

## SUPPLEMENTAL / BID BULLETIN NO. 1

Title : Procurement of Brokerage, Trucking and Hauling Services for DSWD-NROO

ITB No. : GOP/17-DSWD-022

Date : 19 December 2017

---

This Supplemental/ Bid Bulletin is issued to all prospective bidders announcing clarifications in the Bidding Documents, to wit:

### I. Section VII. Technical Specifications

Clarifications	Response
Are brokerage services and trucking/hauling services different contractor?	No. The DSWD would procure a single service provider/ contractor that should provide brokerage, trucking and hauling services.
Although the prospective service provider/ contractor are licensed to engage in brokerage service, can they employ the services of a Custom Brokerage firm or appoint a Custom Broker on this particular contract?	This is tantamount to subcontracting. ITB Clause 8.1 of Section III. Bid Data Sheet of the Bidding Documents does not allow subcontracting.
If the prospective service provider/ contractor employs the services of a brokerage firm or Custom Broker, are they required to submit a Certificate of Registration or Accreditation from Bureau of Customs (BOC)?	ITB Clause 8.1 of Section III. Bid Data Sheet of the Bidding Documents does not allow subcontracting.
Is it necessary that a certification of no pending case or blacklisted be certified by BOC?	Yes. This is to ensure that DSWD is dealing with service provider/ contractor with good standing with BOC.
As Trucking and Hauling Service Provider, under Technical Specification of Scope of Work item number 1 of page 68 of the Bidding Documents provides that "Upon receipt of the request from the DSWD agrees to undertake trucking and hauling services for the delivery of the shipment from the BOC to NROO or any DSWD designated warehouse/s", is the prospective service provider/ contractor only responsible for delivery and nothing to do with the BOC processing and documents?	DSWD would procure a single service provider/ contractor for brokerage, trucking and hauling services, hence, responsible for customs facilitation and documents.
List of the DSWD designated warehouses	The following are the DSWD designated warehouse/s: 1) DSWD Field Office I, San Fernando, La

	<p>Union</p> <p>2) DSWD Field Office II, Tuguegarao, Cagayan</p> <p>3) DSWD Field Office III, San Fernando, Pampanga</p> <p>4) DSWD Field Office IV-A, Alabang, Muntinlupa City</p> <p>5) DSWD Field Office IV-B, Calapan, Mindoro</p> <p>6) DSWD Field Office V, Legaspi City</p> <p>7) DSWD Field Office CAR, Baguio City</p> <p>8) DSWD Field Office NCR, Legarda, Manila</p>
Under the Technical Specification of Qualification of Service Provider item number 9 of page 67 of the Bidding Documents provides that “upon request of the DSWD agrees to provide laborers ( <i>mano</i> ) for the loading and unloading services and will be separately charged from trucking and hauling services”, how the prospective service provider/ contractor facilitate the billing on this particular charges?	The service provider/ contractor can submit separate billing for providing laborers ( <i>mano</i> ).
Due to DSWD warehouse congestion, the prospective service provider/ contractor are required to accommodate DSWD released shipment in their warehouse temporarily. What does temporarily means, hours or days? What if it exceeds from the said “temporarily”, can the DSWD be charged for warehousing/ storage fee?	Temporarily means “days”. Yes, the service provider/ contractor can charge the DSWD for warehousing/ storage fee beyond the defined “temporarily”.
Under the technical specification for the column of detailed specification, shall the prospective bidder provide “comply” or “not comply” only?	Refer to the “footnote” indicated in page 66 of the Bidding Documents.
<p>This is to reiterate item number 4 of the Qualification of Service Provider under the Technical Specifications of the Bidding Documents, page 66, that the <b>CUSTOMS BROKERAGE, TRUCKING AND HAULING FIRM agrees and is willing to make advance payments amounting to but not more than Two Million Pesos(PhP 2,000,000.00) on behalf of the DSWD for Port Charges (Arrastre, Wharfage and Storage Charges), Shipping Charges (Terminal Handling Fee, Container Deposit, Freight and Demurrage Charges), Documentation Charges and all other charges agencies where payments are due to be billed by the BROKERAGE, TRUCKING AND HAULING FIRM to DSWD after the release of the shipment from the BOC.</b></p>	

## II. Section VIII. Bidding Forms

Clarifications	Response
In the Price Proposal Form, the destination of deliveries are from BOC to DSWD-NROC or any point within Metro Manila, does it mean that all deliveries are within Metro Manila?	- No. Deliveries are within the Metro Manila including Luzon.

**III. Deadline for the Submission and Receipt of Bids**

This is to reiterate that the deadline for the submission and receipt of bids is **26 December 2017 at 01:00 p.m.** Bids must be delivered to the BAC Secretariat Office, Ground Floor, DSWD Central Office. **Late Bids will not be accepted.**

The Bid Opening will immediately follow after the deadline, to be held at the Legal Service Conference Room, 4<sup>th</sup> Floor, DSWD Central Office, IBP Road, Constitution Hills, Quezon City.

**IV. Issuance of Bidding Documents**

The issuance of bidding documents is until **26 December 2017.**

This Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.

**FLORITA R. VILLAR**  
Undersecretary and  
Bids and Awards Committee-I Chairperson

By:

*(Original Signed)*  
**CARLO FLORENDO C. CASTRO**  
Director IV and  
Bids and Awards Committee-I Vice-Chairperson

**Please accomplish this portion and send it to facsimile no. (02) 931-6139 or email at bacsec@dswd.gov.ph**

-----  
Received from DSWD, Supplemental/Bid Bulletin No. 1 for the **Procurement of Brokerage, Trucking and Hauling Services for DSWD-NROO** (ITB No. GOP/17-DSWD-022).

Received by : \_\_\_\_\_ Date : \_\_\_\_\_  
(Signature over Printed Name)

Designation : \_\_\_\_\_

Company : \_\_\_\_\_