



BIDS AND AWARDS COMMITTEE

SUPPLEMENTAL BID BULLETIN NO. 1

**PROCUREMENT OF PROFESSIONAL EVENTS MANAGEMENT FOR THE
INSURANCE COMMISSION STRENGTHENING WEEK 2025
(Project Reference No. 2025-01-024)**

This Supplemental Bid Bulletin No. 1, dated __ February 2025, is being issued to clarify, modify, or amend items in the Bidding Document.

The following item in the Bidding Document for the **Procurement of Professional Events Management for the Insurance Commission Strengthening Week 2025** dated 07 February 2025 is hereby revised/amended:

1. Amendment of **Section VI (Schedule of Requirements)** is hereby amended as follows:

FROM:

ITEM	IT EQUIPMENT	Qty	U/M	Delivered, Weeks/Months
1	Procurement of Professional Events Management for the Insurance Commission Strengthening Week 2025	1	lot	14 March 2025 and upon receipt of the Notice to Proceed
2	IC 100 Logo Pins	600	pcs	14 March 2025 and upon receipt of the Notice to Proceed
3	A4 Leather Folio with Embossed IC Logo	600	pcs	14 March 2025 and upon receipt of the Notice to Proceed
4	Philippine Tropical Fabric	300	pcs	14 March 2025 and upon receipt of the Notice to Proceed

TO:

ITEM	<u>ARTICLES</u>	Qty	U/M	Delivered, Weeks/Months
1	Procurement of Professional Events Management for the Insurance Commission Strengthening Week 2025	1	lot	<u>20 March 2025</u> and upon receipt of the Notice to Proceed
2	IC 100 Logo Pins	<u>630</u>	pcs	<u>20 March 2025</u> and upon receipt of the Notice to Proceed
3	A4 Leather Folio with Embossed IC Logo	<u>630</u>	pcs	<u>20 March 2025</u> and upon receipt of the Notice to Proceed
4	Philippine Tropical Fabric	<u>330</u>	pcs	<u>20 March 2025</u> and upon receipt of the Notice to Proceed

2. Amendment of **Section VII (Technical Specifications) Item No. 4 Event Location and Date** is hereby amended as follows:

FROM:

LOCATION	DATE
Reception Hall Philippine International Convention Center (PICC), Vicente Sotto St, Pasay, Metro Manila	<u>14 March 2025</u> 2:00PM – 8:00PM

TO:

LOCATION	DATE
Reception Hall Philippine International Convention Center (PICC), Vicente Sotto St, Pasay, Metro Manila	<u>20 March 2025</u> 2:00PM – 8:00PM

3. Amendment of **Section VII (Technical Specifications) Item No. 6 General Specifications** is hereby amended as follows:

FROM:

6.7. Audio Visual Presentations

6.7.1. Milestones / Digital Time Capsule / IC 100 AVP

6.7.1.1. Ert: 3:00 - 5:00

6.7.1.2. Mix Of Existing Footage | No Shoot | Animated Graphics

6.7.1.3. AVP Script And Storyboard

6.7.1.4. Voice Over

6.7.1.5. Soundtrack Copyright

6.7.1.6. Inclusive Of Two (2) Revisions

6.7.2. IC Lupang Hinirang AVP

6.7.2.1. Ert: 1:00 - 2:00

6.7.2.2. Mix Of Existing Footage | Video Shoot | Animated Graphics

6.7.2.3. Audio Recording

6.7.2.4. Inclusive Of Two (2) Revisions

6.7.3. IC Bagong Pilipinas Hymn AVP

6.7.3.1. Ert: 3:00 - 4:00

6.7.3.2. Mix Of Existing Footage | Video Shoot | Animated Graphics

6.7.3.3. Audio Recording

6.7.3.4. Inclusive Of Two (2) Revisions

6.11. Corporate Tokens / Giveaways

6.11.1. A4 Leather Folio – 600 Pieces

6.11.1.1. Leather

6.11.1.2. Embossed IC Logo

6.11.2. IC Logo Pin – 600 Pieces

6.11.3. Philippine Tropical Fabric – 330 Pieces

6.11.3.1. 16 inches x 39 inches | 1 meter

6.11.3.2. 2 colors

TO:

6.7. Audio Visual Presentations

6.7.1. IC AVP

6.7.1.1. Ert: 3:00 - 5:00

6.7.1.2. Mix Of Existing Footage | Video Shoot | Animated Graphics

6.7.1.3. AVP Script And Storyboard

6.7.1.4. Voice Over

6.7.1.5. Soundtrack Copyright
6.7.1.6. Inclusive Of Two (2) Revisions

- 6.7.2. IC Lupang Hinirang AVP
 6.7.2.1. Ert: 1:00 - 2:00
 6.7.2.2. Mix Of Existing Footage | Video Shoot | Animated Graphics
 6.7.2.3. Audio Recording
 6.7.2.4. Inclusive Of Two (2) Revisions

- 6.7.3. IC Bagong Pilipinas Hymn AVP
 6.7.3.1. Ert: 3:00 - 4:00
 6.7.3.2. Mix Of Existing Footage | Video Shoot | Animated Graphics
 6.7.3.3. Audio Recording
 6.7.3.4. Inclusive Of Two (2) Revisions

6.7.4. Digital Time Capsule
6.7.4.1. Ert: 3:00 - 5:00
6.7.4.2. Mix Of Existing Footage | No Shoot | Animated Graphics
6.7.4.3. AVP Script And Storyboard
6.7.4.4. Voice Over
6.7.4.5. Soundtrack Copyright
6.7.4.6. Inclusive Of Two (2) Revisions

- 6.11. Corporate Tokens / Giveaways
 6.11.1. A4 Leather Folio – **630 Pieces**
 6.11.1.1. Leather
 6.11.1.2. Embossed IC Logo
***Kindly refer to Annex A**
 6.11.2. IC Logo Pin – **630 Pieces**
 6.11.3. Philippine Tropical Fabric – 330 Pieces
 6.11.3.1. 16 inches x 39 inches | 1 meter
 6.11.3.2. 2 colors
***Kindly refer to Annex B**

4. Amendment of **Bidding Forms** – IC Form No. 1-A is hereby amended as follows:

FROM:

ITEM	DESCRIPTION	QTY	U/M	Unit Price	Total Price
1	Procurement of Professional Events Management for the Insurance Commission Strengthening Week 2025	1	lot		
2	IC 100 Logo Pins	600	pcs		

3	A4 Leather Folio with Embossed IC Logo	600	pcs		
4	Philippine Tropical Fabric	300	pcs		
TOTAL BID PRICE, Pesos :					
Plus 12% RVAT :					
TOTAL BID PRICE PHP :					

Total Amount in Words :

_____ (PhP)

TO:

ITEM	DESCRIPTION	QTY	U/M	Unit Price	Total Price
1	Procurement of Professional Events Management for the Insurance Commission Strengthening Week 2025	1	lot		
2	IC 100 Logo Pins	<u>630</u>	pcs		
3	A4 Leather Folio with Embossed IC Logo	<u>630</u>	pcs		
4	Philippine Tropical Fabric	<u>330</u>	pcs		
TOTAL BID PRICE, Pesos :					
Plus 12% RVAT :					
TOTAL BID PRICE PHP :					

Total Amount in Words :

_____ (PhP)

This Supplemental Bid Bulletin No. 1 shall form part of the Bid Documents. Any provisions in the Bid Documents inconsistent herewith are hereby amended, modified, and superseded accordingly.

For the information and guidance of all concerned.

Issued this __ February 2025 in the City of Manila.



ARTURO S. TRINIDAD II
BAC Chairperson
Bids and Awards Committee



Supplemental Bid Bulletin No. 1 for the ***Procurement of Professional Events Management for the Insurance Commission Strengthening Week 2025 (Project Reference No. 2025-01-024)*** dated ____ February 2025 consisting of nine (9) pages.

Received by:

Name of the Bidder/Company: _____

Name of Authorized Representative/s: _____

Signature/s: _____

Annex A: A4 Folio Sample Design



Annex B: Tropical Fabric

