## BIDS AND AWARDS COMMITTEE

## NOTICE OF NEGOTIATED PROCUREMENT
## (GPPB RESOLUTION NO. 01-2026)

The Philippine International Convention Center Inc. (PICCI) announces that the Bids and Awards Committee (BAC) will conduct a Negotiated Procurement for the **Supply of Labor, Materials and Delivery for the Refurbishing of Venus Chairs (APP 2026-022)**. The total Approved Budget for Contract (ABC) for this requirement is **SEVEN MILLION EIGHT HUNDRED NINETY FIVE THOUSAND PESOS (₱7,895,000.00), VAT Inclusive.**

This will be undertaken in accordance with GPPB Resolution No. 01-2026, "Approving the Mode of Procurement of Negotiated Procurement for International Events, Conference, Summits or Activities Hosted by the Philippine Government".

Submission of proposals will be on or before 3:00 p.m. of July 9, 2026, at the BAC Secretariat Office, Ground Floor, Delegation Building, PICC Complex, 1307 Pasay City. Attached are the specifications for this particular procurement.

**MELAN M. ESPELA**
Chairperson



PICC Complex, 1307 Pasay City,
Metro Manila, Philippines

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Email: info@picc.gov.ph

**BIDS AND AWARDS COMMITTEE (BAC)**

**NEGOTIATED PROCUREMENT**

_____

_____

_____

_____

Sir:

We wish to inform you that the procurement of the **Supply of Labor, Materials and Delivery for the Refurbishing of Venus Chairs (APP 2026-022)** will be done by way of Alternative Method of Procurement through Negotiated Procurement.

The total Approved Budget for Contract (ABC) for this project is **SEVEN MILLION EIGHT HUNDRED NINETY FIVE THOUSAND PESOS (₱7,895,000.00), VAT Inclusive.**

Please submit your proposal on or before **3:00 p.m.** of **July 9, 2026** at the BAC Secretariat, Ground Floor, Delegation Building, PICC together with the following:

1. Valid PhilGEPS Registration Certificate (Platinum Membership) or PhilGEPS Registration Number;
2. 2026 Mayor's/Business Permit;
3. BIR Registration Certificate;
4. Valid Tax Clearance;
5. Certified Photocopy of the CY 2025 Income and Business Tax Returns with proof of payment;
6. Company Profile with Organizational Chart and sketch of office location;
7. Certificate of Ocular Inspection Certifying that the Bidder Conducted an Inspection of the Existing Unit;
8. Notarized Omnibus Sworn Statement with attached;
    a. For Corporations, the duly notarized Secretary's Certificate; or
    b. For Sole Proprietorship, the notarized Special Power of Attorney.
9. Fabric sample (at least 2 inches by 2 inches) with manufacturer's brochure/sticker exactly the same or equivalent as the sample swatch and specifications in the Technical Details;
10. Terms of Reference fully accomplished.

Negotiation shall be made with the bidder who made the lowest offer; should the negotiation fail then the same shall be made with the second lowest offer.

Attached is the Terms of Reference and other requirements for the implementation of the abovementioned requirements.

PICC reserves the right to reject any offer or all quotations found to be disadvantageous to the government.

Very truly yours,

**MELAN M. ESPELA**
Chairperson

_____
Date

The Chairperson
Bids and Awards Committee (BAC)
Philippine International Convention Center (PICC)

Dear Sir/Madam:

In response to your letter dated _____, 2026, I wish to submit our offer for the **Supply of Labor, Materials and Delivery for the Refurbishing of Venus Chairs.**

**TOTAL AMOUNT OF OFFER:** INCLUSIVE OF VALUE ADDED TAX (VAT)
_____ (₱_____)
(Amount in Words) (Amount in figures)

Very truly yours,

_____
Signature of bidder over printed name

_____
Address

_____
Telephone/Fax No.

***SUMMARY OF BID PRICES***

**Supply of Labor, Materials and Delivery for the Refurbishing of Venus Chairs**

| Particulars / Description | Qty | Unit | Unit Cost | Total Amount |
|---|---|---|---|---|
| Supply of Labor, Materials and Delivery for the Refurbishing of Venus Chairs | 1,000 | piece | ₱ | ₱ |

Name:_____

Signature:_____

Duly authorized to sign the Bid for and behalf of:_____

## TERMS OF REFERENCE

**Supply of Labor, Materials and Delivery for the Refurbishing of Venus Chairs**

| Item No. | Specification | Statement of Compliance |
|---|---|---|

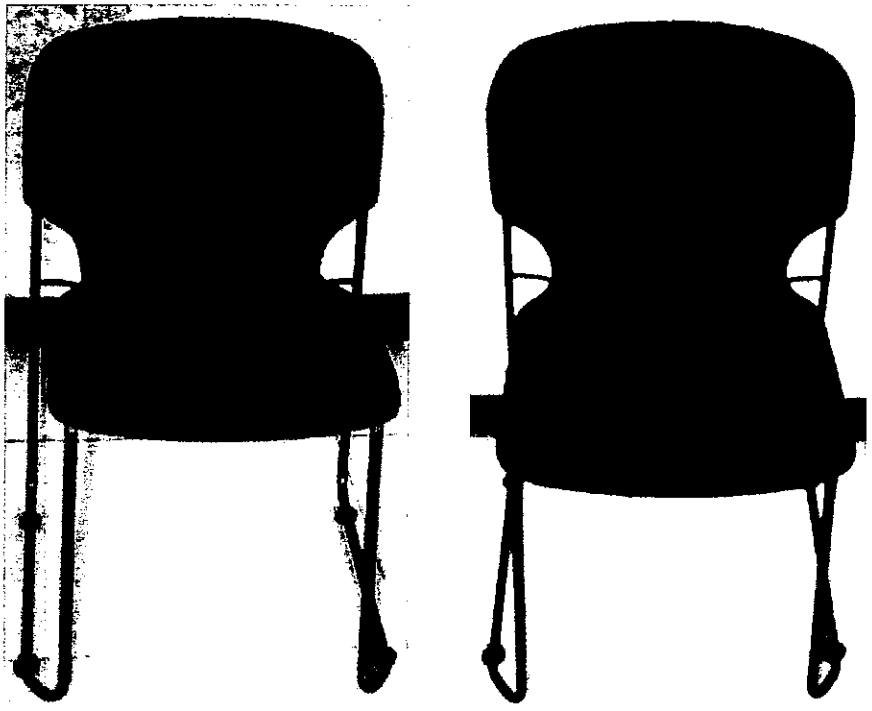
**I. Scope of Work:**

**Supply of labor, materials, and delivery for the refurbishing of 1,000 pieces Venus chairs. (see existing actual unit)**

**II. Specifications:**

500 pieces Black Venus Chairs and 500 pieces Red Venus Chairs, upholstered seat and back (fixed) with tubular metal frames in black powder coated finish.

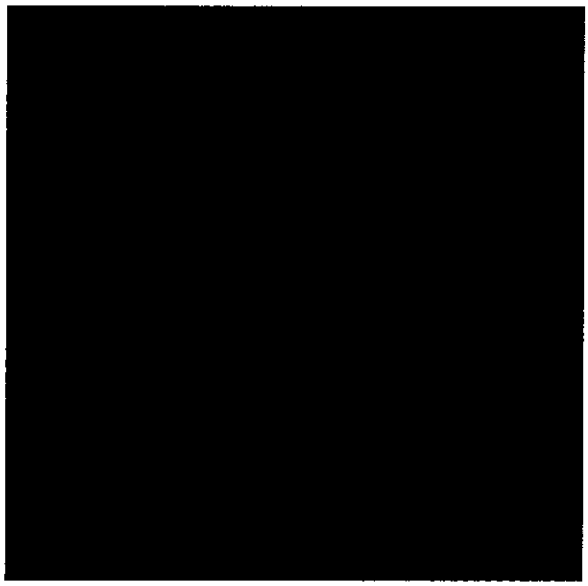
| | |
|---|---|
| Scope of Work: | • Re-upholstery of seat and back in fabric cover as per approved fabric<br>• Replacement of foam<br>• Repair, replacement of worn-out joints and screws<br>• Installation of protective covering on screws under the seat to avoid abrasion when stacked<br>• Replacement of 4 pieces glider, to be permanently installed on feet<br>• Repainting of metal frames |



**EXISTING RED AND BLACK VENUS CHAIRS**

**FABRIC SPECIFICATIONS**

| | |
|---|---|
| **Black Venus Chairs (1,000 pieces) Reference Fabric:** | Composition: 100% Flame Retardant Polypropylene |

| | |
|---|---|
|  <br>**NAME/CODE:**<br>**Chateau**<br>**Hazeville CSP20** | Width: 140 cm minimum<br><br>Weight: 250g/m2 ± 5% (350g)/lin.m. ± 5%)<br><br>Abrasion Resistance: Grade A tested in accordance with EN 14465:2003 with a 5 year guarantee of wearability<br><br>Flammability:<br><br>BS EN 1021- 1:2006 (cigarette)<br><br>BS EN 1021- 2:2006 (match)<br><br>BS 7176: 2007 Low hazard<br><br>BS 5852: 2006 Section 4 Ignition Source 5<br><br>BS 7176: 2007 Medium hazard<br><br>DIN 4102 B1<br><br>NF-P-92-507 M1<br><br>UNI 8546 & UNI 9174 Classe 1<br><br>Light Fastness: 6 (ISO 105- B 02:2013)<br><br>Fastness to Rubbing: Wet: 4 Dry: 4 (ISO 105-X12:2002) |

**III. Schedule of Requirement:**

To be delivered within one hundred twenty (120) calendar days upon Notice to Proceed.

**Delivery Schedule:**

| Number of Days | Quantity of items to be delivered | Total items |
|---|---|---|
| 40 | 300 pieces | 300 pieces |
| 80 | 300 pieces | 600 pieces |
| 120 | 400 pieces | 1000 pieces |

**Other Conditions:**

1. Upon receipt of Notice to Proceed, the CONTRACTOR shall withdraw from PICC premises one (1) unit of furniture (1 black or 1 red Venus chair) subject of the refurbishing works and make a refurbished sample within 15 (fifteen) calendar days.

   The finished refurbished sample must be delivered to PICC for quality

| | | |
|---|---|---|
| | check. After the refurbished sample has been approved, the CONTRACTOR may proceed to pulling out the remaining furniture pieces to be refurbished.<br>2. Deliveries and pull out of furniture shall be made on a staggered basis at a time and day when there are no events in the corresponding area. It must be scheduled in the most convenient time in favor of PICC.<br>3. Upon inspection and acceptance by end-user representative, The CONTRACTOR may submit billing statement for finished works.<br>4. Full payment shall be subject to retention fee which shall be equivalent to 5% of the total project cost and shall be refunded by PICC after the lapse of the warranty period.<br>5. PICC shall have the right to deduct from the CONTRACTOR's billings such amount as may be necessary to cover the uncorrected discovered defects in the project. | |
| | | **Bidders must indicate the word "COMPLY" or "NOT COMPLY" for each specification and must sign every page of the Technical Specifications to signify conformity with the requirements. The indication of compliance may be written line by line for each specification or by placing one clearly written "COMPLY" covering the entire page, provided that such indication clearly manifests the bidder's conformity with all the specifications listed on that page.** |

**PERFORMANCE BOND**

Within ten (10) calendar days from receipt of the Notice of Award, but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any of the following forms:

| **Acceptable Forms of Performance Security** | **Amount of Performance Security (Not less than the required Percentage of the Total Contract Price)** | **Details/Remarks** |
|---|---|---|
| Cash or Cashier's/Manager's Check issued by a Bank. | Five percent (5%) | The posted security shall be retained by PICC for the duration of the contract until the issuance of Certificate of Final Acceptance |
| Bank draft/guarantee or Irrevocable Letter of Credit issued by a bank: if issued by a foreign bank, that it shall be confirmed or authenticated by a local bank | Five percent (5%) | Valid from the date of issuance of performance security until issuance of Certificate of Final Acceptance.<br>Conditions:<br>a. Must be valid until issuance of the Certificate of Final Acceptance by the End-user.<br>b. Must Guarantee the faithful performance under the contract in accordance with the bidding documents;<br>c. Posted in favor of PICC; and<br>d. Shall be forfeited in case of default by the supplier in any of its obligations under the contract. |
| Surety bond callable upon demand issued by a surety or insurance company duly authorized by the Insurance Commission as authorized to issue such security.<br>Notes:<br>a. The surety company should be authorized by the insurance commissioner to grant authority to private insurance companies to act as sureties in government transactions in accordance with IC Circular No. 2014-46 dated 12 November 2014.<br>b. The surety company shall not be included in the GPPB's negative list of insurers pursuant to GPPB Guidelines for the establishment of negative list of surety and/or companies.<br>c. The PICCI shall not accept surety bond with limiting conditions | Thirty percent (30%) | |

**PAYMENT**

Two weeks after full delivery and final acceptance of Facilities and Property Division's authorized representative and upon submission of the following:

- •Billing Invoice
- •Delivery Receipt
- •Valid Tax Clearance
- •Contract/Request for Services/Purchase order
- •Notice of Award
- •Notice to Proceed

**WARRANTY**

The Supplier shall provide a one (1) year warranty on materials and workmanship defects from the date of final acceptance, ensuring that all goods delivered are free from defects and compliant with the required specifications. Full payment shall be subject to a retention fee equivalent to five percent (5%) of the total contract price, in accordance with the procurement rules, which shall serve as warranty security.

The retention fee shall be released only after the lapse of the warranty period, provided that no defects have been reported. Any defects arising within the warranty period shall be promptly repaired or replaced by the Supplier at no additional cost; otherwise, the Procuring Entity may use the retained amount to undertake the necessary corrective measures.

**INSPECTION AND TEST**

PICC may reject any items that do not conform to the terms of reference. The bidder shall rectify such rejected items to meet the standard set in the terms of reference at no cost to PICC.

**SCHEDULE OF REQUIREMENTS**

The delivery schedule, expressed in weeks or months, indicates the required delivery date which shall be understood as the date the Goods are to be delivered to the project site.

| Item Number | Description | Delivered, Weeks/Months |
|---|---|---|
| I | Supply of Labor, Materials and Delivery for the Refurbishing of Venus Chairs | one hundred twenty (120) calendar days after receipt of the Notice to Proceed. |

I hereby commit to comply and deliver all the above requirements in accordance with the above stated schedule.

_____
Name of Company / Bidder

_____
Signature over printed Name of Authorized Representative

_____
Position

_____
Date