

August 15, 2023

Bid Bulletin No. 2

ONE (1) YEAR CONTRACT FOR THE SUPPLY AND DELIVERY OF VARIOUS BATTERIES

A. With reference to the queries during the pre-bid conference and the written clarification/s received until July 31, 2023, please be guided by the following:

1. If Tabs I and J are not applicable, should we still include Tabs I and J but merely specify that the same are not applicable or can we do without it?

Answer: You may include tab I and J, but specify “Not Applicable”

2. For Copies 1 and 2, are these required to be certified true copies or plain photocopies?

Answer: Copies 1 and 2 must be Certified True Copies

3. For Copies 1 and 2, can the company representative certify as true copies the documents to be submitted or do you require the certification from the issuing office?

Answer: Certified True Copies of documents for Copies 1 and 2 must be certified by the Issuing Office.

4. Do I need to submit separate sets of documents if I am interested in participating in bidding for 2 projects?

Answer: Yes, those who are interested in participating in the bidding for 2 projects must submit separate sets of documents.

5. On how frequent are the expected deliveries in a year?

Answer: The delivery will be on a per-need basis through the issuance of an Order Slip duly recommended and approved by the Maintenance and Transportation Department (MTD) and Procurement and Property Management Department (PPMD), respectively.

6. Will the deliveries be to one location only?

Answer: Yes. The place of delivery will be at the PPMD, Receiving Section, Bldg. 709, Burgos Street cor. Quezon Street, Subic Bay Freeport Zone, during regular SBMA office hours, Monday – Friday, except for non-working holidays.

7. Will the payment be per delivery or after the completion of the whole contract?

Answer: SBMA shall pay the contractor on progress billing, within thirty (30) calendar days upon submission of the Sales Invoice for every delivery and endorsement of the MTD and PPMD provided there is no objection or notice of discrepancies of the delivered items. Hence, the contractor must also sign in the "Issued by" portion of the Order Slip.

8. On your past experience with your previous contract for the same project, was the amount for the project fully depleted before the end of the contract, or were there items that were not ordered?

Answer: Our order depends on a per-need basis through the issuance of an Order Slip duly recommended and approved by MTD and PPMD, respectively.

9. Do you expect to order all of the items for the project within the contract period?

Answer: Refer to Item 8.

10. Can you confirm that you expect the frequency of delivery to be four (4) times, more or less, within the one (1) year contract period?

Answer: Refer to Item 8.

11. Can we request an estimate of the quantity per item for each of the expected four (4) times frequency of delivery?

Answer: Refer to Item 8.

12. May we know if only the awarded supplier will provide the ITR and Business Tax or will these be included in the bid docs?

Answer: The ITR and Business Tax should be submitted by all bidding participants.

13. We would like to respectfully ask for a clarification or a detailed description of the "One (1) Year Contract" stipulated in the bidding documents. Does this mean that the project will have partial delivery, based on the procuring entity's release/issuance of Purchase Order (PO) to the winning bidder?

Answer: Yes. It is a one (1) year contract for the Supply and Delivery of Various Batteries through an ordering agreement. From the date indicated in the Notice to Proceed (NTP), the agency's request will be on a per-need basis through the issuance of an Order Slip duly recommended and approved by the Maintenance and Transportation Department (MTD) and Procurement and Property Management Department (PPMD), respectively.

14. Is there a color coding for the envelope?

Answer: NO. There is no color coding for the envelop. You need only to follow the requirements as specified on the Bid Documents.

15. Can you consider the Supply and Delivery of 6TN Batteries as a Similar Contract? Can you change the SLCC requirement to "Supply and Delivery of Various Automotive Batteries"?

Answer: No, we will go for "Supply and Delivery of Various Automotive Batteries"

16. We would like to respectfully ask the procuring agency if all the technical specifications provided in the bidding documents are the *minimum requirements* for the batteries.

Answer: We intend to get what is the required specifications of the batteries stated in the bid documents

17. We would like to respectfully ask the procuring entity if it can consider extending the delivery lead time from the specified Fifteen (15) calendar days to Thirty (30) or Sixty (60) calendar days. This request for the extension of the delivery period shall allow the supplier to realistically complete the procured items in a timely manner. There are logistical issues that might arise due to force majeure.

Answer: The delivery term is 30 days. In order to avoid inconvenience or disruption in SBMA's operation, the contractor must at all-time have a buffer/inventory of stock readily available for delivery upon notification.

18. Please take note that **Tab (e)** under the Checklist of the **Technical Documents shall include the Schedule of Requirements/Delivery Schedule** (aside from the Conformity with the Technical Specification).

19. Please note that markings required for items 4,5,6, and 16 do not need any proof of compliance and are not needed to be shown on the submitted brochure.

20. Again, please take note of the following:

a. There is no preference in the color of bid envelopes and the placing of tabs on each document for easy identification during bid evaluation is preferred.

b. For the submission and receipt of bids, the SBMA is yet to establish its procedure thru electronic means. Accordingly, aside from physical submission, the only alternative is the submission thru courier. However, it shall be the responsibility of the bidders to ensure that their bids submitted thru courier be received by the BAC, through its Secretariat, on or before the deadline for the submission of bids.

c. The payment of bidding documents can be done until 12NN of the day of the submission of bids on August 25, 2023.

d. For bid bulletins, it shall be the responsibility of the bidders to secure copies thereof, which are posted on the PhilGEPs/SBMA websites and/or the SBMA Procurement Service Facebook page.

- B.** Please be informed that physical attendance during the bid opening shall be **limited** to a maximum of two (2) authorized representatives per bidder.

- C.** All bidders who will opt to submit their bids thru courier must ensure that the same be received by the BAC, through its Secretariat, on or before the deadline for the submission of bids.

- D. Meanwhile, a complete set of Bidding Documents is available and may be acquired by interested bidders only until 12:00 NN of August 25, 2023.
- E. Further, please be reminded that subject to Section 25.9 of the revised IRR of Republic Act No. 9184, **unsealed or unmarked bid envelopes shall be rejected.**
- F. For the guidance and information of all concerned.



ATTY. JOHN V. AQUINO
Chairperson

Cc: All BAC Members
Technical Working Group
Commission on Audit
NGO