



## INVITATION TO BID

### SUPPLY AND DELIVERY OF 300,000 PIECES SAFETY, SECURITY AND ENVIRONMENTAL NUMBERING (SSEN) PLATES FOR THE PHILIPPINE COAST GUARD (PCG)

**BID REFERENCE NO: GPG-B1-2020-057**

**Approved Budget for the Contract: ₱57,735,000.00**

1. The **Philippine International Trading Corporation (PITC)** and the **Philippine Coast Guard (PCG)** intend to apply the sum of **Pesos: Fifty Seven Million Seven Hundred Thirty Five Thousand and 00/100 (₱ 57,735,000.00)** being the Approved Budget for the Contract (ABC) to payment under the contract for Supply and Delivery of 300,000 Pieces Safety, Security and Environmental Numbering (SSEN) Plates for the Philippine Coast Guard (PCG).

Description	QTY	UNIT ABC (₱) (VAT Inclusive)	TOTAL ABC (₱) (VAT Inclusive)	Bid Security* in any of the following forms:	Cost/Price of Bid Documents (Cash Payment OR Cash Deposit only) (₱)
Safety, Security and Environmental Numbering (SSEN) System Plates	300,000 pieces	192.45	57,735,000.00	<ul style="list-style-type: none"> <li>• Bid Securing Declaration</li> <li>• Cash or Cashier's/ Manager's Check* equivalent to at least 2% of the ABC</li> <li>• Bank Guarantee/ Bank draft or Irrevocable Letter of Credit to at least 2% of the ABC*</li> <li>• Surety bond callable upon demand to at least 5% of the ABC**</li> </ul>	50,000.00
<b>FUNDING SOURCE:</b> PITC AR NO. TL-2018-078 DATED FEBRUARY 02, 2018					

\*Only those issued and confirmed by a Local Universal or Local Commercial Bank

\*\*Must be callable upon demand issued by a Surety or Insurance Company duly certified by the Insurance Commission as authorized to issue such bond

2. Bids received in excess of the ABC shall be automatically rejected at Bid opening.
3. The **PITC** and **PCG** now invite Bids from Philippine Registered **Acrylic Printers** for the Supply and Delivery Safety, Security and Environmental Numbering (SSEN) Plates for the Philippine Coast Guard (PCG) (hereinafter referred to as GOODS).
4. The bidding is open to Filipino citizens / sole proprietorships, partnerships, or organization with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.
5. A prospective Bidder must have completed a Single Largest Completed Contract of similar nature within last **ten (10) years** amounting to at least **fifty percent (50%)** of the ABC. **“Similar contract”** shall mean **Acrylic Printing**.

6. **The Delivery Period and Delivery Place:** Safety, Security and Environmental (SSEN)  
System Plates must be delivered within the period described below:

Activity	Delivery Period	Minimum Quantity to be Delivered	Delivery Place
First Tranche	Within 180 calendar days from receipt of NTP.	150,000 pieces	Headquarters Coast Guard Weapons Communications Electronics and Information System Command (HCGWCEISC) (F. Ortigas St., Barangay Addition Hills, Mandaluyong City)
Second Tranche	Within 180 calendar days from due date of the First Tranche.	150,000 pieces	
<b>Total</b>		<b>300,000 pieces</b>	

7. The **Schedule of Bidding Activities** shall be as follows:

	ACTIVITIES	TIME	VENUE
1)	<b>Sale and Issuance of Bidding Documents</b>	<b>27 October 2020</b>	3/F, NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City
2)	<b>Pre-Bid Conference</b>	<b>03 November 2020, Tuesday, 10:00AM</b>	Via Video Conference**
3)	<b><u>Submission</u> of Bid Documents*</b>	<b>On or before 03 November 2020, Tuesday, 10:00AM</b> <i>*Late Bids shall not be</i>	3/F, NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City
	<b><u>Opening</u> of Bid Documents</b>	<b>26 November 2020, Thursday, 2:00PM</b>	Via Video Conference**

**\*\*Only Two (2) representatives per bidder shall be allowed to participate in the Zoom Conference.**

In line with the precautionary health measures being adopted by the agency, interested bidders may join the **Pre-Bid Conference and Bid Opening** via video conference (Zoom) and advised to send their request for Zoom Link Password to the **bac1secretariat@pitc1973.onmicrosoft.com** with the following information together with proof of identity of the attendee **a day before** the scheduled conference. **Maximum of two (2) representatives per company.**

<b>Name of Project</b>
<b>Bid Reference No.</b>
<b>Activity</b>
<b>Company Name</b>
<b>Address</b>
<b>Name of Representative [maximum of two (2)]</b>
<b>Contact Nos.</b>
<b><u>E-mail Address (to which all communications from the Bids and Awards Committee shall be sent)</u></b>
<b>Scanned or Photo of Proof of Identity (please attach)</b>

For the **Pre-Bid and Opening of Bids**:

bidders are encouraged to send their authorized technical representatives or personnel who are familiar with the bid requirements and who will prepare the documents for the bidder. Only the **two (2) pre-registered** representatives/personnel/s shall be allowed to attend during zoom meeting.

For the **Submission of Bids** shall be done manually at **PITC, 3/F, NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City on or before the scheduled conference (Please refer to the above scheduled bidding activities)**. However, the **Opening of Bids** shall be conducted **via Zoom video conference**.

8. The complete set of Bidding Documents may be acquired by interested bidders from Monday to Friday between 9:00AM to 2:00PM upon payment of a non-refundable fee as indicated above and look for the following BAC Secretariat:

<b>Monday</b>	Jane Arcilla / Vivian Villanueva
<b>Tuesday</b>	Irissa Ordillano / Vivian Villanueva
<b>Wednesday</b>	Jane Arcilla / Vivian Villanueva
<b>Thursday</b>	Irissa Ordillano
<b>Friday</b>	Irissa Ordillano

It may be also downloaded free of charge from the website of the PhilGEPS and the PITC website. However, only those who have paid the cost of Bidding Documents at least one (1) day before the submission of their bids will be allowed to bid.

Bidders may pay for the cost of Bidding Documents thru any of the following modes of payment:

**1) Cash Payment**

PITC Cashier will be available from Tuesday to Thursday between 10:00 AM to 02:00PM.

**OR**

**2) Cash Deposit**

Interested Bidders may send a request letter for Bank Details to the BAC Secretariat c/o Ma. Theresa Elima at **myette.elima@pitc1973.onmicrosoft.com** Thereafter, proof of payment must be emailed back to the BAC Secretariat.

9. Interested bidders may obtain further information from the BAC Secretariat by sending their queries via e-mail at **chairbac1@pitc.gov.ph** starting **27 October 2020**. However, any queries relative to the contents of the Bidding Documents and the project requirements can only be made by suppliers not later than ten (10) calendar days prior to the Submission and Opening of Bids.

10. PITC reserves the right to accept or reject any bid proposal, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or Bidders.

**(SGD)PITC, Bids & Awards Committee I**

Posting of Invitation to Bid and Bidding Documents on **27 October 2020**

@ PhilGEPS, PITC Bulletin Board and PITC Website [www.pitc.gov.ph](http://www.pitc.gov.ph)