



UNIVERSITY OF SCIENCE AND TECHNOLOGY OF SOUTHERN PHILIPPINES

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OFFICE OF THE BIDS AND AWARDS COMMITTEE II

BID BULLETIN #01-GOODS-2026

September 07, 2026

TO: ALL PROSPECTIVE BIDDERS

SUBJECT: AMENDMENTS IN THE BIDDING DOCUMENTS

PROJECT: PROPOSED PROCUREMENT OF THE SUPPLY AND DELIVERY OF EDUCATIONAL OFFICE LICENSE FOR DIGITAL TRANSFORMATION OFFICE CY 2026

This Bid Bulletin #01-GOODS-2026 is hereby issued to provide clarification on the query raised during the **Pre-Bid Conference held on September 01, 2026**, as follows:

- i. The representative from prospective bidder inquired, specifically under the Technical Specifications, regarding the required quantity of **A3 Faculty Licenses**, noting that the quantity indicated in the Terms of Reference (TOR) represents the combined total of **33,334 licenses** for both faculty and student licenses.

Answer: Response from the End-User:

To address the clarification requested by the prospective bidder representative, the standard license allocation is based on a **40:1 ratio**, wherein for every forty (40) student licenses, one (1) faculty member is provided with a **free A1 license**.

For this procurement, the **33,334 licenses refer to the required A3 licenses**, primarily intended for student users. In addition, **834 A1 licenses shall be provided free of charge for faculty members** pursuant to the applicable 40:1 allocation.

The 834 A1 faculty licenses are **provided free of charge and are not subject to any additional cost or separate charge to the Procuring Entity**.

However, please note that **USTP, through the Digital Transformation Office (DTO), shall retain the discretion to deploy either an A3 or an A1 license to a faculty member**, depending on the faculty member's request, the merits of the request, and the validity and necessity of the intended purpose.

Accordingly, the required **33,334 A3 licenses** and the **834 A1 licenses provided free of charge** shall be understood in accordance with the foregoing clarification.

Please be guided accordingly.

Thank you.


ATTY. MICHELLE C. MARAVILLOSA-BACARRA
BAC II Chairperson