



Funding the Republic

REPUBLIKA NG PILIPINAS
KAGAWARAN NG PANANALAPI
KAWANIHAN NG INGATANG-YAMAN
(BUREAU OF THE TREASURY)
Intramuros, Manila

BIDS AND AWARDS COMMITTEE
Supplemental Bid Bulletin No. 15-2023

December 14, 2023

**Digitization Service of the Existing Documents for the Field Offices of the
Bureau of the Treasury
(ITB-29-2023-G)**

This Supplemental Bid Bulletin No. 15-2023 is issued to modify or amend items in the Bid Documents. This shall form an integral part of the Bid Documents.

REFERENCE	AMENDMENTS/CHANGES/ CLARIFICATIONS
Page 1 and sample Bid Form Project Identification number: ITB-29-2023-G (EPA)	Page 1 and sample Bid Form Project Identification number: ITB-29-2023-G
Page 20, ITB Clause 14.1 of the Bid Data Sheet 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 Lot 1 Php174,990.48, Lot 2 Php 53,406.60, Lot 3 Php91,602.92 [two percent (2%) of ABC , 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 Lot 1 Php174,990.48, Lot 2 Php133,516.50, Lot 3 Php229,007.30 [five percent (5%) of ABC if bid security is in Surety Bond.	Page 20, ITB Clause 14.1 of the Bid Data Sheet 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 Lot 1 Php174,990.48, Lot 2 Php 53,406.60, Lot 3 Php91,602.92 [two percent (2%) of ABC , 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 Lot 1 Php437,476.20, Lot 2 Php133,516.50, Lot 3 Php229,007.30 [five percent (5%) of ABC if bid security is in Surety Bond.
Page 61, Sample Bid Securing Declaration BID SECURING DECLARATION Invitation to Bid: ITB-14-2024-G (EPA)	Page 61, Sample Bid Securing Declaration BID SECURING DECLARATION Invitation to Bid: ITB-29-2023-G
Section VII. Technical Specifications	Section VII. Technical Specifications

1.9. Sites are the following: 1.9.1. Lot 1: Luzon Cluster (Annex A) - 2,393,608 Pages 1.9.2. Lot 2: Visayas Cluster (Annex B) - 730,522 Pages 1.9.3. Lot 3: Mindanao Cluster (Annex C) -1,252,991 Pages	Please see revised Annex A, B, and C
2. STATEMENT OF BIDDER'S EXISTENCE AND EXPERTISE 2.1. The bidder must provide professional resources for the said Digitization service with corresponding certification/s of the following: 2.1.1. The bidder shall provide a focal person to act as the team leader and single point of contact for the project. 2.1.1.1. Certificate from the company designating as the focal person. 2.1.2. The bidder shall provide a list of designated personnel and their corresponding role in each digitization or scanning team to be deployed. 2.1.2.1. Must submit certification that all personnel listed are employed under their company.	To be <u>moved and added</u> under: 3. GENERAL REQUIREMENT / SCOPE OF WORK / DELIVERABLES 3.1 General Requirements 3.1.1. The bidder service provider must provide professional resources for the said Digitization service with corresponding certification/s of the following: 3.1.1.1. The bidder service provider shall provide a focal person to act as the team leader and single point of contact for the project. 3.1.1.1.1. Certificate from the company designating as the focal person. 3.1.1.2. The bidder service provider shall provide a list of designated personnel and their corresponding role in each digitization or scanning team to be deployed. 3.1.1.2.1. Must submit certification that

	all personnel listed are employed under their company. <i>(The current Section 3.1.1 and its sub-sections will now be Section 3.1.2 and so on)</i>
3.3. Deliverables: A "Certificate of Completion" shall be issued by the BTr once the following conditions are met:	3.3. Deliverables: A "Certificate of Completion" shall be issued by the BTr once the following conditions are met: A "Certificate of Completion" shall be issued by the BTr once all "Certificates of Acceptance" from regional offices of the cluster are submitted. A "Certificate of Acceptance" shall be issued by each BTr Regional Office if all field offices of that region meet the following conditions:
3.3.2. The service provider shall provide signed weekly progress reports on the accomplished number of pages and the list of documents scanned/digitized per field office. 3.3.2.1. All submitted weekly progress reports must be counter-signed by a representative from the respective field offices. 3.3.2.2. All progress reports must be notarized for purposes of presentation as evidence in compliance with applicable rules and regulations.	3.3.2. The service provider shall provide signed weekly progress accomplishment reports on the accomplished completed number of pages and the list of documents scanned/digitized per field office to their corresponding DCOs. 3.3.2.1. All submitted weekly progress accomplishment reports must be counter-signed by a representative from the respective field offices. 3.3.2.2. All progress accomplishment reports must be notarized for purposes of presentation as evidence in compliance with applicable rules and regulations.

5.2 One-time payment upon issuance of "Certificate of Completion". (see item 3.3 Deliverables).	5.2. One-time payment upon issuance of "Certificate of Completion". (see item 3.3 Deliverables). Contract payment (progressive billing) shall be made upon review and approval of the submitted "Certificate of Acceptance" per regional offices. (Please see item 3.3 Deliverables and Annex D for reference).
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The Procuring Entity notes all other issues and concerns raised by the bidders not related to the Technical Specifications of the project, which are not directly addressed in this Bid Bulletin. The end-user will provide the necessary assistance and documents to ensure smooth implementation of the project.

For guidance and information of all concerned.

EDUARDO ANTHONY G. MARIÑO III (Sgd.)
Deputy Treasurer of the Philippines and
Chairperson, Bids and Awards Committee

ANNEX A

	FIELD OFFICES	SITE ADDRESS	PAGES
1	National Capital Region - Regional Office	3rd Floor, Palacio del Gobernador Bldg. Intramuros, Manila	0
2	District I	3rd Floor, Palacio del Gobernador Bldg. Intramuros, Manila	37,000
3	District II	3rd Floor, Palacio del Gobernador Bldg. Intramuros, Manila	21,100
4	District III	3rd Floor, Palacio del Gobernador Bldg. Intramuros, Manila	24,000
5	District IV	3rd Floor, Palacio del Gobernador Bldg. Intramuros, Manila	22,100
6	Region I Regional Office	BTr RO I Bldg. Aguila Road, Sevilla Norte, City of San Fernando, La Union	53,718
7	La Union Provincial Office	BTr RO I Bldg. Aguila Road, Sevilla Norte, City of San Fernando, La Union	43,011
8	Ilocos Norte Provincial Office	Jomel III Building, #149, Rizal Street, Laoag City, Ilocos Norte	19,725
9	Ilocos Sur Provincial Office	P & H Building, Brgy. III, cor. Burgos Street, cor. Rizal Street Vigan City, Ilocos Sur	38,246
10	Pangasinan Provincial Office	DBP Building, M.H. Del Pilar Street, Dagupan City 2400	48,055
11	Benguet Provincial Office	4th Floor, Unit 401, Development Bank of Philippines Bldg. Session Road, Baguio City	24,021
12	Abra Provincial Office	3/F, Balbin Building II, Corner Taft and Actividad, Economia Street, Zone IV, Bangued Abra	10,633
13	Mt. Province Provincial Office	3rd flr Fonang Bldg. Omfeg, Bontoc, Mountain Province	39,124
14	Region II Regional Office	6 Dalan na Marayao St., Regional Government Center, Carig Sur, Tuguegarao City, Cagayan 3500	19,202
15	Cagayan Provincial Office	6 Dalan na Marayao St., Regional Government Center, Carig Sur, Tuguegarao City, Cagayan 3500	47,380
16	Isabela Provincial Office	2/F VTU Bldg., Baligatan, City of Ilagan, Isabela 3300	44,441
17	Nueva Vizcaya Provincial Office	2/F Ongtao Bldg, National Highway, Burgos St. Brgy Quezon, Solano, Nueva Vizcaya, 3709	14,978
18	Kalinga-Apayao Provincial Office	2/F Pangda Bldg., National Road, Purok 4 Bulanao, Centro Tabuk City, Kalinga	11,164
19	Ifugao Provincial Office	2nd Floor, Room D, Grepaz Building, Lumingay Street, Poblacion North, Lagawe, Ifugao	7,558
20	Quirino Provincial Office	G/F Wee Bldg., San Marcos, Cabarroguis, Quirino 3400	7,656
21	Batanes Provincial Office	G/F Ivatan Lodge, Kaychanarianan, Basco, Batanes, 3900	2,867
22	Region III Regional Office	Bureau of the Treasury, RO3 Diosdado Macapagal Government Center, Malikhain St., Maimpis, City of San Fernando, Pampanga	13,788
23	Pampanga Provincial Office	Bureau of the Treasury, RO3 Diosdado Macapagal Government Center, Malikhain St., Maimpis, City of San Fernando, Pampanga	26,600
24	Bulacan Provincial Office	Bulacan Provincial Capitol, Malolos City, Bulacan	41,880
25	Aurora & Nueva Ecija Provincial Office	DBP Building, 2nd Floor, Burgos Ave. Cor. Gabaldon St., Cabanatuan City, Nueva Ecija	60,710
26	Bataan Provincial Office	3rd Floor, Room 01 Alyss Com Hub Building, Don Manuel Banzon Ave., Brgy Dna. Francisca City of Balanga, Bataan	42,350
27	Tarlac Provincial Office	DBP Building, Macabulos Drive, San Roque, Tarlac City, Tarlac	34,900
28	Zambales Provincial Office	3rd Floor Villagrancia Building, 2019 Rizal Ave., West Bajac-bajac, Olongapo City, Zambales	33,990
29	Region IV-A Regional Office	2F Anderson Bldg. 3, Brgy. Parian, Calamba City, Laguna	1,815
30	Batangas Provincial Office	GF JPA-AMA Bldg. (Pic N' Save), Nat'l. Hi-way, Brgy. Kumintang, Batangas City	165,000
31	Cavite Provincial Office	2F GB Alberto Building, San Agustin, Trece Martires City, Cavite	112,500
32	Laguna Provincial Office	2F Anderson Bldg. 3, Brgy. Parian, Calamba City, Laguna	18,500
33	Quezon Provincial Office	2F Grand Central Terminal Bldg., Brgy. Ibabang Dupay, Lucena City	580,868
34	Rizal Provincial Office	2F Antipolo Town Center, (ATC 1) Building, 182 P. Oliveros cor. Gen. Luna St., Brgy. San Roque, Antipolo, Rizal	19,000
35	Region IV-B Regional Office	3rd Floor, Tom's Place Building, D. Silang St. corner De Jesus St., Batangas City	161,591
36	Occ. Mindoro Provincial Office	2nd Floor, Alcantara Commercial Building Rizal St., Poblacion 1, Mamburao Occidental Mindoro	74,401
37	Oriental Mindoro Provincial Office	DBP Building, Brgy. Sto. Nino Calapan City, Oriental Mindoro	193,317
38	Palawan Provincial Office	F. Rafols, Jr. Road, Government Center and Nature's Park, Brgy. Sta. Monica, Puerto Princesa City, Palawan	39,156
39	Marinduque Provincial Office	3rd floor, DRL Building, Nepomuceno Street, Barangay Murallon, Boac, Marinduque	13,417
40	Romblon Provincial Office	2nd Floor, KADBAYAN MPC Commercial Complex, General Luna St., Barangay Dapawan, Odiongan, Romblon	9,838
41	Region V Regional Office	BTr Building, Regional Government Center, Rawis, Legazpi City	28,461
42	Albay Provincial Office	BTr Building, Regional Government Center, Rawis, Legazpi City	38,607
43	Camarines Norte Provincial Office	2/F Bella Building, Magallanes St., Brgy. III, Daet, Camarines Norte	17,758
44	Camarines Sur Provincial Office	BISCAST Building, Penafrancia Avenue, Naga City	70,092
45	Catanduanes Provincial Office	VTC Metrowalk, San Roque, Virac Catanduanes	12,532
46	Masbate Provincial Office	Ground Floor, Immaculate Concepcion Building, Saint Anthony Padua Cathedral Compound, Brgy. Bapor, Masbate City	20,616
47	Sorsogon Provincial Office	3/F Peña Building, Rizal cor. Burgos Sts., Sorsogon City, Sorsogon	25,942

2,393,608

ANNEX B

FIELD OFFICES		SITE ADDRESS		PAGES
1	Region VI Regional Office	4F, II Rufino Bldg., E. Lopez St., Jaro, Iloilo City, 5000		31,046
2	Iloilo Provincial Office	4F, II Rufino Bldg., E. Lopez St., Jaro, Iloilo City, 5000		62,946
3	Aklan Provincial Office	2F, DC & M Bldg., Osmeña Ave. Cor. Refulgente Alley Road, Estancia, Kalibo, Aklan, 5600		21,726
4	Antique Provincial Office	Ground Floor, AML Bldg. I, Dalipe cor. Atabay Sts., Funda Dalipe, San Jose, Antique, 5700		38,120
5	Capiz Provincial Office	Pueblo de Panay, Dinginan, Roxas City, Capiz, 5800		27,606
6	Negros Occ. Provincial Office	2F, Uy Kang Ha Bldg., Burgos-Lacson Sts., Bacolod City, 6100		56,637
7	Region VII Regional Office	2nd Floor, DBP Building Osmena Boulevard, Cebu City		30,618
8	Cebu North Provincial Office	2nd Floor, DBP Building Osmena Boulevard, Cebu City		25,548
9	Cebu South Provincial Office	2nd Floor, DBP Building Osmena Boulevard, Cebu City		27,660
10	Negros Oriental/Siquijor Provincial Office	#5 Dr. V. Locsin Street, Corner Sta Catalina St., Poblacion 4, Dumaguete City		5,508
11	Bohol Provincial Office	Ground Floor, Rio Andre III Building, M. Torralba Street, Tagbilaran City, Bohol		13,006
12	Region VIII Regional Office	Bureau of the Treasury, Regional Office No. VIII, Government Center, Candahug, Palo, Leyte 6501		470
13	Northern Leyte Provincial Office	Bureau of the Treasury, Regional Office No. VIII, Government Center, Candahug, Palo, Leyte 6501		179,010
14	Northern Samar Provincial Office	Catarman, Northern Samar, DCPS Bldg., Corner J.P. Rizal and Quezon Streets, Catarman, Northern Samar 6400		49,645
15	Southern Leyte Provincial Office	2/F Alvarez Building, R. Kangleon Street, Mambajao, Maasin City 6600		47,645
16	Western Samar Provincial Office	2/F Lucky Three Realty and Development Corporation Building, Curry Avenue Corner San Bartholomew Street Catbalogan City 6700		112,395
17	Eastern Samar Provincial Office	Ground Floor-Eduardo Ang Jr. Building E. Cinco Street, Barangay C Baybay 3, Borongan City Eastern Samar 6800		936
				730,522

ANNEX C

FIELD OFFICES

SITE ADDRESS

PAGES

1	Region IX Regional Office	PCCA Regional Govt. Center, Balintawak, Balintawak, Pagadian City, Zambo. Sur	41,053
2	Zambo. City/Zambo. Sibugay Provincial Office	EFT Building, S. Bulahan Drive, San Jose Road, Baliwasan, Zamboanga City	20,253
3	Zamboanga Del Sur I Provincial Office	PCCA Regional Govt. Center, Balintawak, Balintawak, Pagadian City, Zambo. Sur	28,148
4	Tawi-Tawi Provincial Office	BARMS Bldg., Tubig Boh, Bongao Tawi-Tawi	11,482
5	Zamboanga del Norte Provincial Office	GVS Building, Magsaysay St., Miputak, Dipolog City	25,334
6	Basilan Provincial Office	#10 Catholic Prelate, Carlos P. Garcia St., Isabela City, Basilan	6,246
7	Sulu Provincial Office	Marina St., Walled City, Jolo, Sulu	2,678
8	Region X Regional Office	2nd Floor, Jugador Bldg., A. Velez - J. Gaerlan Streets, Brgy. 2, Cagayan de Oro City	63,074
9	Misamis Oriental Provincial Office	2nd Floor, Jugador Bldg., A. Velez - J. Gaerlan Streets, Brgy. 2, Cagayan de Oro City	47,405
10	Camiguin Provincial Office	Hh Commercial Bldg. Lagunde Baybay Interior, Poblacion, Mambajao, Camiguin	9,135
11	Lanao del Norte Provincial Office	2nd Floor, Abalos Building, Aguinaldo Street, Iligan City	26,115
12	Misamis Occidental Provincial Office	3rd Floor, Ortega Building, Valconcha-Mabini Streets, Ozamiz City	25,724
13	Bukidnon Provincial Office	2nd Floor, Lagura Bldg., Cudal-Magsaysay Streets, Malaybalay City, Bukidnon	31,890
14	Region XI Regional Office	SPMC Compound, Dumanlas Road, J.P. Laurel Ave., Bajada, Davao City	103,211
15	Davao del Sur/Davao De Oro Provincial Office	SPMC Compound, Dumanlas Road, J.P. Laurel Ave., Bajada, Davao City	31,003
16	Davao del Norte/Davao De Oro Provincial Office	Door 25, 2F Suarez Building, Corner Mabini-Sobrecarey St., Tagum City, Davao del Norte	26,072
17	Davao Oriental Provincial Office	Door No. 3 Roche Building, Andruvel St., Brgy. Central, Mati City, Davao Oriental	10,005
18	Region XII Regional Office	BTr RXII Building, Prime Regional Government Center, Brgy. Carpenter Hill, Koronadal City	246,540
19	South Cotabato Provincial Office	BTr RXII Building, Prime Regional Government Center, Brgy. Carpenter Hill, Koronadal City	26,353
20	Maguindanao Provincial Office	H&J Building No. 3, Sinsuat Avenue, Cotabato City	18,714
21	Sultan Kudarat Provincial Office	2nd Floor, JCB Building, Magbanua Street corner National Highway, Isulan, Sultan Kudarat	62,364
22	Lanao del Sur Provincial Office	2nd Floor, RTCS Building, Ali bin Abutalib Street, Marawi Poblacion, Marawi City	3,767
23	North Cotabato Provincial Office	3rd Floor, JTL Building, Quezon Boulevard, Kidapawan City	28,305
24	Caraga Regional Office	J.P. Rosales Avenue, Imadejas, Butuan City, 8600	100,872
25	Agusan del Norte Provincial Office	J.P. Rosales Avenue, Imadejas, Butuan City, 8600	102,462
26	Agusan del Sur Provincial Office	2F NGPI Bldg., Brgy. 5, San Francisco, Agusan del Sur, 8501	51,262
27	Surigao del Norte Provincial Office	2F Simtoco Building, Burgos St., Washington, Surigao City, 8400	77,862
28	Surigao del Sur Provincial Office	2F JTP Bldg., Capitol Road, Brgy. Telaje, Tandag City, 8300	25,662
1,252,991			

ANNEX D

	ABC
Lot 1	8,749,524
Lot 2	2,670,330
Lot 3	4,580,146

Lot 1	# of Pages	Progress/Milestone Billing
NCR	104,200	
RO1	276,533	
RO2	155,246	
RO3	254,218	
RO4A	897,683	
RO4B	491,720	
RO5	214,008	
TOTAL	2,393,608	₱ 8,749,524.00

Lot 2	# of Pages	Progress/Milestone Billing
RO6	238,081	
RO7	102,340	
RO8	390,101	
TOTAL	730,522	₱ 2,670,330.00

Lot 3	# of Pages	Progress/Milestone Billing
RO9	135,194	
RO10	203,343	
RO11	170,291	
RO12	386,043	
RO13	358,120	
TOTAL	1,252,991	₱ 4,580,146.00