



**BID BULLETIN NO. 3**  
**July 9, 2024**

Attention is hereby invited to the Bidders of the **Procurement of Retail of Photocopier Machine for CAAP Central Office for one (1) Year – Bid No. 24-035-06 BRAVO**

I. Please be informed of the following revision:

ORIGINAL PROVISION	REVISED PROVISION
<p><b>Page 35</b></p> <p>1. Rental charges shall not be more than P7,600.00/per month per machine or total consumption of 2,512 mono pages and 2,000 color pages per machine per month based on the number of copies shown on the meter reading cards/reports plus 2% allowance for spoilage. Offsetting will be allowed provided that it will not exceed the total annual consumption of 1,176,000 for mono pages and 210,000 for color pages plus the 2% allowance for spoilage.</p>	<p>1. <del>Rental charges shall not be more than P7,600.00/per month per machine or</del> Total consumption of 2,512 mono pages and 2,000 color pages per machine per month based on the number of copies shown on the meter reading cards/reports plus 2% allowance for spoilage. Offsetting will be allowed provided that it will not exceed the total annual consumption of 1,176,000 for mono pages and 210,000 for color pages plus the 2% allowance for spoilage.</p>
<p><b>Page 38</b></p> <p>6. The Rental rate shall be on a paper copy basis;</p> <p>b.1 for the 39 units monochrome copier minimum accumulated copy of 585,000 per month for mono pages</p> <p>b.2 for the 5 units colored copier – 17,500 minimum accumulated copies for colored pages (V.1)</p>	<p style="text-align: center;">DELETED</p>



- II. Revision of Forms  
Please see attached revised BID Form.
- III. The new Schedule for the Submission and Opening of Bids for the Project Procurement of Rental of Photocopier Machine for CAAP Central Office for One (1) year will be on 22 July 2024 @9:30AM
- IV. This bid bulletin shall be an integral part of the Bidding Documents and the same shall be enclosed in the technical bid envelope/component and shall be marked accordingly.

For the information and guidance of all concerned.



**ATTY. DANJUN G. LUCAS**  
**Chairperson**  
Bids and Awards Committee – BRAVO



## BID Form

Date:

Invitation to Bid No.:

**To:** *[name and address of Procuring Entity]*

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Number(s)\_\_\_\_, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply/deliver/perform the Project **Procurement of Rental of Photocopier Machine for CAAP Central Office for One (1) Year with Bid No. 24-035-06 BRAVO** in conformity with the said Bidding Documents for the sum of *[Total Bid amount in words and figures]* or the total calculated bid price as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid.

<b>PARTICULARS</b>	<b>No. of Units</b>	<b>Monthly Cost per Unit (Cost per Page x Maximum No. of Copies)</b>	<b>Total Cost (Monthly Cost per Unit x No. of Units x 12 months) (Inclusive of VAT)</b>
Maximum of 2,512 for copy/Print speed 35/ppm and up for monochrome	39	P x 2,512	P
Maximum of 2,000 for copy/Print speed 35/ppm and up for colored	5	P x 2,000	P
<b>TOTAL</b>	<b>44</b>		<b>P</b>

Note: Quantities stated are indicative numbers and for bidding purposes only. Billings shall be based on actual utilization



We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in BDS provision and it shall remain binding upon us at any time before the expiration of that period.

Until a formal contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

The undersigned is authorized to submit the bid on behalf of *[name of the bidder]* as evidenced by the attached *[state the written authority]*.

We acknowledge that failure to sign each and every page of this Bid Form, including that attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

Date: \_\_\_\_\_

