



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

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SUPPLEMENTAL / BID BULLETIN No. 1

Project : Procurement of Emergency Kit Grab Bags and Hard Hats for the Official Use of the Office of Consular Affairs CY 2020
Reference : PB-GS-OCA-06-2020
ABC : PhP 5,000,000.00
Date : 4 December 2020

This supplemental/bid bulletin is issued to provide information to the prospective proponents/bidders on the following changes to the Bidding Documents:

- I. **Technical Specifications (Section VII)** – The Technical Specifications (Section VII) of the Bidding Documents is superseded by ANNEX A of this Supplemental/Bid Bulletin No. 1 after considering inputs from the Committee and interested bidders.

The Bidding Documents is amended accordingly.

For the information and guidance of all concerned.


MARIA THERESA S.M. LAZARO
OCA-BAC Vice-Chairperson 

Technical Specification

TERMS OF REFERENCE FOR THE PROCUREMENT OF EMERGENCY KIT GRAB BAGS AND HARD HATS FOR THE OFFICIAL USE OF THE OFFICE OF CONSULAR AFFAIRS CY 2020

I.	BACKGROUND	
	The Department of Foreign Affairs (“DFA”, the “Department”), represented by the Office of Consular Affairs (OCA) intends to procure one thousand two hundred (1,200) pieces of emergency kit grab bags-solo kits, forty-three (43) pieces of emergency kit grab bags-full kits, and one thousand two hundred (1,200) pieces of hard hats.	
II.	OBJECTIVE	
	<p>To supply the Department with the necessary items in compliance with the Department’s Disaster Preparedness Program, and;</p> <p>To prepare and enable the Department to adequately respond to a disaster by having at hand ample number of proper emergency kits, hard hats, and other similar/applicable life-saving items.</p>	
III.	TECHNICAL SPECIFICATIONS	
	PARTICULARS	Statement of Compliance
	A. Solo Kit (1,200 pcs)	
	<p>1. Bag</p> <p>1.1 Compact, durable, waterproof, and brightly colored with reflector strips</p> <p>1.2 Ballistic rubber material with (detachable) organized compartments</p> <p>1.3 Opens 180° for easy reach</p> <p>1.4 Embroidered/embossed with DFA logo</p> <p>1.5 Minimum Dimensions: 8”(L) x 7”(W) x 7”(H)</p> <p>1.6 Must be uniform in color</p> <p>1.7 Dual carry options (hand carry and shoulder sling)</p> <p>1.8 Lightweight</p>	

2. Food

- 2.1 Food must be placed in hard, plastic containers that fit inside the bag
- 2.2 Food must have been manufactured in CY 2020
- 2.3 Food must be properly labeled
- 2.4 3 days serving of compact, high energy food with long shelf life such as chocolate, crackers, dried fruit, or protein bars enough for one (1) individual
- 2.5 1 bottle – 500 ml bottled water

3. First aid kit

- 3.1 Items must be placed in hard casing that fit inside the bag
- 3.2 10 pcs – waterproof adhesive strips (e.g. Band-Aid strips, or equivalent)
- 3.3 5 pcs – 4”x4” sterile gauze sponge pad
- 3.4 1 pc – 3”x10” gauze bandage
- 3.5 1 pc – triangular bandage
- 3.6 10 pcs – antiseptic wipes
- 3.7 1 pc – disposable CPR barrier
- 3.8 3 pcs – surgical face mask
- 3.9 1 pc – N95 mask
 - 3.9.1 Standard size
 - 3.9.2 No exhalation valve
 - 3.9.3 Cup or flat-fold respirator style
 - 3.9.4 FDA cleared and NIOSH approved
- 3.10 1 bottle – 150ml alcohol

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| | <ul style="list-style-type: none">3.11 1 roll – Adhesive plaster (e.g. Leukoplast, or equivalent)3.12 1 roll – medical tape3.13 1 pc – rubber tourniquet3.14 1 bottle – 30ml povidone iodine 10% solution3.15 1 tube – burn ointment3.16 1 tin/tube – cold rub3.17 1 pair – scissors3.18 1 pair – tweezers3.19 10 pcs – safety pins3.20 1 pair – surgical gloves3.21 1 pc – wooden tongue depressor (sterile)3.22 1 bottle – 30 ml calamine lotion | |
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4. Survival

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| | <ul style="list-style-type: none">4.1 4 pcs – water purification tablet4.2 1 pc – aluminum whistle with strap4.3 1 pc – multi purpose tool (e.g. Swiss knife, or equivalent)4.4 1 box – waterproof matches in waterproof box/case4.5 1 pc – lensatic compass4.6 1 pc – self charging flashlight (no bulb, no batteries)4.7 1 pc – emergency blanket4.8 1 set – emergency spoon and fork (stainless steel) | |
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	<p>4.9 1 copy – template list for emergency contact numbers</p> <p>4.10 1 copy – first aid instruction booklet/manual</p> <p>5. Hygiene</p> <p>5.1 1 pc – 130g anti bacterial soap</p> <p>5.2 1 pack (small) – 50pcs paper/wooden stem cotton buds</p> <p>5.3 1 pack – 15 sheets wet wipes</p> <p>6. Medicine</p> <p>6.1 Medicine must be manufactured in CY 2020</p> <p>6.2 6 tablets – paracetamol (500mg/caplet)</p> <p>6.3 4 tablets – antihistamine (2mg/tablet)</p> <p>6.4 4 capsules – loperamide (2mg/capsule)</p> <p>6.5 4 tablets - Hyoscine N-Butyl Bromide (10mg/tablet)</p> <p>7. Others</p> <p>7.1 1 pc – black permanent marker pen</p> <p>7.2 1 set – A6 notebook (80sheets/leaves) and black ballpen</p> <p>7.3 Itemized contents (with quick guide description)</p> <p><i>*See Annex A for pictures</i></p>	
B. Full Kit (43 pcs)		
	<p>1. Bag</p> <p>1.1 Compact, durable, waterproof, and brightly colored with reflector strips</p>	

1.2 Ballistic rubber material with (detachable) organized compartments

1.3 Opens 180° for easy reach

1.4 Embroidered/embossed with DFA logo

1.5 Minimum Dimensions: 15”(L) x 8”(W) x 12”(H)

1.6 Must be uniform in color

1.7 Dual carry options (hand carry and shoulder sling)

1.8 Lightweight

1.9 With round studs (for stability and floor protection against scratches)

2. Food

2.1 Food must be placed in hard, plastic containers that fit inside the bag

2.2 Food must have been manufactured in CY 2020

2.3 Food must be properly labeled

2.4 3 days serving of compact, high energy food with long shelf life such as chocolate, crackers, dried fruit, or protein bars enough for ten (10) individuals

2.5 1 bottle – 1 liter bottled water

3. First aid kit

3.1 Items must be placed in hard casing that fit inside the bag

3.2 10 pcs – waterproof adhesive strips (e.g. Band-Aid strips, or equivalent)

3.3 20 pcs – 4”x4” sterile gauze sponge pad

3.4 1 pc – 3”x10” gauze pad

	<p>3.5 1 pc – triangular bandage</p> <p>3.6 20 pcs – antiseptic wipes</p> <p>3.7 1 pc – CPR barrier/pocket mask (reusable)</p> <p>3.8 5 pcs – surgical face mask</p> <p>3.9 5 pcs – N95 mask</p> <p> 3.9.1 Standard size</p> <p> 3.9.2 No exhalation valve</p> <p> 3.9.3 Cup or flat-fold respirator style</p> <p> 3.9.4 FDA cleared and NIOSH approved</p> <p>3.10 1 bottle – 250ml alcohol</p> <p>3.11 1 roll – Adhesive plaster (e.g. Leukoplast, or equivalent)</p> <p>3.12 3 roll – medical tape</p> <p>3.13 3 pc – rubber tourniquet</p> <p>3.14 1 bottle – 120ml povidone iodine 10% solution</p> <p>3.15 1 tube – burn ointment</p> <p>3.16 1 pc – instant ice pack</p> <p>3.17 1 pair – scissors</p> <p>3.18 1 pair – tweezers</p> <p>3.19 10 pcs – safety pins</p> <p>3.20 2 pairs- surgical gloves</p> <p>3.21 5 pcs – wooden tongue depressor (sterile)</p> <p>3.22 1 bottle – 30ml calamine lotion</p> <p>3.23 1 pc – pulse oximeter (rechargeable; with case)</p>	
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4. Survival

- 4.1 4 pcs – water purification tablet
- 4.2 1 pc – multi purpose torch light with magnet (self-charging)
- 4.3 1 pc – aluminum whistle with strap
- 4.4 1 pc – multi purpose tool (e.g. Swiss knife, or equivalent)
- 4.5 1 box – waterproof matches in waterproof box/case
- 4.6 3 pcs – candles
- 4.7 1 roll – duct tape
- 4.8 1 pc – lensatic compass
- 4.9 1 pair – knitted gloves
- 4.10 1 pc – thermal blanket (can be used as a mattress)
- 4.11 1 pc – fire blanket
- 4.12 1 pc – 550lb paracord rope (10 meters)
- 4.13 1 pc – portable AM/FM radio powered by AA batteries (not inserted)
- 4.14 1 set – emergency spoon and fork (stainless steel)
- 4.15 1 pc – collapsible water container (1 liter)
- 4.16 1 copy – template list for emergency contact numbers
- 4.17 1 copy – first aid instruction booklet/manual

5. Hygiene

- 5.1 1 pc – 175g anti bacterial soap

	<p>5.2 1 pack (small) – 100pcs paper/wooden stem cotton buds</p> <p>5.3 1 pack – 35 sheets wet wipes</p> <p>6. Medicine</p> <p>6.1 Medicine must be manufactured in CY 2020</p> <p>6.2 60 tablets – paracetamol (500mg/caplet)</p> <p>6.3 10 tablets – antihistamine (2mg/tablet)</p> <p>6.4 10 capsules – loperamide (2mg/capsule)</p> <p>6.5 10 tablets – Hyoscine N-Butyl Bromide (10mg/tablet)</p> <p>7. Others</p> <p>7.1 1 pc – black permanent marker pen</p> <p>7.2 1 set – A5 notebook and black ballpen</p> <p>7.3 1 pc – waterproof A4 document envelope</p> <p>7.4 Itemized contents (with quick guide description)</p> <p><i>*See Annex B for pictures</i></p>	
C. Hard Hat (1,200 pcs)		
	<ol style="list-style-type: none"> 1. OSHC certified 2. ANSI/ISEA Z89.1-2014 or EN 397 (with CE mark) compliant; or be shown to offer equivalent or better protection 3. Type 2 4. Class G 5. With chin strap 6. Adjustable fit 	

	<p>7. With DFA logo in front of the hat</p> <p>8. With LED headlamp using 3 AAA batteries (batteries included but not inserted)</p> <p>9. Must be uniform in color</p> <p><i>*See Annex C for pictures</i></p>	
IV.	CONTRACTOR'S OBLIGATIONS	
	<p>The Contractor shall:</p> <ol style="list-style-type: none"> 1. Supply the items in conformity to the specifications provided above; 2. Bring/Deliver samples for inspection, testing, and approval during post-qualification conference; and, 3. Replace any item found to be defective by OFMS-FECD, Department/End-user representative, and Property officer. 	
V.	CONTRACTOR'S QUALIFICATIONS	
	The Contractor must be engaged in the business of supplying emergency kits for a minimum of five (5) years.	
VI.	WARRANTY	
	The Contractor shall provide a minimum of one (1) year warranty/replacement for defective bags and perishable items (food and medicine).	
VII.	DELIVERY	
	<p>The Contractor shall:</p> <ol style="list-style-type: none"> 1. Inform the Department/End-user of the scheduled delivery date and time at least twenty-four (24) hours before the actual delivery. 2. Begin delivery within forty-five (45) working days upon receipt of Notice to Proceed (NTP). 3. Deliver the items for inspection of OFMS-FECD, Department/End-user representative and Property Officer at this address: Bradco Avenue corner Macapagal Boulevard, Aseana Business Park, Parañaque City. Delivery shall only be made between 3:00 PM and 5:00 PM. 4. Contractor shall replace any defective items within seven (7) calendar days after inspection. 	
VIII.	PAYMENT	
	1. The Contractor shall be paid within thirty (30) working days upon complete delivery and submission of the sales invoice and complete supporting	

	<p>documents through List of Due and Demandable Accounts Payable (LDDAP).</p> <p>2. All payments shall be inclusive of all applicable taxes and other lawful charges</p>	
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Note:

Bidder must state compliance to each of the provisions in the Terms of Reference/Technical Specifications, as well as to the Schedule to Requirements. The **STATEMENT OF COMPLIANCE** must be signed by the authorized representative of the Bidder, with proof of authority to sign and submit the bid for and in behalf of the Bidder concerned. If the Bidder is a joint venture, the representative must have the authority to sign for and in behalf of the partners to the joint venture. All documentary requirements should be submitted on or before the deadline for the submission of bids.

Bidders must state here either “Comply” or “Not Comply” against each 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 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 3.1(a)(ii) and/or **GCC** Clause 2.1(a)(ii).

Conformé:

[Signature/s]

[Name of the Bidder/ Bidder’s Authorized Representative/s]

[Position]

[Date]

ANNEX A

I. Solo Kit



II. Hard plastic container for perishable items



ANNEX B

III. Full Kit



ANNEX C

IV. Hard Hat

