

SUPPLEMENTAL / BID BULLETIN NO. 1

TITLE : PURCHASE AND DELIVERY OF OFFICE FURNITURE FOR DSWD CAR
ITB NO. : ITB 2023-DSWD-CAR-05
DATE : 27 March 2023

This Supplemental/Bid Bulletin is issued to all prospective bidders announcing the following:

Description/ Concerns	From	To
Technical Specifications	2. OFFICE CHAIR: <ul style="list-style-type: none"> ➤ Swivel gas lift with arm rest, mesh cover, black ➤ Seating Capacity: at least 100 kgs Back for weight support Curved Armrest (<i>no sample photo attached</i>) 	OFFICE CHAIR: <ul style="list-style-type: none"> ➤ Swivel gas lift with arm and back rest, mesh cover, black ➤ Seating Capacity: at least 100 kilograms ➤ Curved Armrest (<i>see attached sample photo</i>)
	4. VISITOR'S CHAIR: <ul style="list-style-type: none"> ➤ Ergo dynamic Stackable Deluxe Office Guest Mesh Chair ➤ Deluxe Guest Chair ➤ Thick Cushion & Black Mesh ➤ Thick powder coated steel frame ➤ Ergonomic and dynamic which will provide comfort and durability ➤ Seating Capacity: at least 80kgs ➤ Black Mesh Fabric ➤ Black Steel Frame ➤ 12mm Thick Frame w/ Rubber Footing ➤ Stackable Easy Storage ➤ Sled Base Cantilever <p><i>(Please see attached sample photo)</i></p>	VISITOR'S CHAIR: <ul style="list-style-type: none"> ➤ Ergo dynamic stackable deluxe office guest mesh Chair ➤ Deluxe Guest Chair ➤ Thick Cushion & Black Mesh ➤ Thick powder coated steel frame ➤ Ergonomic and dynamic which will provide comfort and durability ➤ Seating Capacity: at least 80 kilograms ➤ Black Mesh Fabric ➤ Black Steel Frame ➤ 12mm Thick Frame w/ Rubber Footing ➤ Stackable Easy Storage <p><i>(Please see attached sample photo)</i></p>

Description/ Concerns	From	To
	<p>5. MEETING CHAIR:</p> <ul style="list-style-type: none"> ➤ Stackable Waiting Mesh Plastic Chair, Black ➤ Size (in mm): 465 W x 568 D x 790 H ➤ Base Capacity: at least 100kgs ➤ Caster Type: PP Mechanism Type: Simple Fixed Type ➤ Mechanism Thickness: 1.2mm Fix Position ➤ Chair Seating Capacity: 80kgs <p><i>(Please see attached sample photo)</i></p>	<p>MEETING CHAIR:</p> <ul style="list-style-type: none"> ➤ Stackable Waiting Mesh Plastic Chair, Black ➤ Size (in mm): 465 W x 568 D x at least 750 H ➤ Base Capacity: at least 100 kilograms ➤ Caster Type: PP Mechanism Type: Simple Fixed Type ➤ Mechanism Thickness: 1.2mm Fix Position ➤ Chair Seating Capacity: 80 kilograms <p><i>(Please see attached sample photo)</i></p>
	<p>8. SOFA, MAJESTY 3-SEATER</p> <ul style="list-style-type: none"> ➤ brown / gray ➤ 1 piece 3-seater ➤ 2 pieces Single ➤ with back rest and arm rest materials ➤ padded with foam, plastic type of footing ➤ At least 60Lx28Wx32H 	<p>SOFA, MAJESTY 3-SEATER</p> <ul style="list-style-type: none"> ➤ brown / gray ➤ <u>1 piece 3-seater (dimension: 204 cm W x 76cm D x 82 cm H)</u> ➤ <u>2 pieces Single (dimension: 105cm W x 76cm D x 82 cm H)</u> ➤ with back rest and arm rest materials ➤ Fabric type: Chenille ➤ padded with foam, plastic type of footing ➤ <u>With at least three (3) pillows for the three (3) seater and one (1) pillow for the single seater</u> <p>*see attached sample photo</p>
	<p>8. SOFA, MAJESTY 3-SEATER</p> <p>Unit of measure: unit</p>	<p>8. SOFA, MAJESTY 3-SEATER</p> <p>Unit of measure: <u>set</u></p>

Please use the following revised forms as part of the bid bulletin:

- Technical Specifications
- Price Schedule of Goods Offered



This Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.


ENRIQUE H. GASCON JR.
Chairperson, Bids and Awards Committee

Sample photo for Item No. 2 Office Chair



Sample photo for Item No. 4 Visitor's Chair



Sample Photo for Item 5 Meeting Chair



Sample Photo for Item 8 Majesty Sofa



Sample Photo for Item 8 **Majesty Sofa**



Section VII. Technical Specifications

Notes for Preparing the Technical Specifications

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying their Bids. In the context of Competitive Bidding, the specifications (*e.g.* production/delivery schedule, manpower requirements, and after-sales service/parts, descriptions of the lots or items) must be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of transparency, equity, efficiency, fairness, and economy in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation and post-qualification facilitated. The specifications should require that all items, materials and accessories to be included or incorporated in the goods be new, unused, and of the most recent or current models, and that they include or incorporate all recent improvements in design and materials unless otherwise provided in the Contract.

Samples of specifications from previous similar procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized Philippine and international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest edition or revision of the relevant standards and codes shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national or relate to a particular country or region, other authoritative standards that ensure substantial equivalence to the standards and codes specified will be acceptable.

Reference to brand name and catalogue number should be avoided as far as possible; where unavoidable they should always be followed by the words "*or at least equivalent.*" References to brand names cannot be used when the funding source is the GOP.

Where appropriate, drawings, including site plans as required, may be furnished by the Procuring Entity with the Bidding Documents. Similarly, the Supplier may be requested to provide drawings or samples either with its Bid or for prior review by the Procuring Entity during contract execution.

Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.

Technical Specifications

Item	Qty	Unit	Specification	Statement of Compliance
			<p><i>[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 (including the prescribed terms and conditions). 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 issuances.]</i></p>	
Office Furniture				
1	50	unit	<p>TABLE: with built-in center drawer (with lock) and 3 side drawers (central locking system), sturdy metal, off white, dimension: W120cm x D 60cm x H75cm</p>	
2	50	unit	<p>OFFICE CHAIR:</p> <ul style="list-style-type: none"> ➤ Swivel gas lift with arm and back rest, mesh cover, black ➤ Seating Capacity: at least 100 kilograms ➤ Curved armrest (see attached sample photo) 	
3	10	unit	<p>STEEL CABINET:</p> <ul style="list-style-type: none"> ➤ GRAY 4-DRAWERS Centralized lock for drawers ➤ Heavy duty construction Smooth-finished ➤ Dimension: 62 x 46 x 133cm 	

Item	Qty	Unit	Specification	Statement of Compliance
4	50	unit	<p>VISITOR'S CHAIR:</p> <ul style="list-style-type: none"> ➤ Ergo dynamic Stackable Deluxe Office Guest Mesh Chair ➤ Deluxe Guest Chair ➤ Thick Cushion & Black Mesh ➤ Thick powder coated steel frame ➤ Ergonomic and dynamic which will provide comfort and durability ➤ Seating Capacity: at least 80kgs ➤ Black Mesh Fabric ➤ Black Steel Frame ➤ 12mm Thick Frame w/ Rubber Footing ➤ Stackable Easy Storage <p><i>(Please see attached sample photo)</i></p>	
5	50	unit	<p>MEETING CHAIR:</p> <ul style="list-style-type: none"> ➤ Stackable Waiting Mesh Plastic Chair, Black ➤ Size (in mm): 465 W x 568 D x at least 750 H ➤ Base Capacity: at least 100kgs ➤ Caster Type: PP Mechanism Type: Simple Fixed Type ➤ Mechanism Thickness: 1.2mm Fix Position ➤ Chair Seating Capacity: 80kgs <p><i>(Please see attached sample photo)</i></p>	
6	10	unit	<p>TABLE:</p> <ul style="list-style-type: none"> ➤ Fold-in-half, 4ft ➤ DIMENSIONS (Closed): 61 cm (W) x 61.8 cm (L) x 7.9 cm (H) ➤ DIMENSIONS (Open): 61 cm (W) x 121.9 cm (L) x 61 cm/74 cm/91.4 cm (Adjustable Height) ➤ TABLETOP THICKNESS: 3.8 cm ➤ WEIGHT CAPACITY: - Center Loaded: 68 kg - Evenly Distributed: 340 kg 	

Item	Qty	Unit	Specification	Statement of Compliance
7	18	unit	FOLDING TABLE: <ul style="list-style-type: none"> ➤ FOLDING IN HALF TABLE ➤ Plastic ➤ Black/Brown ➤ 35" x 29" folded ➤ 180 x 74 x 73cm full 	
8	5	set	SOFA, MAJESTY 3-SEATER <ul style="list-style-type: none"> ➤ brown / gray ➤ <u>1 piece 3-seater (dimension: 204 cm W x 76cm D x 82 cm H)</u> ➤ <u>2 pieces Single (dimension: 105cm W x 76cm D x 82 cm H)</u> ➤ with back rest and arm rest materials ➤ Fabric type: Chenille ➤ padded with foam, plastic type of footing ➤ <u>With at least three (3) pillows for the three (3) seater and one (1) pillow for the single seater</u> ➤ *see attached sample photo 	

NOTES:

Attached herewith is the photos of some items for reference. For the purpose of bid evaluation, the required evidence as reference to the statement of compliance shall be in the form of brand and/or model of the offered item. In case a brand is not appropriate or applicable for the item, a bidder shall attach a photo that shows the compliance of offered items with the technical specifications.

Example:

Specification	Statement of Compliance
VISITOR'S CHAIR	Comply, brand x and/or model, photo

TERMS AND CONDITIONS

		Statement of Compliance
a	The bidder can comply with the Schedule of Requirements	
b	Items found not within the technical specifications will be returned to the winning bidder after inspection. The winning bidder shall replace the items within five (5) working days upon notification by the end user/inspection officer	
c	Warranty: At least sixty (60) calendar days upon delivery	
d	Bidder should be responsible for the loading and unloading of the goods to the delivery site with at least four (4) haulers	
e	The procuring entity reserves the right to cancel the contract or reduce the quantity of the goods for any justifiable reasons or for any circumstance beyond the procuring entity's control, i.e. force majeure, fortuitous events, etc.	
f	Payment Term: Payment will be processed upon complete delivery	

Note:

The requirement of evidence as reference to the statement of compliance is only applicable for the items or goods that are subject for the bidding at hand. Evidence as reference to the compliance with the terms and conditions is not required. However, bidder shall still explicitly provide their statement of compliance with the prescribed "Terms and Conditions". Statement of compliance with the "Terms and Conditions" will be verified during the post-qualification stage.

Example:

Terms and Conditions:	Statement of Compliance
The bidder can comply with the Schedule of Requirements	Comply

1	2	3	4		5	6	7	8	9	10
Item	Description	Country of origin	Quantity		Unit price EXW per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
5	MEETING CHAIR: <input type="checkbox"/> Stackable Waiting Mesh Plastic Chair, Black <input type="checkbox"/> Size (in mm): 465 W x 568 D x at least 750 H <input type="checkbox"/> Base Capacity: at least 100kgs <input type="checkbox"/> Caster Type: PP Mechanism Type: Simple Fixed Type <input type="checkbox"/> Mechanism Thickness: 1.2mm Fix Position <input type="checkbox"/> Chair Seating Capacity: 80kgs (Please see attached sample photo)	-	50	unit	-	-	-	-	-	-
6	TABLE <input type="checkbox"/> Fold-in-half, 4ft • DIMENSIONS (Closed): 61 cm (W) x 61.8 cm (L) x 7.9 cm (H) • DIMENSIONS (Open): 61 cm (W) x 121.9 cm (L) x 61 cm/74 cm/91.4 cm (Adjustable Height) • TABLETOP THICKNESS: 3.8 cm • WEIGHT CAPACITY: - Center Loaded: 68 kg - Evenly Distributed: 340 kg	-	10	unit	-	-	-	-	-	-
7	FOLDING TABLE • FOLDING IN HALF TABLE • Plastic • Black/Brown • 35" x 29" folded • 180 x 74 x 73cm full	-	18	unit	-	-	-	-	-	-

1	2	3	4		5	6	7	8	9	10
Item	Description	Country of origin	Quantity		Unit price EXW per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
8	SOFA, MAJESTY 3-SEATER <input type="checkbox"/> brown / gray <input type="checkbox"/> 1 piece 3-seater (dimension: 204 cm W x 76cm D x 82 cm H) <input type="checkbox"/> 2 pieces Single (dimension: 105cm W x 76cm D x 82 cm H) <input type="checkbox"/> with back rest and arm rest materials <input type="checkbox"/> Fabric type: Chenille <input type="checkbox"/> padded with foam, plastic type of footing <input type="checkbox"/> With at least three (3) pillows for the three (3) seater and one (1) pillow for the single seater *see attached sample photo	-	5	set	-	-	-	-	-	-
-----Nothing Follows-----										
Total										-

NOTES:

1. In case a column is not applicable for an offered item, just indicate "-" or "0".
2. Leaving columns 5, 6, 7, 8, as blank or indicating other symbol/s such as "Not Applicable", "NA", etc. shall be automatically deemed as not responsive.

Name: _____
 Legal Capacity: _____
 Signature: _____
 Duly authorized to sign the Bid for and behalf of: _____