Bookpaper	45 calendar days from receipt of Notice to Proceed																				
2	Customized Data Filer and Data Folder	60 calendar days from receipt of Notice to Proceed																				
3	Stand Fan	30 calendar days from receipt of Notice to Proceed																				
4	Customized Morocco Board	45 calendar days from receipt of Notice to Proceed																				
5	HP and Samsung Original Toner/Ink Cartridges	60 calendar days from receipt of Notice to Proceed																				
6	Brother, Canon, and Epson Original Toner/Ink Cartridges	90 calendar days from receipt of Notice to Proceed																				

Incidental Services -

The Supplier/Service Provider is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:

- a. performance or supervision of on-site assembly and/or start-up of the supplied Goods;
- b. furnishing of tools required for assembly and/or maintenance of the supplied Goods;
- c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; and
- d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract.

The Contract Price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.

Spare Parts –

The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:

1. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract.
2. In the event of termination of production of the spare parts:
 - i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure the needed requirements; and
 - ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.

The spare parts and other components required are listed in **Section VI (Schedule of Requirements)** and the costs thereof are included in the contract price.

The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of **ten (10) years**.

Spare parts or components shall be supplied as promptly as possible, but in any case, **within forty-five (45) calendar days** of placing the order.

Packaging –

The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.

The outer packaging must be clearly marked on at least four (4) sides as follows:

Name of the Procuring Entity

Name of the Supplier

Contract Description

Final Destination

Gross weight

Any special lifting instructions

Any special handling instructions

Any relevant HAZCHEM classifications

A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.

Transportation –

Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.

Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.

Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.

The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.

	<p>Intellectual Property Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
	<p>Regular and Recurring Services –</p> <p><i>[In case of contracts for regular and recurring services, state:]</i> “The contract for regular and recurring services shall be subject to a renewal whereby the performance evaluation of the service provider shall be conducted in accordance with Section VII. Technical specifications.”</p>
2.2	<p>The terms of payment shall be as follows: The terms of payment shall be as follows: Full payment shall be made after complete delivery of the goods within the prescribed period and issuance of the following:</p> <ul style="list-style-type: none"> ▪ Billing/Sales Invoice by the Supplier; and ▪ Certificate of Inspection and Acceptance by the authorized representative of the Office of the Ombudsman.
4	<p>Inspection, Testing and Acceptance</p> <p>The inspection and approval as to the acceptability of the Goods and Services vis-à-vis its compliance with the Technical Specifications will be done upon delivery of the goods to the Procuring Entity.</p>

Section VI. **Amended** Schedule of Requirements

**PB2025-01:
REBIDDING FOR THE SUPPLY AND DELIVERY OF THE GENERAL OFFICE
SUPPLIES AND TONER/INK CARTRIDGES FOR THE
OFFICE OF THE OMBUDSMAN**

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Lot No.	Particulars	Quantity	Approved Budget for the Contract (ABC) (₱)	Delivery Period
1	Bookpaper	1 lot	2,725,000.00	45 calendar days from receipt of Notice to Proceed
2	Customized Data Filer and Data Folder	1 lot	687,500.00	60 calendar days from receipt of Notice to Proceed
3	Stand Fan	1 lot	75,000.00	30 calendar days from receipt of Notice to Proceed
4	Customized Morocco Board	1 lot	200,000.00	45 calendar days from receipt of Notice to Proceed
5	HP and Samsung Original Toner/Ink Cartridges	1 lot	6,642,500.00	60 calendar days from receipt of Notice to Proceed
6	Brother, Canon, and Epson Original Toner/Ink Cartridges	1 lot	1,630,700.00	90 calendar days from receipt of Notice to Proceed

Note: Delivery schedule may be adjusted by the end-user upon written notice to the supplier.

I hereby certify to comply and deliver all the above requirements.

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Date Signed: _____

Section VII. **Amended** Technical Specifications

AMENDED OMBUDSMAN BID FORM No. 1D – TECHNICAL SPECIFICATION WITH BIDDER’S STATEMENT OF COMPLIANCE

HON. ADORACION A. AGBADA
 Chairperson, Bids and Awards Committee
 Office of the Ombudsman
 Senator Miriam Defensor-Santiago Avenue
 Brgy. Bagong Pag-asa, Diliman, 1105 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.”**)

PB2025-01:
REBIDDING FOR THE SUPPLY AND DELIVERY OF THE GENERAL OFFICE SUPPLIES AND TONER/INK CARTRIDGES FOR THE OFFICE OF THE OMBUDSMAN

LOT 4 – CUSTOMIZED MOROCCO BOARD

Item	Unit	Technical Specifications	Quantity	Bidder’s Statement of Compliance *
		Customized Morocco Board Size: 54cm x 39.5cm, 220 gsm		<input type="checkbox"/> Comply
		Colors:		<input type="checkbox"/> Comply
1	pcs	Orange	2500	<input type="checkbox"/> Comply
2	pcs	Light Blue	2500	<input type="checkbox"/> Comply
3	pcs	Red	2500	<input type="checkbox"/> Comply
4	pcs	Green	2500	<input type="checkbox"/> Comply
		Additional requirements:		<input type="checkbox"/> Comply
		Warranty should cover a period of 3 months from the date of acceptance		<input type="checkbox"/> Comply
		Submit random sample of items		<input type="checkbox"/> Comply
		Delivery period: 45 calendar days from receipt of Notice to Proceed		<input type="checkbox"/> Comply

I hereby certify that the statement of compliance to the foregoing technical specifications are true and correct, otherwise, if found to be false either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.

Very truly yours,

Signature Over Printed Name

Position

Company

Telephone Number/s

Email address/es

Date signed

Statement of Compliance

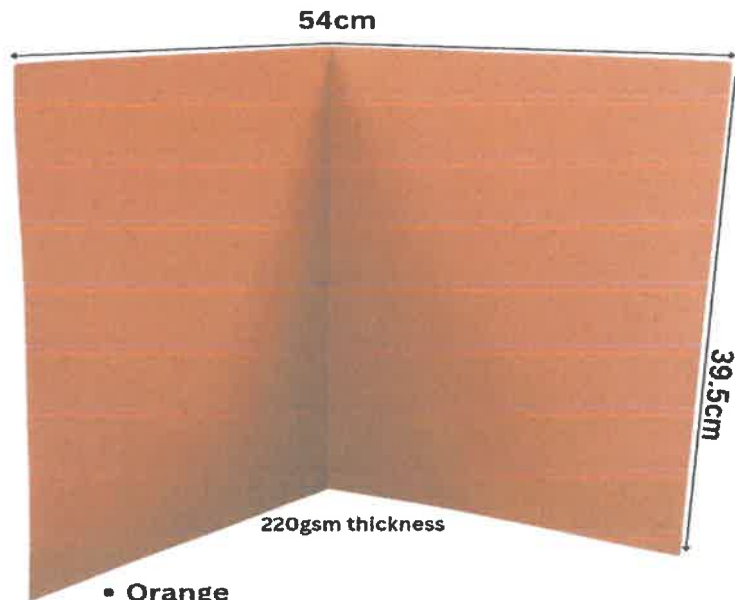
[Bidders must check the "Comply" box against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be 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.]

LOT 4 – CUSTOMIZED MOROCCO BOARD

SAMPLE PHOTOS

ORANGE

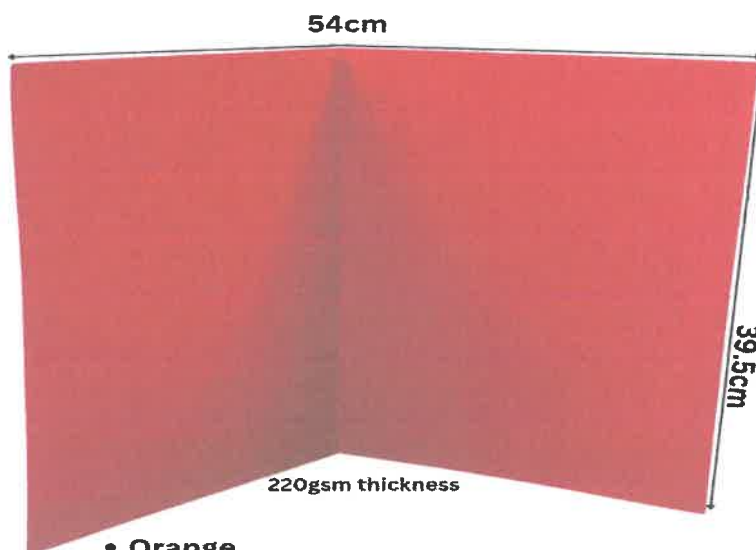
Morocco Board Paper



- Orange
- Red
- Light blue
- Green

RED

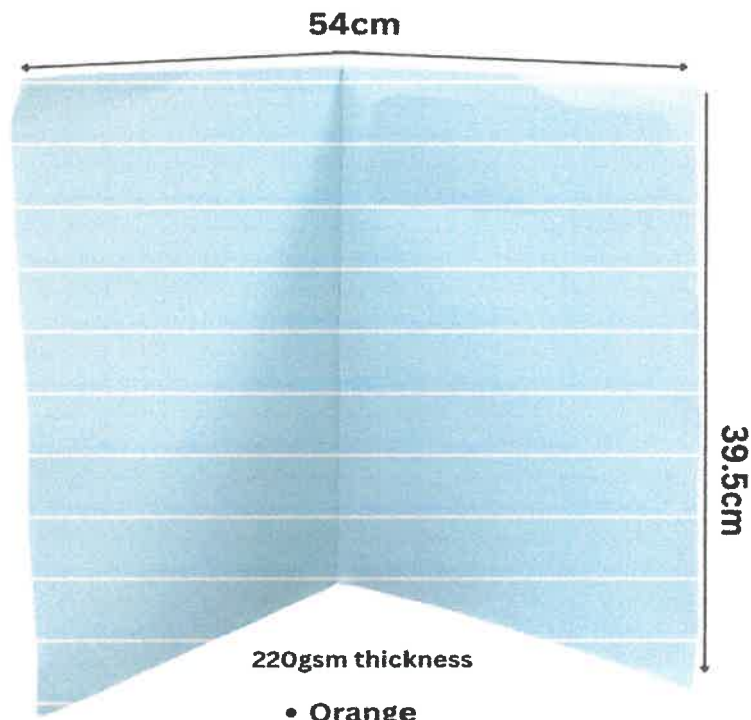
Morocco Board Paper



- Orange
- Red
- Light blue
- Green

LIGHT BLUE

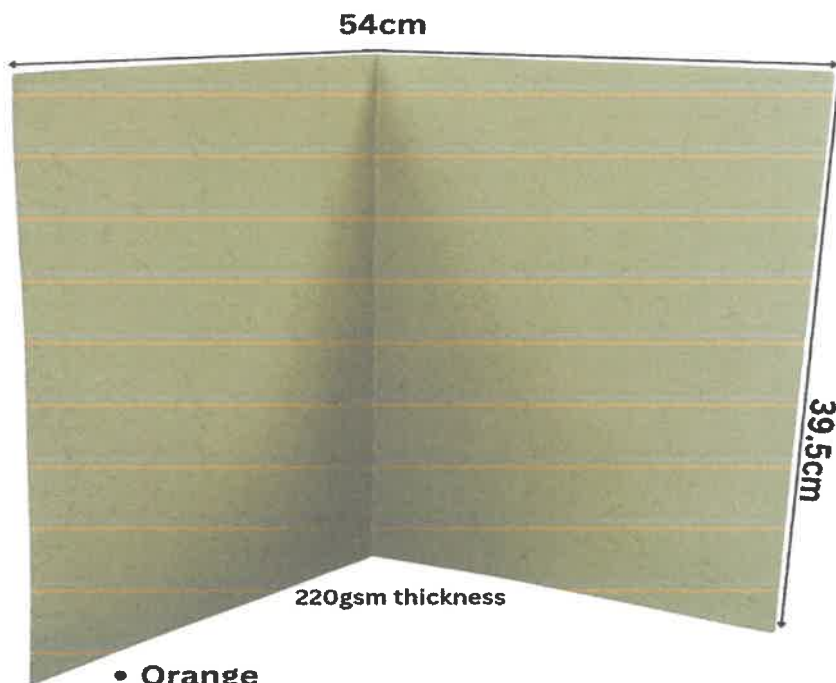
Morocco Board Paper



- Orange
- Red
- Light blue
- Green

GREEN

Morocco Board Paper



- Orange
- Red
- Light blue
- Green

Section VII. **Amended** Technical Specifications

AMENDED OMBUDSMAN BID FORM No. 1F – TECHNICAL SPECIFICATION WITH BIDDER’S STATEMENT OF COMPLIANCE

HON. ADORACION A. AGBADA
 Chairperson, Bids and Awards Committee
 Office of the Ombudsman
 Senator Miriam Defensor-Santiago Avenue
 Brgy. Bagong Pag-asa, Diliman, 1105 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.”**)

PB2025-01:
REBIDDING FOR THE SUPPLY AND DELIVERY OF THE GENERAL OFFICE SUPPLIES AND TONER/INK CARTRIDGES FOR THE OFFICE OF THE OMBUDSMAN

LOT 6 – BROTHER, CANON, AND EPSON ORIGINAL TONER/INK CARTRIDGES

Item	Unit	Technical Specifications	Quantity	Bidder’s Statement of Compliance *
1	pcs	Brother HL-5100DN Printer Toner cartridge, Brother TN-3478, black	100	<input type="checkbox"/> Comply
2	pcs	Canon LBP 7780cx Printer Toner cartridge, Canon 319 II	39	<input type="checkbox"/> Comply
3	pcs	Canon 6000 LBP Toner cartridge, Canon 325, black	12	<input type="checkbox"/> Comply
4	pcs	Epson EcoTank L5290 Printer Ink bottle, Epson 003, black	603	<input type="checkbox"/> Comply
5	pcs	Epson EcoTank L5290 Printer Ink bottle, Epson 003, magenta	201	<input type="checkbox"/> Comply
6	pcs	Epson EcoTank L5290 Printer Ink bottle, Epson 003, yellow	201	<input type="checkbox"/> Comply
7	pcs	Epson EcoTank L5290 Printer Ink bottle, Epson 003, cyan	201	<input type="checkbox"/> Comply
		Additional requirements:		<input type="checkbox"/> Comply
		Warranty should cover a period of 3 months from the date of acceptance		<input type="checkbox"/> Comply
		All items offered must be original (authentic/genuine)		<input type="checkbox"/> Comply

		Must be supported by manufacturer or authorized distributor's certificate as authorized reseller/supplier and Certificate of Authenticity from the Manufacturer or Authorized Distributor	<input type="checkbox"/> Comply
		Delivery period: 90 calendar days from receipt of Notice to Proceed	<input type="checkbox"/> Comply

I hereby certify that the statement of compliance to the foregoing technical specifications are true and correct, otherwise, if found to be false either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.

Very truly yours,

Signature Over Printed Name

Position

Company

Telephone Number/s

Email address/es

Date signed

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.]