



Republic of the Philippines
PUBLIC ATTORNEY'S OFFICE
Tanggapan ng Manananggol Pambayan
Kagawaran ng Katarungan
DOJ Agencies Building, NIA Road corner East Avenue, 1104 Quezon City

Bids and Awards Committee
BID BULLETIN No. 01-2022

**PROCUREMENT OF 500 LICENSES OF MICROSOFT
OFFICE 2021 FOR THE PUBLIC ATTORNEY'S OFFICE
FOR FY 2022**

Purchase Request No. 646-07-2022

- SUBJECT:** A. AMENDMENTS ON INVITATION TO BID
- B. AMENDMENTS ON BID DATA SHEET
- C. AMENDMENTS ON INSTRUCTION TO BIDDERS
- D. AMENDMENTS ON TECHNICAL SPECIFICATIONS

A: INVITATION TO BID

FROM :

2. The *Public Attorney's Office* now invites bids for the above Procurement Project. Delivery of the Goods is required to be accomplished within the schedule specified above within a period starting **fifteen (15) calendar days** upon receipt of notice to proceed/deliver. Bidders should have completed, within three (3) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

TO:

2. The *Public Attorney's Office* now invites bids for the above Procurement Project. Delivery of the Goods is required to be accomplished **within the schedule specified above** upon receipt of notice to proceed/deliver. Bidders should have completed, within **five (5) years** from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

B: BID DATA SHEET

FROM:

For this purpose, contracts similar to the Project shall be:

- a) *Procurement or sale of MS Office License*
- b) completed within three (3) years prior to the deadline for the submission and receipt of bids.

TO:

For this purpose, contracts similar to the Project shall be:

- a) *Procurement or sale of **Information Communication Technology Equipment or Software Licenses or MS Office Licenses***
- b) completed within **five (5) years** prior to the deadline for the submission and receipt of bids.

FROM:

20.2

3.

- b. Certificate of authenticity from the manufacturer for the items to be supplied. If Bidder is an authorized reseller, a certificate of authenticity from its distributor must also be submitted.

TO:

20.2

3.

- b. Certificate of authenticity **from the supplier** for the items to be supplied. If Bidder is an authorized reseller, a certificate of authenticity from its distributor must also be submitted.

C. INSTRUCTION TO BIDDERS

FROM:

10.2 The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within *three (3) years* prior to the deadline for the submission and receipt of bids.

TO:

10.2 The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within *five (5) years* prior to the deadline for the submission and receipt of bids.

D. TECHNICAL SPECIFICATIONS

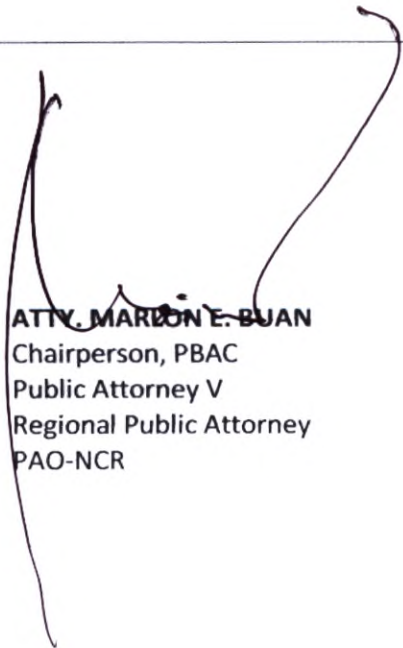
FROM:

500 LICENSES OF MICROSOFT OFFICE 2021 FOR WINDOWS		
APPROVED BUDGET FOR THE CONTRACT (Php 7,500,000.00) Delivery: 30 days from issuance of Notice to Proceed Payment terms: Immediately after the issuance of inspection and acceptance report for the complete delivery of goods.		
QUANTITY	PRODUCT	DELIVERY SCHEDULE (After issuance of Notice to Proceed)
500 units	<ul style="list-style-type: none"> • Microsoft Office Software • Compatible with windows operating system • Perpetual License • Version 2021 or later 	(500 units) 30 days *For strict compliance. Subject to the rules on Liquidated Damages

TO:

500 LICENSES OF MICROSOFT OFFICE 2021 FOR WINDOWS		
APPROVED BUDGET FOR THE CONTRACT (Php 7,500,000.00) Delivery: 30 days from issuance of Notice to Proceed Payment terms: Immediately after the issuance of inspection and acceptance report for the complete delivery of goods.		
QUANTITY	PRODUCT	DELIVERY SCHEDULE <small>(After issuance of Notice to Proceed)</small>
500 units	<ul style="list-style-type: none">• Microsoft Office Software (Standard) Microsoft WordMicrosoft ExcelMicrosoft Powerpoint • Compatible with windows operating system • Electronic Software Download (ESD) • Downloadable License Key • Perpetual License • Version 2021 or later	(500 units) 30 days *For strict compliance. Subject to the rules on Liquidated Damages

Quezon City, Metro Manila
30 August 2022



ATTY. MARLON E. BUAN
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Public Attorney V
Regional Public Attorney
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