



**BIDS AND AWARDS COMMITTEE**

**Supplemental/Bid Bulletin No.1**

**SUPPLY AND DELIVERY OF PHOTO AND VIDEO EQUIPMENT FOR THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES-CENTRAL OFFICE  
Bid Ref. No. DENR-CO-2021-021**

**Approved Budget for the Contract: ₱ 1,132,000.00**

This **Supplemental/Bid Bulletin No.1** is being issued to revise provisions/specifications in the Bidding Documents, to address queries/clarifications raised by bidders during the pre-bid conference conducted on 16 June 2021 for the aforesaid project:

<b>A. Revision to the provisions/specifications in the Bidding Documents:</b>	
<b>FROM</b>	<b>TO</b>
<b>Section VI. Schedule of Requirements</b>	
Terms of Reference as of 28 May 2021  III.A. Warranty and Sales Support  Supplier must provide a Warranty Certificate in favor of the End-user covering a period of Three (3) Years for the parts and services of Body camera and lens from date of issuance of Certificate of Acceptance  V. Period and Place of Delivery  a) The winning bidder shall supply and deliver the equipment at the Supply Management Section-PSMD, Basement, DENR Central Office located at Visayas Avenue, Diliman, Quezon City within twenty (20) calendar days from the receipt of Notice to Proceed (NTP).	Terms of Reference as of 18 June 2021  III.A. Warranty and Sales Support  Supplier must provide a Warranty Certificate in favor of the End-user covering a period of Three (3) Years for the parts and services of Body camera and <b>One (1) Year in lens and accessories</b> from date of issuance of Certificate of Acceptance  V. Period and Place of Delivery  The winning bidder shall supply and deliver the equipment at the Supply Management Section-PSMD, Basement, DENR Central Office located at Visayas Avenue, Diliman, Quezon City within <b>forty five (45)</b> calendar days from the receipt of Notice to Proceed (NTP).

Bidders are advised to use the attached Section VI Schedule of Requirements (Terms of Reference as of 18 June 2021) together with all other required documents for the submission of bids on 30 June 2021, 9:00 am.

Also, please use the Revised Checklist of Requirements as a guide/Reference.

This Supplemental/Bid Bulletin No. 1 shall form part of the Bidding Documents. Any provision in the Bidding Documents inconsistent herewith is hereby amended, modified and superseded accordingly.

For guidance and information of all concerned.

Issued this 23 day of June 2021 in Quezon City.

Approved by:


*(sgd)***MARCIAL C. AMARO, JR., CESO III**  
Assistant Secretary for Policy, Planning and  
Foreign Assisted and Special Projects &  
Chairperson, Bids and Awards Committee

Received by:	
_____ (SIGNATURE OVER PRINTED NAME & DATE)	_____ NAME OF COMPANY
(PLEASE RETURN OR FAX THIS PAGE ONLY TO THE DENR BAC OFFICE @ 8-926-2675)	

**Section VI. Schedule of Requirements**

**Instruction to Bidders:**     **Please fill up the form accordingly and sign the Bidder's Undertaking. Failure to conform will result in a rating of "FAILED".**

**I. TERMS OF REFERENCE AS OF 18 June 2021**



Republic of the Philippines  
**Department of Environment and Natural Resources**  
 Visayas Avenue, Diliman, Quezon City, 1100  
 Tel. no (632) 929-6626 to 29; VOIP Trunkline (632) 755-3300/755-3330  
 Website: <http://www.denr.gov.ph>

**TERMS OF REFERENCE**  
(as of June 18, 2021)

**SUPPLY AND DELIVERY OF PHOTO AND VIDEO EQUIPMENT FOR STRATEGIC COMMUNICATION AND INITIATIVES SERVICE (SCIS) DENR CENTRAL OFFICE**

**I. RATIONALE**

The SCIS is responsible for disseminating information on environment and natural resources development policies, plans, programs and projects, including environmental education. In order to carry out this mandate the office require top of the line equipment especially in the coverage and/or documentation of events, programs, projects and activities, with the end goal of producing audio visual presentation and/or documentation.

**II. APPROVED BUDGET FOR THE CONTRACT**

The total ABC for this contract is **P1,132,000.00** inclusive of all applicable government taxes and service charge.

**III. PROJECT REQUIREMENTS ( *minimum requirements* )**

**1. DSLR BODY CAMERA (full frame)**

	DESCRIPTION	QTY
LCD monitor size	3.2-3.8 inches	1
LCD monitor resolutions (dots)	1, 620,000	
Image stablizer	Lens-shift type	
Flash mode	E-TTL II auto flash, FE lock	
Effective pixels (megapixels)	30.4	
Effective ISO	100-32,000 ( H: 102,400)	
Memory card type	CF card type I, UDMA mode 7-compatible, SD, SDHC, SDXC UHS-I cards compatible	
Processor type	DIGIC 6+	
Sensor size	Full frame	
Shutter speed range	30-1/8000, Bulb	
Standard power supply	Battery pack LP-E6N/ LP-E6	
Still image format	JPEG, RAW,RAW+JPEG Lens group/elements	

**2. Full frame/mirrorless Camera**

	DESCRIPTION	QTY
Sensor resolution	Actual: 12.9 megapixels	1
Effective	12.1 megapixels( 4240x 2832)	
Aspect ratio	1:1, 3:2, 4:3, 16:9	
Sensor type	CMOS	
Sensor size	35.6x 23.8 mm	
Shutter speed	1/8000 to 30 second	
ISO sensitivity	Auto, 80 to 102400 (extended: 40 to 409600)	

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External recording mode	Raw 16-bit	
Focus type	Auto and manual mode	
Video encoding	NTSC/PAL	
Audio recording	Built in microphone (stereo)	
Viewfinder type	Electronic (OLED)	
Viewfinder size	0.64"	
Monitor size	3.0"	
Media/memory card slot	Dual slot: CF express type A/ SD	
Microphone	3.5mm headphone	
Battery	1x NP- FZ100 rechargeable lithium- ion, 7.2 VDC, 2280mAh	

**3. Battery for full frame / mirrorless camera**

DESCRIPTION		QTY
Dimension	(WxHxD) approx.. 1-9/16x 29/32x 2-1/8" (38.7x22.7x 51.7mm)	5
Weight	Approx.3.0 oz (83g)	
capacity	7.2v/16.4 Wh (2, 280 mAh)	

**4. Battery for DSLR Camera**

DESCRIPTION		QTY
Chemistry	Lithium-ion	10
Dimension	2.2x 0.8x1.5"/ 5.58x 2.03x 3.81 cm	
Weight	2.8oz/ 79.37g	

**5. Camera Lens (24-105mm F4 L IS)**

DESCRIPTION		QTY
Focal length	24mm-105mm	2
Angle view	19.2-74	
Max aperture	f/4	
Min aperture	f/22	
Filter size	77mm	
Maximum magnification	0.24x	
Weight	795g	

*Brand and model being offered for the lenses must be compatible with the existing equipment (Canon EOS 5D Mark IV)*

**6. 24-70mm f2.8 GM lens**

DESCRIPTION		QTY
Format	35 mm full frame	1
Focal length	24-70 mm	
35 mm equivalent focal length (APS-C)	36-105 mm	
Lens group/elements	13/18	
Angle of view (35mm)	84°-34°	
angle of view (APS-C)	61°-23° 2	
Max. aperture	2.8	
Min. aperture	22	

*Brand and model being offered for the lenses must be compatible with the existing equipment (Sony A7S III)*

**7. 70-200mm f2.8 GM lens**

DESCRIPTION		QTY
Format	35 mm full frame	1
Focal length	70-200mm	
35 mm equivalent focal length (APS-C)	105-300 mm	
Lens group/elements	18/23	
Angle of view (35mm)	34°-12° 30'	
Angle of view (APS-C)	23°-8° 2	
Maximum aperture	2.8	
Min.	22	

*Brand and model being offered for the lenses must be compatible with the existing equipment (Sony A7S III)*

**NOTE:** *Technical Evaluation shall be evaluated based on the documents submitted such as, but not limited to brochures and technical data sheet to be submitted with the bidder's proposal.*

**A. Warranty and Sales Support**

Supplier must provide a Warranty Certificate in favor of the End-User covering a period of **Three (3) Years** for the parts and services of Body camera and **(1) year** in lens and accessories from date of issuance of Certificate of Acceptance

**IV. QUALIFICATION OF THE BIDDER**

- a) Bidder must have 5 years' experience in providing similar (supply and delivery of photo and video equipment)
- b) A Certificate issued by the manufacturer, shall be submitted by the bidder, indicating that he is authorized to distribute, and provide technical support and services to the brand being offered. If the bidder is a reseller, he shall also submit the certification issued by the distributor

**V. PERIOD AND PLACE OF DELIVERY**


- a) The winning bidder shall supply and deliver the equipment at the Supply Management Section-PSMD, Basement, DENR Central Office located at Visayas Avenue, Diliman, Quezon City within **forty five (45) calendar days** from the receipt of Notice to Proceed (NTP).
- b) Delivery should be coordinated with the end-user before acceptance of the units for technical and evaluation.

**VI. TERMS OF PAYMENT**

One-time payment shall be made after full/complete delivery of photo/video equipment within the prescribed period and upon issuance of the Certificate of Inspection and Acceptance.

Prepared by:

Approved by:

  
**ADONA F. SAN DIEGO**  
OIC-Chief, DCD-SCIS

  
**JACOB F. MEIMBAN, JR.**  
Deputy Executive Director, MBCO

**II. OTHER REQUIREMENTS**

- 1. Bidder has no overdue deliveries or unperformed services intended for DENR.
- 2. Bidder did not participate as a consultant in the preparation of the design or technical specification of the GOODS/SERVICES subject of the bid.

**BIDDER'S UNDERTAKING**

*I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable, hereby BID to (supply/deliver/perform/comply) the above Terms of Reference*

*I/We undertake, if our bid is accepted, to deliver the goods/services in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award.*

*Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.*

\_\_\_\_\_  
**Name of Company (in print)**

\_\_\_\_\_  
**Signature of Company Authorized Representative**

\_\_\_\_\_  
**Name & Designation (in print)**

\_\_\_\_\_  
**Date**

**DENR BIDS AND AWARDS COMMITTEE**  
**REVISED CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS**

**Project:** SUPPLY AND DELIVERY OF PHOTO AND VIDEO EQUIPMENT FOR THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES-CENTRAL OFFICE (DENR-CO)

**Bid Ref. No.** Bid Ref. No. DENR-CO-2021-021

**APPROVED BUDGET FOR THE CONTRACT: P1,132,000.00**

**ENVELOPE 1: TECHNICAL COMPONENT**

**CLASS "A" DOCUMENTS**

**A. LEGAL DOCUMENTS**

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | (a) Valid and current <b>Certificate of PhilGEPS Registration (Platinum Membership)</b> issued to bidder; <i>[Note: The valid and current Certificate of Registration (Platinum Membership) shall reflect the updated eligibility documents. Should the Annex A of said Certificate reflects not updated documents, the bidder shall submit, together with the certificate certified true copies of the updated documents]</i> |
|                          | <b><u>OR</u></b>   |
| <input type="checkbox"/> | (b) Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives or its equivalent document; <b><u>and</u></b>   |
| <input type="checkbox"/> | (c) Copy of 2021 Business/Mayor's permit issued to bidder by the city or municipality where the principal place of business of the bidder is located or the equivalent document for Exclusive Economic Zones or Areas<br><br><b><u>and</u></b>   |
| <input type="checkbox"/> | (d) Current and valid Tax Clearance per E.O. 398, series of 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR);  |

**B. TECHNICAL DOCUMENTS**

- |                          |   |
|--------------------------|---|
| <input type="checkbox"/> | (e) Statement of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid (per <b>Annex I</b> );  |
| <input type="checkbox"/> | (f) Statement of the Bidder's Single Largest Completed Contract (SLCC) of similar nature within the last five (5) years from date of submission and receipt of bids equivalent to at least fifty (50%) of the total ABC (per <b>Annex I-A</b> )<br><br><i>Similar in nature shall mean <b><u>"Photo and Video Equipment"</u></b>.</i><br><br><u>Any of the following documents must be submitted/attached corresponding to listed completed largest contracts per Annex I-A:</u><br><br><ul style="list-style-type: none"> <li>i) Copy of End User's Acceptance; or</li> <li>ii) Copy of Official Receipt/s or Sales Invoice or Collection Receipt/s</li> </ul> |

(g) Original Bid Security must be issued in favor of the **DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (DENR)** (must be valid for at least 120 calendar days from the date of bid opening); any one of the following forms:

<b>Project ABC</b> <b>(₱)</b>	<b>Bid Security: Cash, Cashier's/ Manager's Check, Bank Draft / Guarantee, Irrevocable Letter of Credit (2%) (₱)</b>	<b>Bid Security: Surety Bond (5%) (₱)</b>	<b>Original Bid Securing Declaration</b>
1,132,000.00	22,640.00	56,600.00	No required Amount

1. Bid Securing Declaration per **Annex II**;
2. The Cashier's/Manager's Check shall be issued by a Local, Universal or Commercial Bank
3. The Bank Draft/Guarantee or Irrevocable Letter of Credit shall be issued by a Local Universal or Commercial Bank; or
4. Should bidder opt to submit a Surety Bond as Bid Security, the surety bond must be callable on demand and must be issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such bond. Together with the surety bond, a certification from Insurance Commission must be submitted by the bidder which must state that the surety or insurance company is specifically authorized to issue surety bonds.
5. For submission of Bank Draft/Guarantee or Irrevocable Letter of Credit or Surety Bond, the following must be stated/specified in the Bid Security pursuant to Section III, ITB Clause 18.5, to wit:

*The following are the grounds for forfeiture of Bid Security*

▪ **IF A BIDDER:**

- a) Withdraws its bid during the period of bid validity.
- b) Does not accept the correction of errors pursuant to Section 32.2.1 of the IRR of RA 9184.
- c) Fails to submit the Post Qualification requirements within the prescribed period or a finding against their veracity thereof.
- d) Submission of eligibility requirements containing false information or falsified documents.
- e) Submission of bids that contain false information or falsified documents, or the concealment of such information in the bids in order to influence the outcome of eligibility screening or any other stage of the public bidding.
- f) Allowing the use of one's name, or using the name of another for purposes of public bidding.
- g) Withdrawal of a bid, or refusal to accept an award, or enter into contract with the Government without justifiable cause, after the Bidder had been adjudged as having submitted the Lowest Calculated and Responsive Bid.
- h) Refusal or failure to post the required performance security within the prescribed time.
- i) Refusal to clarify or validate in writing its bid during post-qualification within a period of seven (7) calendar days from receipt of the request for clarification.
- j) Any documented unsolicited attempt by a bidder to unduly influence the outcome of the bidding in his favor.
- k) Failure of the potential joint venture partners to enter into the joint venture after the bid is declared as successful.
- l) All other acts that tend to defeat the purpose of the competitive bidding, such as habitually withdrawing from bidding, submitting late Bids or patently insufficient bid, for at least three (3) times within a year, except for valid reasons.

▪ **IF THE SUCCESSFUL BIDDER:**

- a) fails to sign the contract in accordance with Section 40 of the Revised IRR of RA 9184; or
- b) fails to furnish performance security in accordance with Section 40 of the Revised IRR of RA 9184.

***Note: Duly notarized or unnotarized Bid Securing Declaration shall be accepted pursuant to GPPB Resolution No. 09-2020 dated 07 May 2020.***





<input type="checkbox"/>	<p>(h) Conformity with Section VI Schedule of Requirements (Terms of Reference as of 18 June 2021), attached in the Supplemental Bid Bulletin No. 1 and Section VII. Technical Specifications, as enumerated in the Bidding Documents.</p>
<input type="checkbox"/>	<p>(i) Original <b>Omnibus Sworn Statement</b> in accordance with Section 25.3 of the IRR of RA 9184 and using the prescribed form attached as <b>Annex III</b> with attached <b><u>Proof of Authority of the bidder's authorized representative/s:</u></b></p> <p>i. <b><u>FOR SOLE PROPRIETORSHIP (IF OWNER OPTS TO APPOINT A REPRESENTATIVE):</u></b> Notarized or unnotarized Special Power of Attorney.</p> <p>ii. <b><u>FOR CORPORATIONS, COOPERATIVE OR THE MEMBERS OF THE JOINT VENTURE:</u></b> Notarized or unnotarized Secretary's Certificate evidencing the authority of the designated representative/s.</p> <p><b>Notes:</b> 1) <i>Should there be more than one (1) appointed authorized representatives, use the word "any of the following" or "OR", otherwise, all authorized representatives must sign/initial the bid submission.</i></p> <p>2) <i>Unnotarized documents shall be accepted pursuant to GPPB Resolution No. 09-2020 dated 07 May 2020.</i></p> <p><b>IN THE CASE OF UNINCORPORATED JOINT VENTURE:</b> Each member shall submit a separate Special Power of Attorney and/or Secretary's Certificate evidencing the authority of the designated representative/s.</p>
<b>C. <u>FINANCIAL DOCUMENTS</u></b>	
<input type="checkbox"/>	<p>(j) Audited Financial Statements (AFS) for CY 2020 with stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions dated 2021.</p>
<input type="checkbox"/>	<p>(k) Net Financial Contracting Capacity (NFCC) computation, in accordance with ITB Clause 5.5, (per <b>Annex IV</b>).</p> <p>The NFCC computation must be equal to the ABC of this project. The detailed computation using the required formula must be provided.</p> <p><b>OR</b></p> <p>Original copy of Committed Line of Credit (CLC) per <b>Annex IV-A</b> issued by a Local Universal or Local Commercial Bank at least equal to ten percent (10%) of the ABC of this project.</p> <p><b>In case of Joint Venture, the partner responsible to submit the NFCC shall likewise submit the Statement of all its ongoing contracts and the Latest Audited Financial Statements.</b></p>
<b><u>Class "B" Document: (For Joint Venture)</u></b>	
<input type="checkbox"/>	<p><b><u>If applicable, For Joint Ventures, Bidder to submit either:</u></b></p> <p>(i) Copy of the JOINT VENTURE AGREEMENT (JVA) in case the joint venture is already in existence, or</p> <p>(ii) Copy of Protocol/Undertaking of Agreement to Enter into Joint Venture (<b>Annex V</b>) signed by all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful and must be in accordance with Section 23.1 (b) of the IRR</p> <p>In case the joint venture is not yet in existence, the submission of a valid JVA shall be within ten (10) calendar days from receipt by the bidder of the notice from the BAC that the bidder is the Lowest Calculated and Responsive Bid [Sec 37.1.4 (a) (i)]</p> <p>(l) <b>The JVA or the Protocol/Undertaking of Agreement to Enter into Joint Venture (per Annex V) must include/specify the company/partner and the name of the office designated as authorized representative of the Joint Venture.</b></p>

**ENVELOPE 2: FINANCIAL DOCUMENTS**

- (a) Completed and signed Financial Bid Form. Bidder must use, accomplish and submit Bid Form (**Annex VI**); **and**
- (b) Original of duly signed and accomplished Price Schedule(s) (**Annex VI-A or VI-B**).

The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted.

**Note: In case of inconsistency between the Checklist of Requirements for Bidders and the provisions in the Instruction to Bidders/Bid Data Sheet, the Instruction to Bidders/Bid Data Sheet shall prevail.**