

SUPPLEMENTAL / BID BULLETIN NO. 1

TITLE : Supply and Delivery of Internet Protocol - Private Branch Exchange (IP-PBX) System with Licenses and Configuration Services (Early Procurement Activity)

IB NO. : DSWD10-2025-03-EPA

DATE : 17 October 2025

This Supplemental/Bid Bulletin is issued to all prospective bidders announcing the Response on the Question/Clarification of the Prospective Bidders, and the Amendments/Changes in the Bidding Documents, to wit:

Question/Clarification of the Prospective Bidders

| PARTICULARS | QUESTIONS AND CLARIFICATIONS | RESPONSE |
|---------------------------------|---|--|
| Technical Specifications | Will this project require the use of an SIP trunk? | Yes |
| | Do we need to configure the existing voice service on the PBX for this project? | Currently, the existing PBX is outdated. As part of this project, all existing components, including the main unit, will be replaced with the new system. |
| | Do we need to provide cabling from the switch to the IP phones for this project? | Yes. And to clarify, the switches are not included in the project as the existing switches will be utilized. This is the reason why a site survey is required prior to participation in the bidding process. |
| | Would it be possible to indicate the SIP service in the Technical Specifications? | This is not possible, as the Technical Specifications provided by the Central Office are fixed and cannot be modified. |
| | How many cores should the fiber optic cable have for this project? | The existing fiber backbone is multi-mode and consists of four (4) cores. Bidders are requested to conduct an ocular visit or site inspection at the field office to allow further discussion and proper assessment of the actual site conditions. |
| | Is the Certificate of Site Inspection required to be attached to the bidding documents? | Yes, the Certificate of Site Inspection is required to be attached in the Technical Component Envelope. The schedule for the Site Inspection shall be until 24 October 2025, 05:00 pm. |

Amendments/Changes in the Bidding Documents

| PARTICULARS | FROM | TO |
|---|---|--|
| Invitation to Bid | The Department of Social Welfare and Development Field Office X (DSWD FO X) , through the Short of Award – National Expenditure Program FY 2026 intends to apply the sum of One Million Five Hundred Seventeen Thousand Eight Hundred Fifty Eight Pesos (Php 1,517,858.00) being the Approved Budget for the Contract (ABC) to payments under the contract for Supply and Delivery of Internet Protocol - Private Branch Exchange (IP-PBX) System with Licenses and Configuration Services (Early Procurement Activity). being the Approved Budget for the Contract (ABC) to payments under the contract for | The Department of Social Welfare and Development Field Office X (DSWD FO X) , through the Short of Award – National Expenditure Program FY 2026 intends to apply the sum of One Million Five Hundred Seventeen Thousand Eight Hundred Fifty Eight Pesos (Php 1,517,858.00) being the Approved Budget for the Contract (ABC) to payments under the contract for Supply and Delivery of Internet Protocol - Private Branch Exchange (IP-PBX) System with Licenses and Configuration Services (Early Procurement Activity). Bids received in excess of the ABC shall be automatically rejected at bid opening. |
| Bid Data Sheet 5.5 | Project involving the supply, delivery, installation, and configuration of an IP-PBX system, VoIP communication system, or any telecommunication system with similar scope and functionality | <p>The Single Largest Completed Contract (SLCC) similar to the procurement project to be bid shall refer to the supply and/or delivery, installation, and/or configuration of an IP-PBX system, VoIP communication system, or any telecommunications system with similar scope, features, and functionality; and whose value must be equivalent to at least fifty percent (50%) of the ABC.</p> <p>However, bidders may submit a combination of contracts completed within the prescribed period, provided that the total value of said contracts is at least fifty percent (50%) of the ABC, as follows:</p> <ol style="list-style-type: none"> a. The Bidder should have completed at least one (1) similar contract amounting to at least 25% of the ABC; AND b. The Bidder should have completed other contracts, whether similar or not, with an aggregate amount of at least 25% of the ABC. |
| Checklist of Technical and Financial Documents | | <i>**Please see the UPDATED CHECKLIST provided below</i> |

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

- a) PhilGEPS Certificate of Registration (Platinum Membership) (all pages) in accordance with Section 20 of the IRR of RA No. 12009;

Technical Documents

- b) Statement of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid;
- c) Statement of the bidder's SLCC similar to the procurement project, except under conditions provided for in Sections 52.4.1.3 and 52.4.2.4 of the IRR of RA No. 12009, within the relevant period as provided in the Bidding Documents;
- d) Original Copy of Bid Security in the prescribed form and amount in accordance with ITB Clause 16, and validity period under ITB Clause 15;
- e) Conformity with the Technical Specifications, which shall include production or delivery schedule, manpower requirements, and after-sales warranty;
- f) Original duly signed Omnibus Sworn Statement (OSS);
In the case of a corporation, partnership or cooperative, an Original Notarized Secretary's Certificate or Board Resolution authorizing the representative; or Original Notarized Special Power of Attorney of all members of the joint venture giving full power and authority to its authorized representative to sign the OSS; or Original Notarized Special Power of Attorney executed in favor of the authorized representative in case of sole-proprietorship to do acts to represent the Bidder.
- g) Certificate of Site Visit

Financial Documents

- h) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC); or A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

- i) If applicable, a valid joint venture agreement (JVA), in case the joint venture is already in existence; or in the absence of a JVA, duly notarized statements from all potential JV partners stating that they will enter into and abide by the provisions of the JVA in the event that the bid is successful;

II. FINANCIAL COMPONENT ENVELOPE

- a) Original of duly signed and accomplished Financial Bid Form; and
- b) Original of duly signed and accomplished Price Schedules in accordance with ITB Clause 13.1.

Other documentary requirements under RA No. 9184 (as applicable)

- a) For foreign Bidders claiming eligibility by reason of their country’s extension of reciprocal rights to Filipinos, a certification from the relevant government office of their country stating that Filipinos are allowed to participate in their government procurement activities for the same item or product;
- b) *[if applicable]* Certificate of Domestic Preference, in accordance with ITB Clause 25.

Note: The bidder must carefully read the full description of the above requirements, and submit the said requirements as specified.

The bidders are required to provide a Table of Contents, and corresponding label for each submitted Technical and Financial Component document to ensure that the submitted requirements are complete.

This Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.


BELLENE L. AHMAD
Chairperson, Bids and Awards Committee

Please accomplish the portion below and email at bac.fo10@dswd.gov.ph.

Received from DSWD FO X, **Supplemental/Bid Bulletin No. 1** for the **Supply and Delivery of Internet Protocol - Private Branch Exchange (IP-PBX) System with Licenses and Configuration Services (Early Procurement Activity) (IB No. DSWD10-2025-03-EPA).**

RECEIVED BY : _____ DATE: _____
 (SIGNATURE OVER PRINTED NAME)

DESIGNATION : _____

COMPANY : _____

