



Republic of the Philippines  
National Book Development Board

## **2021 NBDB Readership Survey**

**Project Identification No: *ITB-NBDB-2021-002*.**

### **SUPPLEMENTAL BID BULLETIN NO. 1**

This Supplemental Bid Bulletin No. 1 clarifies the queries received from prospective bidders during the pre-bid conference, as well as other matters relative to the 2021 NBDB Readership Survey.

#### **1. Responding to questions raised:**

No.	Query	Response
1	Will the NBDB require the research institution to submit the CVs for every member of the proposed team, or the head technical consultant?	No, the NBDB will not require this submission. Team composition will be the responsibility of the research institute.
2	Will the multi-stage sampling be required? This has material consequences for the cost of completing the survey.	The multi-stage sampling design was used in the 2017 Readership Survey to ensure the sample is random and as spread out as possible. The NBDB encourages the adoption of the multi-stage sampling design, while remaining open to other techniques proposed by research institutes in the service of accurate capture.
3	In terms of translation, which local languages will be required?	Languages of survey translation will be further discussed after the bid is awarded. This discussion will take place during revisions to the initial survey draft.
4	Will the PSA requirements be the responsibility of the research institute?	The research institute will be responsible for ensuring that the project complies with PSA requirements, where necessary.
5	Will a comparative component be required to compare the results of the 2021 Readership Survey with previous surveys?	No, the NBDB will conduct this analysis.
6	Where is the Template for the Schedule of Prices?	Template of Schedule of Prices can be dispensed with because of the undertaking stated in letter a of the Bid Form:  a. to deliver the goods in accordance with the delivery schedule specified in the

		Schedule of Requirements of the Philippine Bidding Documents (PBDs).
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## 2. Reminders

### 2.1. Sample labelling of bid documents envelope (*back portion*):

**NATIONAL BOOK DEVELOPMENT BOARD**

3F / 4F Regalado Hive Building, Regalado Avenue, Fairview, Quezon City, 1118

BID FOR: ITD-NBDB-2021-002 2021 NBDB Readership Survey

SUBMITTED BY: Name & Signature of Authorized Representative  
Institute  
Address

ATTENTION: Edcel F. Bober  
Administrative Officer V (Procurement Officer)  
National Book Development Board

**DO NOT OPEN BEFORE: 27 October 2021 9:00AM**

- 2.2. To avoid disqualification, please comply with the eligibility requirements, technical proposal, and financial bid requirements, as indicated in the Bid Documents and Bid Bulletin/s issued for this project.
- 2.3. NBDB adheres to the “No-Contact Rule.” All clarifications shall be made in writing, in the form of email and/or formal letter addressed to the Procurement Officer.
- 2.4. Dates, in the absence of any qualifications, are meant to be calendar days. Calendar days include Saturdays, Sundays and Holidays.
- 2.5. The deadline for the submission of bids is on 26 October 2021, Tuesday, 5:00 PM at the NBDB Office located at the 3/F and 4/F Regalado Hive Building, Regalado Avenue, Fairview, Quezon City. The internet time, set at GMT+8, shall be used as a reference in determining the time for the submission of bids. Hence, participating bidders are advised to synchronize their timepieces with the internet time GMT+8. Bidders are encouraged to submit their bid documents days ahead of the deadline.
- 2.6. Bid opening shall be at 9:00 AM on 27 October 2021 at the NBDB Office located at the 3/F and 4/F Regalado Hive Building, Regalado Avenue, Fairview, Quezon City and via Video Conferencing through Zoom. Bids will be opened in the presence of the Bidders. Although the bidders’ attendance during the Opening of Bids is not compulsory, it is advised that bidders send their representative.
- IATF COVID-19 protocols shall be strictly enforced. Those participating in-person shall be required to wear face mask and face shield at all times. Likewise, they shall be required to undergo COVID-19 antigen test on site. Anyone with a positive result shall be barred from the in-person bid opening.
- 2.7. The Bid Form (Annex F) must be appropriately signed by the bidder or the bidder’s authorized representative.
- 2.8. All licenses, permits, and other required clearances should be valid at the time of the submission of bids, post-qualification evaluation, signing of the contract, delivery of goods, and release of payments.

2.9. The following documents are required to be notarized, which should be duly sworn to and include complete information on the PTR No., MCLE No., Authority or Commission Number, etc. of the Notary Public:

2.9.1. Bid Securing Declaration, as applicable (Annex C)

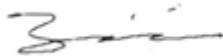
2.9.2. Omnibus Sworn Statement (Annex D)

2.10. BDB reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

All provisions, conditions, and statements in the bidding documents inconsistent with this Bid Bulletin are either modified or rendered ineffective, as the case may be.

Issued on 18 October 2021.

#### **BIDS AND AWARDS COMMITTEE**



**ANTHONY JOHN R. BALISI**  
Chair

