

**ANNEX A:
 QUERIES/CLARIFICATIONS AND ANSWERS
 MANILA FAME DIGITAL CATALOG**

QUERIES	ANSWERS: 1. CONTENT PRODUCER 2. DROPOUT PHOTOGRAPHER ZONE 1	ANSWERS: 3. DROPOUT PHOTOGRAPHER ZONE 2 4. LIFESTYLE PHOTOGRAPHER
TECHNICAL SPECIFICATION		
<ul style="list-style-type: none"> • What are the documents required for qualitative evaluation? • Will there be other required documents not specified in the initial TOR? 	<p>Please refer to the following Sections:</p> <ul style="list-style-type: none"> • Section III – Bid Data Sheet, Row 12.1 (b) • Section VII – Technical Specifications, Qualitative Documents 	<p>Please refer to the following Sections:</p> <ul style="list-style-type: none"> • Section III – Bid Data Sheet, Row 12.1 (b) • Section VII – Technical Specifications, Qualitative Documents
<ul style="list-style-type: none"> • Do you need CVs, or do we just follow the documents indicated in the bid document? • It was mentioned that CVs will be needed in the technical proposal. Is there a specific format we can follow? • Is there a CV Template that we should follow? 	<p>For the Content Producer, YES. No specific format required. However, it must include professional or academic background related to Marketing, Arts or Advertising, Multimedia, Management, or other related courses. Please refer to the following pages:</p> <ul style="list-style-type: none"> • Page 49: Section III – Bid Data Sheet, Row 12.1 (b) • Page 78-79: Section VII – Technical Specifications <p>For the Dropout Photographer Zone 1, NO CV required.</p>	<p>NO CV required.</p>
<p>For video shoots under a special content package, will there be interviews with the exhibitors?</p>	<p>All deliverables stated in the contract are the minimum service requirements, additional tasks beyond the contracts are subject to end user’s approval.</p> <p>Please refer to Section VII – Technical Specifications – Scope of Work.</p>	<p>No video requirement.</p> <p>Please refer to Section VII – Technical Specifications – Scope of Work.</p>
<p>Aside from the campaign and catalogue shots, will this also require graphic designs? This is based on descriptions from Dropout Studio Photographer and Lifestyle Photographer, instead of "SHOTS," the term "LAYOUTS" is used. Is it similar to 5 angle shots per product being placed in a single layout?</p>	<p>All services related to post-production (color-correction, refining, photo and video editing) which are necessary to satisfy the approval of the end-user shall be carried out by the supplier.</p> <p>Please refer to Section VII – Technical Specifications – Scope of Work, Post-Production.</p>	<p>All services related to post-production (color-correction, refining, photo and video editing) which are necessary to satisfy the approval of the end-user shall be carried out by the supplier.</p> <p>Please refer to Section VII – Technical Specifications – Scope of Work, Post-Production.</p>
<p>Can the photo and video production crew in the content</p>	<p>No dropout photography services required for Content Producer</p>	<p>If one bidder is awarded with all four contracts, the supplier can freely</p>

<p>producer line-up be the same with the Dropout Photographers Zone 1 and 2? Or is it necessary to have a different photographer?</p>	<p>Contract. But If one bidder is awarded with all four contracts, the supplier can freely strategize on how to operationalize the project.</p> <p>Please refer to Section VII – Technical Specifications – Scope of Work.</p>	<p>strategize on how to operationalize the project</p>
<p>Regarding the Standard and Special Content Package, Field Photography -- does this mean location shooting?</p>	<p>Yes. Please refer to Section VII – Technical Specifications – Scope of Work, B - Project Implementation Factory/Showroom Coverage.</p>	<p>Yes. Please refer to Section VII – Technical Specifications – Scope of Work, B - Project Implementation Factory/Showroom Coverage.</p>
<p>What are the requirements for the Digital Team? (What expertise or expectations are we looking for?)</p>	<p>Please refer to the following pages.</p> <ul style="list-style-type: none"> • Page 49: Section III – Bid Data Sheet, Row 12.1 (b) • Page 78-79: Section VII – Technical Specifications, Qualitative Evaluation 	<p>No Digital Team required.</p>
<p>Communication Tools -- will the agency cost out platform subscription to be used throughout the project? (example Zoom)</p> <p>Storage Tools -- will the agency cost out 1 unit of 1 TB drive storage or multiple cloud drives of 1 TB?</p>	<p>Please read instructions under the criteria. Supplier should take care of the ICT requirements needed for the project. Provision of 1 TB is part of the deliverables.</p> <p>Please refer to Page 78-79: Section VII – Technical Specifications, Scope of Work and Qualitative Evaluation</p>	<p>No ICT Tools and file storage required.</p>
<p>Kindly confirm if the breakdown of exhibitors below is correct:</p> <p>⇒ 100 exhibitors -- total number of exhibitors for the whole project</p> <p>⇒ 40 exhibitors -- (which will come from the 100 total exhibitors) will come from Luzon which will need a dropout photography service (either standard or special package)?</p> <p>⇒ 40 exhibitors -- (which will come from the 100 total exhibitors) will come from Visayas and Mindanao which will need a dropout photography service (either standard or special package)?</p>	<p>Please refer to Section VII – Technical Specifications, Annex C – CITEM Visual Design Division Deliverables for Manila FAME October 2020 Digital Trade Community Platform</p>	<p>Please refer to Section VII – Technical Specifications, Annex C – CITEM Visual Design Division Deliverables for Manila FAME October 2020 Digital Trade Community Platform</p>
<ul style="list-style-type: none"> • Exhibitors -- will choose which to avail -- standard or special? • Will the exhibitors choose whether they will be getting the special or standard package? Or is this mandated by CITEM per exhibitor? 	<p>Manila FAME Team will identify the packages.</p> <p>Please refer to Section VII – Technical Specifications – Scope of Work.</p>	<p>Manila FAME Team will identify the packages.</p> <p>Please refer to Section VII – Technical Specifications – Scope of Work.</p>

<p>Are there any specific specs for the submitted photographs in terms of file size, resolution, etc.?</p>	<p>JPEG 300dpi resolution as stated in Section VII – Technical Specifications – Scope of Work, Post-Production.</p>	<p>JPEG 300dpi resolution as stated in Section VII – Technical Specifications – Scope of Work, Post-Production.</p>
<ul style="list-style-type: none"> • Is the list of 100 companies to be featured already available? will that be part of the bidding docs already? • May we already know the 100 exhibitors and their respective locations nationwide prior to the bid awarding? • How soon can we get the list of the exhibitors? • Will CITEM provide the list of exhibitors with the items? This will guide the costing out of the logistics component. (take note of the size and weight of the items) 	<p>Please refer to Section VII – Technical Specifications – Scope of Work, Annex A List of 100 Manila FAME Exhibitors as of 8/7/2020</p>	<p>Please refer to Section VII – Technical Specifications – Scope of Work, Annex A List of 100 Manila FAME Exhibitors as of 8/7/2020</p>
<p>List of CVs for the team of photographers and other manpower needed - are we limited to the pool we are going to initially submit, or can we replace them in case we need to? The manpower we will submit will be based one where the companies to be included are located, and should any of them be replaced, we might need to do the same for our manpower.</p>	<p>Winning bidders shall manage all production operational procedures, the inspection team will only check what is being required in the financial bid.</p> <p>Section VII – Technical Specifications – Scope of Work, Responsibilities of the Supplier.</p>	<p>Winning bidders shall manage all production operational procedures, the inspection team will only check what is being required in the financial bid.</p> <p>Section VII – Technical Specifications – Scope of Work, Responsibilities of the Supplier.</p>
<ul style="list-style-type: none"> • What are the products expected for the shoot (ex. furniture, textile, decorative accessories) and what is the expected quantity/size of products per supplier? • What items are we looking at? small to medium sized? Are we shooting furniture or big items? 	<p>Please refer to Section VII – Technical Specifications – Scope of Work, Annex A List of 100 Manila FAME Exhibitors as of 8/7/2020</p>	<p>Please refer to Section VII – Technical Specifications – Scope of Work, Annex A List of 100 Manila FAME Exhibitors as of 8/7/2020</p>
<p>For zone 2 videos, how long is the video requirement? Is it annotated with score? Are we shooting owners? Will they have HMU requirements?</p>	<p>See minimum requirements at Section VII – Technical Specifications – Scope of Work, B - Project Implementation Factory/ Showroom Coverage.</p>	<p>N/A</p>
<p>Will the key visual design of the project come from CITEM? And the agency will apply this in all of the elements of the project?</p>	<p>Content Producer reports directly to Manila FAME Overall Creative Director</p> <p>Please refer to Section VII – Technical Specifications, Responsibilities of the Supplier</p>	<p>Photographers Reports directly to Manila FAME Overall Creative Director</p> <p>Please refer to Section VII – Technical Specifications, Responsibilities of the Supplier</p>

<p>Will each still shoot, either zone 1 or 2, be done at exhibitors' place? Or can the products be sent to the studio so the shoot will be uniform in look?</p>	<p>No dropout photography services required for Content Producer Contract. But If one bidder is awarded with all four contracts, the supplier can freely strategize on how to operationalize the project.</p> <p>Please refer to Section VII – Technical Specifications – Scope of Work</p>	<p>Please refer to the following sections for the provision on Logistics and Shipment Plan:</p> <ul style="list-style-type: none"> • Section VII – Technical Specifications – Scope of Work • Section VIII – Bidding Forms, Bid Form
<p>For things like production fees of the photography team, the fees will be paid from the photography bid, and then content producer will handle booking transportation? or all will be handled by photography bid winner? for example, transportation to the studios, PPEs, etc.</p>	<p>Please see the breakdown of deliverables in Section VIII – Bidding Forms, Bid Form</p>	<p>Please see the breakdown of deliverables in Section VIII – Bidding Forms, Bid Form</p>
<p>For the shoots, will there be a staging area before and after the shoot? And should this be shouldered/handled by the photographer/content producer?</p>	<p>Production Cost will be carried out by the Supplier</p> <p>Please refer to Section VII – Technical Specifications – Scope of Work.</p>	<p>Production Cost will be carried out by the Supplier</p> <p>Please refer to Section VII – Technical Specifications – Scope of Work.</p>
<p>Will the shipment of the exhibitor's products be c/o CITEM considering 100 exhibitors to shoot? Since during the bidding stage, agencies won't have visibility of the product sizes, weight, and location of the exhibitors. Is CITEM open for addendum costs for all logistics scope like transportation and shipping?</p>	<p>Please refer to Section VII – Technical Specifications – Scope of Work, Annex A List of 100 Manila FAME Exhibitors as of 8/7/2020.</p>	<p>Please refer to Section VII – Technical Specifications – Scope of Work, Annex A List of 100 Manila FAME Exhibitors as of 8/7/2020.</p>
<p>For Lifestyle photographer, is it correct to assume that the 85 Editorial Photography (3 layouts per exhibitor) and 15 Editorial Photography (10 layouts per exhibitor) are under the 100 exhibitor? Also, what about the 15 dropout photography (25 products, 1 angle) and 5 dropout photography (25 product, 5 angles), will these be an additional package under the 85 and 15 editorial photography scope?</p>	<p>Please refer to Section VII – Technical Specifications – Scope of Work, Annex C – CITEM Visual Design Division Deliverables for Manila FAME October 2020 Digital Trade Community Platform</p>	<p>Please refer to Section VII – Technical Specifications – Scope of Work, Annex C – CITEM Visual Design Division Deliverables for Manila FAME October 2020 Digital Trade Community Platform</p>
<p>For CVs -- do we need to include all staff to be activated or just the main agency?</p>	<p>Submit a compilation of CVs of their Accounts, Copywriting, Creative, and Digital Team with professional or academic background related to Marketing, Arts or Advertising,</p>	<p>Submit a compilation of CVs of their Accounts, Copywriting, Creative, and Digital Team with professional or academic background related to Marketing, Arts or Advertising,</p>

	Multimedia, Management, Information Technology, or other related courses Please refer to Section VII – Technical Specifications - Qualitative Evaluation	Multimedia, Management, Information Technology, or other related courses Please refer to Section VII – Technical Specifications - Qualitative Evaluation
May I know if the budget is net of vat?	All bidders shall be required to include in their bids the cost of all taxes, such as, but not limited to, value added tax (VAT), income tax, local taxes, and other fiscal levies and duties which shall be itemized in the bid form and reflected in the detailed estimates. Please refer to Section II – Instruction to Bidders, Clause 28.6.	All bidders shall be required to include in their bids the cost of all taxes, such as, but not limited to, value added tax (VAT), income tax, local taxes, and other fiscal levies and duties which shall be itemized in the bid form and reflected in the detailed estimates. Please refer to Section II – Instruction to Bidders, Clause 28.6.
This is to clarify the following requirements: 100 Exhibitors: 15 VIP, 85 Regular 15 VIP Exhibitors 10 Editorial Layouts Per Exhibitor 15 Dropout Layout Per Exhibitor - 1 Angle 30 Products Each 5 Images Per Product 1-3 Minutes Video Coverage Showroom/ Factory Coverage 80 Regular Exhibitors 40 - Zone 1 40 - Zone 2 3 Editorial Layouts Per Exhibitor 25 Products Each 5 Images Per Product 5 Regular Exhibitors From Zones 1 & 2 10 Dropout Layouts Per Exhibitor - 5 Angles All 12,500 Photos with Meta-Tagging	Please refer to Section VII – Technical Specifications – Scope of Work, Annex C – CITEM Visual Design Division Deliverables for Manila FAME October 2020 Digital Trade Community Platform.	Please refer to Section VII – Technical Specifications – Scope of Work, Annex C – CITEM Visual Design Division Deliverables for Manila FAME October 2020 Digital Trade Community Platform.
BIDDING DOCUMENTS CONTENTS		
<ul style="list-style-type: none"> • Is the submission (of bids) online? • Would it be possible to do an online submission of the folders/bidding documents? 	No. Bids must be submitted physically. Please refer to Section II – Instruction to Bidders, Clause 21.	No. Bids must be submitted physically. Please refer to Section II – Instruction to Bidders, Clause 21.
Do any of the documents (such as the Omnibus Sworn Statement) need to be notarized?	Yes. However, unnotarized Omnibus Sworn Statement is accepted during a State of Calamity, or implementation of community quarantine or similar	Yes. However, unnotarized Omnibus Sworn Statement is accepted during a State of Calamity, or implementation of community quarantine or similar

	<p>restrictions declared or being implemented either in the locality of the PE or of the Bidder subject to compliance therewith after award of contract but before payment.</p> <p>Please refer to Section III – Bid Data Sheet, Clause 12.1 (a).</p>	<p>restrictions declared or being implemented either in the locality of the PE or of the Bidder subject to compliance therewith after award of contract but before payment.</p> <p>Please refer to Section III – Bid Data Sheet, Clause 12.1 (a).</p>
<ul style="list-style-type: none"> For below statements, are these limited to government contracts or contracts with private companies sufficient? <ul style="list-style-type: none"> ⇒ Single largest completed contract ⇒ Statement of ongoing contracts Does the SLCC need to be a government project? For the biggest / largest contracts, is this limited to government contracts? 	<p>Please refer to Section II – Instruction to Bidders, Clause 12.1(ii).</p>	<p>Please refer to Section II – Instruction to Bidders, Clause 12.1(ii).</p>
<p>What is included in the term "Private" when referring to private contracts?</p>	<p>It refers to non-governmental projects.</p>	<p>It refers to non-governmental projects.</p>
<p>Clause 18.1 of Section II (Instructions to Bidders) states that <i>"The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount stated in the BDS, which shall be not less than the percentage of the ABC in accordance with the following schedule"</i>.</p> <p>Since it says the Bid Security Declaration OR the Bid Security, does that mean that if we submit the Declaration, there is no longer a need to put up a security?</p>	<p>Yes. Please refer also to Section III – Bid Data Sheet, Clause 18.1 (a).</p>	<p>Yes. Please refer also to Section III – Bid Data Sheet, Clause 18.1 (a).</p>
<ul style="list-style-type: none"> To clarify, are there any other documents that we should receive after payment of the bidding? or with the TORs we have - forms are already complete? Are there additional or extra documents to be given upon payment of the bid documents? Do we still need to secure additional documents from you? 	<p>Upon payment of the Bidding Document, Bidders shall receive the following:</p> <ol style="list-style-type: none"> Philippine Bidding Document Sample Templates <p>Standard Forms are all included in the Philippine Bidding Document.</p> <p>Please note that the Philippine Bidding Document maybe downloaded free of charge from the website of PhilGEPS and CITEM website, provided that</p>	<p>Upon payment of the Bidding Document, Bidders shall receive the following:</p> <ol style="list-style-type: none"> Philippine Bidding Document Sample Templates <p>Standard Forms are all included in the Philippine Bidding Document.</p> <p>Please note that the Philippine Bidding Document maybe downloaded free of charge from the website of PhilGEPS and CITEM website, provided that</p>

	<p>Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.</p> <p>Please refer to the following sections:</p> <ul style="list-style-type: none"> • Section I – Invitation to Bid, No.5 • Section II – Instruction to Bidders, Clause 6.8. 	<p>Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.</p> <p>Please refer to the following sections:</p> <ul style="list-style-type: none"> • Section I – Invitation to Bid, No.5 • Section II – Instruction to Bidders, Clause 6.8.
<ul style="list-style-type: none"> • Are the bid forms in Section VIII of the Bidding Documents already the Bid Documents / Forms that we are supposed to secure and pay for? Or is there a different set of documents? Reason I ask is because the bid documents look quite different from other bid documents that I have previously secured (for past CITEM bids). • Is this a financial proposal only? • Are the bidding documents uploaded on the CITEM website complete already? 	<p>The Financial Bid Form is just part of the Bidding Documents.</p> <p>The Bidding Documents that the bidders have to acquire is the Philippine Bidding Document which is the standard format for all Project procured under Public Bidding. It includes all the instructions the bidder have to follow including the Specifications / Scope of Work, Deliverables, List of Legal and Technical Documentary Requirements, Financial Bid Form, Conditions of Contract, etc.</p> <p>Once the Bidders paid the applicable fee and acquired the Bidding Document, please read it carefully by all means.</p>	<p>The Financial Bid Form is just part of the Bidding Documents.</p> <p>The Bidding Documents that the bidders have to acquire is the Philippine Bidding Document which is the standard format for all Project procured under Public Bidding. It includes all the instructions the bidder have to follow including the Specifications / Scope of Work, Deliverables, List of Legal and Technical Documentary Requirements, Conditions of Contract, etc.</p> <p>Once the Bidders paid the applicable fee and acquired the Bidding Document, please read it carefully by all means.</p>
<p>Will there be a presentation of the costs via a meeting?</p>	<p>There will be no presentation of cost from CITEM nor the Bidders. However, Bidders shall breakdown their cost by filling up the Section VIII – Bidding Forms, Financial Bid Form.</p>	<p>There will be no presentation of cost from CITEM nor the Bidders. However, Bidders shall breakdown their cost by filling up the Section VIII – Bidding Forms, Financial Bid Form.</p>
<ul style="list-style-type: none"> • Can we pay for bids online? • May I request for the bank details where we can make the payment for the bidding documents? • How to go about purchasing the bidding documents including acceptable modes of payment. 	<p>Payment shall be made thru CITEM Bank Account below, a copy of bank deposit slip should be emailed to the BAC Secretariat after payment:</p> <p>O Bank : Landbank of the Philippines O Account Name : CITEM O Account Number : 1772 1038 63 O Bank Address : LBP Century Park (Harrison Plaza) Branch O Swift Code : TLBPPHMM</p> <p>Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.</p> <p>Please refer to the following Sections:</p> <ul style="list-style-type: none"> • Section I – Invitation to Bid, No.5 • Section II – Instruction to Bidders, Clause 6.8 	<p>Payment shall be made thru CITEM Bank Account below, a copy of bank deposit slip should be emailed to the BAC Secretariat after payment:</p> <p>O Bank : Landbank of the Philippines O Account Name : CITEM O Account Number : 1772 1038 63 O Bank Address : LBP Century Park (Harrison Plaza) Branch O Swift Code : TLBPPHMM</p> <p>Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.</p> <p>Please refer to the following Sections:</p> <ul style="list-style-type: none"> • Section I – Invitation to Bid, No.5 • Section II – Instruction to Bidders, Clause 6.8

<p>Is the criteria simply the lowest bid?</p>	<p>Please refer to the following Sections of the Philippine Bidding Document for the criteria and qualifications:</p> <ul style="list-style-type: none"> • Section II – Instruction to Bidders, Clause 5. • Section VII – Technical Specification, Qualitative Evaluation 	<p>Please refer to the following Sections of the Philippine Bidding Document for the criteria and qualifications:</p> <ul style="list-style-type: none"> • Section II – Instruction to Bidders, Clause 5. • Section VII – Technical Specification, Qualitative Evaluation
<p>It states that the Lowest Calculated Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS). We have just recently enrolled with the eFPS, with bank applications pending. Thus, income and business tax returns are filed and paid manually. Will returns and payment forms stamped "received" by the BIR suffice?</p>	<p>The submission of EFPS-filed tax returns is mandatory for all prospective bidders.</p> <p>Please refer to Section II – Instruction to Bidders, Clause 29.</p>	<p>The submission of EFPS-filed tax returns is mandatory for all prospective bidders.</p> <p>Please refer to Section II – Instruction to Bidders, Clause 29.</p>
<p>Costing -- Does the costing need to reflect a menu style of costing (per output)? For example, under Zone 1 (Luzon), the costing should be divided into 2 streams: Standard and special content packages?</p> <p>Or</p> <p>Do we cost it as grouped line item (packaged cost)? For example: Photographer (Luzon) PHP XX.XX, Photographer (Visayas) PHP XX.XX"</p>	<p>Please follow the Financial Bid Form Format of Section VIII – Bidding Form.</p>	<p>Please follow the Financial Bid Form Format of Section VIII – Bidding Form.</p>
<p>Do you require a physical bank deposit of the bidding document payment or can this be done via online banking as well?</p>	<p>Bidders may do physical or online deposit but in any case the copy of bank deposit slip should be forwarded to the BAC Secretariat after payment but not later than the submission of bids.</p>	<p>Bidders may do physical or online deposit but in any case the copy of bank deposit slip should be forwarded to the BAC Secretariat after payment but not later than the submission of bids.</p>
<p>What are the steps we need to take to show interest in bidding for the other Manila Fame projects? We've only expressed interest for the content producer bid.</p>	<p>You may secure the Philippine Bidding Document of the requirements bidders wishes to join.</p> <p>Bidding Documents may be acquired by interested Bidders upon payment of the applicable fee for the Bidding Documents, in the amount of Two Thousand Five Hundred Pesos (Php2,500.00).</p> <p>Payment shall be made thru CITEM Bank Account below, a copy of bank</p>	<p>You may secure the Philippine Bidding Document of the requirements bidders wishes to join.</p> <p>Bidding Documents may be acquired by interested Bidders upon payment of the applicable fee for the Bidding Documents, in the amount of Two Thousand Five Hundred Pesos (Php2,500.00).</p> <p>Payment shall be made thru CITEM Bank Account below, a copy of bank</p>

	<p>deposit slip should be emailed to the BAC Secretariat after payment:</p> <p>O Bank : Landbank of the Philippines O Account Name : CITEM O Account Number : 1772 1038 63 O Bank Address : LBP Century Park (Harrison Plaza) Branch O Swift Code : TLBPPHMM</p> <p>It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that</p> <p>Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.</p> <p>Please refer to the following Sections:</p> <ul style="list-style-type: none"> • Section I – Invitation to Bid, No.5 • Section II – Instruction to Bidders, Clause 6.8. 	<p>deposit slip should be emailed to the BAC Secretariat after payment:</p> <p>O Bank : Landbank of the Philippines O Account Name : CITEM O Account Number : 1772 1038 63 O Bank Address : LBP Century Park (Harrison Plaza) Branch O Swift Code : TLBPPHMM</p> <p>It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that</p> <p>Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.</p> <p>Please refer to the following Sections:</p> <ul style="list-style-type: none"> • Section I – Invitation to Bid, No.5 • Section II – Instruction to Bidders, Clause 6.8.
<p>With regards to the signatures for the documents, will they have to be physically signed or will docuSign suffice?</p>	<p>We highly recommend the physical signing of all documents to be submitted. If bidders shall electronically sign its bid, bidders are still bound by its submitted Omnibus Sworn Statement.</p>	<p>We highly recommend the physical signing of all documents to be submitted. If bidders shall electronically sign its bid, bidders are still bound by its submitted Omnibus Sworn Statement.</p>
<p>For inquiries on bidding and on the project. Until when can we send inquiries? and can we just do that via email?</p>	<p>Bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such request must be in writing and submitted to the citembac@citem.com.ph at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.</p> <p>Please refer to Section II – Instructions to Bidders, Clause 10.1.</p>	<p>Bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such request must be in writing and submitted to the citembac@citem.com.ph at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.</p> <p>Please refer to Section II – Instructions to Bidders, Clause 10.1.</p>
<ul style="list-style-type: none"> • Are we able to receive the supplemental bids even if we have not paid yet? • Sup bids will be sent via email to all? 	<p>Supplemental / Bid Bulletins will be issued via email to all those who have properly secured the Bidding Documents.</p> <p>Supplemental/Bid Bulletin issued by the BAC shall also be posted in the PhilGEPS and CITEM website.</p>	<p>Supplemental / Bid Bulletins will be issued via email to all those who have properly secured the Bidding Documents.</p> <p>Supplemental/Bid Bulletin issued by the BAC shall also be posted in the PhilGEPS and CITEM website.</p>

	Please refer to Section II – Instruction to Bidders, Clause 10.	Please refer to Section II – Instruction to Bidders, Clause 10.
What’s the difference between ITB and RFQ?	<p>The Philippine government have different categories on procuring projects which is called “Mode of Procurement”. The mode of procurement is selected depending on the nature and type of project. Each mode has different conditions, documentation, process, and procedures.</p> <p>Invitation to Bid (ITB) is used for projects procured under Public Bidding of Goods while the other modes uses Request for Quotation (RFQ).</p>	<p>The Philippine government have different categories on procuring projects which is called “Mode of Procurement”. The mode of procurement is selected depending on the nature and type of project. Each mode has different conditions, documentation, process, and procedures.</p> <p>Invitation to Bid (ITB) is used for projects procured under Public Bidding of Goods while the other modes uses Request for Quotation (RFQ).</p>
What will be the terms of payment?	Please refer to Section V – Special Conditions of Contract, Row 10.3	Please refer to Section V – Special Conditions of Contract, Row 10.3