

REPUBLIC OF THE PHILIPPINES

PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE

Tanggapang Pampanguluhan sa Operasyong Komunikasyon Ermita, City of Manila

SUPPLEMENTAL BID BULLETIN NO. 1 26 January 2022

Procurement of Swab Tests for the Presidential Communications Operations Office (PCOO) Officials and Employees

(Procurement/Contract Nos. 2022-PC00-I-001A and 2022-PC00-I-001B)

Please be informed of the revisions made on the following:

- A. Invitation to Bid
- B. Instruction to Bidders
- C. Bid Data Sheet
- D. Special Conditions of the Contract
- E. Schedule of Requirements
- F. Technical Specifications
- G. Price Schedule Form

All amendments are indicated in red.

A. Invitation to Bid

	Original Text	Amend	led/A	Additional Tex	t/Changes
1	The Presidential Communications Operations Office (PCOO) through the General Appropriations Act of 2022 intends to apply the sum of		h the	General Appr	Operations Office copriations Act of sum:
	Three Million Four Hundred Four Thousand Pesos (PhP3,404,000.00), being the	PROCUREMENT / CONTRACT NO.	LOT NO.	DESCRIPTION	APPROVED BUDGET FOR THE CONTRACT (ABC)
	ABC to payments under the contract for the project: Procurement of Swab Tests for PCOO Officials and Employees.	2022-PC00-I- 001A	1	Walk-in, Drive- thru, and Home Service swab tests for PCOO personnel	Three Million Four Hundred Four Thousand Pesos (PhP3,404,000.00)
		2022-PC00-I- 001B	2	On-site Swab tests for FOI- PMO Staff, Participants and Stakeholders	Four Hundred Sixty-Five Thousand Pesos (PHP 465,000.00)
			1	TOTAL	PHP3,869,000.00
		m)			

2 The PCOO now invites bids for the procurement project. Commencement of the delivery thereof is required within seven [7] calendar days from receipt of the Notice to Proceed. Bidders should have completed, within three [3] 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 (Instructions Section II to Bidders).

The PCOO now invites bids for the above procurement project, comprising of two [2] lots as described in Section VII. Technical Specifications of the Bidding Documents for this Project. Commencement of the delivery thereof is required within seven [7] calendar days from receipt of the Notice to Proceed. Bidders should have completed, within three [3] 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).

Interested suppliers have the option of submitting bids for **one [1] or both lots.**

x------x

Documents, in digital copy, may be acquired by interested Bidders starting **25 January 2021** from the PCOO website given below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **PhP5,000.00**.

A complete set of Bidding Documents, in digital copy, may be acquired by interested Bidders starting **25 January 2021** from the PCOO website given below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the following amount:

LOT NO.	DESCRIPTION	Applicable fees
1	Walk-in, Drive-thru, and Home Service swab tests for PCOO personnel	PhP5,000.00
2	On-site Swab tests for FOI-PMO Staff, Participants and Stakeholders	PhP500.00

B. Instruction to Bidders

1	Scope of Bid	Scope	e of Bid			
	The Procuring Entity, Presidential Communications Operations Office, wishes to receive Bids for the Procurement of Swab Tests for PCOO Officials and Employees, with Identification number 2022-PCOO-I-001.	receiv for Ident	Procuring Entinunications Operation ve Bids for the Procure PCOO Officials and ification numbers 202-PCOO-I-001B.	s Office, wishes to ement of Swab Tests Employees, with		
2	Funding Information	Fundi	ing Information			
	2.1. The GOP through the source of funding as indicated below for 2022 in the amount of PHP 3,404,000.00 .	indicated below for 2022 in the amount:				
		LOT NO.	DESCRIPTION	APPROVED BUDGET FOR THE CONTRACT (ABC)		
		1	Walk-in, Drive-thru, and Home Service swab tests for PCOO personnel	Three Million Four Hundred Four Thousand Pesos (PhP3,404,000.00)		
		2	On-site Swab tests for FOI-PMO Staff, Participants and Stakeholders	Four Hundred Sixty- Five Thousand Pesos (PHP 465,000.00)		
			TOTAL	PHP3,869,000.00		
19	19.4. The Project shall be awarded as: One Project having several items that shall be awarded as one contract.	19.4.	The Project shall be Project having several lots, whith as separate contract	eral items grouped ich shall be awarded		

C. Bid Data Sheet

ITB Clause 14.1

The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:

- a. The amount of not less than PHP 68,080.00, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or
- b. The amount of not less than PHP 170,200.00 if bid security is in Surety Bond.

ITB Clause 14.1

The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:

The amount of not less than the following, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit:

Lot 1	Walk-in, Drive-thru, and Home Service swab tests for PCOO personnel	PHP68,080.00
Lot 2	On-site Swab tests for FOI- PMO Staff, Participants and Stakeholders	PHP9,300.00

or

The amount of not less than the following, if bid security is in Surety Bond:

Lot 1	Walk-in, Drive-thru, and Home Service swab tests for PCOO personnel	PHP170,200.00
Lot 2	On-site Swab tests for FOI- PMO Staff, Participants and Stakeholders	PHP23,250.00

ITB Clause 19.3

The Approved Budget for the Contract for the Procurement Swab Tests for PCOO Officials and Employees is in the amount of **PHP 3,404,000.00**.

ITB Clause 19.3

The Approved Budget for the Contract for each lot of the project: Procurement of Swab Tests for PCOO Officials and Employees are as follows:

Lot 1	Walk-in, Drive-thru, and Home Service swab tests for PCOO personnel	PhP3,404,000.00
Lot 2	On-site Swab tests for FOI-PMO Staff, Participants and Stakeholders	PHP 465,000.00
	TOTAL	PHP3,869,000.00

D. Special Conditions of the Contract

GCC Clause 1

For purposes of this Clause the Procuring Entity's Representatives at the Project Site (Presidential Communications Operations Office [PCOO] located in Times Plaza at No. 81 United Nations Avenue, Ermita, Manila, is **Atty. Tara Triztina C. Rama**, Chief Administrative Officer of the General Services Division.

GCC Clause 1

For purposes of this Clause the Procuring Entity's Representatives at the Project Site are: **Atty. Tara Triztina C. Rama**, Chief Administrative Officer of the General Services Division, for Lot 1 (PCOO Main Office at 7th floor Times Plaza Building, Taft Avenue Corner United Nations Avenue, Ermita, Manila); and **Atty. Joseph Adrian B. Llames**, Attorney IV, FOI-Project Management Office, for lot 2 (Units 102-104 BFB Bldg. Matienza St. Malacañang Compound, San Miguel, Manila).

E. Schedule of Requirements

Schedule of Requirements

The delivery schedule expressed as calendar days stipulates hereafter a delivery date which is the date of delivery to the project site.

Item No.	Description	Quantity	Delivery Schedule						
Lot 1: Walk-in, Drive-thru, and Home Service swab tests for PCOO personnel									
1	Reverse Transcriptase - Polymerase Chain Reaction (RT-PCR) Tests (Walk-in/Drive Thru)	960	As scheduled by the PCOO						
2	Home Service RT-PCR Tests	40							
	Lot 2: On-site Swab tests for FOI-PMO Staff, Participants and Stakeholders								
1	SARS-COV-2 Rapid Antigen (Nasopharyngeal) Tests	180	As scheduled by the						
2	SARS-COV-2 RT-PCR (Nasopharyngeal and Oropharyngeal) Tests	120	FOI-PMO						

Monthly Billing. Payment for the contract shall be based on the **actual number of tests conducted for the month** and shall be processed upon receipt of the official billing statement. The means of verification shall be the number of test results received by the PCOO.

Contract Duration. The contract duration shall be from receipt of Notice to Proceed until:

- 1. the 1000 tests for lot 1 are consumed; and
- 2. the 300 tests for lot 2 are consumed.

Commencement of the delivery thereof is required within seven [7] calendar days from receipt of the Notice to Proceed.

Conforme:	
For Lot 1 only For Lot 2 only For both lots	
Name of Bidder	: _
Designation	:_
Name of	:
Company	_

F. Technical Specifications

Technical Specifications

Bidders must state "Comply" in the column "Statement of Compliance" against each of the individual parameters of each "Specifications."

Procurement of Swab Tests for PCOO Officials and Employees					
Description	Statement of				
•	Compliance				
Lot 1: Walk-in, Drive-thru, and Home Service swab tests	for PCOO personnel				
I. Number of Tests					
Reverse Transcriptase - Polymerase Chain Reaction (RT-					
PCR) Tests (Walk-in/Drive Thru) for 960 pax as					
scheduled by the PCOO.					
Home Service RT-PCR Tests for 40 pax as scheduled by					
the PCOO.					
II. Qualifications/Technical Expertise					
Must be a Department of Health (DOH) accredited/certified					
testing center/facility to administer swab tests for Covid-					
19 (certification or proof of accreditation is required),					
and testing kits to be used must be FDA approved (with					
proper documentation/proof).					
Service Provider must have its own DOH					
accredited/certified testing center/facility/ laboratory.					
Has duly trained licensed medical practitioners (Medical Technologists, or Nurses, or Doctors) to perform the tests.					
Capable of providing high level of technical and proficient					
testing methods, and can provide accurate test results					
within 10 hours.					
Must be on call and can perform swab tests from Mondays					
to Sundays 8:00 am to 5:00 pm, including holidays,					
through the following means:					
i. Drive-thru;					
ii. Walk-in;					
iii. Home Service.					
Must have a dedicated facility for drive-thru testing					
Priority/special lane for PCOO personnel.					
Laboratory or testing site must be in Metro Manila and					
within ten (10) kilometer radial distance from Times Plaza					
Building located at United Nations Avenue corner Taft					
Avenue, Ermita Manila.					
Must be PhilGEPS registered.					
Inclusive of all applicable taxes.					
III. Responsibilities of the Service Provider The service provider shall:					
be responsible for the storage and supply of testing kits to					
be used;					
ensure that the testing kits to be provided are FDA					
approved;					
administer nasopharyngeal or oropharyngeal swab (RT-					
PCR) to PCOO officials and employees to determine Covid-					
19 infection;					

ensure that in the conduct of tests, the use of personal protective equipment by medical practitioners is observed at all times; provide materials, medical supplies, and other necessary paraphernalia for the testing; adhere to all government and regulatory guidelines on swab testing by DOH and other relevant agencies; provide official test results within 10 hours; ensure that personally identifiable information (PII), data, and test results of PCOO officials, regular and contractor of service employees, are kept confidential and secured in accordance to R.A. No. 10173 or Data Privacy Act of 2012; and Comply with all relevant rules and regulations of government agencies (e.g., DOH, IATF-EID, NTF-Covid, DBM, c.), and industry best practices relevant to COVID-19 testing. IV. Payment Schedule Monthly Billing - Payment shall be based on the actual number of tests conducted for the month and shall be processed upon receipt of the official billing statement. The means of verification shall be the number of test results received by the PCOO. V. Contract Duration Until the 960 tests for walk-in/drive-thru and 40 home service tests are consumed. Lot 2: On-site Swab tests for FOI-PMO Staff, Participants and Stakeholders I. Number of Tests SARS-COV-2 Rapid Antigen (Nasopharyngeal) Test for **180 pax** as scheduled by FOI-PMO SARS-COV-2 RT-PCR (Nasopharyngeal and Oropharyngeal) Test for 120 pax as scheduled by FOI-II. Qualifications/Technical Expertise Must be a Department of Health (DOH) accredited/certified testing center/facility to administer swab tests for Covid-19 (certification or proof of accreditation is required), and testing kits to be used must be FDA approved (with proper documentation/proof). Service Provider must have its own DOH accredited/certified testing center/facility/ laboratory. Has duly trained licensed medical practitioners (Medical Technologists, or Nurses, or Doctors) to perform the tests. Must have two (2) to (3) administering staff and can accommodate minimum of ten (10) pax per session. Capable of providing high level of technical and proficient testing methods, and can provide accurate test results within 30 minutes after testing (for Rapid Antigen Test) and 10 hours after testing (for RT-PCR Test).

Name of Company

Must be able to mobilize and perform on-site swab tests	
within two (2) to three (3) days from receipt of	
notice/schedule from FOI-PMO.	
Must be PhilGEPS registered.	
Inclusive of all applicable taxes.	
Inclusive of mobilization and PPE fees.	
III. Responsibilities of the Service Provider	
The service provider shall:	
be responsible for the storage and supply of testing kits to	
be used;	
ensure that the testing kits to be provided are FDA	
approved;	
administer nasopharyngeal swab for Rapid Antigen	
Test; and nasopharyngeal and oropharyngeal swab for	
RT-PCR Test.	
ensure that in the conduct of tests, the use of personal	
protective equipment by medical practitioners is observed	
at all times;	
provide materials, medical supplies, and other necessary	
paraphernalia for the testing;	
adhere to all government and regulatory guidelines on	
swab testing by DOH and other relevant agencies;	
provide official test results with Certificate.	
ensure that personally identifiable information (PII), data,	
and test results of PCOO officials, regular and contractor	
of service employees, are kept confidential and secured in	
accordance to R.A. No. 10173 or Data Privacy Act of 2012;	
and	
Comply with all relevant rules and regulations of	
government agencies (e.g., DOH, IATF-EID, NTF-Covid,	
DBM, c.), and industry best practices relevant to COVID-	
19 testing.	
IV. Payment Schedule	
Monthly Billing - Payment shall be based on the actual	
number of tests conducted for the month and shall be	
processed upon receipt of the official billing statement.	
The means of verification shall be the number of test	
results received by the FOI-PMO.	
V. Contract Duration	
Until the 180 tests for SARS-COV-2 Rapid Antigen	
(Nasopharyngeal) Tests and 120 SARS-COV-2 RT-PCR	
(Nasopharyngeal and Oropharyngeal) Tests are consumed.	
, , , ,	
Conformo	
Conforme:	
For Lot 1 only	
For Lot 2 only	
For both lots	
Name of Bidder :	
Designation :	

G. Price Schedule Form

IMPORTANT: FILL-OUT THE FORM PROPERLY. DO NOT LEAVE BLANK SPACES. DO NOT DELETE ANY COLUMN, ROW, OR CELL.

Price Schedule for Goods Offered from Within the Philippines

[shall be submitted with the Bid if bidder is offering goods from within the Philippines]

For Goods Offered from Within the Philippines

ot 1: \	of Bidder Valk-in, Drive-t			ervice swab test				_ ,	. <u>2022-PCOO-I-001</u>
1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	QTY.	Unit price EXW per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
1	Reverse Transcriptase - Polymerase Chain Reaction (RT-PCR) Tests (Walk-in/Drive Thru)		960						
2	Home Service RT-PCR Tests		40						
TO1	AL DID DDICE	IN WORDS	5						
101	AL BID PRICE	IN FIGURE	S						
	Name:								
	Legal Capaci	ty:							
	Signature: _								

IMPORTANT: FILL-OUT THE FORM PROPERLY. DO NOT LEAVE BLANK SPACES. DO NOT DELETE ANY COLUMN, ROW, OR CELL.

Price Schedule for Goods Offered from Within the Philippines

[shall be submitted with the Bid if bidder is offering goods from within the Philippines]

For Goods Offered from Within the Philippines

Name	of Bidder							_Project ID No	. <u>2022-PCOO-I-001B</u>
Lot 2: 0	On-site Swab te	sts for FOI	-PMO S	Staff, Participan	ts and Stakeh	olders			
1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	QTY.	Unit price EXW per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
1	SARS-COV-2 Rapid Antigen (Nasopharynge al) Test		180						
2	SARS-COV-2 RT- PCR (Nasopharynge al and Oropharyngeal) Test		120						
•		IN WORDS	5						
101	AL BID PRICE	IN FIGURE	S						
	Name:								
	Legal Capaci	ty:							
	Signature: _								
	Duly authori	ized to sig	n the I	Bid for and beh	nalf of:				

Pursuant to Section 22.5 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, this Supplemental/Bid Bulletin is issued for the information and guidance of all prospective bidders and shall form an integral part of the Bidding Documents issued for said the project.

Should you have further concerns, you may contact the BAC Secretariat through the details below:

Atty. MARK WAYNE E. EUBANK Head, Bids and Awards Committee Secretariat

Presidential Communications Operations Office 7th Floor, Times Plaza, UN Avenue Manila

Telefax No: (+632) 935-248-1213

Email: bac1@pco.gov.ph Website: https://pcoo.gov.ph

For information and guidance.

(Original signed) **ASec. OMAR V. ROMERO**Chairperson, Bids and Awards Committee

CERTIFICATION

The revisions in the Invitation to Bid, Instruction to Bidders, Bid Data Sheet, Special Conditions of the Contract, Schedule of Requirements, Technical Specifications, and Price Schedule Form for this project are hereby approved by the End-User Unit representatives:

(Original signed)
ATTY. TARA TRIZTINA C. RAMA
End-user Unit representative (Lot1)

(Original signed) **ATTY. JOSEPH ADRIAN B. LLAMES** *End-user Unit representative (Lot2)*

Prepared by:

Approved for release by:

(Original signed)
JOY MARIE P. PALOMA
BAC Secretariat/SAO, Procurement Division

(Original signed)
ATTY. MARK WAYNE E. EUBANK
Head, BAC Secretariat/Focal for Procurement Division