

ANNEX "A"

PROJECT: BULK PURCHASE OF SUPPLIES AND MATERIALS FOR CY 2021

A. QUERIES/CLARIFICATIONS RAISED DURING THE PRE-BID CONFERENCE:

	Query/Clarifications	BAC Reply
1	The bidder request to change the delivery period from 30 calendar days to 60 calendar days for Lot 1.	The TWG maintains its requirement.
2	The bidder suggested to include the Certificate of Dealership and Resellership in the requirements.	Please refer to B.2.

B. REPLY TO WRITTEN QUERIES

	QUERIES	REPLY
1.	"May we request that the items No. 4(Cartolina), No. 7 (REL-9) and No. 8 (R-6) under Lot 3 be included to Lot 2 instead of Lot 3. This is because they are all both forms and Other Supplies of Lot 3 are not forms related."	We maintain the requirements per lot.
2.	<p>FOR LOT 1 – TONERS AND RIBBONS</p> <p>a) May we suggest the following certifications to be included in your technical requirements?</p> <ul style="list-style-type: none"> • Certificate of Dealership/Resellership from the manufacturer address to the Procuring Entity or a back to back certification (Certification of Dealership from the Distributor and certificate of Distributorship from the Manufacturer address to Procuring Entity) • Certificate of Authenticity of the product from the manufacturer address to the Procuring Entity. 	<p>The bidder must submit the following as additional requirements:</p> <p>a) Certificate of Dealership/Resellership from the manufacturer addressed to the Procuring Entity or Certification of Dealership from the Distributor and certificate of Distributorship from the Manufacturer addressed to Procuring Entity.</p> <p>b) Certificate of Authenticity of the product from the manufacturer addressed to the Procuring Entity.</p> <p>This amends section VII – Technical Specifications,</p>

		Section III -Bid Data Sheet, Clause 20.2 and Section V. Special Conditions of the Contract (Annex B)
3.	Schedule of Requirements Page 29 for Lot No. 1, b) May request to change delivery lead time from 30 calendar days to 60 calendar days ?	We maintain the delivery period of Thirty (30) Calendar Days.
4.	Page 38 Letter F (Bidders shall submit a copy of the Authority to Notarize issued by the Regional Trial Court to the Notarial Public.) c) “Do we need to include the copy of the Authority to Notarize issued by the Regional Trial Court to the Notarial Public in our submitted bid documents or it is only be submitted for the post qualification requirements if the contender is the lowest calculated bidder?	The Authority to Notarize issued by the Regional Trial Court to the Notary Public should be included in first envelope.