

NO: _____

SUPPLEMENTAL/BID BULLETIN NO. 3

TITLE : HIRING OF SERVICE PROVIDER FOR CUSTOM BROKERAGE AND CARGO HAULING SERVICES FOR FY 2020
ITB NO. : GOP/20-DSWD-032
DATE : 16 JUNE 2020

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

I. Section III. Bid Data Sheet
A. Changes

Particulars	From	To
ITB Clause 5.4	For this purpose, similar contracts shall refer to the Procurement of Services for Brokerage, Warehousing, Trucking and Hauling and/or Forwarding Services.	For this purpose, similar contracts shall refer to the Procurement of Services for Customs Brokerage, Trucking and Cargo Hauling and/or Forwarding Services.

II. Section VI. Schedule of Requirements

See attached document for the correct form to be used in submitting the schedule of requirements as indicated in Section VI of the bidding documents.

III. Clarifications

Bidder's Clarifications	DSWD Response
1. Does DSWD has established KPI or LSA on their import shipments.	The DSWD expects that the provision of Customs Brokerage and Cargo Hauling services are within the set qualities and timelines. Thus, we aspire for the bidder who has the fully capacity as we required. Meanwhile, the DSWD is using performance evaluation mechanism to assess the performance being rendered by the service provider which includes timeless, quality and capacity of the service provider upon the request of end-user.
2. Does Customs Brokerage and Processing Charges includes the	The DSWD will process the request for issuance of Import Permit (e.g. Rice with

<p>processing of import permits and clearance with other government agencies in case the item is regulated, and we need to know the complete lists of items to be imported or donated to DSWD in order to determine whether the item is regulated/prohibited or not, for us to secure first the import clearance prior shipments or arrival.</p>	<p>Bureau of Plant Industry (BPI) but we need a Customs Brokerage Service in filing and Processing of application for Tax and Duty Exemption on Importation with the Department of Finance (DOF). Moreover, the service provider will be informed of the shipment's commodities and volume prior to its shipping schedule.</p>
<p>3. Do we have an estimated volume of shipment for the whole duration of the contract, this is in lieu of the concern if the processing charge of Php10,000.00 is enough to cover the transaction cost per shipment, excluded of receipted charges.</p>	<p>There is no estimated volume of shipment as it will depend on the offered donation to the department, mainly during disaster times. Nonetheless, we have in the line-up a total of 269x20 ft. container vans of rice from China. Also, we are still affirmed on the Php10,000.00 processing charge per shipment as processing for the shipment, regardless of its quantity/volume are still the same.</p>
<p>4. As per our Finance, in order to have the Net Financial Contracting Capacity, the company needs to disclose the "contract" with our clients, unfortunately, we have existing Non-Disclosure Agreement with our clients that could be violated if NFCC is issued. What are the possible remedy or alternatives?</p>	<p>If the prospective bidder opts to submit a committed Line of Credit, it must be at least equal to ten percent (10%) of the ABC to be bid. If issued by a foreign universal or commercial bank, it shall be confirmed or authenticated by a local universal or commercial bank.</p>
<p>5. For those "third party receipt", can we request for a 5 to 7 days settlement period/arrangement?</p>	<p>Yes, but we recommend for its earlier settlement to subsequently submit your billing claims the soonest as possible.</p>
<p>6. In line with the BL endorsement and Delivery Order issuance of respective shipping lines and forwarder, does the company can do the filing or request on behalf of DSWD under SPA or authorization, in order to expedite the process.</p>	<p>Yes, DSWD will issue authorization of brokers who will process the shipment with the Shipping Line/Airline, Bureau of Customs (BOC) and Port/Cargo Terminal.</p>
<p>7. In view of the declaration of ENHANCED COMMUNITY QUARANTINE in Luzon, the deadline for payment of Second Quarter Installments of Mayor's/ Business Permit Fees in Paranaque was moved to July 20, 2020. Can we just submit the Mayor's Permit certificate AND proof of Local Government declaration of extension of payment of Business Permit for the second quarter, in lieu of proof of payment of the second quarter payments</p>	<p>The service provider may submit the 1st quarter Mayor's/Business Permit and proof that the Local Government declaring extension of payment of Business Permit for the 2nd Quarter.</p>

<p>8. For Joint Ventures, does the Single Largest Contract have to cover both Customs Brokerage and Hauling/Trucking? Or could each of the proposed Joint Venture Partners submit the SLCC for its part of the procured activity?</p>	<p>The SLCC should cover both Customs Brokerage and Cargo Hauling/Trucking.</p>
<p>9. Since the successful bidder is expected to advance transportation charges (depending on shipment INCOTERMS), customs duties and taxes, shipping charges and incidental costs, should the prospective bidder include such estimated costs in the bid? If so, please provide the commodity description of all types of commodity that may be expected to arrive and be subject to the services of the winning bidder under this project.</p>	<p>Please be informed that the Service Provider will only provide expenses, in advance, for shipping charges, port charges and transportation charges; while the Customs Duties and Taxes will be settled by DSWD through Deferred Payment Scheme. Thus, there is no need to included the estimated costs in th,e bid as we already allotted an amount of Php18,133,260.00 to covered these expenses, which the participant bidder will state the same amount in their proposal bid. Likewise, the expected shipment’s commodities are the following:</p> <ul style="list-style-type: none"> • Food Item (Rice, Canned Goods, etc.) • Non-Food Item (New Clothes, Shelter Materials, Hygiene/Sanitary Kits)
<p>10. When will the successful bidder expect to receive reimbursement of advanced payments of duties and taxes, shipping charges and incidental receipted costs? Can the provider be reimbursed within seven (7) calendar days from receipt of billing summary with attached proof of payments of the amounts for which reimbursement is requested?</p>	<p>At least within 15 days upon submission of billing claims, provided that it is supported with complete and validated attachments.</p>

IV. Deadline for the Submission and Receipt of Bids

The schedule for the deadline for the submission and receipt of bids from 17 June 2020 to **24 June 2020 at 09:00 AM**. 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 of submission and receipt of bids, to be held at the Office of the Undersecretary for Disaster Response Management Group (OUS-DRMG) Conference Room, Room 202, Directors Dormitory, DSWD Central Office, IBP Road, Constitution Hills, Quezon City.

V. Issuance of Bidding Documents

The issuance of bidding documents is until **24 June 2020 at 08:00 AM**.

This Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.

(Original Signed)
U/SEC. FELICISIMO C. BUDIONGAN
Chairperson, Bids and Awards Committee

Please accomplish the portion below and send it to facsimile no. (02) 951-7116 or email at bacsec@dswd.gov.ph.

RECEIVED BY : _____ DATE: _____
(SIGNATURE OVER PRINTED NAME)

DESIGNATION : _____

COMPANY : _____

Schedule of Requirements

Hiring of Service Provider for Customs Brokerage and Cargo Hauling Services for FY 2020

1. Contract Duration

The contract duration shall commence from the receipt of Notice to Proceed (NTP) or until 31 December 2020 or until such time that the Total Contract Price (TCP) has been consumed, whichever comes first.

2. Cost/Pricing to be Used as Reference for Brokerage and Cargo Hauling Services:

For this purpose, DSWD has estimated the following rate for Customs Brokerage and Cargo Hauling services including manpower for loading and unloading of cargoes; and all indicated amount / rate are inclusive of all applicable taxes:

➤ MAXIMUM CEILING RATE FOR CUSTOMS BROKERAGE SERVICE AND PROCESSING CHARGES:

TRANSACTION	RATE
Customs Brokerage Service and Professional Fee Per Shipment	Fixed Rate as per Customs Administrative Order No. 01-2001 (1/8 of 1% of Total Dutiable Value of Shipment) + Php10,000.00 / Shipment
Shipping Charges such as Terminal Handling, Freight, Surcharge, Operation, Documentation, Detention / Demurrage Charges, etc.	Fixed Rate based on the actual receipted charges
Port and/or Airline Charges such as Arrastre, Wharfage, and Storage Charges, etc.	Fixed Rate based on the actual receipted charges

➤ MAXIMUM CEILING RATE FOR CARGO AND HAULING SERVICES:

A. FOR CONTAINERIZED CARGOES:

DESTINATION / NATURE OF CHARGES	20' CONTAINER	40' CONTAINER
From BOC Inner Ports (POM and MICP) to DSWD-NROC or any point within Metro Manila	PHP 119,000.00	-

From BOC Inner Ports (POM and MICP) to DSWD-FO I La Union or any point within FO I premises	PHP 78,000.00	-
From BOC Inner Ports (POM and MICP) to DSWD-FO II, Cagayan or any point within FO II premises	PHP 168,000.00	-
From BOC Inner Ports (POM and MICP) to DSWD-FO III, Pampanga or any point within FO III premises	PHP 37,000.00	-
From BOC Inner Ports (POM and MICP) to DSWD-FO IV A, Cavite or any point within FO IV A premises	PHP 34,000.00	-
From BOC Inner Ports (POM and MICP) to DSWD-FO IV B, Batangas or any point within FO IV B premises	PHP 49,000.00	-
From BOC Inner Ports (POM and MICP) to DSWD-FO V, Albay or any point within FO V premises	PHP 147,000.00	-
From BOC Port of Cebu to any point within DSWD-FO VII Cebu premises	PHP 12,000.00	15,000.00
From BOC Port of Cebu to any point within DSWD-FO VI Ilo-ilo premises	PHP 98,000.00	-
From BOC Port of Cebu to any point within DSWD-FO VIII Leyte premises	PHP 98,000.00	-
From BOC Port of Cagayan de Oro to DSWD FO-X Cagayan de Oro and / or Iligan City	PHP 26,800.00	31,000.00
From BOC Port of Cagayan de Oro to DSWD FO-IX Zamboanga premises	PHP 63,000.00	-
From BOC Port of Cagayan de Oro to DSWD FO-XI Davao premises	PHP 49,000.00	-
From BOC Port of Cagayan de Oro to DSWD FO-XII South Cotabato premises	PHP 51,800.00	-
From BOC Port of Cagayan de Oro to DSWD FO-CARAGA Agusan premises	PHP 42,000.00	-
Unloading Charges	PHP 3,000.00	PHP 4,000.00
Detention Charges / Day	PHP 5,000.00	PHP 6,000.00

Aborted trips due to unavoidable circumstances	PHP 5,500.00	PHP 6,500.00
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B. FOR NON-CONTAINERIZED CARGOES:

DESTINATION / NATURE OF CHARGES	10 wheeler truck	18 wheeler truck
From BOC Inner Ports (POM and MICP) to DSWD-NROC or any point within Metro Manila	PHP 19,964.00	PHP 23,000.00
From BOC Port of Cebu to any point within DSWD FO-VII Cebu premises	PHP 13,000.00	PHP 16,000.00
From BOC Port of Cagayan de Oro to DSWD FO-X Cagayan de Oro and Iligan City premises	PHP 25,000.00	PHP 29,000.00
Loading Charges	PHP 3,000.00	PHP 4,000.00
Unloading Charges	PHP 3,000.00	PHP 4,000.00
Detention Charges / Day	PHP 5,000.00	PHP 6,000.00
Aborted trips due to unavoidable circumstances	PHP 5,000.00	PHP 6,000.00

Considering that the: (1) Customs Brokerage and Processing Expenses, (2) Shipping Charges, and (3) Port Charges are fixed rates based on the dutiable value of shipment and actual received charges; **all prospective bidders shall propose their bid only for the Cargo and Hauling rates.**

Other trucking and hauling services rates from BOC to any point outside Metro Manila or nearby provinces shall be approved and conformed to by the Head of the requesting office upon submission of a reasonable price quotation by the CUSTOMS BROKERAGE AND CARGO HAULING FIRM.

Any additional services that will be rendered by the CUSTOMS BROKERAGE AND CARGO HAULING FIRM due to unforeseen circumstances or emergency situations which will result to an excess in the amount of the approved budget shall be funded and justified by the requesting office.

3. Terms of Payment

The payment shall be made on actual services rendered and payable within fifteen (15) to thirty (30) calendar days after the transaction and submission of the Summary of Billing

Statements/ Sales Invoices and/or Official Receipts under the Charge Account. All Billing/Rates shall be subject to all applicable taxes.

Name of Bidder: _____

Name of Authorized Representative: _____

Signature of Authorized Representative: _____

Date: _____