



PAMBANSANG PUNONGHIMPILAN TANOD BAYBAYIN NG PILIPINAS

(National Headquarters Philippine Coast Guard)

Bids and Awards Committee

139 25th Street, Port Area, 1018 Manila

SUPPLEMENTAL/ BID BULLETIN NO. 01-2022

This Supplemental/Bid Bulletin No. 05-2022 is issued to include the following clarifications as an integral part of the Bidding Documents issued for the **Supply and Delivery of Memento, Flag, and Plaque for PCG Retirees** for CY-2022.

Section V. Special Conditions of the Contract

- Section III. Bid Data Sheet, ITB Clause 21.2, is hereby amended to read as:

2.2 The terms of payment shall be as follows:

- No advance payment is allowed.
- Payment shall be provided for every completed staggered delivery **and acceptance of all the Six (6) items intended to be given for each Retiree: subject to the submission of the required invoices/billing, detailed as follows.**

First (1st) Option:

99% of the costs of the items per completed staggered delivery subject to the Philippine Coast Guard's acceptance [Issuance of the Inspection and Acceptance Report (IAR)] in writing.

1% Retention of the items delivered to be paid after three (3) months from the formal acceptance (issuance of the IAR), if and when no patent and latent defects are noted (issuance of a Certificate of No Patent and Latent Defects).

Second (2nd) Option:

100% of the costs of the items per completed staggered delivery provided that the goods supplied are free from patent and latent defects and all conditions imposed under the contract have been fully met; subject to the Philippine Coast Guard's acceptance (issuance of the IAR) in writing of the items described in this Contract and upon submission of a Special Bank Guarantee equivalent to at least one percent (1%) of the total contract price valid for three (3) months from issuance of the IAR.

A handwritten signature in blue ink, located in the bottom right corner of the page.

Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item Number	Description	Quantity	Total	Delivered, Weeks/Months
1	Frame of Medal	11 pcs.	11 pcs.	Fifteen (15) days from the date of submission of complete order until the date of retirement of the last Retiree or upon advice by the end-user or implementing unit which all cases fifteen (15) days prior to the date of Testimonial Honors/ Retirement Ceremony
2	Philippine Flag with Box	11 pcs.	11 pcs.	
3	Personal Flag with Signature and Box	9 pcs.	9 pcs.	
4	Command Plaque	10 pcs.	10 pcs.	
5	Plaque of Honorable Service	11 pcs.	11 pcs.	
6	Plaque of Recognition	11 pcs.	11 pcs.	<p>The following are the dates of Retirement of all the Retirees for CY 2022:</p> <ol style="list-style-type: none"> 1. 08 February 2022 2. 11 February 2022 3. 28 February 2022 4. 28 March 2022 5. 29 March 2022 6. 30 March 2022 7. 13 April 2022 8. 17 April 2022 9. 19 June 2022 10. 13 September 2022; and 11. 15 October 2022 <p>The required mementos (frame of medal, Philippine Flag with Box, Personal Flag with Signature and Box, Command Plaque, Plaque of Honorable Service and Plaque of Recognition) for the retirees of 28 March 2022 onwards shall be delivered within</p>

			<p>fifteen (15) days from placement of the order by the end-user but in no case should be prior to the date of the retirement of the PCG official. On the other hand, the mementos allotted for the retirees of the month of February 2022 shall be supplied and delivered on or before 13 April 2022.</p> <p>All notices called for by the terms of the contract shall be effective only upon receipt by the winning supplier of the Notice to Proceed</p>
--	--	--	---

Section VII. Technical Specifications

Technical Specifications

Item	Specification	Statement of Compliance
		<p><i>[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the</i></p>

		<i>Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i>
QTY	Specifications	Please indicate either: "Comply" or "Not Comply"
11 pcs	<p>1. Frame of Medal</p> <p>1. OFFICERS</p> <p>FRAME Material: Mahogany Wood/ ¼ Ply Wood Base Color: Brown Inside Cover: Blue Velvet Fabric Outside Border: Orange Velvet Fabric Height: 24" Width: 29" Thickness: 2.5" Boarder: 2"</p> <p>The frame should be covered with clear tempered glass;</p> <p>INNER FRAME Height: 20" Width: 25" Details: (See the Actual Photo)</p> <p>a. SHOULDER BOARD WITH THE LATEST RANK (Actual Size) with Embroidered Cap Device for Officers (Actual Size)</p> <p>b. INSIGNIA OF PREVIOUS RANKS (Collar Pins - Actual Size)</p> <p>c. PREVIOUS UNIT ASSIGNMENT ENGRAVED IN COPPER PLATE - 5" X 7" - FONT: ARIAL</p>	<p>Statement of Compliance:</p> <hr/>

	<ul style="list-style-type: none"> - FONT SIZE: 14 PTS (Size will vary on the number of Unit Assignments) - FONT COLOR: White <p>d. PICTURE (WITH BACKGROUND OF PHILIPPINE FLAG AND COAST GUARD FLAG wearing Service Blouse with white Pershing Cap)</p> <ul style="list-style-type: none"> - Dimension: 4.5" x 6" - With Mahogany Wood Brown Frame that can be open (door type with lock): Thickness: 0.5" <p>e. NAME PLATE (Brass Plate with Engraved Name of Retiree)</p> <ul style="list-style-type: none"> - CG RANK NAME SERIAL NUMBER - 1" x 3.5" - FONT: ARIAL - FONT SIZE: 18-20 PTS - FONT COLOR: BLACK <p>f. BADGES (Actual Size)</p> <p>g. AWARDS (Actual Size)</p> <p>h. PHILIPPINE FLAG</p> <ul style="list-style-type: none"> - 36" X 60" - 10.73" X 7" X 7" – FOLDED FLAG - With Mahogany Wood Brown Frame: Thickness: 0.5" <p>Design: see figure 1</p> <p>2. NON-OFFICERS</p> <p>FRAME Material: Mahogany Wood/ ¼ Ply Wood Base Color: Brown Inside Cover: Brown Velvet Fabric Outside Border: Orange Velvet Fabric Height: 29" Width: 24"</p>	
--	--	--

	<p>Thickness: 2.5" Boarder: 2"</p> <p>The frame should be covered with clear tempered glass;</p> <p>INNER FRAME Height: 25" Width: 20" Details: (See the Actual Photo)</p> <p>a. PHILIPPINE FLAG - 36" X 60" - 10.73" X 7" X 7" – FOLDED FLAG - With Mahogany Wood Brown Frame: Thickness: 0.5"</p> <p>b. MARLEN BLUE CHEVRON PREVIOUS RANKS (Actual Size)</p> <p>c. BADGES (Actual Size)</p> <p>d. PICTURE (WITH BACKGROUND OF PHILIPPINE FLAG AND COAST GUARD FLAG wearing Service Blouse) - Dimension: 4.5" x 6" - With Mahogany Wood Brown Frame that can be open (door type with lock): Thickness: 0.5"</p> <p>e. AWARDS (Actual Size)</p> <p>f. NAME PLATE (Brass Plate with Engraved Name of Retiree and Serial Number) - 1" x 3.5" - FONT: ARIAL - FONT SIZE: 18-20 PTS - FONT COLOR: BLACK</p> <p>g. PREVIOUS UNIT ASSIGNMENT ENGRAVED IN COPPER PLATE - 5" X 7" - FONT: ARIAL - FONT SIZE: 14 PTS (Size will</p>	
--	---	--

	<p>vary on the number of Unit Assignments) - FONT COLOR: White</p> <p>h. PHILIPPINE COAST GUARD FLAG - 36" X 60" - 10.73" X 7" X 7" – FOLDED FLAG - With Mahogany Wood Brown Frame: Thickness: 0.5"</p> <p>Design: see figure 2</p>	
11 pcs	<p>2. Philippine Flag with Case</p> <p>Material: Polyester Fabric Length: 3 feet Width: 6 feet With Certificate of Accreditation from NHCP</p> <p>Flag Case Material: Narra Wood Shape: Triangle Color: Brown</p> <p>Design: see figure 3 Dimension: see figure 4</p>	<p>Statement of Compliance:</p> <hr/>
9 pcs	<p>3. Personal Flag with Signature and Case</p> <p>Material: Satin cloth Height: 3 ft Length: 5 ft Color: Navy Blue</p> <p>Front View PCG Logo is located at the upper left of the Flag; Diameter: 12" Color: Same as PCG Logo</p> <p>Star(s) (Depending on the rank of the PCG Officer) is located at the center; Diameter: 14" (Depending on the number of Stars of the Retiree) Color: White</p>	<p>Statement of Compliance:</p> <hr/>

	<p>Retiree's Signature is located at the lower right of the Flag; Dimension: 12" x 6" (Depending on the size of signature) Color: White</p> <p>Back to Back Design of the Flag</p> <p>Golden Tassel: surrounded at each side of the flag.</p> <p>Flag Case Material: Narra Wood Shape: Square Color: Brown Lock: Copper Glass: Tempered Glass</p> <p>Design: see figure 5</p>	
--	---	--

FRAME OF MEDAL (OFFICER)

(Figure 1)



- a. SHOULDER BOARD WITH THE LATEST RANK
- b. RANKS FROM ENS TO LAST RANK PRIOR PRESENT RANK
- c. UNIT ASSIGNMENT (COPPER PLATE) 5"x7"
- d. PICTURE (WITH BACKGROUND OF PHILIPPINE FLAG AND COAST GUARD FLAG) 4.5"x6"
 - a. ENCLOSED IN FRAME COLOR: BROWN
 - b. FRAME THICKNESS 0.5"
 - c. MATERIAL: MAHOGANY WOOD
- e. NAME PLATE (Brass Plate with Engraved Name of retiree)
- f. BADGES (Actual Size)
- g. AWARDS (Actual Size)
- h. PHILIPPINE FLAG (FOLDED) 10.73"x7"x7"
 - a. ENCLOSED IN FRAME COLOR: BROWN
 - b. FRAME THICKNESS 0.5"
 - c. MATERIAL: MAHOGANY WOOD

***FRAME**

MATERIAL: MAHOGANY WOOD/1/4 PLY WOOD BASE
COLOR: BROWN

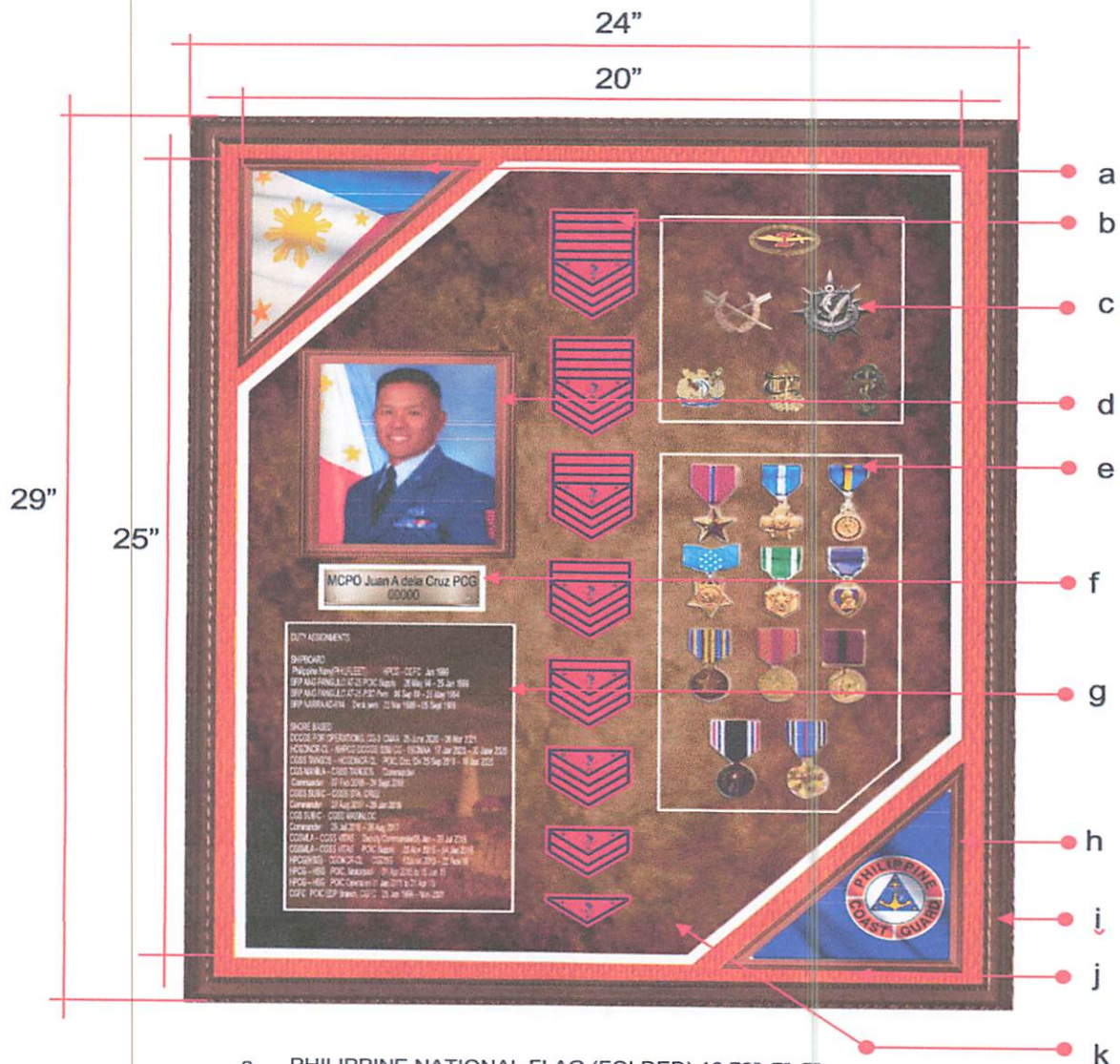
INSIDE COVER: BLUE VELVET FABRIC

OUTSIDE BORDER: ORANGE VELVET FABRIC

a, c, d, f, g, h MUST HAVE INDIVIDUAL FRAMES

FRAME OF MEDAL (NON-OFFICER)

(Figure 2)



- a. PHILIPPINE NATIONAL FLAG (FOLDED) 10.73"x7"x7"
 - a. ENCLOSED IN FRAME COLOR: BROWN
 - b. FRAME THICKNESS 0.5"
 - c. MATERIAL: MAHOGANY WOOD
- b. RANKS (ACTUAL SIZE)
- c. BADGES (ACTUAL SIZE)
- d. RETIREES PICTURE 4.5"x6"
 - a. ENCLOSED IN FRAME COLOR: BROWN
 - b. FRAME THICKNESS 0.5"
 - c. MATERIAL: MAHOGANY WOOD
- e. AWARDS (ACTUAL SIZE)
- f. NAME PLATE (Brass Plate with Engraved Name of retiree) COPPER PLATE 5"x7"
- g. UNIT ASSIGNMENT
- h. PHILIPPINE COAST GUARD FLAG (FOLDED) 10.73"x7"x7"
 - a. ENCLOSED IN FRAME COLOR: BROWN
 - b. FRAME THICKNESS 0.5"
 - c. MATERIAL: MAHOGANY WOOD
- i. WOODEN FRAME
 - a. MATERIAL: MAHOGANY WOOD
 - b. COLOR: BROWN
- j. OUTSIDE BORDER (ORANGE VELVET FABRIC)
- k. INSIDE COVER (VELVET FABRIC)

PERSONAL FLAG (1 STAR and 4 STARS)

(Figure 5)



CONFORME:



[Signature of the Authorized Rep.]

[in the capacity of] (Please indicate position
of Authorized Rep.)]

Duly authorized to sign Bid for and on behalf of _____ (Please indicate
name of company)

Checklist of Technical and Financial Documents

Each Bidder shall submit one (1) original and six (6) copies of the first and second components of its bid through their duly authorized representatives.
All envelopes shall:

- a. contain the name of the contract to be bid in **capital letters**;
- b. bear the name and address of the Bidder in capital letters;
- c. be addressed to the BAC with the following details:

**BIDS AND AWARDS COMMITTEE (BAC)
PHILIPPINE COAST GUARD – NATIONAL HEADQUARTERS**

- d. bear the specific identification of this bidding process; and
- e. bear a warning "**DO NOT OPEN BEFORE...**" the date and time for the opening of bids.

Note: Non-submission of the additional copies shall not be a ground for the bidder's disqualification.

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

- ☐ (a) Valid and updated Philippine Government Electronic Procurement System (PhilGEPS) Certificate of Registration and Platinum Membership in accordance with Section 8.5.2 of the 2016 Revised IRR of RA 9184.

The Certificate of Registration and Membership in accordance with Section 8.5.2 of the 2016 revised IRR of RA 9184 contains the following caveat to reflect that through the submission of said Certificate, the Bidder certifies:

- a) the authenticity, genuineness, validity, and completeness of the copy of the original eligibility documents submitted;
- b) the veracity of the statements and information contained therein;
- c) that the Certificate is not a guaranty that the named registrant will be declared eligible without first being determined to be such for that particular bidding nor is it evidence that the same has passed the post-qualification stage; and
- d) that any finding of concealment, falsification, or misrepresentation of any of the eligibility documents submitted, or the contents thereof shall be a ground for disqualification of the Bidder from further participation in the bidding process, without prejudice to the imposition of appropriate administrative, civil and criminal penalty in accordance with the laws.

It shall likewise state that for the purpose of updating the said Certificate, all Class "A" Eligibility Documents covered by Section 8.5.2 of the 2016 revised IRR of RA 9184 supporting the veracity, authenticity and validity of the Certificate shall remain current and updated, and that failure by the prospective bidder to update its Certificate with the current and updated Class "A" Eligibility Documents covered by the afore-cited Section of the same IRR shall result in the automatic suspension of the validity of its Certificate until such time that all of the expired Class "A" Eligibility Documents has been updated.

For purposes of post-qualification, bidders are likewise requested to submit copies of the following:

- 1. Securities and Exchange Commission (SEC) Registration Certificate for corporations, partnerships and/or joint ventures, Department of Trade and Industry (DTI) Registration Certificate for sole proprietorship, or Cooperative Development Authority (CDA) Registration Certificate for cooperatives;
- 2. Valid Mayor's or Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas.

In cases of recently expired Mayor's/Business Permits, it shall be accepted together with the official receipt as proof that the bidder has applied for the renewal within the period prescribed by the concerned local government unit;

- 3. Valid Tax Clearance Certificate per Executive Order (E.O.) No. 398, series of 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR); **AND**
- 4. Latest AFS stamped "received" by the BIR or its duly accredited

and authorized institutions, for the preceding calendar year. In case the AFS for the preceding calendar year is not yet available, said AFS should not be earlier than two (2) years from the deadline for the Submission and Receipt of Bids.

Technical Documents

- ☐ (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid.

The Statement of all On-going Government and Private Contracts shall indicate for each contract, the following:

- name of the contract;
- date of the contract;
- contract period;
- owner's name and address;
- kinds of goods;
- amount of contract and value of outstanding contracts;
- date of delivery (please state estimated date of delivery)

For purposes of post-qualification, the bidders are required to submit copies of the Notices of Award (NOA), Contract/Purchase Order and Notice to Proceed (NTP) for all on-going government contracts. On the other hand, for on-going private contracts, bidders shall submit a copy of its contract and/or other equivalent documents of the NOA and NTP, if any.

Non-submission of copies of the NOA, Contract/Purchase Order and NTP on the deadline for the Submission and Receipt of Bids shall not be a ground for the bidder's disqualification. However, the bidder having 'the Lowest/Single Calculated Bid shall be requested by the Technical Working Group (TWG) to provide copies of the aforesaid documents as part of the verification and validation process during post-qualification.

- ☐ (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, adjusted to current prices using the Philippine Statistics Authority (PSA) consumer price indices, if necessary.

The statement identifying the Single Largest Completed Contract (SLCC) shall indicate the following:

- (a) name of the contract;
- (b) date of the contract;
- (c) contract period;
- (d) owner's name and address;
- (e) kinds of goods;
- (f) amount of completed contracts, adjusted by the bidder to current prices using PSA's consumer price index, if necessary for purposes of meeting the SLCC requirement;
- (h) date of delivery (actual date of delivery for the single largest

- completed contract); and
- (i) end user's acceptance or official receipt(s) or sales invoice issued for the contract, which shall be attached to the statement of SLCC.

The bidder's identified SLCC shall be similar to the contract to be bid and should have been completed within **Five (5) years** prior to the deadline for the submission and receipt of bids and equivalent to at least twenty-five percent (25%) of the ABC or amounting to at least Three Hundred Twenty-Two Thousand One Hundred Ninety-Nine Pesos and 98/100 (PhP322,199.98).

For purposes of post-qualification, bidders are required to attach the entire set of the Contract, Purchase Order or Memorandum of Agreement to the Statement Identifying the SLCC.

Bidders are also required to Include in the aforesaid Statement of All On-going Government and Private Contracts and Statement Identifying the SLCC the following information:

- a) Contact Person; and
- b) Contact Details (telephone/fax/cellphone number and/or email address)

- ☐ (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission, based on the following schedule:

<p>a) Cash, cashier's/ manager's check issued by a Universal or Commercial Bank;</p> <p>b) Bank draft/ guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank; Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank</p> <p>[at least Two Percent (2%) of the ABC]</p>	<p>c) Surety Bond, callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission authorized to issue said security specific for the project</p> <p>[at least Five Percent (5%) of the ABC]</p>
PhP25,776.00	PhP64,440.00

OR:

MP

Original copy of Notarized Bid Securing Declaration; and

- ☐ (e) Duly signed Section VI (Schedule of Requirements; and
- (f) Conformity with the Technical Specifications and duly signed by the bidder's authorized representative; and
- ☐ (g) One (1) sample of each of the six (6) items for purposes of evaluation and determination of conformity with the technical specification.

The Bidder will not be considered disqualified if there are minor lapses or non-conformity noted on the sample badges and awards as provided by the end-user (e.g. ranks and no. of stars) and/or there is an incorrect spelling of the names and other entries in the sample item, Provided that the measurement and materials have complied with the given technical specifications.

XXX XXX XXX

For guidance and information of all concerned.



CG VADM ROLANDO LIZOR N PUNZALAN JR
Chairman, Bids and Awards Committee

Received by the bidders:

Name: _____
Date: _____