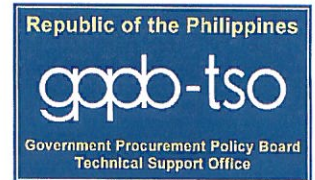




Republic of the Philippines  
**GOVERNMENT PROCUREMENT POLICY BOARD**  
**TECHNICAL SUPPORT OFFICE**



**NPM No. 094-2017**

29 December 2017

**MS. MAIDA JILL MENDEZ**  
<maidajillmendez@gmail.com>

**Re: Supplemental/Bid Bulletin**

Dear Ms. Mendez:

This is in response to your electronic mail (e-mail) requesting for clarification whether the Procuring Entity (PE) can issue a Bid Bulletin for a missing item in the Bill of Quantities of the Bidding Documents that were already published.

Please be advised that procuring entities may issue Supplemental/Bid Bulletin as provided in Section 22.5<sup>1</sup> of the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184, the Government Procurement Reform Act, in order to modify any portion of the Bidding Documents, including schedules and timelines of the stages of the procurement activity. These Bulletins are also issued to respond to requests for clarification. However, Supplemental/Bid Bulletins issued by the procuring entity should not be later than seven (7) calendar days from the deadline of the submission and receipt of bids. This period is meant to afford bidders adequate opportunity to revise their bids according to the changes in the Bidding Documents or to adjust the logistical arrangements to meet any amendments in schedule of delivery, if there is any.

In an earlier opinion<sup>2</sup>, we emphasized that clarifications, modifications, changes or amendments to the Bidding Documents must be reflected through the issuance of the corresponding Supplemental/Bid Bulletin, and posted in the websites of the Philippine Government Electronic Procurement System (PhilGEPS) and the concerned PE. This is important to inform the prospective bidders of the revised requirements, if any, and to afford them the opportunity to comply with these additional requirements. Consequently, if no

<sup>1</sup> Section 22.5. Supplemental/Bid Bulletins

22.5.1. Requests for clarification(s) on any part of the Bidding Documents or for an interpretation must be in writing and submitted to the BAC of the Procuring Entity concerned at least ten (10) calendar days before the deadline set for the submission and receipt of bids. The BAC shall respond to the said request by issuing a Supplemental/Bid Bulletin, duly signed by the BAC Chairperson, to be made available to all those who have properly secured the Bidding Documents, at least seven (7) calendar days before the deadline for the submission and receipt of bids.

22.5.2. For purposes of clarifying or modifying any provision of the Bidding Documents, Supplemental/Bid Bulletins may be issued upon the Procuring Entity's initiative at least seven (7) calendar days before the deadline for the submission and receipt of bids. Any modification to the Bidding Documents shall be identified as an amendment.


22.5.3. Any Supplemental/Bid Bulletin issued by the BAC shall also be posted in the PhilGEPS, the website of the Procuring Entity concerned, if available, and at any conspicuous place within the premises of the Procuring Entity. It shall be the responsibility of all those who have properly secured the Bidding Documents to inquire and secure Supplemental/Bid Bulletins that may be issued by the BAC. However, bidders who have submitted bids before the issuance of the Supplemental/Bid Bulletin must be informed and allowed to modify or withdraw their bids in accordance with Section 26 of this IRR.

<sup>2</sup> Non-Policy Matter Opinion No. 024-2013 dated 27 March 2013

Supplemental/Bid Bulletin is issued to reflect changes in the Bidding Documents, or even if the same was issued but not posted at the PhilGEPS' and PE's websites, the original provisions contained in the Bidding Documents remain and the prospective bidder, including the winning bidder cannot be compelled to abide or comply with the changes made by the PE.

We hope that this opinion issued by the GPPB-TSO provided sufficient guidance on the matter. Note that this is issued on the basis of particular facts and situations presented, and may not be applicable given a different set of facts and circumstances. Should there be other concerns, please do not hesitate to contact us.

Very truly yours  
(sgd.)

**DENNIS S. SANTIAGO**  
*Executive Director* 

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