



Section I. Invitation to Bid

SUPPLY AND DELIVERY OF MEALS AND CATERING SERVICES FOR CG-5 ACTIVITIES FOR FY 2024

1. The **Philippine Coast Guard** through the **General Appropriations Act for CY 2024** intends to apply the sum of **One Million Eighty-Six Thousand Pesos Only (Php 1,086,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **Philippine Coast Guard** now invites bids for the above Procurement Project. Delivery of the Goods is required **within Two Hundred Seventy-four (274) calendar days upon receipt by the winning supplier of the Notice to Proceed (NTP)**. 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.

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.
4. Prospective Bidders may obtain further information from Headquarters Support Group – Bids and Awards Committee Secretariat and inspect the Bidding Documents at the address given below from Mondays to Fridays, during office hours, 8:00 AM – 5:00 PM, except non-working days (i.e., Saturday and Sunday), legal holiday, or special non-working holiday, or other nonworking days duly declared by the President, Governor, Mayor or other Government Official authorized to make such declaration.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **05 March 2024 to 25 March 2024** from the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, 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 which shall be presented in person, by facsimile, or through electronic means.

6. The Philippine Coast Guard will hold a Pre-Bid Conference on **13 March 2024, 10:00 AM** at the Philippine Coast Guard, NHQHSSG Conference Room 2nd Floor, Myer's Building, Roberto Oca St., Port Area, 1018 Manila, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **25 March 2024, 09:00 a.m.** Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **25 March 2024, 10:00 AM onwards** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. Bidders shall bear all costs associated with the preparation and submission of their bids, and the Philippine Coast Guard 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 Philippine Coast Guard will accept bids only from those that have paid the applicable fee for the Bidding Documents.

The Philippine Coast Guard assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of their bids.

In accordance with 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 two (2) or more bidders have been post-qualified and determined as the bidder having the Lowest Calculated Responsive Bid (LCRB) to determine the final bidder having the LCRB, based on the following procedures:

- a) In alphabetical order, the bidders shall pick one rolled paper.
 - b) The lucky bidder who would pick the paper with a "CONGRATULATIONS" remark shall be declared as the final bidder having the LCRB and recommended for award of the contract.
11. The Philippine Coast Guard 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.

12. For further information, please refer to:

CG ENS ISALAH ARVIN DEXTER T PASCO

Head, BAC Secretariat

Headquarters Service Support Group

National Headquarters Philippine Coast Guard

139 25th Street, Port Area, South Harbor, 1018 Manila

Viber Number: 09692417853

Email Address: hsgbac@gmail.com

13. You may visit the following websites:

For downloading of Bidding Documents: www.philgeps.gov.ph and
www.coastguard.gov.ph.

05 March 2024



CG LTJG ZAIRA MARGARETE R DE CHAVEZ
BAC Chairman

