

**BIDS AND AWARDS COMMITTEE FOR THE
GOODS (NON-IT) AND SERVICES**

BID BULLETIN NO. 1

This Bid Bulletin is issued to amend/clarify items in the Bidding Documents for the **Lease of Multi-Function Printers with Consumables for the Securities and Exchange Commission**, under **Competitive Bidding No. 2025-37**.

I. AMENDMENTS

REFERENCE	SPECIFICATIONS	AMENDMENTS ¹
Section III. Bid Data Sheet ITB Clause 5.5 <i>Page 43</i>	Similar contract shall refer to any contract similar to document clean-up or database updating.	Similar contract shall refer to any contract similar to leasing of multifunction printers and/or copiers .
Section III. Bid Data Sheet ITB Clause 16.1 <i>Page 44</i>	The Bid Security shall be in the form of a Bid Securing Declaration, and any of the following: Xxx xxx xxx	The Bid Security shall be in the form of a Bid Securing Declaration, or any of the following: Xxx xxx xxx
Section VII. Technical Specifications Item 1. Scope of Services/Work <i>Page 70</i>	3. Provision of four (4) backup printer machines.	3. Provision of four (4) backup printer machines. At least one is a colored printer machine.
Section VII. Technical Specifications Item 2. Minimum Technical Requirements <i>Page 70</i> (40 units) MONOCHROME MULTIFUNCTION PRINTERS WITH CONSUMABLES	Operation Panel: LCD 21 characters, 5 lines display; at least 8.0" color touchscreen; adjustable angle display	Operation Panel: LCD 21 characters, 5 lines display ; at least 8.0" color touchscreen; adjustable angle display
	Processor Speed: at least 1.2 GHz	Processor Speed: at least 1.0 GHz
	Monthly Duty Cycle: at least 450,000 pages	Monthly Duty Cycle: at least 100,000 pages
Section VII. Technical Specifications Item 2. Minimum Technical Requirements <i>Page 71</i> (30 units) COLORED MULTIFUNCTION PRINTERS WITH CONSUMABLES	Toner Capacity: at least 150,000 black toner page yield capacity; at least 150,000 cyan toner page yield capacity; at least 150,000 magenta toner; page yield capacity at least; 150,000 yellow toner page yield capacity	Toner Capacity: at least 25,000 black toner page yield capacity; at least 18,000 cyan toner page yield capacity; at least 18,000 magenta toner; page yield capacity at least; 18,000 yellow toner page yield capacity
	Processor Speed: at least 1.2 GHz	Processor Speed: at least 1.0 GHz
	Monthly Duty Cycle: at least	Monthly Duty Cycle: at least

¹ Changes/Amendments are in bold text

	120,000 pages	100,000 pages
	Paper Handling: A3, A4, A5, B5, Custom, A6, B5, Folio, Envelopes Letter & Legal	Paper Handling: A3 (for one unit only for the Management Services Department), A4, A5, B5, Custom, A6, B5 , Folio, Envelopes Letter & Legal
Section VII. Technical Specifications Item 4. Print Management Software and Printer Driver Software <i>Page 72</i>	3. Have Print Release (Client-Based Pull Printing) that supports multiple locations via a centralized server using serverless printing, which enables users to receive print jobs at print devices after identifying themselves at the device. A user's print queue can only be seen and accessed through user identification.	3. Have Print Release (Client-Based Pull Printing) at the SEC Headquarters that supports multiple locations via a centralized server using serverless printing, which enables users to receive print jobs at print devices after identifying themselves at the device. A user's print queue can only be seen and accessed through user identification.

II. CLARIFICATIONS

A. QUERIES RECEIVED DURING PRE-BID CONFERENCE

REFERENCE	QUERIES	RESPONSES
Section III. Bid Data Sheet <i>Page 43</i>	1. Can a contract for lease of multifunction copiers be considered as a "similar contract?"	If it is a "multifunction" copier, with similar functions such as scanning, copying, and printing, then it would be. (<i>see amendment above</i>)
Section VII. Technical Specifications <i>Page 70-78</i>	2. On the response time for the email support requests, is the "2-hour" reply for the technician visit? For on-site support requests, which "technician" is the requirement being referred to?	No, the "2-hour" reply requirement is only for the email response. The in-house technician to be assigned to the SEC Headquarters.
	3. The resolution time for simple repairs is within 1 hour after onsite-support request. Is this for the in-house technician? Should the printers for back-up be brand new as well? What does the provision that states that "[s]upport personnel shall be present within xxx forty-eight (48)	Yes, this is for in-house technical personnel. If the problem would be regarding components, it should be resolved within eight (8) hours. If it would take more than half of the working day, a back-up printer should be provided. Back-up units should be brand-new as well. The 48-hour requirement is for extension offices. The Service Provider will be given enough time to respond to reports and offer solutions within 2 days.

	hours on other sites" mean?	
	4. What is the requirement "[t]he call service shall be available 24 hours a day by 7 days a week including holidays" for?	This is only for phone calls. There are offices that work overtime and off hours, and these offices will need assistance in case of printer malfunction.
	5. On the requirement for the four (4) backup printer machines, would the ratio of colored to monochrome printers be the discretion of the Service Provider?	At least one (1) unit shall be colored. <i>(see amendment above)</i>
	6. For the operation panel for monochrome printers, the requirement "LCD 21 characters, 5 lines display" is not available in the market. Is this a typographical error since this requirement is not in the colored printers.	<i>(see amendment above)</i>
	7. Can the requirement of "at least 7.2 seconds" for the time on the first page be adjusted to "at least 6.7 seconds"?	Requirement is retained.
	8. Can the requirement of "A3" paper size for colored printers be reconsidered?	The requirement is for the office or department which holds the engineering unit, specifically the Asset Management Division of Management Services Department. One one (1) unit out of thirty (30) will have this requirement. <i>(see amendment above)</i>

B. QUERIES RECEIVED VIA EMAIL²

REFERENCE	QUERIES/REQUESTS	RESPONSES
Section VII. Technical Specifications <i>Page 70-78</i>	Item 2. Minimum Technical Requirements (40 units) MONOCHROME MULTIFUNCTION PRINTERS WITH CONSUMABLES	

² From Otus Copy Systems, Inc. and Quartz Business Products Corp.

	Omit the phrase "LCD 21 characters, 5 lines display" for the Operation Panel Change Toner Capacity from "at least 50,000 toner page yield capacity" to "OEM Standard" Change Print Speed from "at least 55 ppm" to "51-60 ppm, or higher, A4 size reference and 1200 x 1200 dpi print quality" Change Standard Memory "1.5 GB RAM" to "at least 1.5 GB, or higher" (other kinds of memory storage) Change Processor Speed "at least 1.2 GHz" to "at least 1.0 GHz multicore, or higher" Change Monthly Duty Cycle from "450,000 pages" to "at least 100,000 pages with at least 10,000 pages recommended monthly volume"	Please see the amendment above. Requirement is retained. Requirement is retained. Requirement is retained. Please see the amendment above. Please see the amendment above.
	Item 2. Minimum Technical Requirements (30 units) COLORED MULTIFUNCTION PRINTERS WITH CONSUMABLES Relax toner capacity to at least 25,000 black toner page yield capacity; at least 18,000 cyan toner page yield capacity; at least 18,000 magenta toner page yield capacity; at least 18,000 yellow toner page yield capacity or OEM Standard. Change Print Speed from "at least 43 ppm" to "41-50 ppm or higher, A4 size reference and 1200 x 1200 dpi print quality" Change Standard Memory from "at least 6 GB RAM" to "at least 6GB, or higher" (other kinds of memory storage) Change Processor Speed from "at least 1.2 GHz" to "at least 1.0	Please see the amendment above. Requirement is retained. Requirement is retained. Requirement is retained.

	GHz multicore, or higher" Change Monthly Duty Cycle from "120,000 pages" to "at least 100,000 pages with at least 10,000 pages recommended monthly volume" Omit A3 requirement under paper handling	Please see the amendment above. Requirement is retained with short addition.
	Item 4. Print Management Software and Printer Driver Software Is it possible for printers located outside the SEC Headquarters (15 locations) that will receive one (1) unit to be exempted from this feature? The Print-Release function is intended as a security measure for settings with multiple printers at a single site. Installing this feature in a single unit at an individual location may be redundant, since the Printer Driver already includes secure printing capabilities.	Please see the amendment above.
	Item 5. Support Service Requirements On Genuine Toners, is it possible to explicitly describe the Genuine Toners to be those that are made by the Original Equipment Manufacturer (OEM) of the printer to be deployed to the SEC?	Requirement is retained.

Provisions in the bidding documents that are in conflict with this Bulletin are deemed revised/amended. For guidance and information of all concerned.

05 November 2025

For the Bids and Awards Committee:


OLIVER O. LEONARDO
 Chairman