

**SUPPLEMENTAL / BID BULLETIN NO. 01**

**TITLE :** Purchase, Delivery and Installation of Tires for the DSWD CAR Vehicles - Second Posting  
**ITB NO. :** ITB 2025-DSWD-CAR-06  
**DATE :** 30 April 2025

This Supplemental/Bid Bulletin is issued to all prospective bidders announcing the following:

Description	From	To
<b>Invitation to Bid</b> (item no. 2)	The Department of Social Welfare and Development - CAR now invites bids for the above Procurement Project. <u>Delivery of the Goods is required within five (5) calendar days upon arrival of the DSWD CAR vehicle at the service center.</u> Bidders should have completed, within two (2) 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).	The Department of Social Welfare and Development - CAR now invites bids for the above Procurement Project. <b><u>Delivery period is on staggered basis, within six (6) months upon receipt of the Notice to Proceed (detailed delivery period for the installation of tires is specified in the Schedule of Requirements).</u></b> Bidders should have completed, within two (2) 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>Special Conditions of the Contract</b>		<b><i>Refer to the attached Special Conditions of the Contract.</i></b>

Description	From	To
<b>Schedule of Requirements (Delivery Period)</b>	<u>within five (5) calendar days upon arrival of the DSWD CAR Vehicle at the service center.</u>	<u>Delivery period is on staggered basis, within six (6) months upon receipt of the Notice to Proceed.</u>  <u>Installation of tires shall be completed within ten (10) calendar days upon arrival of the DSWD CAR Vehicle at the service center.</u>
<b>Terms and Conditions (item no. 6)</b>	<u>Payment Term: Payment will be processed upon complete delivery.</u>	<u>Payment Term: Payment will be processed upon complete delivery, installation, wheel balancing and camber alignment per DSWD CAR vehicle endorsed at the Service Center.</u>

Please refer to the attached revised forms:

1. Invitation to Bid
2. Special Conditions of the Contract
3. Schedule of Requirements
4. Terms and Conditions Form

Changes indicated in the Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.

ENGR. ENRIQUE H. GASCON JR.  
BAC Chairperson

# INVITATION TO BID FOR **Purchase, Delivery and Installation of Tires for the DSWD CAR Vehicles - Second Posting** **ITB 2025-DSWD-CAR-06**

1. The Department of Social Welfare and Development – Cordillera Administrative Region, through the General Appropriations Act of 2025 intends to apply the sum of **One Million Three Hundred Eighty Four Thousand Pesos (PhP 1, 384, 000.00)** being the ABC to payments under the contract for the **Purchase, Delivery and Installation of Tires for the DSWD CAR Vehicles - Second Posting**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Department of Social Welfare and Development - CAR now invites bids for the above Procurement Project. **Delivery of the Goods is required within six (6) months upon receipt of the Notice to Proceed (detailed delivery period for the installation of tires is specified in the Schedule of Requirements).** Bidders should have completed, within two (2) 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).
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

4. Prospective Bidders may obtain further information from **Department of Social Welfare and Development - CAR** and inspect the Bidding Documents at the address given below during **8:00AM to 5:00PM**, Monday to Friday.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **22 April 2025 to 01:00 PM (PST) 13 May 2025** from the given address and website(s) below and upon payment at the Cash Section of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB in the amount of **Five Thousand Pesos (PhP 5, 000.00)**.

The Procuring Entity allows payment of the bidding documents through Bank-to Bank transaction. However, the Official Receipt shall only be issued by the Cash Section to the Bidder upon receipt of one (1) original copy of the deposit or other proof of payment<sup>1</sup> reflecting the following bank details:

Account Number: 0222-0218-63

Account Name : DSWD FO CAR (MISC TRUST ACCNT)

Name of the Bank: LANDBANK – Baguio Branch

6. The *Department of Social Welfare and Development-CAR* will hold a **Pre-Bid Conference<sup>2</sup>** on **10:00 AM (PST) 30 April 2025** at **DSWD-CAR Premises and via Video Teleconference or Google Meet with meeting ID/Link as meet.google.com/qjv-mpux-wgs** which shall be opened to prospective bidders.

7. Bids must be duly received by the BAC Secretariat at the office address indicated below on or before **01:00 PM (PST) 13 May 2025**. Late bids shall not be accepted.

**The procuring entity allows submission through courier provided that the bid envelope will be received on or before the deadline of bid submission.**

8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.

9. Bid opening shall be on **01:30 PM (PST) 13 May 2025** at **DSWD-CAR Premises and via Video Teleconference** and **via Google Meet with meeting ID/Link as meet.google.com/kit-csxf-vkf**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

10. The *Department of Social Welfare and Development* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:  
**BAC SECRETARIAT**  
*Procurement Section, DSWD-CAR*  
*40 North Drive, Baguio City*  
*bacsec.car@dswd.gov.ph*  
*(074) 661-0430 Local 25025 / (02) 369-6580*  
*Mobile Numbers: 0969-5729-176*

12. You may visit the following website for downloading of Bidding Documents:  
<https://car.dswd.gov.ph/downloads/procurement/procurement-opportunities/>

**-originally signed-**  
**ENGR. ENRIQUE H. GASCON JR.**  
BAC Chairperson

## ***Section V. Special Conditions of Contract***

### **Notes on the Special Conditions of Contract**

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Goods purchased. In preparing this Section, the following aspects should be checked:

- a. Information that complements provisions of the GCC must be incorporated.
- b. Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of the GCC should be incorporated herein.

## Special Conditions of Contract

GCC Clause	
	<b>Delivery and Documents –</b>
	For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:
	“The delivery terms applicable to this Contract are delivered <i>at DSWD CAR, 40 North Drive, Baguio City</i> . Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”
	Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).
	For purposes of this Clause the Procuring Entity’s Representative at the Project Site is <i>Mr. Victor U. Bomowey, AO II – Head, General Services Section</i>
	<b>Incidental Services –</b>
	The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:
	a. performance or supervision of on-site assembly and/or start-up of the supplied Goods;
	b. furnishing of tools required for assembly and/or maintenance of the supplied Goods;
	c. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
	The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.

	<b>Spare Parts –</b>
	The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:
	a. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and
	b. in the event of termination of production of the spare parts:
	i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and
	ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.
	The spare parts and other components required are listed in <b>Section VI (Schedule of Requirements)</b> and the cost thereof are included in the contract price.
	Spare parts or components shall be supplied as promptly as possible, but in any case, within six (6) months upon receipt of the Notice to Proceed and within the schedule of installation of tires as specified in the Schedule of Requirements.
	<b>Packaging –</b>  The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.
	The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.



	The outer packaging must be clearly marked on at least four (4) sides as follows:
	Name of the Procuring Entity
	Name of the Supplier
	Contract Description
	Final Destination
	Gross weight
	Any special lifting instructions
	Any special handling instructions
	Any relevant HAZCHEM classifications
	A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.
	<b>Transportation –</b>
	Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.
	Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.
	Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready



	for shipment and the actual date of shipment the period of delay will be considered force majeure.
	The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.
	<b>Intellectual Property Rights –</b>
	The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.
2.2	<i>“Partial payment is allowed.”</i> Payment shall be processed every after completion and installation of tires per DSWD CAR vehicle endorsed at the service center for tire replacement.
4	No specific tests will be run by the end user.

## ***Section VI. Schedule of Requirements***

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

<b>Lot No.</b>	<b>Description</b>	<b>Qty / Unit</b>	<b>Delivery Place</b>	<b>Delivery Period</b>
<b>1</b>	<b>Purchase, Delivery and Installation of Tires for the DSWD CAR Vehicles</b>	<b>1 lot</b>	<b>DSWD CAR Field Office, No. 40 North Drive, Baguio City</b>	<p><b><u>Delivery period is on staggered basis, within six (6) months upon receipt of the Notice to Proceed.</u></b></p> <p><b><u>Installation of tires shall be completed within ten (10) calendar days upon arrival of the DSWD CAR Vehicle at the service center.</u></b></p>

***Note: Please refer to Section VII. Technical Specifications for the itemized list of goods being procured.***

## ***Section VII. Technical Specifications***

### **Notes for Preparing the Technical Specifications**

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying their Bids. In the context of Competitive Bidding, the specifications (*e.g.* production/delivery schedule, manpower requirements, and after-sales service/parts, descriptions of the lots or items) must be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of transparency, equity, efficiency, fairness, and economy in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation and post-qualification facilitated. The specifications should require that all items, materials and accessories to be included or incorporated in the goods be new, unused, and of the most recent or current models, and that they include or incorporate all recent improvements in design and materials unless otherwise provided in the Contract.

Samples of specifications from previous similar procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized Philippine and international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

#### **Sample Clause: Equivalency of Standards and Codes**

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest edition or revision of the relevant standards and codes shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national or relate to a particular country or region, other authoritative standards that ensure substantial equivalence to the standards and codes specified will be acceptable.

Reference to brand name and catalogue number should be avoided as far as possible; where unavoidable they should always be followed by the words “*or at least equivalent.*” References to brand names cannot be used when the funding source is the GOP.

Where appropriate, drawings, including site plans as required, may be furnished by the Procuring Entity with the Bidding Documents. Similarly, the Supplier may be requested to provide drawings or samples either with its Bid or for prior review by the Procuring Entity during contract execution.

Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.

## Technical Specifications

Item No.	Quantity	Unit of Measure	Description	
				<p><i>[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered (including the prescribed terms and conditions). Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will</i></p>

				<p><i>render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i></p>
<b>Purchase,Delivery and Installation of Tires for the DSWD CAR Vehicles - Second Posting</b>				
1	4	sets	<p>Tire, 195 R 14, for Mitsubishi L300, 4 pieces per set, with the following plate numbers:</p> <ul style="list-style-type: none"> <li>- SND 1107</li> <li>- SND 1189</li> <li>- SND 1190</li> <li>- YPP 171</li> </ul> <p>Note: Inclusive of wheel balancing and camber alignment</p>	

2	6	sets	<p>Tire, 265 / 65 R17, 4 pieces per set, for the following vehicles models and plate numbers:</p> <ul style="list-style-type: none"> <li>- Mitsubishi Montero, SJV 665</li> <li>- Isuzu D-max, SAB 4900</li> <li>- Toyota Hilux, UQM 630</li> <li>- Nissan Navarra, F4L217</li> <li>- Mitsubishi Strada, SKP 649</li> <li>- Mitsubishi Strada, SAB 9977</li> </ul> <p>Note: Inclusive of wheel balancing and camber alignment</p>	
3	1	set	<p>Tire, 265 / 70 R17, 4 pieces per set, for Isuzu D-max, SLC 941</p> <p>Note: Inclusive of wheel balancing and camber alignment</p>	
4	6	pieces	<p>Tire, 9.00 R20, Isuzu FTS Truck, with plate number: CP 3166.</p> <p>Note: Inclusive of wheel balancing and camber alignment</p>	
5	10	pieces	<p>Tire, 275 / 80 R 22.5, for Mitsubishi FUSO with plate Number: CBQ 5873</p> <p>Note: Inclusive of wheel balancing and camber alignment</p>	
6	2	sets	<p>Tire, 205/65 R 15 for the following vehicle models and plate numbers in 4 pieces per set:</p> <ul style="list-style-type: none"> <li>- Toyota Innova, SKE 620</li> <li>- Foton, GB 7508</li> </ul> <p>Note: Inclusive of wheel balancing and camber alignment</p>	



7	3	sets	<p>Tire, 215/70 R15 for the following vehicle models and plate numbers in 4 pieces per set:</p> <ul style="list-style-type: none"> <li>- Toyota Commuter Van, A9MO62</li> <li>- Toyota Commuter Van, A9MO26</li> <li>- Toyota Commuter Van, A9Z152</li> </ul> <p>Note: Inclusive of wheel balancing and camber alignment</p>	
8	1	set	<p>Tire, 235/50, R 18 for Ford Territory with Plate Number: C4J552, 4 pieces per set</p> <p>Note: Inclusive of wheel balancing and camber alignment</p>	
9	2	set	<p>Tire, 215/70 R16 for the following vehicle models and plate numbers, 4 pieces per set</p> <ul style="list-style-type: none"> <li>- Toyota Commuter Van, S2T825</li> <li>- Auto kid Truck, SCB 1171</li> </ul> <p>Note: Inclusive of wheel balancing and camber alignment</p>	

**NOTES:**

For the purpose of bid evaluation, the required evidence as reference to the statement of compliance shall be in the form of brand and/or technical specifications of the offered item.

Example:

Specification	Statement of Compliance
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<p>Tire, 215/70 R16 for the following vehicle models and plate numbers, 4 pieces per set</p> <ul style="list-style-type: none"> <li>- Toyota Commuter Van, S2T825</li> <li>- Auto kid Truck, SCB 1171</li> </ul> <p>Note: Inclusive of wheel alignment and camber alignment</p>	<p>Comply, brand x, photo or brochure of the offered item</p>
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## TERMS AND CONDITIONS

		Statement of Compliance
1	The bidder shall comply with the attached Schedule of Requirements.	
2	The bidder is willing and capable to comply with the delivery and installation of tires. All installation to be made shall be inclusive of wheel balancing and camber alignment.	
3	Payment for every vehicle subject for replacement of tires shall be every after complete delivery, installation, wheel balancing and camber alignment as accepted by the end user.	
4	<p><u>All tires to be delivered and installed to the DSWD CAR Vehicles shall:</u></p> <ol style="list-style-type: none"> <li>1. <u>Have excellent highway performance;</u></li> <li>2. <u>Have excellent wet traction;</u></li> <li>3. <u>With improved tread wear and traction in rocky and gravel terrain;</u></li> <li>4. <u>All season, all terrain tire designed (for SUV and light duty trucks);</u></li> <li>5. <u>Brand new;</u></li> <li>6. <u>Genuine; and</u></li> <li>7. <u>Produced within Calendar Year 2025</u></li> </ol>	
5	The procuring entity reserves the right to cancel the contract or reduce the quantity of the goods for any justifiable reasons or for any circumstance beyond the procuring entity's control, i.e. force majeure, fortuitous events, etc.	

6	<b><u>Payment will be processed upon complete delivery, installation, wheel balancing and camber alignment per DSWD CAR vehicle endorsed at the Service Center.</u></b>	
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**Notes:**

The requirement of evidence as reference to the statement of compliance is only applicable for the items or goods that are subject for the bidding at hand. Evidence as reference to the compliance with the terms and conditions is not required. However, bidder shall still explicitly provide their statement of compliance with the prescribed “Terms and Conditions”. Statement of compliance with the “Terms and Conditions” will be verified during the post-qualification stage.

Example:

<b>Terms and Conditions:</b>	<b>Statement of Compliance</b>
The bidder can comply <b><u>with the attached Schedule of Requirements.</u></b>	<b>Comply</b>