

DRN: CARAGA-FO-BAC-A-COMM-24-11-37308-S

SUPPLEMENTAL / BID BULLETIN NO. 1

TITLE : PROCUREMENT OF TRANSPORTATION SERVICES FOR TECHNICAL ASSISTANCE, MONITORING, PAYOUT AND OTHER DSWD FO CARAGA ACTIVITIES FOR C.Y 2025 (EARLY PROCUREMENT)

ITB NO. : 11510925

DATE : November 29, 2024

This Supplemental/Bid Bulletin is issued to all prospective bidders announcing the following:

A. Please be advised of the following amendments in Section VII. Technical Specifications of the Bidding Documents, to wit:

As Posted in the Technical Specifications	Amended Requirement
• Model Year: Vehicles must be of model year 2018 or newer.	• Model Year: Vehicles must be of model year 2015 or newer.
• Seating Capacity: Each vehicle must have a minimum seating capacity of 14 passengers.	• Seating Capacity: Each vehicle must have a minimum seating capacity of 11 passengers.

B. Please be advised of the following additional provision and amendment in Section VII. Technical Specifications under TERMS AND CONDITIONS of the Bidding Documents, to wit:

As Posted in the Technical Specifications	Amended Requirement
9. Drivers shall be required to execute a Non-Disclosure Agreement to ensure the confidentiality of sensitive information, including but not limited to payout schedules and other operational details;	• Transferred to conditions under THE SERVICE PROVIDER'S OBLIGATIONS

• **Amendment under PAYMENT TERMS FOR THE CONTRACT:**

As Posted in the PAYMENT TERMS FOR THE CONTRACT	Amended Requirement
2. The Service Provider shall submit a payment request for each completed transaction, accompanied by complete supporting documents, including the billing request, Purchase Order (PO), and vehicle trip ticket. The trip ticket must indicate the starting and arrival readings of the vehicle odometer, signed by both the driver and the F.O. security guard on duty. Each payment request will be subject to verification and certification by the designated representative of the Department of Social Welfare and Development, Field Office Caraga;	2. The Service Provider shall submit a payment request for each completed transaction, accompanied by complete supporting documents, including the billing request, Purchase Order (PO), vehicle trip ticket and photo documentation . The trip ticket must indicate the starting and arrival readings of the vehicle odometer, signed by both the driver and the F.O. security guard on duty. Each payment request will be subject to verification and certification by the designated representative of the Department of Social Welfare and Development, Field Office Caraga;

ADDITIONAL PROVISION UNDER TERMS AND CONDITIONS
10. The Service Provider's driver is strictly prohibited from making any stops outside the designated stopovers and destination unless explicitly instructed by the DSWD official passenger team leader.

ADDITIONAL PROVISION THE SERVICE PROVIDER'S OBLIGATIONS
15. Drivers shall be required to execute a Non-Disclosure Agreement to ensure the confidentiality of sensitive information, including but not limited to payout schedules and other operational details;

ADDITIONAL PROVISION UNDER PAYMENT TERMS FOR THE CONTRACT
5. All duties, excise tax, and other taxes and revenue charges, if any, shall be for the AWARDEE's account. All transactions are subject to withholding of creditable Value Added Tax (VAT) per Revenue Regulation No. 10-93 and local tax regulations adopted by the LGU per SP Ordinance No. 2235-2000.

This Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.


JEAN PAUL S. PARAJES
 Chairperson, Bids and Awards Committee


 W/L/ECL/JML

Received from DSWD, **Supplemental/Bid Bulletin No.1** for the **PROCUREMENT OF TRANSPORTATION SERVICES FOR TECHNICAL ASSISTANCE, MONITORING, PAYOUT AND OTHER DSWD FO CARAGA ACTIVITIES FOR C.Y 2025 (EARLY PROCUREMENT) (ITB No. 11510925)**

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

DESIGNATION : _____

COMPANY : _____