



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS

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BIDS AND AWARDS COMMITTEE

SUPPLEMENTAL/BID BULLETIN

ADDENDUM NO. 1

PROCUREMENT OF CATERING SERVICES FOR BASIC COURSE ON ENFORCEMENT BATCH 7

This Addendum No. 1 dated 25 September 2024 is issued to clarify, modify or amend items in the Bid Documents. This shall form an integral part of the Bid Documents.

ISSUES				CLARIFICATION/AMENDMENTS			
Section I. Invitation to Bid				Section I. Invitation to Bid			
<p>1. The Bureau of Customs (BOC) through the authorized appropriations under the CY 2024 General Appropriations Act intends to apply the sum of Two Million Five Hundred Thirty-Three Thousand Seven Hundred Fifty Pesos (Php2,533,750.00) being the Approved Budget for the Contract (ABC) to payments under the contract for "Procurement of Catering Services for Basic Course on Enforcement Batch 7". Bids received in excess of the ABC shall be automatically rejected at the bid opening. Details are as follows:</p>				<p>4. The Bureau of Customs (BOC) through the authorized appropriations under the CY 2024 General Appropriations Act intends to apply the sum of Two Million Five Hundred Thirty-Three Thousand Seven Hundred Fifty Pesos (Php2,533,750.00) being the Approved Budget for the Contract (ABC) to payments under the contract for "Procurement of Catering Services for Basic Course on Enforcement Batch 7". Bids received in excess of the ABC shall be automatically rejected at the bid opening. Details are as follows:</p>			
Lot No.	Project ID No.	Description	ABC	Lot No.	Project ID No.	Description	ABC
1	BOC-GOODS-2024-10A	Procurement of Catering Services for Basic Course on Enforcement Batch 7	Php2,337,500.00	1	BOC-GOODS-2024-10A	Procurement of Catering Services for Basic Course on Enforcement Batch 7	Php2,337,500.00
2	BOC-GOODS-	Procurement of Catering Services for Basic Course	Php196,250.00	2	BOC-GOODS-	Procurement of Catering Services for Basic Course	Php196,250.00



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	2024-10B	on Enforcement Batch 7	
Total ABC			Php2,533,750.00

	2024-10B	on Enforcement Batch 7	
Total ABC			Php2,533,750.00

Section III. Bid Data Sheet

ITB Clause

2
This bidding shall have two (2) lots as follows:

The identification number of the Contract are as follows:

Lot No.	Project ID No.	Description	ABC
1	BOC-GOODS-2024-10A	Procurement of Catering Services for Basic Course on Enforcement Batch 7	Php2,337,500.00
2	BOC-GOODS-2024-10B	Procurement of Catering Services for Basic Course on Enforcement Batch 7	Php196,250.00

Section III. Bid Data Sheet

ITB Clause

2
This bidding shall have two (2) lots as follows:

The identification number of the Contract are as follows:

Lot No.	Project ID No.	Description	ABC
1	BOC-GOODS-2024-10A	Procurement of Catering Services for Basic Course on Enforcement Batch 7	Php2,337,500.00
2	BOC-GOODS-2024-10B	Procurement of Catering Services for Basic Course on Enforcement Batch 7	Php196,250.00

The Funding Source is The Government of the Philippines (GOP) through the authorized appropriations under the CY 2024 General Appropriations Act in the amount of Two Million Five Hundred Thirty-Three Thousand Seven Hundred Fifty Pesos (Php2,533,750.00).

ITB Clause

4
The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:

Lot 1

ITB Clause

4
The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:

1. The amount of not less than **Php50,675.00**, or 2%



1. The amount of not less than **Php46,750.00**, or 2% if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;
2. The amount of not less than **Php116,875.00**, or 5% if bid security is in Surety Bond.

Lot 2

1. The amount of not less than **Php3,925.00** or 2% if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;
2. The amount of not less than **Php9,812.50**, or 5% if bid security is in Surety Bond.

if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;

2. The amount of not less than **Php126,687.50**, or 5% if bid security is in Surety Bond.

Lot 2

- ~~1. The amount of not less than **Php3,925.00** or 2% if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;~~
- ~~2. The amount of not less than **Php9,812.50**, or 5% if bid security is in Surety Bond.~~

ITB Clause

19.3

Partial bids are allowed. All Goods are grouped in lots listed below. Bidders shall have the option of submitting a proposal on any or all lots and evaluation and contract award will be undertaken on a per lot basis. Lots shall not be divided further into sub-lots for the purpose of bidding, evaluation, and contract award.

In all cases, the NFCC computation, if applicable, must be sufficient for all the lots or contracts to be awarded to the Bidder.

Lot No.	Project ID No.	Description	ABC
1	BOC-GOODS-2024-10A	Procurement of Catering Services for Basic Course on Enforcement Batch 7	Php2,337,500.00
2	BOC-GOODS-2024-10B	Procurement of Catering Services for Basic Course on	Php196,250.00

ITB Clause

19.3

Partial bid is not allowed. The goods are grouped in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.

Lot No.	Project ID No.	Description	ABC
1	BOC-GOODS-2024-10A	Procurement of Catering Services for Basic Course on Enforcement Batch 7	Php2,337,500.00
2	BOC-GOODS-2024-10B	Procurement of Catering Services for Basic Course on Enforcement Batch 7	Php196,250.00
Total ABC			Php2,533,750.00



		Enforcement Batch 7	
Total ABC		Php2,533,750.00	
Section VI. Schedule of Requirements		Section VI. Schedule of Requirements See attached revised Schedule of Requirements	
Section VII. Technical Specifications		Section VI. Technical Specifications See attached revised Technical Specifications	
<u>Bid Form</u>		<u>Bid Form</u> Please see attached revised Bid Form	

Reminders:

- Submission of bids will be on or before 01 October 2024, 9:30 AM.
- Bids must be properly sealed and signed.
- Late submission will not be accepted.

For guidance and information of all concerned.

for: **ATTY. ERWIN T. MENDOZA**
Chairperson, BAC




Section VI. Schedule of Requirements

Lot	Description	Location	Quantity	Delivery Date
1	Procurement of Catering Services for Basic Course on Enforcement Batch 7	LDMO Training Room, NPO Building, Gate 3, South Harbor Port Area, Manila	55pax x 84 days	October 21, 2024 – December 20, 2024 January 06-12, 2025 January 18, 2025 – February 02, 2025
		LDMO Training Room, NPO Building, Gate 3, South Harbor Port Area, Manila	55 pax	February 03, 2025
		Government Arsenal, Limay, Bataan	55pax x 5 days	January 13-17, 2025
		ESS Lobby, Bureau of Customs, South Harbor, Port Area, Manila	15pax	October 21, 2024
		Bureau of Customs, South Harbor, Port Area, Manila	110pax	February 03, 2025



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BAGONG PILIPINAS

Section VII. Technical Specifications

STATEMENT OF COMPLIANCE TO TECHNICAL SPECIFICATIONS

A. INSTRUCTION:

The bidder must state in the last column opposite each parameter and required specifications either “Comply” or “Not Comply”. All pages shall be properly signed. 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 Bidders 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 provisions of ITB Clause above goods manufactured by us.

Lot	Specification	Statement of Compliance
1	<p><u>Theoretical Training and Tactical Training</u></p> <p>Date</p> <ul style="list-style-type: none"> • 21 October – 20 December 2024 • 06 – 12 January 2025 • 18 January – 02 February 2025 <p>Time of Delivery</p> <ul style="list-style-type: none"> • Breakfast – 6:00AM • Lunch – 11:00AM • Dinner – 6:00PM <p>Venue</p> <ul style="list-style-type: none"> • LDMO Training Room, NPO Building, Gate 3, South Harbor Port Area, Manila. <p>TRAINING MEALS</p> <ul style="list-style-type: none"> • 55 pax x 84 days (Breakfast, Lunch, Dinner, and flowing water) <p><u>STRICKLY NO PORK</u></p>	



	<p>BREAKFAST, LUNCH AND DINNER</p> <ul style="list-style-type: none"> • Inclusion: fruit for lunch, and buffet setup • Breakfast, Lunch, Dinner, and flowing water <p><u>Breakfast</u></p> <ul style="list-style-type: none"> • 1 Banana • 1 egg • 1 cup of rice • 1 meat (Fish/Beef/Chicken) <p><u>Lunch Buffet Serving</u></p> <ul style="list-style-type: none"> • 1 cup of rice • 1 pc/cup of meat (Fish/ Beef/ Chicken) • 1 pc/cup of vegetables <p><u>Dinner Buffet Serving</u></p> <ul style="list-style-type: none"> • 1 cup of rice • 1 pc/cup of meat (Fish/ Beef/ Chicken) • 1 pc/cup of vegetables 	
	<p><u>Theoretical Training and Tactical Training</u></p> <p>Date</p> <ul style="list-style-type: none"> • 03 February 2025 (Last day of Training) • <p>Time of Delivery</p> <ul style="list-style-type: none"> • Breakfast – 5:00AM • Dinner – 6:00PM <p>Venue</p> <ul style="list-style-type: none"> • LDMO Training Room, NPO Building, Gate 3, South Harbor Port Area, Manila. <p>TRAINING MEALS</p> <ul style="list-style-type: none"> • 55 pax (Breakfast, Dinner, and flowing water) <p><u>STRICKLY NO PORK</u></p> <p>BREAKFAST AND DINNER</p> <ul style="list-style-type: none"> • Breakfast, Dinner and flowing water <p><u>Breakfast</u></p> <ul style="list-style-type: none"> • 1 Banana • 1 egg • 1 cup of rice • 1 meat (Fish/Beef/Chicken) <p><u>Dinner Buffet Serving</u></p> <ul style="list-style-type: none"> • 1 cup of rice • 1 pc/cup of meat (Fish/ Beef/ Chicken) • 1 pc/cup of vegetables 	



	<p><u>Proficiency Firearms Training</u></p> <p>Date</p> <ul style="list-style-type: none"> • 13 -17 January 2025 <p>Venue</p> <ul style="list-style-type: none"> • Government Arsenal, Limay, Bataan <p>TRAINING MEALS</p> <ul style="list-style-type: none"> • 55 pax x 5 days (Breakfast, Lunch, Dinner, and flowing water) <p><u>STRICKLY NO PORK</u></p> <p>BREAKFAST, LUNCH AND DINNER</p> <ul style="list-style-type: none"> • Inclusion: fruit for lunch, and buffet setup • Breakfast, Lunch, Dinner, and flowing water <p><u>Breakfast</u></p> <ul style="list-style-type: none"> • 1 Banana • 1 egg • 1 cup of rice • 1 meat (Fish/Beef/Chicken) <p><u>Lunch Buffet Serving</u></p> <ul style="list-style-type: none"> • 1 cup of rice • 1 pc/cup of meat (Fish/ Beef/ Chicken) • 1 pc/cup of vegetables <p><u>Dinner Buffet Serving</u></p> <ul style="list-style-type: none"> • 1 cup of rice • 1 pc/cup of meat (Fish/ Beef/ Chicken) • 1 pc/cup of vegetables 	
	<p><u>Convening Ceremony: Reception</u></p> <p>BREAKFAST</p> <ul style="list-style-type: none"> • 15 pax <p>Time of Delivery</p> <ul style="list-style-type: none"> • 7:30am <p>Date</p> <ul style="list-style-type: none"> • 21 October 2024 <p>Inclusions</p> <ul style="list-style-type: none"> • Five (5) Cocktail Tables Setup <p>Venue</p> <ul style="list-style-type: none"> • ESS Lobby, Bureau of Customs, South Harbor, 	



	<p style="text-align: center;">Port Area, Manila.</p> <p><u>Breakfast</u></p> <ul style="list-style-type: none"> • 1 Pasta • 1 Juice • 1 Pastry <p><i>Reception (15 Tactical Officers and guests)</i></p>	
	<p><u>Graduation Program</u></p> <p>Lunch only (Full buffet setup with tables and chairs)</p> <p>Date</p> <ul style="list-style-type: none"> • 03 February 2025 <p>Time of Delivery</p> <ul style="list-style-type: none"> • 11:00AM <p>Inclusions</p> <ul style="list-style-type: none"> • Five (5) Cocktail Tables Setup <p>Venue</p> <ul style="list-style-type: none"> • Bureau of Customs, South Harbor, Port Area, Manila 	
	<p>Other inclusions for free</p> <ul style="list-style-type: none"> - At least 2 service waiters - Buffet set up with Plates; Utensils & Cups - Garbage Bag <p><i>Note:</i></p> <p>1. <i>The caterer shall provide flowing coffee throughout the event. Additionally, the caterer shall supply at least 15 (5 gallons) of water per day. Furthermore, one box of 350ml bottled mineral water shall be provided weekly for the for the resource speakers.</i></p> <p>2. <i>The caterer shall use only disposable kitchenware during the event. This includes plates, utensils, cups, and napkins. All disposable items shall be provided by the caterer, and no reusable kitchenware shall be used.</i></p> <p>3. <i>The caterer shall not wash dishes or kitchenware on-site. All dishwashing and cleaning of equipment shall be done off-site at the caterer's facility</i></p> <p>4. <i>The caterer shall not cook or prepare food on-site. All food preparation shall occur at the caterer's kitchen, and only finished dishes shall be transported to the event venue.</i></p>	



<p>5. <i>The caterer shall ensure that all used disposable eating utensils are properly disposed of in the designated waste bins.</i></p> <p>6. <i>Proper food handling, cooking, and hygiene are essential to prevent food poisoning. The Client shall not be liable for any direct, indirect, incidental, special, or consequential damages arising from the catering services, including but not limited to food poisoning, allergic reactions, or property damage.</i></p>	
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I hereby commit to comply and deliver the above requirements.

Name of Company (in print)

Signature of Company Authorized Representative

Name & Designation (in print)

Date



Bid Form

Date: _____
Invitation to Bid¹ N^o: _____

To: [name and address of Procuring Entity]

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, offer to the BOC, our services for the project, **“Procurement of Catering Services for Basic Course on Enforcement Batch 7”** in conformity with the said Bidding Documents for the sum of [total Bid amount in words and figures] or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

Description	Location	Quantity	Unit Cost	Total Cost
Procurement of Catering Services for Basic Course on Enforcement Batch 7	LDMO Training Room, NPO Building, Gate 3, South Harbor Port Area, Manila	55pax x 84 days		
	LDMO Training Room, NPO Building, Gate 3, South Harbor Port Area, Manila	55pax		
	Government Arsenal, Limay, Bataan	55pax x 5 days		
	ESS Lobby, Bureau of Customs, South Harbor, Port Area, Manila	15pax		
	Bureau of Customs, South Harbor, Port Area, Manila	110pax		

¹ If ADB, JICA and WB funded projects, use IFB.



We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in BDS provision for **ITB** Clause 14 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:²

Name and address of agent	Amount and Currency	Purpose of Commission or gratuity
_____	_____	_____
_____	_____	_____
_____	_____	_____

(if none, state "None")

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements as per **ITB** Clause 10 of the Bidding Documents.

We likewise certify/confirm that the undersigned, *[for sole proprietorships, insert: as the owner and sole proprietor or authorized representative of Name of Bidder, has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the Name of Project of the Name of the Procuring Entity] [for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the Name of Bidder, to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for Name of Project of the Name of the Procuring Entity].*

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Dated this _____ day of _____ 20_____.

² Applicable only if the Funding Source is the ADB, JICA or WB.



[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____



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