

PROJECT: MESSENGERIAL SERVICES**QUERIES/CLARIFICATIONS RAISED DURING THE PRE-BID CONFERENCE:**

	Query/Clarifications	TWG/BAC Reply
1	Do we have a percentage available of individuals who will receive mails and parcels?	None. Our requirements were based on the estimated number and weight of mails and parcels to be delivered.
2	Can we use the same Single Largest Completed Contract (SLCC) for all the lots?	Yes. Just specify that it is applicable for all the lots.
3	Technical Specifications Regarding the Authority to Operate and or messengerial service, DICT has particular areas being allowed like Luzon, NCR, or VizMin to be operated on. Is it possible if we can only submit our certificate defining the areas that we have an Authority to Operate?	Yes. Bidder may submit a certificate defining the areas that they have Authority To Operate.
4	Can we use one technical document for all the lots and separate documents for financial documents for the three lots?	No. Legal documents are applicable for all the lots, technical and financial documents should be per lot. For the sealing and marking, bidders may visit the bidding documents.

WRITTEN QUERIES:

	Query/Clarifications	TWG/BAC Reply
1	Regarding the Quarterly VAT return, the Q2 2023 VAT return is not yet available since this is due for filing on July 25, 2023. Can we provide the Q4 2022 and Q1 2023 VAT returns instead or a proof that the Q2 2023 is on process for filing already?	Quarterly VAT required is Oct-Dec 2022 and Jan-Mar 2023.
2	Start and end date of contract	Commencement of the contract shall be upon receipt of the signed contract and NTP by the winning supplier
3	May we know the percentage or estimate volume for individual mails/parcel?	Please refer to the bid breakdown in the bidding documents. Our requirements were based on the estimated number and weight of mails and parcels to be delivered.
4	What is the process for those unsuccessful delivery attributed to client? How many attempts to deliver before we declare Return to Sender?	Process on Return-to-Sender (RTS): 1. Deliver the parcel/document at least 3 attempts. 2. Indicate reason/s for unsuccessful delivery such as: <ul style="list-style-type: none"> • Address is incomplete or invalid, temporarily inaccessible or closed.

		<ul style="list-style-type: none"> • Recipient could not be contacted or no one to receive. • Recipient refused to receive. • Recipient is deceased. <p>3. After three (3) unsuccessful deliveries, return the mails/parcels/pouch to the Mails and Checks Release Section, Office Services Department, 2nd floor, SSS Main Building, within 3 working days from the date of last unsuccessful delivery.</p>
5	Under Technical Specification it indicates the DICT Certificate, does it need to be specific to indicate all the regions covered or so long as we have DICT Certificate to present?	Yes, bidder should submit proof of coverage.
7	Also, under tech spec. for the coverage area, can we include our networks and partners nationwide?	Yes.
8	For packaging, what type of package to deliver?	Pouch, documents and/or parcels.
9	May we know the estimate value of package?	Please refer to the bid breakdown.
10	For ODA (Outside Delivery Area), may we request to extend the lead time to 7 days for city limit and additional 3 days for ODA?	The Service Level Agreement for this project is three (3) working days for Air freight or overland; and additional two (2) working days for inter-island delivery