

**SUPPLEMENTAL / BID BULLETIN NO. 001**

**TITLE** : SUBSCRIPTION TO MANAGED PRINT SERVICES OF DSWD FIELD OFFICE MIMAROPA

**ITB NO.** : DSWD4B-2026-002

**DATE** : 5 December 2025

This Supplemental/Bid Bulletin No.1, dated December 5, 2025, is issued to clarify, modify, or amend items in the Bidding Documents. Accordingly, this shall form an integral part of the said documents:

PARTICULARS	CLARIFICATIONS/AMENDMENTS
1. Is the required machine brand new?	<ul style="list-style-type: none"> <li>No, the required machines are not specifically brand new as long as they are working.</li> </ul>
2. Can we request a projected forecast on the number of copies printed for monochrome and colored as an estimate for consumables requirements per month?	<ul style="list-style-type: none"> <li>It is estimated that there are 20,000 copies of monochrome and colored per month per printer.</li> </ul>
3. Can we relax the technical specifications on the printing requirement, specifically on the time to first print, <b>which is 7 seconds or less to 9 seconds or less?</b>	<ul style="list-style-type: none"> <li>We will maintain a 7-second or less requirement.</li> </ul>
4. On the scanning function of the printer, scan speed, can we remove the requirement <b>with the optional document feeder?</b>	<ul style="list-style-type: none"> <li>The 160 ipm scan speed requires the addition of the optional document feeder; hence, we will maintain the requirement with the optional document feeder.</li> </ul>
5. On the scanning function, for the multi-purpose tray, the normal requirement available in the market is 100 sheets only, please check whether it is a typographical error only?	<ul style="list-style-type: none"> <li>To amend the requirement on the Technical Specifications : Document and Media Handling: Multi-purpose Tray (MPT): ≥ <del>1000 Sheets</del> Multi-purpose Tray (MPT) : ≥ 100 sheets</li> </ul>

<p>6. ITB Clause 16.1</p> <p><i>The Bid Security shall be in the form of a <b>Bid Securing Declaration</b>, <u>and</u> any form of Bid Security stated</i></p>	<p>To clarify and amend this on the ITB Clause 16.1</p> <p><i>The Bid Security shall be in the form of a <b>Bid Securing Declaration</b>, <u>or</u> any forms of Bid Security stated</i></p>
<p>7. Number of copies of the technical and financial envelope to be submitted</p>	<ul style="list-style-type: none"> <li>• Only two copies shall be submitted, Original and Copy 1 shall be submitted for the technical and financial envelopes.</li> </ul>

**For information and guidance.**

**KENNETH M. MONTENEGRO**  
Chairperson  
Bids and Awards Committee

Please accomplish the portion below and email at [procurement.fomimaropa@dswd.gov.ph](mailto:procurement.fomimaropa@dswd.gov.ph).

Received from DSWD Field Office MIMAROPA, **Supplemental/Bid Bulletin No.1** for the **Subscription of Managed Network Services of DSWD Field Office MIMAROPA with Project ID No: 2025-016**

**RECEIVED BY** : \_\_\_\_\_ **DATE:** \_\_\_\_\_  
(SIGNATURE OVER PRINTED NAME)

**DESIGNATION** : \_\_\_\_\_

**COMPANY** : \_\_\_\_\_