



**DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES**  
**KAGAWARAN NG KAPALIGIRAN AT LIKAS NA YAMAN**



**BIDS AND AWARDS COMMITTEE**

**Supplemental/Bid Bulletin No. 2**

**PROCUREMENT OF SUBSCRIPTION TO ADOBE CREATIVE CLOUD FOR TEAMS FOR THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (DENR)**

**Bid Ref. No. DENR-CO-2024-039**

**Approved Budget for the Contract: P 3,200,000.00**

This **Supplemental/Bid Bulletin No. 2** is being issued to further revise provisions/specifications in the Bidding Documents for the aforementioned project:

Revision to provisions/specifications in the Bidding Documents	
FROM	TO
<b>SECTION VII. TECHNICAL SPECIFICATIONS</b>	
Section VII. Technical Specifications	<b>Revised Section VII. Technical Specifications</b>

Bidders are advised to use the **Revised Section VII. Technical Specifications** with all the other required documents for the submission of bids on **19 July 2024 at 9:00 AM**.

Also, please use the **2nd Revision Checklist of Technical and Financial Documents** as a guide/reference.

This Supplemental/Bid Bulletin No. 2 shall form part of the Bidding Documents. Any provisions in the Bidding Documents and Supplemental/Bid Bulletin No. 1 inconsistent herewith are hereby amended, modified, and superseded accordingly.

For guidance and information of all concerned.

Issued this 12<sup>th</sup> of July 2024 in Quezon City.

Approved by:

  
**EVELYN G. NILLOSAN**  
 Chief, Management Division &  
 Alternate Vice 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 @ 8926-2675)		

**PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.**

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## Revised Section VII. Technical Specifications

**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".**

Minimum Technical Requirements (unless otherwise specified)	*Bidder's Statement of Compliance
<b>A. GENERAL SPECIFICATIONS</b>	
<b>1. CREATIVE APPLICATIONS</b>	
<ul style="list-style-type: none"><li>Industry-leading apps for design, photography, video, and web – including Adobe Photoshop, Illustrator, InDesign, Spark, and Acrobat Pro.</li></ul>	
<b>2. EASY LICENSE MANAGEMENT</b>	
<ul style="list-style-type: none"><li>Assign and reassigned licenses quickly with a web-based Admin Console.</li></ul>	
<b>3. ADOBE FONTS</b>	
<ul style="list-style-type: none"><li>Access to thousands of fonts right within a Creative Cloud app.</li></ul>	
<b>4. 1 TERABYTE OF CLOUD STORAGE PER USER</b>	
<ul style="list-style-type: none"><li>Extra storage makes it easier for teams to share and manage creative assets.</li></ul>	
<b>5. BEHANCE</b>	
<ul style="list-style-type: none"><li>Access the world's largest creative community</li></ul>	
<b>6. CREATIVE CLOUD LIBRARIES</b>	
<ul style="list-style-type: none"><li>Team can share assets across their apps and devices, so everyone's in sync.</li></ul>	
<b>B. AFTER-SALES SUPPORT</b>	
<b>1.</b> Access to Adobe Premium Tech Support	
<ul style="list-style-type: none"><li>Advanced 24/7 tech support. 1:1 Expert Sessions and resources for standout creative work, including Adobe Fonts, Behance, and tutorials for every skill level.</li></ul>	

**I hereby certify to comply with the above Technical Specifications.**

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

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

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

\_\_\_\_\_  
Date

*\*Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the provisions of ITB a(ii) and/or GCC Clause (iii).*



**DENR BIDS AND AWARDS COMMITTEE**

**2<sup>ND</sup> REVISION CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS**

**Project:** PROCUREMENT OF SUBSCRIPTION TO ADOBE CREATIVE CLOUD FOR TEAMS FOR THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (DENR)

**Bid Ref. No.** DENR-CO-2024-039

**APPROVED BUDGET FOR THE CONTRACT:** P3,200,000.00

**ENVELOPE 1: TECHNICAL COMPONENT**

**CLASS "A" DOCUMENTS**

**A. LEGAL DOCUMENTS**

- (a) Valid and current **Certificate of PhilGEPS Registration (Platinum Membership)** (all pages) *in accordance with Section 8.5.2 of the IRR* (pursuant to GPPB Resolution No. 15-2021, dated 14 October 2021);

**B. TECHNICAL DOCUMENTS**

- (b) 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 **Annex I**);

- (c) 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 **Annex I-A**)
- Similar in nature shall mean "**Supply and Delivery of Adobe Creative Cloud Subscription**"*
- Any of the following documents must be submitted/attached corresponding to listed completed largest contracts per Annex I-A:
- i) Copy of End User's Acceptance; or
  - ii) Copy of Official Receipt/s or Sales Invoice or Collection Receipt/s

- (d) 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:

Project ABC (P)	Bid Security: Cash, Cashier's/ Manager's Check, Bank Draft / Guarantee, Irrevocable Letter of Credit (2%) (P)	Bid Security: Surety Bond (5%) (P)	Original Bid Securing Declaration
3,200,000.00	64,000.00	160,000.00	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:

<input type="checkbox"/>	<p><i>The following are the grounds for forfeiture of Bid Security</i></p> <ul style="list-style-type: none"> <li>▪ <b>IF A BIDDER:</b> <ul style="list-style-type: none"> <li>a) Withdraws its bid during the period of bid validity.</li> <li>b) Does not accept the correction of errors pursuant to Section 32.2.1 of the IRR of RA 9184.</li> <li>c) Fails to submit the Post Qualification requirements within the prescribed period or a finding against their veracity thereof.</li> <li>d) Submission of eligibility requirements containing false information or falsified documents.</li> <li>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.</li> <li>f) Allowing the use of one's name, or using the name of another for purposes of public bidding.</li> <li>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.</li> <li>h) Refusal or failure to post the required performance security within the prescribed time.</li> <li>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.</li> <li>j) Any documented unsolicited attempt by a bidder to unduly influence the outcome of the bidding in his favor.</li> <li>k) Failure of the potential joint venture partners to enter into the joint venture after the bid is declared as successful.</li> <li>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.</li> </ul> </li> <li>▪ <b>IF THE SUCCESSFUL BIDDER:</b> <ul style="list-style-type: none"> <li>a) fails to sign the contract in accordance with Section 40 of the Revised IRR of RA 9184; or</li> <li>b) fails to furnish performance security in accordance with Section 40 of the Revised IRR of RA 9184.</li> </ul> </li> </ul>
<input type="checkbox"/>	<p>(e) Conformity with <b>Revised Section VI. Schedule of Requirements (Terms of Reference as of 05 July 2024) (all pages)</b> as enumerated and specified in the <b>Supplemental/Bid Bulletin No. 1.</b> and <b>Revised Section VII. Technical Specifications of the Supplemental/Bid Bulletin No. 2.</b></p>
<input type="checkbox"/>	<p>(f) Original duly signed <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> <ul style="list-style-type: none"> <li>i. <b>FOR SOLE PROPRIETORSHIP (IF OWNER OPTS TO APPOINT A REPRESENTATIVE):</b> Notarized Special Power of Attorney.</li> <li>ii. <b>FOR CORPORATIONS, COOPERATIVE OR THE MEMBERS OF THE JOINT VENTURE:</b> Notarized Secretary's Certificate evidencing the authority of the designated representative/s.</li> </ul> <p><b>Note:</b> <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><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>



## C. FINANCIAL DOCUMENTS

(g) Net Financial Contracting Capacity (NFCC) computation, in accordance with ITB Clause 5.5, (per **Annex IV**).

The NFCC computation must at least be equal to the ABC of this project. The detailed computation using the required formula must be provided.

**OR**

Original copy of Committed Line of Credit (CLC) per **Annex IV-A** issued by a Local Universal or Local Commercial Bank at least equal to ten percent (10%) of the ABC of this project.

**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.**

### Class "B" Document: (For Joint Venture)

**If applicable, For Joint Ventures, Bidder to submit either:**

- (i) Copy of the JOINT VENTURE AGREEMENT (JVA) in case the joint venture is already in existence, or
- (ii) Copy of Protocol/Undertaking of Agreement to Enter into Joint Venture (**Annex V**) 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

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)]

(h) **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.**

## ENVELOPE 2: FINANCIAL COMPONENT

(a) Completed and signed Financial Bid Form. Bidder must use, accomplish, and submit Bid Form (**Revised Annex VI of the Supplemental/Bid Bulletin No.1**); **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.