

SUPPLEMENTAL BID BULLETIN NO. 2026-02-001

**SUPPLY OF LABOR AND MATERIALS FOR THE REPAIR/RENOVATION OF
OSG OFFICES FOR THE RELOCATED DIVISION AT CONVERGYS ONE
BUILDING
(OSG PR No.026-01-017)**

TO ALL PROSPECTIVE BIDDERS:

Following the discussions made during the Pre-bid Conference held last February 19, 2026, the Bids and Awards Committee, in consultation with its Technical Working Group, resolved the following queries regarding the provisions of the Terms of Reference/ Bidding Documents, viz:

Particulars	From	To
Invitations to Bid, No. 5 (typographical error)	A complete set of Bidding Documents may be acquired by interested Bidders on Monday to Friday , between 8:00am to 5:00pm starting 12 February 2026 until 10:30pm of 3 March 2026 xxx	A complete set of Bidding Documents may be acquired by interested Bidders on Monday to Friday , between 8:00am to 5:00pm starting 12 February 2026 until 10:30am of 3 March 2026 xxx
Bid Data Sheet, No. 16.1. (typographical error. Nos. 4 to 7. Although the amount of Php1,350,000.00 is correct, its percentage equivalence to the ABC must be corrected)	2% of the ABC	5% of the ABC
Bid Data Sheet, No. 26.5 (a)	Partial bid is not allowed. The goods are grouped in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.	Partial bids are allowed. All Goods are grouped in lots listed below. Bidders shall have the option of submitting a proposal on any or all lots and evaluation and contract award will be undertaken on a per lot basis. Lots shall not be divided further into sub-lots for the purpose of bidding, evaluation, and contract award. In all cases, the NFCC computation, if applicable, must be sufficient for all the lots or contracts to be awarded to the Bidder. Each item to be evaluated and compared with other Bids separately and recommended for contract award separately.
Single Largest Completed Contract (SLCC)		No revision. SLCC contemplates purely renovation contract.

QUERIES FROM THE BIDDERS	ANSWER
<p>We would like to inquire about changing our business structure from a sole proprietorship to a corporation. Additionally, we will be appointing a new company president, though the previous president will remain connected to the business.</p> <p>Would there be any technical issues or requirements we need to address regarding this transition?</p>	<p>The change of business structure from sole proprietorship to corporation is an internal matter that does not affect the bidding process. The change only refers to business structure and not the people involved.</p> <p>However, the prospective bidder must submit documents supporting changes in business structure such as SEC Registration, Name Verification Slip, Licenses, Tax Compliances, and so on. The purpose of submission is to clarify to whom the OSG is transacting with considering that for all intents and purposes, a corporation has a separate and distinct personality even if the people involved are the same.</p>
<p>May we kindly confirm whether Lot 1 and Lot 2 should be submitted as separate bid documents, or if they may be combined into a single submission? And how will the price schedule be itemized and detailed?</p>	<p>In relation to the financial component documents, the bidder may opt to submit separately or adopt the same documents for both Lot 1 and 2.</p> <p>However, the bidder should submit two separate technical component documents for Lot 1 and 2 to properly delineate technical matters in Lot 1 and 2. Unlike financial component documents, technical component documents should be submitted separately to avoid confusion in relation to the work involved in Lot 1 and 2</p>

For the guidance and information of all concerned

Makati City, February 24, 2026.


ASG SHARON E. MILLAN-DECANO
Chairperson


SSS AILEEN P. ESPINA-DALWATAN
Vice-Chairperson


SSS CHERYL ANGELINE M. ROQUE-JAVIER
Member


SSII LEANNE MAUREEN S. APOLINAR
Member



SSI JOSEPH BENJAMIN P. TAGSA
Member



ASIII ALANNA GAYLE ASHLEY B. KHIO
Member

SSS CAMILLE R. BUHAIN
Alternate Member

SSS OMAR M. DIAZ
Alternate Member

SSII FERDINAND B. REDULLA
Alternate Member