SUPPLEMENTAL/BID BULLETIN NO. 1

Date: November 03, 2026
Title: IB-2026-10-27 SUPPLY, DELIVERY, INSTALLATION AND TESTING OF HIGH-SPEED DIGITAL DUPLICATOR
Reference No.: 104391

This bulletin is being issued to revise/clarify certain portions of the bidding documents. This shall form an integral part of the bidding document for the above-mentioned procurement project.

QUERIES/REFERENCE	AMENDMENTS/CLARIFICATIONS
Are there existing terms and conditions for this project?	Please refer to Annex A for the amended technical specifications, which include the Terms of Reference (TOR) for this project.
May the Committee consider requiring bidders to maintain an office and service center within the region to ensure the provision of after-sales services, such as lifetime service support and regular monthly maintenance?	Maintaining a physical office or service center within the region is not required, provided that the supplier has designated service personnel who can address the University's concerns and provide accessible 24-hour technical support and assistance.
What is the intended purpose of procuring the equipment? Considering its cost, may the minimum paper capacity of 1,000 sheets be increased to 2,500 sheets?	The equipment is intended for use by the University's various schools. Accordingly, the minimum paper capacity shall be set at 1,500 sheets. Please refer to Annex A for the amended technical specifications, which include the Terms of Reference (TOR) for this project.
Aside from the equipment itself, are additional items, such as genuine ink tubes, included in the procurement?	Yes. These items are included as additional components of the procurement.
Regarding the proposed requirement for bidders to maintain physical stores within the region, would this requirement still be necessary if other suppliers without a regional office can provide the required maintenance and after-sales services? Additionally, may the University require a manufacturer's certificate to ensure the authenticity of the products?	Maintaining a physical store or office within the region is not required, provided that the supplier can provide accessible 24-hour maintenance and after-sales services. However, the supplier shall also submit a manufacturer's certificate to ensure the authenticity of the products.

All statements and formats referring to this clause should be amended/corrected accordingly.

For guidance and information of all concerned.

For further information, please refer to:

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Section VII. Technical Specifications

Lot No.	Description	Qty	Unit	Statement of Compliance
1	**SUPPLY, DELIVERY, INSTALLATION AND TESTING OF HIGH SPEED-DIGITAL DUPLICATOR** (09-0607-26 IPDS)	**6**	**Units**	

Printing Speed: Up to 130 ppm.
Printing Resolution: 300 x 600 dpi.
Scanning Resolution: 600 x 600 dpi.
Paper Size: 100 x 148 mm to 310 x 432 mm.
Paper Weight: 46-157 gsm
Paper Capacity: At least 1,500 sheets
Master Making Time: Approx. 17-19 seconds.
Functions: Printing/Duplicating and Scanning.
Image Modes: Linc, Photo, Duo, and Pencil. Zoom/Reduction: 50-200%
Connectivity: USB with direct USB printing.
Ink Supply: Automatic ink supply system
Control: LCD control panel
Power: 220-240 VAC, 60 Hz.
Warranty: Minimum one (1) year, parts and service. Additional Inclusions:
- One (1) additional tube/bottle of genuine compatible ink
- One (1) roll of genuine compatible master
- Standard accessories
- User manual.

Installation, testing, and demonstration upon delivery.



TERMS OF REFERENCE

I. Minimum Technical and Performance Specifications

Specification	Minimum Requirement
Paper Capacity	At least 1,500 sheets
Warranty	At least three (3) years, subject to the applicable warranty terms
Ink Shelf Life	At least two (2) years from the date of manufacture, supported by manufacturer documentation and sufficient remaining shelf life upon delivery
After-Sales Technical Support	Accessible technical assistance and repair services throughout the applicable warranty period
Technician Response	Prompt acknowledgment and technical response to reported equipment problems, with an agreed service response period
Consumables Availability	Genuine and compatible ink, masters, parts, and other consumables shall be

	reasonably available from the supplier, manufacturer, or authorized sources
Warranty and Alternative Consumables	Warranty shall not be voided solely because the University purchases genuine, compatible consumables from another supplier, provided that the consumables comply with manufacturer requirements and do not cause the damage claimed under the warranty
Documentation	Manufacturer's manuals, warranty certificate, operating instructions, and supporting documentation for the offered specifications

II. Warranty and After-Sales Service Requirements

- The supplier shall provide a minimum warranty of three (3) years covering manufacturing defects and equipment failures in accordance with the approved warranty terms. The warranty shall identify the coverage, exclusions, claim procedures, and service arrangements.
- The supplier shall provide accessible after-sales technical assistance and repair services during the warranty period. The supplier shall also identify its contact person or service facility, the procedure for reporting equipment problems, and the expected response and repair arrangements.
- The University shall not be subject to a blanket restriction requiring it to purchase all ink, masters, parts, and services exclusively from the winning supplier as a condition for maintaining the warranty. Genuine and compatible consumables obtained from other sources shall not, by themselves, void the warranty. However, damage demonstrably caused by incompatible or defective consumables may be handled in accordance with the manufacturer's documented warranty conditions.

III. Ink and Consumables Requirements

- The supplier shall provide ink and other consumables compatible with the offered equipment. The ink shall have a minimum shelf life of two (2) years from its date of manufacture, as supported by the manufacturer's label or certification.
- Upon delivery, the ink shall have sufficient remaining shelf life for practical use by the University. The supplier shall provide documentation identifying the ink product, its compatibility with the equipment, and its shelf-life information.
- The University shall retain the option to procure compatible consumables from other qualified suppliers, subject to applicable procurement rules and the equipment manufacturer's documented technical requirements.

IV. Required Documentation

- The supplier shall submit the applicable documentation required under the bidding documents and contract, including the manufacturer's or authorized representative's documentation for the offered equipment, warranty certificate, operating and maintenance manuals, ink shelf-life documentation, and other evidence necessary to verify compliance with the approved technical specifications.