

**SUPPLEMENTAL BID BULLETIN**

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

March 4, 2025

**SUPPLY AND DELIVERY OF REGULAR HOUSEKEEPING SUPPLIES**

**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 I- Invitation to Bid has been changed to read as:

- 7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **March 12, 2025 at 9:30 a.m.** Late bids shall not be accepted.
- 9. Bid opening shall be on **March 12, 2025 at 10:00 a.m.** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

The abovementioned revisions shall also be reflected in ITB Clause 16.1 and 17.1 of the Bid Data Sheet (Section III).

• Section III- Bid Data Sheet have been revised to read as:

- ITB Clause 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 2023** Income and Business Tax Returns with proof of payment;
    - b. **Valid Tax Clearance.**
    - c. Sections III and V of the bid documents, signed on each and every page by the bidder's authorized representative;
    - d. Company Profile with sketch of office location;
    - e. Sample of all items offered (in its actual packaging);
    - f. A certification on the item/s description and material specifications from the manufacturer for Lot I and Lot II;

g. Certificate of Satisfactory Completion & Acceptance of previous PICC projects undertaken within the last three (3) years, if any. **and**

h. **MSDS or Manufacturer's Certification for the following items:**

- **MSDS (Lot II)**

- Liquid Hand Soap
- Liquid Hand Soap 300ml aloe vera
- Antibacterial Hands Sanitizer 500ml (VIP use)
- Antibacterial Hand Sanitizer refill
- Ethyl Alcohol
- Aerosol Disinfectant
- Disinfectant Solution

- **Manufacturer's Certification**

- **Lot I**

- Toilet Tissue Paper
- Interfolded Paper Towel
- Jumbo Toilet Tissue Paper

- **Lot II**

- Facial Tissue (VIP use)
- Odor Deodorizer gel type
- Room and Linen Scent

- Section V- Special Conditions of the Contract have been revised to read as:

- GCC Clause 2.2

- Payment

Lot I

Two weeks after full delivery for a semester and final acceptance by the Facilities and Property Division

**Lot II**

Two weeks after full delivery and final acceptance by the Facilities and Property Division

- GCC Clause 4

- Inspection and Tests

- **Tissue tests and inspection**
- **water absorbency test**
- **usage of water droplet in getting diameter of absorbency**
- **number of pulls and ply**
- **size**
- **length and width**

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.

- Section VI- Schedule of Requirements has been revised to read as:

Item Number	Description	Delivered, Weeks/Months
Lot I	SUPPLY AND DELIVERY OF TOILET TISSUE PAPER, INTERFOLDED PAPER TOWEL AND JUMBO TOILET TISSUE PAPER	<p>Delivery shall be in the following schedule:</p> <p>1) First Delivery: The following shall be delivered within seven (7) calendar days after the receipt of Notice to Proceed:</p> <ul style="list-style-type: none"> <li>50% of the quantity of the Bathroom Tissue Paper</li> <li><b>50% of the Interfolded Paper Towel</b></li> <li>100% of the quantity of the Jumbo Bathroom Tissue paper</li> </ul> <p>2) Second Delivery: The remaining 50% of the quantity of the Bathroom Tissue Paper and <b>Interfolded Paper Towel</b> shall be delivered six (6) months after the first delivery.</p>
Lot II	SUPPLY AND DELIVERY OF VARIOUS HOUSEKEEPING SUPPLIES	Full delivery fifteen (15) calendar days from receipt of Notice to Proceed

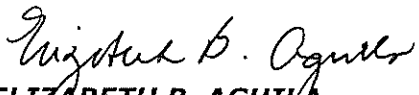
- Section VII- Technical Specifications have been revised to read as:

**• Lot II - SUPPLY AND DELIVERY OF VARIOUS HOUSEKEEPING SUPPLIES**

45 bottles	<p><b>Anti-Bacterial Hand Sanitizer 500 ml (for VIP use)</b></p> <p>Specifications: <b>Clear or Colorless</b>, in 500ml bottle with pump dispenser, consist of distilled water, ethyl alcohol, belzalkonium chloride, aloe extract, isopropyl myristate, propylene glycol, glycerin, thickener, fragrance, neutralizer.</p>
42 gallons	<p><b>Anti-Bacterial Hand Sanitizer refill</b></p> <p>Specifications: <b>Clear or Colorless</b>, consist of distilled water, ethyl alcohol, belzalkonium chloride, aloe extract, isopropyl myristate, propylene glycol, glycerin, thickener, fragrance, neutralizer.</p>

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

For guidance and information of all concerned.

  
**ELIZABETH B. AGUILA**  
Vice-Chairperson

Received by:

\_\_\_\_\_  
(Signature over printed name)

Telephone/Fax No. \_\_\_\_\_

Date: \_\_\_\_\_

Name of Company: \_\_\_\_\_

<b>LOT I</b>	<b>SUPPLY AND DELIVERY OF TOILET TISSUE PAPER, INTERFOLDED PAPER TOWEL AND JUMBO TOILET TISSUE PAPER</b>	<b>Php 1,000.00</b>
<b>LOT II</b>	<b>SUPPLY AND DELIVERY OF VARIOUS HOUSEKEEPING SUPPLIES</b>	<b>Php1,000.00</b>

The PICC shall allow the bidder to present its proof of payment for the fees *by furnishing the PICC-BAC a copy of the Official Receipt.*

6. The *PICC-BAC* will hold a Pre-Bid Conference on February 26, 2025 at 10:00 a.m. Function Room B, 2<sup>nd</sup> floor, Secretariat Building, *PICC* and/or through videoconferencing/webcasting via Zoom, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **March 12, 2025 at 9:30 a.m.** Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **March 12, 2025 at 10:00 a.m.** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The *PICC* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

*BIDS AND AWARDS COMMITTEE  
PHILIPPINE INTERNATIONAL CONVENTION CENTER  
PICC Complex, Pasay City 1307  
87894759 and 87894760  
Telefax No. 87894761  
Email: [procurement@picc.gov.ph](mailto:procurement@picc.gov.ph)*

12. You may visit the following websites:

For downloading of Bidding Documents: [www.picc.gov.ph](http://www.picc.gov.ph)

*[Date of Issue]*

**ELIZABETH B. AGUILA**  
*Vice-Chairperson*

15	<p>Sealing and Marking of Bids</p> <p>Each Bidder shall submit the original and one (1) copy of the first and second components of its Bid.</p>						
16.1	<p>The address for submission of bids is:</p> <p>PICC-Bids and Awards Committee (BAC) Secretariat Ground floor, Delegation Building PICC Complex, 1307 Pasay City</p> <p>The deadline for submission of bids is <b>March 12, 2025 at 9:30 a.m.</b></p>						
17.1	<p>The place of bid</p> <p>BAC CONFERENCE ROOM Function Room B, 2<sup>nd</sup> Floor, Secretariat Building PICC Complex, 1307 Pasay City</p> <p>The date and time of bid opening is <b>March 12, 2025 at 10:00 a.m.</b></p> <p>In case the Bids cannot be opened as scheduled due to justifiable reasons, the BAC shall take custody of the Bids submitted and the opening of Bids shall be at 10 :00 a.m. of the next working day.</p>						
19.3	<p>Total ABC is <b>TWO MILLION THREE HUNRED THIRTY-FIVE THOUSAND SIX HUNDRED SEVEN PESOS AND EIGHTY CENTAVOS (Php2,335,607.80) VAT Inclusive.</b></p> <p>The Sub-ABC per Lot is as follows:</p> <table><tr><td><b>LOT I</b></td><td><b>SUPPLY AND DELIVERY OF TOILET TISSUE PAPER, INTERFOLDED PAPER TOWEL, JUMBO TOILET TISSUE PAPER</b></td><td><b>Php 1,081,090.80</b></td></tr><tr><td><b>LOT II</b></td><td><b>SUPPLY AND DELIVERY OF VARIOUS HOOUSEKEEPING SUPPLIES</b></td><td><b>Php1,254,517.00</b></td></tr></table>	<b>LOT I</b>	<b>SUPPLY AND DELIVERY OF TOILET TISSUE PAPER, INTERFOLDED PAPER TOWEL, JUMBO TOILET TISSUE PAPER</b>	<b>Php 1,081,090.80</b>	<b>LOT II</b>	<b>SUPPLY AND DELIVERY OF VARIOUS HOOUSEKEEPING SUPPLIES</b>	<b>Php1,254,517.00</b>
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<b>LOT II</b>	<b>SUPPLY AND DELIVERY OF VARIOUS HOOUSEKEEPING SUPPLIES</b>	<b>Php1,254,517.00</b>					

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20.2	<p>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:</p> <ol style="list-style-type: none"> <li>a. Certified Photocopy of the <b>CY 2023</b> Income and Business Tax Returns with proof of payment;</li> <li>b. <b>Valid Tax Clearance;</b></li> <li>c. Sections III and V of the bid documents, signed on each and every page by the bidder's authorized representative;</li> <li>d. Company Profile with sketch of office location;</li> <li>e. Sample of all items offered (in its actual packaging);</li> <li>f. A certification on the item/s description and material specifications from the manufacturer for Lot I and Lot II;</li> <li>g. Certificate of Satisfactory Completion &amp; Acceptance of previous PICC projects undertaken within the last three (3) years, if any. and</li> <li>h. <b>MSDS or Manufacturer's Certification for the following items:</b> <ul style="list-style-type: none"> <li>• <b>MSDS (Lot II)</b> <ul style="list-style-type: none"> <li>• Liquid Hand Soap</li> <li>• Liquid Hand Soap 300ml aloe vera</li> <li>• Antibacterial Hands Sanitizer 500ml (VIP use)</li> <li>• Antibacterial Hand Sanitizer refill</li> <li>• Ethyl Alcohol</li> <li>• Aerosol Disinfectant</li> <li>• Disinfectant Solution</li> </ul> </li> <li>• <b>Manufacturer's Certification</b> <ul style="list-style-type: none"> <li>• <b>Lot I</b> <ul style="list-style-type: none"> <li>• Toilet Tissue Paper</li> <li>• Interfolded Paper Towel</li> <li>• Jumbo Toilet Tissue Paper</li> </ul> </li> <li>• <b>Lot II</b> <ul style="list-style-type: none"> <li>• Facial Tissue (VIP use)</li> <li>• Odor Deodorizer gel type</li> <li>• Room and Linen Scent</li> </ul> </li> </ul> </li> </ul> </li> </ol>
21.2	No additional requirement

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## Special Conditions of Contract

GCC Clause									
1	The Procuring Entity is <i>The Philippine International Convention Center (PICC)</i>								
2.2	<p>Payment</p> <p>Lot I</p> <p>Two weeks after full delivery for a semester and final acceptance by the Facilities and Property Division</p> <p><b>Lot II</b></p> <p>Two weeks after full delivery and final acceptance by the Facilities and Property Division</p>								
3	<p>Performance Security</p> <p>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:</p> <table border="1" data-bbox="368 1016 1378 1554"> <thead> <tr> <th data-bbox="368 1016 903 1128">Form of Performance Security</th><th data-bbox="903 1016 1378 1128">Amount of Performance Security (Equal to Percentage of the Total Contract Price)</th></tr> </thead> <tbody> <tr> <td data-bbox="368 1128 903 1240">Cash or Cashier's/Manager's Check issued by a Universal or Commercial Bank.</td><td data-bbox="903 1128 1378 1240">Five percent (5%)</td></tr> <tr> <td data-bbox="368 1240 903 1352">Bank draft/guarantee issued by a Universal or Commercial Bank</td><td data-bbox="903 1240 1378 1352">Five percent (5%)</td></tr> <tr> <td data-bbox="368 1352 903 1554">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 data-bbox="903 1352 1378 1554">Thirty percent (30%)</td></tr> </tbody> </table>	Form of Performance Security	Amount of Performance Security (Equal to Percentage of the Total Contract Price)	Cash or Cashier's/Manager's Check issued by a Universal or Commercial Bank.	Five percent (5%)	Bank draft/guarantee issued by a Universal or Commercial Bank	Five percent (5%)	Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty percent (30%)
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4	<p>Inspection and Tests</p> <ul style="list-style-type: none"> <li>• <b>Tissue tests and inspection</b></li> <li>• <b>water absorbency test</b></li> <li>• <b>usage of water droplet in getting diameter of absorbency</b></li> <li>• <b>number of pulls and ply</b></li> <li>• <b>size</b></li> <li>• <b>length and width</b></li> </ul> <p>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.</p>								

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## ***Section VI. Schedule of Requirements***

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item Number	Description	Delivered, Weeks/Months
Lot I	SUPPLY AND DELIVERY OF TOILET TISSUE PAPER, INTERFOLDED PAPER TOWEL AND JUMBO TOILET TISSUE PAPER	<p>Delivery shall be in the following schedule:</p> <p>1) First Delivery: The following shall be delivered within seven (7) calendar days after the receipt of Notice to Proceed:</p> <ul style="list-style-type: none"> <li>• 50% of the quantity of the Bathroom Tissue Paper and Interfolded Paper Towel</li> <li>• <b>50% of the Interfolded Paper Towel</b></li> <li>• 100% of the quantity of the Jumbo Bathroom Tissue paper</li> </ul> <p>Second Delivery: The remaining 50% of the quantity of the Bathroom Tissue Paper <b>and Interfolded Paper Towel</b> shall be delivered six (6) months after the first delivery.</p>
Lot II	SUPPLY AND DELIVERY OF VARIOUS HOUSEKEEPING SUPPLIES	Full delivery fifteen (15) calendar days from receipt of 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: \_\_\_\_\_

42 bottles	<b>Liquid Hand Soap 300 ml in Aloe Vera and Cucumber</b> (for VIP use)  Specifications: Anti-bacterial hand wash with natural soothing aloe with aqua, sodium laureth sulfate, comacamide DEA, cocamidopropyl betaine, sodium chloride, parfum, triclosan, benzophenone-4, glycerin, aloe barbadensis (aloe vera) Leaf extract, Cucumis Sativus (cucumber) fruit extract, disodium EDTA, hexyl cinnamal, linalool, alpha isomethyl ionone, magnesium nitrate, magnesium chloride, potassium sorbate, sodium benzoate, methylchloroisothiazolinone.	
45 bottles	<b>Anti-Bacterial Hand Sanitizer 500 ml</b> (for VIP use)  Specifications: <b>Clear or Colorless</b> , in 500ml bottle with pump dispenser, consist of distilled water, ethyl alcohol, benzalkonium chloride, aloe extract, isopropyl myristate, propylene glycol, glycerin, thickener, fragrance, neutralizer.	
42 gallons	<b>Anti-Bacterial Hand Sanitizer refill</b>  Specifications: <b>Clear or Colorless</b> , consist of distilled water, ethyl alcohol, benzalkonium chloride, aloe extract, isopropyl myristate, propylene glycol, glycerin, thickener, fragrance, neutralizer.	
51 container	<b>Odor deodorizer, gel type, 14 Oz. - 16 oz container</b> (Main Complex) Specifications: Absorbs tough odors in the air and then adds fresh, clean fragrance. The solid gel works by absorbing odors in the air and converting them to non-toxic compounds. Also works on cigarettes/cigars, paint, gas fumes, damp carpets, chemicals, etc. When open should last up to 90 days. Shelf life should be up to 360 days.	
500 gallons	<b>Ethyl Alcohol</b>  Specifications: Ethyl Alcohol, Purified Water, Polyhexamethylene Biguanide, Benzalkonium Chloride, Propylene Glycol and Aloe Barbadensis Leaf Extract, Glycerin, Fragrance.	
400 cans	<b>Aerosol Disinfectant</b>  Specifications: <b>Alkyl</b> (50% C14, 40% C12, 10% C16) Dimethyl Benzyl Ammonium Saccharinate= 0.10% Ethanol= 58.00%, Other Ingredients= 41.90% (total 100%) <ul style="list-style-type: none"> <li>• Kills 99.9% of bacteria on soft surfaces as a spot</li> <li>• Kills cold &amp; flu viruses</li> </ul>	