



Republic of the Philippines
Department of Finance
INSURANCE COMMISSION
1071 United Nations Avenue, Manila



BIDS AND AWARDS COMMITTEE

SUPPLEMENTAL BID BULLETIN NO. 1

PROCUREMENT OF MANAGED PRINTING SERVICES FOR THE INSURANCE COMMISSION (Project Reference No. 2025-01-017)

This Supplemental Bid Bulletin No. 1, dated __ February 2025, is being issued to clarify, modify, or amend items in the Bidding Document.

The following item in the Bidding Document for the **Procurement of Managed Printing Services for the Insurance Commission** dated 25 January 2025 is hereby revised/amended:

1. Amendment of **Section VII (Technical Specifications) Item No. 2 Objective** is hereby amended as follows:

FROM:

The primary objective of this procurement project is to acquire a Lease of Network Printers or Managed Printing Solutions to enhance the efficiency, reliability, and cost-effectiveness of printing operations at the Insurance Commission. The project involves deploying **Forty-four (44) Multifunction Printers and Two (2) service units**, ensuring optimal support for the Commission's document production needs. By adopting a managed printing solution, the initiative aims to streamline printing processes, reduce operational costs through predictable leasing expenses, and improve device management while promoting environmental sustainability through efficient resource utilization.

TO:

The primary objective of this procurement project is to acquire a Lease of Network Printers or Managed Printing Solutions to enhance the efficiency, reliability, and cost-effectiveness of printing operations at the Insurance Commission. The project involves deploying **Forty-six (46) Multifunction Printers and Two (2) service units**, ensuring optimal support for the Commission's document production needs. By adopting a managed printing solution, the initiative aims to streamline printing processes, reduce operational costs through predictable leasing expenses, and improve device management while promoting environmental sustainability through efficient resource utilization.

2. Amendment of **Section VII (Technical Specifications) Item No. 5 Project Sites** is hereby amended as follows:

FROM:

LOCATION	QUANTITY
IC Head Office 1071 United Nations Ave. Ermita, Manila	42 Multifunction Printers + 2 Service Units
IC Davao District Office Door 2 & 3, 3rd Floor of YAP Building Quimpo Boulevard, Ecoland, Davao City	1 Multifunction Printer
IC Cebu District Office <i>To be Determined</i>	1 Multifunction Printer

TO:

LOCATION	QUANTITY
IC Head Office 1071 United Nations Ave. Ermita, Manila	42 Multifunction Printers + 2 Service Units
IC Davao District Office Door 2 & 3, 3rd Floor of YAP Building Quimpo Boulevard, Ecoland, Davao City	2 Multifunction Printers
IC Cebu District Office <i>Third Floor, Lexmark Plaza 3, Samar Loop corner Panay Road, Cebu Business Park, Cebu City</i>	2 Multifunction Printers

3. Amendment of **Section VII (Technical Specifications) Item No. 6 General Specifications** is hereby amended as follows:

FROM:

6.1.3. All MFPs must be capable of connecting with the centralized Print Management Software to be installed in a dedicated workstation assigned by the IC as a Print Server. **The supplied Print Management Software must be of the same brand as the MFPs to be deployed to ensure compatibility.**

6.1.8. **If refurbished, the entity must be an Authorized Service Provider of the brand for at least five (5) consecutive years.**

TO:


6.1.3. All MFPs must be capable of connecting with the centralized Print Management Software to be installed in a dedicated workstation assigned by the IC as a Print Server. **The supplied Print Management Software must be print management software that is compatible with the brand to be deployed to ensure compatibility.**

6.1.8. **If refurbished, the entity must be an Authorized Service Provider of the brand for at least five (5) consecutive years. Alternatively, provide Certified Onsite Technicians with acknowledged expertise in the brand offered.**

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

For the information and guidance of all concerned.

Issued this __ February 2025 in the City of Manila.



MR. ARTURO S. TRINIDAD II
BAC Chairperson
Bids and Awards Committee



Supplemental Bid Bulletin No. 1 for the **Procurement of Managed Printing Services for the Insurance Commission (Project Reference No. 2025-01-017)** dated ____ February 2025 consisting of four (4) pages.

Received by:

Name of the Bidder/Company: _____

Name of Authorized Representative/s: _____

Signature/s: _____