



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FOREIGN AFFAIRS
BIDS AND AWARDS COMMITTEE
2330 Roxas Boulevard, Pasay City
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SUPPLEMENTAL / BID BULLETIN No. 1

PROJECT : 2013 Global Health Care Plan for Foreign Service Personnel
(A Major Medical/Comprehensive Health Care and Insurance Package)

DATE : 15 November 2012

This supplemental/bid bulletin, contained in four (4) pages, is issued to inform all prospective bidders of the following amendments/changes in the original Bidding Documents for the above-named Project and which form integral part of the said Bidding Documents, to wit:

1. **3rd Paragraph of Item No. 4 of the Technical Specifications (Page 53)** shall be amended and read as follows:

The insurance provider shall facilitate health care services for any member in and out of his/her Post of assignment. For this purpose, the insurance provider shall furnish the Department with a list of all participating hospitals and physicians in all posts and all areas under each Post's jurisdiction, **which may preferably include, but not limited to, the list of hospitals, clinics and physicians (Annex "A") recommended by Foreign Service Posts.**

2. Item No. 9.1 of the Technical Specifications (Page 59), in relation to the previous paragraph, **submission of the original copy of the required list, duly signed or initialled by the authorized representative, shall be considered substantial compliance.**
3. The Bid Data Sheet (Pages 31, 32 and 33) is hereby amended as follows:

Bid Data Sheet

ITB Clause	
1.1	The Procuring Entity is the Department of Foreign Affairs (DFA).
1.2	The lot and reference is: Procurement of the 2013 Health Care Plan for Foreign Service Personnel (A Major Medical/Comprehensive Health Care and Insurance Package)
2	The Funding Source is: The Government of the Philippines (GOP) through the Government Appropriations Act for 2013 in the amount of T hree Hundred Thirty Million Philippine Pesos. The name of the Project is "Procurement of the 2013 Health Care Plan for Foreign Service Personnel (A Major Medical/Comprehensive Health Care and Insurance Package)."

3.1	No further instructions.
5.1	No further instructions.
5.2	Foreign bidders may participate in this Project, provided that the Bidder satisfies any of the requirements in ITB Clause 5.2.
5.4	<p>The Bidder must have completed, within two (2) years prior to the deadline for submission and receipt of bids, a single contract similar to the Project at hand and whose value must be at least fifty percent (50%) of the ABC to be bid. Such contract must be part of, or included in, the Statement under ITB Clause 12.1(a)(iii).</p> <p>Submit a copy of the single largest similar contract together with certificate of final acceptance from the bidder's client or official receipt of the bidder for the contract.</p> <p>For this purpose, similar contracts shall refer to contracts which are of similar nature and complexity to the contract to be bid, i.e., an international/global health care plan with international insurance coverage.</p>
7	No further instructions other than those already stated in Clause 7 of the ITB.
8.1	Subcontracting is not allowed.
8.2	Not applicable.
9.1	The Procuring Entity will hold a pre-bid conference for this Project on <i>12 November 2012 (Monday)</i> at 1:30 p.m. at the OUA Board Lounge, 12 th Floor DFA Building, Roxas Blvd. Pasay City.
10.1	<p>The Procuring Entity's address is Department of Foreign Affairs Building 2330 <i>Roxas Blvd., Pasay City</i></p> <p>Contact person: Shirley O. Nuevo (Head, BAC Secretariat) Tel. no. 834-4116 or Fax no. 831-9584. bac.secretariat@dfa.gov.ph</p>
12.1(a)	No further instructions.
12.1(a)(i)	No other acceptable proof of registration is recognized.
12.1(a)(iii)	The statement of all ongoing and completed government and private contracts shall include all such contracts undertaken within two (2) years prior to the deadline for the submission and receipt of bids.
13.1	No additional requirements.
13.1(b)	No further instructions.
13.2	The ABC is Three Hundred Thirty Million Philippine Pesos only (Php 330,000,000.00). Any bid with a financial component exceeding this amount shall not be accepted.
15.4(a)(iii)	No incidental services are required.
15.4(b)	<p>Not applicable,</p> <p>No incidental services are required.</p>
16.1(b)	The Bid prices for Goods supplied from outside of the Philippines shall be quoted in Philippine Pesos.
16.3	Payment shall be made in Philippine Pesos though any bank located in the Philippines. For Foreign Bidder, if awarded the contract to be bid, and/or its local authorized agent/representative shall open an account in any bank within

	the Philippines where payment shall be deposited by the Procuring Entity.
17.1	Bids will be valid until 120 calendar days from the date of the opening of bids.
18.1	The bid security shall be: <ol style="list-style-type: none"> 1. Two percent (2%) of ABC if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; 2. Five percent (5%) of ABC if bid security is in Surety Bond; or 3. Any combination of the foregoing proportionate to the share of form with respect to total amount of security.
18.2	The bid security shall be valid until 120 calendar days from the date of the opening of bids.
20.3	Each Bidder shall submit one (1) original and four (4) photocopies of the first and second components of its bid.
21	The address for submission of bids is Department of Foreign Affairs – Bids and Awards Committee (DFA-BAC) Secretariat Office, 12 th floor, DFA Main Building, Pasay City. The deadline for submission of bids is on <i>26 November 2012 (Monday)</i> at 12 noon.
24.1	The place of bid opening is at the OUA Board Lounge, 12 th Floor DFA Main Building, Roxas Blvd. Pasay City. The date and time of bid opening is on 26 November 2012 (Monday) at 3:00 p.m.
24.2	No further instructions.
27.1	No further instructions.
28.3	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.
28.3(b)	Bid modification is not allowed.
28.4	No further instructions.
29.2(a)	No further instructions.
29.2(b)	The Bidder has the option to submit manually filed tax returns or tax returns filed through the Electronic Filing and Payments System (EFPS), provided that in case EFPS is submitted to the BAC, the Bidder must submit valid proof of payment.. NOTE: The latest income and business tax returns are those within the last six months preceding the date of bid submission.
29.2(d)	No other licenses required by law.
32.4(g)	The DFA-BAC reserves the right to require additional contract documents relevant to the Project.

All prospective bidders are likewise informed of the following clarifications on the Bidding Documents:

1. Eligibility and Technical Requirements (Pages 14, 15 and 16)

The relevant provisions of the Revised IRR of R.A. No. 9184 shall be observed by the DFA-BAC in the evaluation of the legal, technical and financial documents, including

Class "B" documents for Joint Venture Agreements (JVA), in applying the non-discretionary "pass/fail" criterion.

All legal and technical documents submitted during the previous bidding/negotiated procurement for the DFA's Global Health Care Coverage for CY 2012 shall be returned personally to the authorized representatives of the participating prospective bidders for the evaluation of the applicability of said documents to the legal and technical requirements for the "2013 Global Health Care Plan for Foreign Service Posts" Project.

2. **No change** in the **Bid Form** provided on Pages 64 and 65 of the Bidding Documents of the Project.

In addition to the Bidding Documents, attached is a copy of the **DFA's Utilization Report** for the period May to September 2012 (*Annex "B"*), and the **List / Statistics of Covered Foreign Service Personnel** for the period May to October 2012 (*Annex "C"*), for all prospective bidders' perusal.

All prospective bidders are reminded that the schedule of Opening of Bids will be on 26 November 2012, Monday, **3:00 p.m.** at the OUA Board Lounge, 12th Floor, DFA Main Building, Roxas Boulevard, Pasay City. DFA-BAC will only accept bids from those who have paid the non-refundable bidding document fee of Fifty Thousand Pesos (Php50,000.00). Deadline for submission of bids is at **12:00 noon of 26 November 2012 (Monday)**. Late bids shall not be accepted.

For the information and guidance of all concerned.


ALEJANDRINO A. VICENTE
Alternate Chairman
Bids and Awards Committee