



Republic of the Philippines  
**DEPARTMENT OF TRANSPORTATION AND COMMUNICATIONS**

**NEGOTIATING TEAM**

Project: **NEGOTIATED PROCUREMENT OF THE PROVISION OF ENCODING SERVICES FOR THE DOTC-CENTRAL OFFICE (TWO FAILED BIDDINGS)**

**Negotiation Bulletin No.: 02-2015**

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**TO ALL PROSPECTIVE OFFERORS:**

1.) Please be advised of the following clarifications and amendments to the Negotiation Documents below:

A.) Item 8.1. under Section 8, Documents Comprising the Proposal: Financial Component of the Instructions to Offerors (ITO) should be read as follows:

“xxx

**8. Documents Comprising the Proposal: Financial Component**

8.1. The financial component of the Proposal shall contain the following: Financial Proposal Form in accordance with the form prescribed in Section VII. Negotiation Forms of the Negotiation Documents which shall contain financial offers which must be within the ABC for each year, as follows:

ABC for the First Year: Php 2,957,539.33

ABC for the Second Year: Php 2,957,539.33

ABC for the Third Year: Php 2,957,539.33

~~(a) Financial Proposal Form in accordance with the form prescribed in Section VII. Negotiation Forms of the Negotiation Documents which shall contain financial offers which must be within the ABC for each year, as follows:~~

~~ABC for the First Year: Php 2,957,539.33~~

~~ABC for the Second Year: Php 2,957,539.33~~

~~ABC for the Third Year: Php 2,957,539.33~~

~~(b) Any other document related to the financial component of the offer, including but not limited to the Offer Prices in the Bill of Quantities in the prescribed form, Detailed Estimates including summary sheet indicating the unit prices of construction materials, labor rates and equipment owned/leased used in coming up with the offer and monthly Cash Flow and Payment Schedules; and~~

~~(c) One (1) traceable electronic copy of its financial proposal; non-submission of which shall not be a ground for the offeror's disqualification.~~

xxx”

B.) In relation to Section 8, Documents Comprising the Proposal: Financial Component, please be clarified that the Financial Proposal to be submitted should be broken down to three (3) years with the aggregate amount being the overall proposal. However, the proposed amount should not exceed the Approved Budget for the Contract (ABC) per year as shown in the ITO.

C.) Please be informed that each Offeror should submit one (1) original and two (2) copies of the first and second envelopes following the sealing and marking procedures per Section 15 of the ITO.

2.) Please find below the schedule of activities in relation to this Negotiated Procurement:

Activity	Date/Time	Venue
Deadline of Submission of Queries	11 November 2015 05:00 P.M.	N/A
Last Day of Issuance of Answers to Queries	13 November 2015	N/A
Submission of Proposals	16 November 2015 on or before 10:00 A.M	Unit 153, 15 <sup>th</sup> floor, The Columbia Tower, Ortigas Avenue, Brgy. Wack-Wack, Mandaluyong City
Opening of Eligibility Documents and Technical Proposals	16 November 2015 10:00 A.M	Unit 166, 16 <sup>th</sup> floor, The Columbia Tower, Ortigas Avenue, Brgy. Wack-Wack, Mandaluyong City
Submission of Curing Documents	24 November 2015 on or before 10:00 A.M.	Unit 153, 15 <sup>th</sup> floor, The Columbia Tower, Ortigas Avenue, Brgy. Wack-Wack, Mandaluyong City
Opening of Curing Documents and Opening of Financial Proposals	24 November 2015 10:00 A.M	Unit 173, 17 <sup>th</sup> floor, The Columbia Tower, Ortigas Avenue, Brgy. Wack-Wack, Mandaluyong City

3.) Please be reminded that queries should be submitted in written form to this Department by email at bacsec@dotc.gov.ph. Please submit the original copy immediately to the Office of the BAC Secretariat at Unit 153, 15<sup>th</sup> Floor, The Columbia Tower, Ortigas Avenue, Barangay Wack-Wack, Mandaluyong City.

For your guidance and information.

Issued this 11<sup>th</sup> day of November 2015.

**EDNA C. TAPAR**

Head, Provision of Encoding Services for the DOTC Central Office  
and Accounting Division Chief