SUPPLEMENTAL BID BULLETIN

Republic of the Philippines
PHILIPPINE INTERNATIONAL CONVENTION CENTER
PICC Complex, 1307 Pasay City
BIDS AND AWARDS COMMITTEE (BAC)

November 7, 2025

SPECIALIZED CLEANING & SHAMPOOING OF THE FABRIC WALL PANELS AT THE PLENARY HALL AND RECEPTION HALL

ADDENDUM NO. 01

This Addendum is issued to amend/revise certain provisions of the Bid Documents for the above-captioned procurement. Said amendments are as follows:

I. Section III – Bid Data Sheet have been revised to read as:

- ITB Clause 5.3
  - For this purpose, a similar contract shall refer to **Cleaning and Shampooing of Fabric Wall Panels and/or Curtains**.

    The Bidder must have completed within the last three (3) years a single contract that is similar to this requirement, the amount of which shall be at least fifty percent (50%) of the ABC.
- ITB Clause 20.2
  - c. Resume of **at least 5 personnel including one (1) supervisor** with minimum three (3) years' experience in similar environment.
  - d. Training certificates of the **supervisor/team leader** demonstrating proficiency in either fabric care or carpet deep cleaning. These documents shall originate from one of the following recognized entities. TESDA (Technical Education and Skills Development Authority), its officially accredited training or certifying partners, or form established suppliers of cleaning solutions, which include, but are not limited to, Diversey, Ecolab, and Karcher.

II. Section V –Special Conditions of Contract have been revised to read as:

- ITB Clause 2.2
  - **Delivery Receipt** has been removed

- ITB Clause 5 – Warranty Period
    - All works supplied shall have a warranty of **one (1) month**. The obligation for the warranty shall be covered by either retention money of special bank guarantee in the amount equivalent to at least five percent (5%) of the total contract price. The said amount shall only be released after the lapse of the warranty period.

III. Section VII –Technical Specifications has been revised:

- ITB Clause 2.2
    - **IV. Conditions**
        - **Item (1)** has been removed.

The corrected copies are attached. Bidders are advised to replace their original copies with the corrected copies.

For guidance and information of all concerned.

MELAN M. ESPELA
Chairperson

Received by:

_____
(Signature over printed name)
Telephone/Fax No. _____
Date: _____
Name of Company: _____

Bid Data Sheet

ITB Clause	
5	The following persons shall be eligible to participate in this bidding: a. Duly licensed Filipino citizens/sole proprietorships; b. Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines; c. Corporations duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the of the outstanding capital stock belongs to citizens of the Philippines; d. Cooperatives duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines.
5.3	For this purpose, a similar contract shall refer to **Cleaning and Shampooing of Fabric Wall Panels and/or Curtains**. The Bidder must have completed within the last three (3) years a single contract that is similar to this requirement, the amount of which shall be at least fifty percent (50%) of the ABC.
7.1	Sub-contracting is not allowed
8	The PICC will hold a pre-bid conference on ***November 5, 2025*** at ***10:00 a.m.***
12	Not applicable
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: a. In the amount of not less than ₱12,785.99, or Cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. Surety Bond in the amount of not less than ₱31,964.97
15	Sealing and Marking of Bids Each Bidder shall submit the original and one (1) copy of the first and second components of its Bid. Technical and Financial documents must be placed in separate envelopes properly marked and sealed (please see attached Illustrations)
16.1	The address for submission of bids is: PICC-Bids and Awards Committee (BAC) Secretariat Ground Floor, Delegation Building PICC Complex, 1307 Pasay City The deadline for submission of bids is ***November 18, 2025*** at ***9:30 a.m.***

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17.1	The place of bid BAC CONFERENCE ROOM D100, Ground Floor, Delegation Building PICC Complex, 1307 Pasay City The date and time of bid opening is ***November 18, 2025*** at ***10:00 a.m.*** In the event that the Bids cannot be opened as scheduled due to justifiable reasons, and in the absence of prior BAC activities, the BAC will take custody of the submitted Bids, with the opening deferred to the next working day at the same time and venue. The BAC will issue a formal Notice to Bidders by posting it on the BAC Secretariat/Procurement Unit electronic bulletin board and the PICC website, providing the revised schedule.
19.2	Total ABC is **SIX HUNDRED THIRTY NINE THOUSAND TWO HUNDRED NINETY NINE PESOS AND FIFTY CENTAVOS (₱639,299.50), VAT Inclusive.**
20.2	Within a non-extendible period of five (5) calendar days from receipt by the bidder of the notice from the BAC that it submitted the LCB, the Bidder shall submit the following documentary requirements: a. Certified Photocopy of the CY 2024 Income and Business Tax Returns with proof of payment; b. Sections III and V of the bid documents, signed on each and every page by the bidder's authorized representative; c. Resume of **at least 5 personnel including one (1) supervisor** with minimum three (3) year experience or more in similar environment; d. Training certificates of the **supervisor/team leader** demonstrating proficiency in either fabric care or carpet deep cleaning. These documents shall originate from one of the following recognized entities: TESDA (Technical Education and Skills Development Authority), its officially accredited training or certifying partners, or from established suppliers of cleaning solutions, which include, but are not limited to, Diversey, Ecolab, and Karcher. Certificates procured from other cleaning companies will be considered; however, their acceptance remains contingent upon the final approval of the end-user. This ensures that all submitted credentials align with the specific requirements and standards deemed acceptable for the scope of work. e. Brochure with Specifications of Equipment and chemicals with MSDS with the following specification as stated below as listed: a. Three (3) units extractor machines b. Two (2) units dry steam cleaner c. Three (3) units fabric maintainer machine d. 6 sets scaffolding and with cat-walk e. 4 high velocity air blowers f. Personal protective equipment (PPE) g. 6-8 extension cords h. Extraction fluid i. Wool-safe approved extraction cleaner ii. Spotting solution

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Special Conditions of Contract

<table>
<tr><th>GCC Clause</th><th></th></tr>
<tr><td>1</td><td>The Procuring Entity is The Philippine International Convention Center (PICC)</td></tr>
<tr><td>2.2</td><td>Payment

Full payment within two weeks after full delivery/services and final acceptance by the Facilities and Property Division (FPD) and upon submission of the following:

• Billing Invoice/Sales Invoice
• Valid Tax Clearance</td></tr>
<tr><td>3</td><td>Performance Security

Within ten (10) calendar days from receipt of the Notice of Award, the successful Bidder shall furnish the performance security in any of the following forms:

<table>
<tr><th>Form of Performance Security</th><th>Amount of Performance Security (Equal to Percentage of the Total Contract Price)</th></tr>
<tr><td>Cash or Cashier's/Manager's Check issued by a Universal or Commercial Bank.</td><td>Five percent (5%)</td></tr>
<tr><td>Bank draft/guarantee issued by a Universal or Commercial Bank</td><td>Five percent (5%)</td></tr>
<tr><td>Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.</td><td>Thirty percent (30%)</td></tr>
</table>
</td></tr>
<tr><td>4</td><td>Inspection and Tests

PICC may reject any materials that do not conform to the specifications. The Contractor shall replace such materials to meet the specifications at no cost to PICC.</td></tr>
<tr><td>5</td><td>Warranty period

All works, materials and equipment supplied shall have a warranty of one (1) month. The obligation for the warranty shall be covered by either retention money or special bank guarantee in the amount equivalent to at least five percent (5%) of the total contract price. The said amount shall only be released after the lapse of the warranty period.</td></tr>
<tr><td>6</td><td>The period for correction of defects is seven (7) calendar days upon receipt of notice from PICC project-in-charge.</td></tr>
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the dirt and dust that might fall during the cleaning process;

2.3 For added protection, furniture blankets will be spread directly below the padded walls to protect the carpet from accidental chemical spillage;

2.4 A portable machine shall be used for the dry cleaning process of delicate fabrics materials:

- Housing and tanks must be made of durable 304 stainless steel, weighs 30 lbs., and rolls easily on non-marking four casters
- Vacuum motor must have a rotating speed control

2.5 Each padded walls must be dry-cleaned in place (no need to remove fabric pads where it is) from top to bottom to remove dust and insect grime and other microscopic particles;

2.6 For higher padded walls, the Contractor shall provide a ladder or scaffolding to be used in order to make cleaning accessible;

2.7 Each padded walls shall be carefully dry-cleaned by applying chemical dry cleaning solution which does not stain or harm the fabric in conjunction with the dry cleaning machine, specifically designed for fine and delicate fabrics and effectively removes dust, odor and other microscopic particles or organisms that spread allergens and contaminants;

2.8 High velocity air movers must be used to dry the padded walls;

2.9 The padded walls must be 100% dried before the Contractor leaves the premises.

2.10 Inspection shall be made by an FPD representative for acceptability of service.

IV. CONDITIONS:

1. The Contractor, before the start of work, shall submit to PICC's authorized representative the names and designations of its personnel who will be assigned to PICC together with a copy of their Police or NBI clearances;

2. The Contactor and its personnel, whenever inside PICC premises, shall comply with the PICC policies, procedures, rules and regulations concerning security, safety and coordination system;

3. The Contractor's personnel should wear its company uniform and ID at all times in the PICC premises.

4. The Contractor agrees that the time of work shall be at a time and day when there are no office activities or events in PICC. It should be scheduled on a weekend and /or in the evening or at a most convenient time in favor of PICC;

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		5. Any works that may affect the operation and security measures of PICC shall be coordinated properly and shall be done in accordance with the PICC approved schedule; 6. The Contractor shall not transfer or assign its right and obligation under these services; 7. The Contractor should free the PICC and its personnel from and against all liabilities arising from injuries or liabilities to persons or damage to property occasioned by any act or omission by the Contractor; 8. The PICC shall allow the Contractor to tap from the existing electrical outlet to be used in the performance of on-site cleaning works, free of charge;	

STATEMENT OF COMPLIANCE

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.

Note:

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 Bidder's 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 applicable laws and issuance

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