SUPPLEMENTAL/ BID BULLETIN NO 02-2023

This Supplemental/Bid Bulletin No. 02-2023 is issued to include the following clarifications as integral part of the Bidding Documents issue for the Supply and Delivery of Meals for MSSC Various Activities CY-2023

Section I. Invitation to Bid

Invitation to Bid is hereby amended and additional items must be included as required:

Section I. Invitation to Bid

INVITATION TO BID FOR SUPPLY AND DELIVERY OF MEALS FOR MSSC VARIOUS ACTIVITIES

- The Headquarters Maritime Safety Services Command, through the General Appropriations Act for CY 2023 intends to apply the sum of One Million Three Hundred Sixty-Three Thousand (Php 1,363,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for Supply and Delivery of Meals for MSSC Various Activities. Bids received in excess of the ABC shall be automatically rejected at bid opening.
- 2. The Headquarters Maritime Safety Services Command now invites bids for the above Procurement Project. Delivery of Goods is required pursuant to the schedule of activities specified in the Sec. VI - Schedule of Requirements after receipt of notice to proceed. Bidders should have completed, within Five (5) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
- 3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
 - a. Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.
- Prospective Bidders may obtain further information from Procurement Branch Headquarters Maritime Safety Services Command located at 24th

de Mayo Street Heracleo Alano Sangley Point Cavite City and inspect the Bidding Documents at the address given during 8:00 AM – 5:00 PM. Except non-working days (i.e. Saturday and Sunday), Legal holiday, or Special non-working holiday, or other non-working days duly declared by the President, Mayor or other Government Official authorized to make such declaration.

5. A complete set of Bidding Documents may be acquired by interested Bidders on 24 March 2023 to 03 May 2023 from the given address and website(s) below in the amount of Five Thousand Pesos Only (Php 5,000.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person or through email at msscprocurement@gmail.com.

It may also be downloaded free of charge from the website of the **Philippine Government Electronic Procurement System (PhilGEPS)** and the website of **coastguard.gov.ph**, provided that the Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

- 6. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person or through email.*
- 7. The **Headquarters Maritime Safety Services Command** will hold a Pre-Bid Conference on **28 March 2023** at Headquarters Maritime Safety Services Command (HMSSC) Function hall, 24th de Mayo Street Heracleo Alano Sangley Point Cavite City, which shall be open to prospective bidders.
- Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before 03 May 2023, 05:00 PM late bids shall not be accepted.
- 9. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
- 10. Bid opening shall be on **04 May 2023, 09:00 AM onwards** at the given address below Headquarters Maritime Safety Services Command (HMSSC) Function hall, 24th de Mayo Street Heracleo Alano Sangley Point Cavite City. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
- 11. Bidders shall bear all costs associated with the preparation and submission of their bids, and the **Headquarters Maritime Safety Services Command** will in no case, be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

Bidders should note that the **Headquarters Maritime Safety Services Command** will accept bids only from those that have paid the applicable fee for the Bidding Documents.

In accordance with the Government Procurement Policy Board (GPPB) Circular 06-2005 – Tie-Breaking Method, the Bids and Awards Committee (BAC) shall use a non-discretionary and non-discriminatory measure based

on sheer luck or chance, which is "DRAW LOTS", in the event that the two (2) or more bidders have been post-qualified and the determined as the bidder have the Lowest Calculated Responsive Bid (LCRB) to determine the final bidder having the LCRB, based on the following procedures:

- a) In alphabetic order, the bidders shall pick one rolled paper.
- b) The lucky bidder who would pick the paper with a "CONGRATULATIONS" remark shall declare as the final bidder having the LCRB and recommended for the award of the contract.
- 12. The **Headquarters Maritime Safety Services Command** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
- 13. For further information, please refer to:

CG ENS RACHELLE R VALENTINO

MSSC Procurement Branch HMSSC Procurement Office Headquarters Maritime Safety Services Command 24th de Mayo Street, Heracleo Alano, Sangley Point, Cavite City

Contact Number: 0927 839 8546

Email Address: msscprocurement@gmail.com

14. You may visit the following websites:

For downloading of Bidding Documents: www.philgeps.gov.ph or

www.coastguard.gov.ph

24 March 2023

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BAC Chairman, MSSC

Section VI. Schedule of Requirements

Schedule of Requirements is hereby amended and additional items must be included as required:

Section VI. Schedule of Requirements

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

Lot	Description	ITEMS	TOTAL	Delivered,
No.				Days/Weeks/Months
1	1. National Maritime Week	Food (Lunch)	140 Pax	 Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP)
				• The Supplier will be notified seven (7) days prior to the delivery date for every activity.
				The meals shall be served based on the following schedule:
				Lunch (The meal shall be served and/or Catering services shall be provided): Within 1100H – 1300H
	2. Honors and Protocols	Food (Lunch)	165 Pax	Delivery Period: • The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP)
				• The Supplier will be notified seven (7) days prior to the delivery date for every activity.
				The meals shall be served based on the following schedule:
				Lunch (The meal shall be served and/or Catering services shall be provided):

				Within 1100H – 1300H
3. Morale				
a. Quarterly				
2 nd Quar	rter Food	(Snacks) 20	1 1 5	Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP)
				• The Supplier will be notified seven (7) days prior to the delivery date for every activity.
			1	The meals shall be served based on the following schedule:
				Within 0900H – 1000H OR
3 rd Quar	ter Food	(Snacks) 20	1	Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP)
		i.	1 :	• The Supplier will be notified seven (7) days prior to the delivery date for every activity.
			1 .	The meals shall be served based on the following schedule:
				Within 0900H – 1000H OR
4 th Quar	ter Food	(Snacks) 20		• The terms and conditions of the contract shall be effective from receipt by the winning

			supplier of the Notice to Proceed (NTP) • The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based on the following schedule: • AM Snacks (Packed Meals): Within 0900H – 1000H OR • PM Snacks (Packed Meals): Within 1400H – 1500H
b. Sports Festival	Food (Snacks)	200 Pax	 Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP) The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based on the following schedule: AM Snacks (Packed Meals): Within 0900H – 1000H OR PM Snacks (Packed Meals): Within 1400H – 1500H
4. Environmental/Outreach Program a. Light House Clean-up	Food (Snacks)	150 Pax	Delivery Period: • The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP) • The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based

				1 (1)
				on the following schedule:
				■ AM Snacks (Packed Meals): Within 0900H – 1000H
				OR
				PM Snacks (Packed Meals): Within 1400H – 1500H
	b. Coastal Clean-up	Food (Snacks)	150 Pax	Delivery Period:
12				• The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP)
				• The Supplier will be notified seven (7) days prior to the delivery date for every activity.
	9	6		The meals shall be served based on the following schedule:
25				 AM Snacks (Packed Meals): Within 0900H – 1000H OR
	a			PM Snacks (Packed Meals): Within 1400H – 1500H
	5. Meetings and Conferences			
	a. Commander's Time/Dialogue			
	2 nd Quarter	Food (Snacks)	200 Pax	Delivery Period:
				• The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP)
				• The Supplier will be notified seven (7) days prior to the delivery date for every activity.
				The meals shall be served based on the following schedule:
				 AM Snacks (Packed Meals): Within 0900H – 1000H OR PM Snacks (Packed Meals):

			Within 1400H – 1500H
3 rd Quarter	Food (Snacks)	200 Pax	Delivery Period: • The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP)
			• The Supplier will be notified seven (7) days prior to the delivery date for every activity.
			The meals shall be served based on the following schedule:
			 AM Snacks (Packed Meals): Within 0900H – 1000H OR PM Snacks (Packed Meals): Within 1400H – 1500H
4 th Quarter	Food (Snacks)	200 Pax	Delivery Period: • The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP)
			• The Supplier will be notified seven (7) days prior to the delivery date for every activity.
			The meals shall be served based on the following schedule:
			 AM Snacks (Packed Meals): Within 0900H – 1000H OR PM Snacks (Packed Meals): Within 1400H – 1500H
b. Staff Meeting/Conferences	Food (Snacks) Food (Lunch)	330 Pax 150 pax	Delivery Period: • The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP)

c. Command Conference			 The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based on the following schedule: AM Snacks (Packed Meals): Within 0900H – 1000H OR PM Snacks (Packed Meals): Within 1400H – 1500H
2 nd Quarter	Food (Lunch)	200 Pax	 Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP) The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based on the following schedule: Lunch (The meal shall be served and/or Catering services shall be provided): Within 1100H – 1300H
3 rd Quarter	Food (Lunch)	200 Pax	Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP) The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based on the following schedule: Lunch (The meal shall be served and/or Catering

			services shall be provided): Within 1100H – 1300H
4 th Quarter	Food (Lunch)	200 Pax	 Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP) The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based on the following schedule: Lunch (The meal shall be served and/or Catering services shall be provided): Within 1100H – 1300H
d. BAC Meeting (25 activities)	Food (Snacks)	500 Pax	Delivery Period: • The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP)
			• The Supplier will be notified seven (7) days prior to the delivery date for every activity.
			The meals shall be served based on the following schedule:
			 AM Snacks (Packed Meals): Within 0900H – 1000H OR PM Snacks (Packed Meals): Within 1400H – 1500H
e. Program Review Analysis (4 activities)	W Food (Lunch) 200 Pax	• The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP)

	,		
			 The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based on the following schedule: Lunch (The meal shall be served and/or Catering services shall be provided): Within 1100H – 1300H
6. End of VAW Celebration	Food (Snacks)	200 Pax	 Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP) The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based on the following schedule: AM Snacks (Packed Meals): Within 0900H – 1000H OR PM Snacks (Packed Meals): Within 1400H – 1500H
7. Seminars and Trainings			
a. SAREX (2 activities) Opening and Closing Ceremony		60 Pax	 Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP) The Supplier will be notified seven (7) days prior to the delivery date for every activity.
			The meals shall be served based on the following schedule: Lunch (The meal shall be

			served and/or Catering services shall be provided): Within 1100H – 1300H
b. VTMS Operator Course (2 activities) Convening and Graduating	Food (Lunch)	60 Pax	Delivery Period: • The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP)
			• The Supplier will be notified seven (7) days prior to the delivery date for every activity.
			The meals shall be served based on the following schedule:
			Lunch (The meal shall be served and/or Catering services shall be provided): Within 1100H – 1300H
c. General Radio Operator's Course (2 activities) Convening and Graduation	Food (Lunch)	50 Pax	• The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP)
			• The Supplier will be notified seven (7) days prior to the delivery date for every activity.
			The meals shall be served based on the following schedule:
			 Lunch (The meal shall be served and/or Catering services shall be provided): Within 1100H – 1300H
d. COLREGS Seminar (2 activities) Opening and Closing Ceremony		80 Pax	• The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proce

			 The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based on the following schedule: AM Snacks (Packed Meals): Within 0900H – 1000H OR PM Snacks (Packed Meals): Within 1400H – 1500H
e. VTMS Seminar (2 activities) Opening and Closing Ceremony	Food (Lunch)	50 Pax	 Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP) The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based on the following schedule: Lunch (The meal shall be served and/or Catering services shall be provided): Within 1100H – 1300H
f. Logistics Seminar	Food (Snacks)	100 Pax	 Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP) The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based on the following schedule: AM Snacks (Packed Meals):

			Within 0900H – 1000H OR PM Snacks (Packed Meals): Within 1400H – 1500H
g. Career Development Workshop	Food (Snacks)	50 Pax	 Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP) The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based on the following schedule: AM Snacks (Packed Meals): Within 0900H – 1000H OR PM Snacks (Packed Meals): Within 1400H – 1500H
h. MSLEBC (Convening and Graduation)	Food (Lunch)	200 Pax	Delivery Period: • The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Procee (NTP)
			• The Supplier will be notified seven (7) days prior to the delivery date for every activity.
		0	The meals shall be served base on the following schedule:
			 Lunch (The meal shall be served and/or Catering services shall be provided): Within 1100H – 1300H
i. ATONSC (Convening and Graduation)	ng Food (Snacks	200 Par	 Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed.

			(NTP)
			• The Supplier will be notified seven (7) days prior to the delivery date for every activity.
			The meals shall be served based on the following schedule:
			 AM Snacks (Packed Meals): Within 0900H – 1000H OR PM Snacks (Packed Meals): Within 1400H – 1500H
j. MARSAD (Convening and Graduation)	Food (Snacks)	180 Pax	Delivery Period: • The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP)
			• The Supplier will be notified seven (7) days prior to the delivery date for every activity.
			The meals shall be served based on the following schedule:
			AM Snacks (Packed Meals): Within 0900H – 1000H OR
		0	■ PM Snacks (Packed Meals): Within 1400H – 1500H
k. SARSC (Opening and Closing)	Food (Snacks)	120 Pax	Delivery Period: • The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP)
			• The Supplier will be notified seven (7) days prior to the delivery date for every activity.
			The meals shall be served based on the following schedule:
			AM Snacks (Packed Meals):

			Within 0900H – 1000H OR PM Snacks (Packed Meals): Within 1400H – 1500H
1. ATON FMIT (Opening and Closing)	Food (Snacks)	80 Pax	 Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP) The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based on the following schedule: AM Snacks (Packed Meals): Within 0900H – 1000H OR PM Snacks (Packed Meals): Within 1400H – 1500H
m. PSC Basic Training (2 Activities) Opening and Closing		160 Pax	 Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP) The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based on the following schedule: AM Snacks (Packed Meals): Within 0900H – 1000H OR PM Snacks (Packed Meals): Within 1400H – 1500H
n. PSC Specialized (Opening and Closing)	d Food (Snacks)	160 Pax	 Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning

			supplier of the Notice to Proceed (NTP) • The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based on the following schedule: • AM Snacks (Packed Meals): Within 0900H – 1000H OR • PM Snacks (Packed Meals): Within 1400H – 1500H
o. PSC CIC (Opening and Closing)	g Food (Snacks)	160 Pax	Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP) The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based on the following schedule: AM Snacks (Packed Meals): Within 0900H – 1000H OR PM Snacks (Packed Meals): Within 1400H – 1500H
p. VSEI (Opening an Closing)	nd Food (Snacks)	100 Pax	Delivery Period: • The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP) • The Supplier will be notified seven (7) days prior to the delivery date for every activity. The meals shall be served based on the following schedule:

			 AM Snacks (Packed Meals): Within 0900H – 1000H OR PM Snacks (Packed Meals): Within 1400H – 1500H
q. ERE Training Evaluators (1 activity) Opening and Closing	Food (Snacks)	100 Pax	• The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP) • The Supplier will be notified seven (7) days prior to the
			delivery date for every activity. The meals shall be served based on the following schedule:
			 AM Snacks (Packed Meals): Within 0900H – 1000H OR PM Snacks (Packed Meals): Within 1400H – 1500H
r. RSEI Training (2 activities) Opening and Closing	Food (Snacks)	200 Pax	Delivery Period: • The terms and conditions of the contract shall be effective from receipt by the winning supplier of the Notice to Proceed (NTP)
			• The Supplier will be notified seven (7) days prior to the delivery date for every activity.
			The meals shall be served based on the following schedule:
			 AM Snacks (Packed Meals): Within 0900H – 1000H OR PM Snacks (Packed Meals): Within 1400H – 1500H
s. Lifeguard Training (2 activities) Opening and Closing		200 Pax	 Delivery Period: The terms and conditions of the contract shall be effective from receipt by the winning

	Within 0900I OR	ill be notified ior to the every activity. be served based schedule: Packed Meals): H – 1000H Packed Meals):				
Conforme:						
(Signature of Authorized Representative) (in capacity of)(Please indicate position of Authorized Rep)						
Duly authorized to sign Bid for an	d on behalf of(Please indicate name of com	pany)				
EUGENIO A FEDERICO CG CAPT BAC Chairman, MSSC						
Received by the bidders:						
Name:						