



**SUPPLEMENTAL/BID BULLETIN NO. 1
CONTRACT NO. RO-PG2021-002**

**PROCUREMENT OF SUPPLY, DELIVERY, INSTALLATION AND
CONFIGURATION OF CONFERENCE EQUIPMENT**

April 23, 2020

TO ALL CONCERNED:

Your attention is hereby invited to the following amendment, clarifications and answers to the queries raised during the Pre-Bid Conference held on April 19, 2021.

1. Answer to the Pre-Bid Queries

- a. A prospective bidder has raised inquiry on the manner of how the videowall monitors will be mounted.

As per the industry standard, the use of a fixed bracket is not recommended for mounting a videowall, thus the use of a movable bracket is advised. Movable bracket will give the users the advantage of easy service access whenever necessary without removing the display unit.

The End-user decides that a Full Motion (swivel, tilt, pan, push and pull) Bracket will be used in mounting the videowall.

- b. Item 5: Large Format Display Specifications

Concerns were raised regarding the specification pertaining Large Format Display. The specification under Inputs which indicates:

Input

- HDMI: x2
- RGB / VGA: x1
- DisplayPort: x1
- Audio: x1 (3.5mm)
- RS-232: x1
- OPS Slot: x1
- Wi-Fi Slot: x1

The bullet with "RGB / VGA: x1" is a **required** specification as requested by the End-user. The VGA port will serve as alternative port in the case that HDMI and other Display Port are not available. This will also cater to the computers which have VGA as the only display output available. Therefore, the original specifications of the Large Format Display will be retained.

2. Answer to Email Queries

- a. A question was sent through the BAC Secretariat via email by Mr. Edwin Ceribo of ImaTech Corporation in connection with the length of the cable for the Expansion Mic and HDMI cable. The Technical Specification for Expansion Microphones in Item 6: Meeting Room Video Conferencing System indicates that "Cable Length: minimum of six (6) meters" and Item 8: HDMI Cable, "Length: 7.5 meters".

The given lengths are the minimum preference, and the bidder may offer longer length that is near the preferred length indicated in the Technical Specifications.

- b. The same bidder, Mr. Ceribo of ImaTech Corporation sent a second email seeking clarification on the Section II. Instructions to Bidders, no. 15. Sealing and Marking of Bids.

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

Mr. Ceribo would like to clarify if they will be submitting one (1) Hard Copy of the Bid, as stated on the first paragraph, and that submission of electronic copy is only an option, referencing to the third paragraph.

The TWG of this procurement requested only one (1) Hard Copy of the Bid which will be submitted manually. The third paragraph only pertains to online submission in which the MWSS RO did not allow.

However, the TWG would still require the bidder to submit an Electronic/Scan Copy of the Bid. This shall be stored into a Flash Drive and will be submitted together with Hard Copy of the Bid.

To conclude, each Bidder shall submit One (1) Original Hard Copy and One (1) Electronic/Scan Copy of such.

Again, failure to comply with the request for electronic copy shall not be a ground for disqualification.

- c. An email for request and clarification was sent by Mr. Oliver Mactal of Avid Sales Corporation asking amendments on the part of Section III. Bid Data Sheet.

ITB Clause	
21.2	No. 3 The manufacturer of the equipment must have a certificate that the brand is an international brand.
	No. 4 The bidders must provide manufacturer's authorization of the brand being offered.

The bidder is requesting to revise the Nos. 3 and 4, into

ITB Clause	
21.2	No. 3 The <i>distributor</i> or manufacturer of the equipment must have a certificate that the brand is an international brand.
	No. 4 The bidders must provide <i>distributor</i> or manufacturer's authorization of the brand being offered.

As a measure for quality assurance, we require that the equipment must be certified by the entity that has the firsthand knowledge of the intricacies of such equipment, in this case, the manufacturer. Furthermore, the manufacturer's authorization shall be provided by the bidder to help us ensure the credibility and expertise of the winning bidder. It is well-settled that in case of any problem which may arise in terms of the functionality and usage of the equipment, claims covered under the warranty such as replacement or any other assistance from the bidder can be attained easier if and when the bidder has direct and constant communication with the manufacturer. This shall not only save time but will also be more practical and convenient for both ends.

Such measure will also secure the genuineness and due execution of any documents that may be presented to the office with regard to the equipment. It is more prudent on the interest of the office to maintain these requirements to safeguard the office for any possible future issues in connection with this equipment acquisition. The original statement under ITB Clause 21.2, Nos. 3 and 4 will be retained.

- d. Another clarification was requested by the same prospective bidder, Avid Sales Corporation, pertaining to Item 8: HDMI Cable, asking of what will be the use of the ten (10) pieces HDMI Cable.

To clarify, Item 8 is separate from the cables already included on the previous Items that are in package. The ten (10) pieces HDMI will be used for connecting the display, from Display unit going to the conference table where the computer or device (*not included in the procurement*) will be placed. One (1) cable

for each meeting room and two (2) HDMI cable will be laid at the Main Conference Room. Laying of these cables are included in the General Services.

- e. Additional query from Mr. Oliver Mactal of Avid Sales Corporation under Item 6: Meeting Room Video Conferencing System (8 units), asking how many Expansion Microphones are needed for this particular Item.

We will require one (1) Expansion Microphone for each Meeting Room Video Conferencing System that will be installed and configured at the meeting room of (1) OCR, (2) OCR Mini Meeting Area, (3) ALA, (4) TRA, (5) FRA, (6) CSRA, (7) Committee Room and (8) CSRA Training Room. In total, there will be eight (8) Expansion Microphones.

- f. Another email from Mr. Mactal concerning Single Largest Completed Contract (SLCC). The question is, would it be valid to use as attachment for SLCC if they use project with Purchase Order (PO) dated **August 2, 2017**. But since the project is in-line with the new construction of the high-rise corporate building, the completion date is **August 15, 2019**.

As stated, *“Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract, completed within three (3) years prior to the deadline for the submission and receipt of bids.”* Since the project was completed on August 15, 2019, therefore it is within the three (3) year period and can be considered valid, given it is similar to this project and has legitimate supporting documents.

- g. An email from Raymond Christopher Uy Tan of Allcard Inc. was received, containing several inquiries.

- i. Q - Does the site have an existing electrical outlet for the displays and video conferencing equipment?

A - Yes, the location wherein the Display unit will be installed has a 2-gang electrical outlet in place.

- ii. Q - Status of site, is it for renovation or new construction? For us to determine if we have to include chipping and restoration in our scope of work.

A - It is a newly constructed building. Every location was provisioned with conduits for cables to be routed. Chipping shall not be allowed without approval from MWSS Regulatory Office.

- iii. Q - Covid guidelines for technical personnel.

A - All personnel who would conduct any activity onsite shall provide due notice to the MWSS Regulatory Office subject to approval. Minimum health and safety protocols such as social distancing, wearing of face mask and face shield shall be observed at all times. Other additional safety protocols may be required by the MWSS Regulatory Office.

- h. An email was also received coming from Ms. Shanen Joanna Erika Razon of American Technologies Inc. concerning certifications indicated on Section III. Bid Data Sheet, ITB clause 21.2, Asking if certain certifications from the manufacturer are needed for PC module, Document Camera and HDMI cable.

Since PC Module (*Item 3*) and Document Camera (*Item 7*) are the main items for this procurement, certifications as stated in Section III Bid Data Sheet, ITB clause 21.2, No. 3 and No. 4 for these two (2) equipment shall be required and mandatory. On the other hand, Certification for HDMI cable shall not be mandatory since this is considered as an accessory only.

2. Changes in Contact Information

We would like to inform everyone that the contact information of the BAC Secretariat has changed, as follows:

- a. Item 5 of the Invitation to Bid (IB):

From	To
<p>A digital copy of the Bidding Documents may be downloaded by interested Bidders on the website at https://ro.mwss.gov.ph starting April 9, 2021 and the hardcopy can be acquired on April 12, 2021 from the given address below for the amount of Five Thousand Pesos (P5, 000.00) per set. For purposes of compliance with quarantine and social distancing protocols, interested bidders intending to inspect or purchase bidding documents are advised to first set an appointment with MWSS RO through the contact details provided below before proceeding to the MWSS RO premises. The Procuring Entity shall allow the bidder to present its proof of payment for the fees electronically to Mr. Alan D. Chuegan and Mr. Ranjev Garcia through their e-mail address at alan.chuegan@ro.mwss.gov.ph and ranjev.garcia@ro.mwss.gov.ph respectively, on or before the deadline of submission of bids on May 3, 2021. The said e-mail must indicate the name and address of the representative</p>	<p>A digital copy of the Bidding Documents may be downloaded by interested Bidders on the website at https://ro.mwss.gov.ph starting April 9, 2021 and the hardcopy can be acquired on April 12, 2021 from the given address below for the amount of Five Thousand Pesos (P5, 000.00) per set. For purposes of compliance with quarantine and social distancing protocols, interested bidders intending to inspect or purchase bidding documents are advised to first set an appointment with MWSS RO through the contact details provided below before proceeding to the MWSS RO premises. The Procuring Entity shall allow the bidder to present its proof of payment for the fees electronically to Mr. Alan D. Chuegan, Mr. Sir Gil Maravilla and Mr. Justine Irish C. Ignacio through their e-mail address at alan.chuegan@ro.mwss.gov.ph, sirgil.maravilla@ro.mwss.gov.ph and justineirish.ignacio@ro.mwss.gov.ph respectively, on or before the deadline of submission of bids on May 3, 2021.</p>

authorized to receive the official receipt for ETF and bank deposit payments will be mailed to the concerned bidders' authorized representative named in their mails within five (5) calendar days from the receipt of the said e-mail.	The said e-mail must indicate the name and address of the representative authorized to receive the official receipt for ETF and bank deposit payments will be mailed to the concerned bidders' authorized representative named in their mails within five (5) calendar days from the receipt of the said e-mail.
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b. Item 12 of the IB:

From	To
<p>For further information, please refer to:</p> <p>LEE ROBERT M. BRITANICO MWSS Regulatory Office Bids and Awards Committee 3rd Floor, Engineering Building, MWSS Complex Katipunan Road, Balara, Quezon City Telefax Number: (02) 3435 - 8902 / (02) 3435 - 8904 E-mail address: ranjev.garcia@ro.mwss.gov.ph</p>	<p>For further information, please refer to:</p> <p>LEE ROBERT M. BRITANICO MWSS Regulatory Office Bids and Awards Committee 3rd Floor, Engineering Building, MWSS Complex Katipunan Road, Balara, Quezon City Telefax Number: (02) 3435 - 8902 / (02) 3435 - 8904 E-mail address: sirgil.maravilla@ro.mwss.gov.ph and justineirish.ignacio@ro.mwss.gov.ph</p>

c. ITB Clause 21.2.7:

From	To
<p>7. Bidders who wish to conduct ocular visit of the actual site may request from the BAC. Request for visit shall start the following day after the Pre-bid conference up to the 3rd day. Actual visit can be conducted the 2nd day after the day of the Pre-bid conference up to the 7th day. Actual visit shall only be allowed during regular working days, from 9:00am to 11:00am only. Minimum health safety protocol must and will be observed at all times, anyone who will not comply will not be allowed to enter the vicinity of the site. Maximum of two (2) representatives is</p>	<p>7. Bidders who wish to conduct ocular visit of the actual site may request from the BAC. Request for visit shall start the following day after the Pre-bid conference up to the 3rd day. Actual visit can be conducted the 2nd day after the day of the Pre-bid conference up to the 7th day. Actual visit shall only be allowed during regular working days, from 9:00am to 11:00am only. Minimum health safety protocol must and will be observed at all times, anyone who will not comply will not be allowed to enter the vicinity of the site. Maximum of two (2) representatives is</p>

<p>allowed per bidder and each representative must present identification card. Email request must contain the following information:</p> <ul style="list-style-type: none"> • Name of the company • Name of the representatives (maximum of two (2)) <p>Addressed to: Name: Ranjev Garcia Email: ranjev.garcia@ro.mwss.gov.ph</p> <p>The BAC will gather all the request and coordinate it with the Project Management Unit (PMU) of the New Building for possible schedule and then inform the requesting bidder.</p> <p>MWSS RO has the full discretion to approve, cancel or suspend any request from the prospective bidders such as but not limited to inspection or site visit. End-user may introduce alternative method in viewing the location.</p>	<p>allowed per bidder and each representative must present identification card. Email request must contain the following information:</p> <ul style="list-style-type: none"> • Name of the company • Name of the representatives (maximum of two (2)) <p>Addressed to: Name: Sir Gil Maravilla Email: sirgil.maravilla@ro.mwss.gov.ph and</p> <p>Name: Justine Irish Ignacio Email: justineirish.ignacio@ro.mwss.gov.ph.</p> <p>The BAC will gather all the request and coordinate it with the Project Management Unit (PMU) of the New Building for possible schedule and then inform the requesting bidder.</p> <p>MWSS RO has the full discretion to approve, cancel or suspend any request from the prospective bidders such as but not limited to inspection or site visit. End-user may introduce alternative method in viewing the location.</p>
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This Supplemental Bulletin No.1 shall form part of the Bidding Documents.

For the guidance and information of all concerned.

(Sgd.) LEE ROBERT M. BRITANICO
Chairperson
Bids and Awards Committee
MWSS Regulatory Office
3rd Floor, Engineering Building, MWSS Complex
Katipunan Road, Balara, Quezon City

Please acknowledge the receipt of this Supplemental/ Bid Bulletin No. 1 for Contract No. RO-PG2021-002:

Name over Signature

Date:

Company / Agency