



Republic of the Philippines  
Supreme Court  
Manila

**BIDS AND AWARDS COMMITTEE  
FOR GOODS AND SERVICES (SC-BAC-GS)**

**BID BULLETIN No. 1**

**Procurement of Office Tables, Chairs and Sofas for the Lower Courts**

Notice is hereby given of the revisions in the bidding documents made during the Pre-Bid Conference and upon advise of the end-users:

**1. Section VI. Schedule of Requirements**

**For NCJR courts:**

Completion of the stocks in the warehouse located in the National Capital Judicial Region (NCJR) for inspection, actual inspection, and after inspection, complete delivery of the goods to the lower courts in the NCJR, shall all be made within a non-extendible period of one hundred twenty (120) calendar days from receipt of the Purchase Order.

**For outside NCJR courts:**

Completion of the stocks in the warehouse located in the National Capital Judicial Region (NCJR) for inspection, actual inspection, and after inspection, complete delivery of the goods to the lower courts outside NCJR, shall all be made within a non-extendible period of one hundred fifty (150) calendar days from receipt of the Purchase Order.

**2. Section VII. Technical Specifications**

**SENIOR EXECUTIVE TABLE**

- 50 mm thick;
- Wooden laminated executive table with writing pad built-in, leatherette, with two grommet holes on table top;
- **Writing Pad: at least 60cm W x 40cm H, leatherette**
- With center drawer and three (3) side drawers on one side and one (1) cabinet on the other side, with central locking system with keys;
- Color: mahogany
- Wooden laminated panel legs
- At least with a dimension of 160cm W x 80cm D x 76cm H.



Prospective bidders are advised to get a copy of the bid bulletin and revised bid form/s from the Secretariat.

September 27, 2019

  
**LILIAN C. BARRIBAL-CO**  
*Assistant Court Administrator*  
and Chairperson, SC-BAC-GS



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

The delivery schedule expressed as weeks/months stipulates the project delivery date.

*(The following form **must** be signed and submitted; **recopying/retyping this page is not allowed and may be a ground for disqualification**)*

	<b>ITEMS AND THEIR DESCRIPTION</b>	<b>UOM</b>	<b>QTY</b>	<b>Delivered, Weeks/ Months</b>
1	Senior Executive Table	Piece	<b>588</b> NCJR = 40 Outside NCJR = 548	<p><b><u>For NCJR courts:</u></b></p> <p>Completion of the stocks in the warehouse located in the National Capital Judicial Region (NCJR) for inspection, actual inspection, and after inspection, complete delivery of the goods to the lower courts in the NCJR, shall all be made within a non-extendible period of one hundred twenty (120) calendar days from receipt of the Purchase Order.</p> <p><b><u>For outside NCJR courts:</u></b></p> <p>Completion of the stocks in the warehouse located in the National Capital Judicial Region (NCJR) for inspection, actual inspection, and after inspection, complete delivery of the goods to the lower courts outside NCJR, shall all be made within a non-extendible period of one hundred fifty (150) calendar days from receipt of the Purchase Order.</p>
2	Junior Executive Table	Piece	<b>532</b> NCJR = 50 Outside NCJR = 482	
3	Clerical Table	Piece	<b>3,037</b> NCJR = 375 Outside NCJR = 2,662	
4	Long Table	Piece	<b>590</b> NCJR = 43 Outside NCJR = 547	
5	Computer Table	Piece	<b>1,772</b> NCJR = 79 Outside NCJR = 1,693	
6	Senior Executive Chair	Piece	<b>733</b> NCJR = 56 Outside NCJR = 677	
7	Junior Executive Chair	Piece	<b>607</b> NCJR = 53 Outside NCJR = 554	
8	Clerical Chair with Armrest	Piece	<b>3,344</b> NCJR = 509 Outside NCJR = 2,835	



9	Gang Chair	Piece	<b>1,334</b> NCJR = 81 Outside NCJR = 1,253	<b><u>For NCJR courts:</u></b>  Completion of the stocks in the warehouse located in the National Capital Judicial Region (NCJR) for inspection, actual inspection, and after inspection, complete delivery of the goods to the lower courts in the NCJR, shall all be made within a non-extendible period of one hundred twenty (120) calendar days from receipt of the Purchase Order.  <b><u>For outside NCJR courts:</u></b>  Completion of the stocks in the warehouse located in the National Capital Judicial Region (NCJR) for inspection, actual inspection, and after inspection, complete delivery of the goods to the lower courts outside NCJR, shall all be made within a non-extendible period of one hundred fifty (150) calendar days from receipt of the Purchase Order.
10	Visitor Chair	Piece	<b>1,914</b> NCJR = 144 Outside NCJR = 1,770	
11	Sofa	Piece	<b>492</b> NCJR = 36 Outside NCJR = 456	

**I hereby certify to comply and deliver all the above requirements:**

\_\_\_\_\_  
**Name of Company/Bidder**

\_\_\_\_\_  
**Signature over Printed Name of Representative**

\_\_\_\_\_  
**Date**



## Section VII. Technical Specifications

	ITEMS AND THEIR DESCRIPTION	UOM	Quantity	Supporting Documents
1	<p><b>SENIOR EXECUTIVE TABLE</b></p> <ul style="list-style-type: none"> <li>• 50 mm thick;</li> <li>• Wooden laminated executive table with writing pad built-in, leatherette, with two grommet holes on table top;</li> <li>• Writing Pad: at least 60cm W x 40cm H, leatherette</li> <li>• With center drawer and three (3) side drawers on one side and one (1) cabinet on the other side, with central locking system with keys;</li> <li>• Color: mahogany</li> <li>• Wooden laminated panel legs</li> <li>• At least with a dimension of 160cm W x 80cm D x 76cm H.</li> </ul>	piece	<p><b>588</b></p> <p>NCJR = 40</p> <p>Outside NCJR = 548</p>	<p>Brochure/ unconditional certification from the manufacturer</p>
2	<p><b>JUNIOR EXECUTIVE TABLE</b></p> <ul style="list-style-type: none"> <li>• 30mm thick Postform with 2mm edgeband on sides;</li> <li>• Medium Density Fiber Board (MDF), high pressure laminated table top, with one (1) grommet hole on table top, scratchproof;</li> <li>• with two (2) steel mobile drawer that has two (2) small drawer and one (1) file folder with central locking system with keys;</li> <li>• Color: beige;</li> <li>• With beige steel leg powder coated finish;</li> <li>• Metal gauge 0.7mm before coating;</li> <li>• at least with a dimension of 140cm W x 70cm D x 74cm H;</li> </ul>	piece	<p><b>532</b></p> <p>NCJR = 50</p> <p>Outside NCJR = 482</p>	<p>Brochure/ unconditional certification from the manufacturer</p>
3	<p><b>CLERICAL TABLE</b></p> <ul style="list-style-type: none"> <li>• 30mm postform with 2mm edgeband on sides,</li> <li>• Medium Density Fiber Board (MDF); high pressure laminated table top, with one (1) grommet hole on table top, scratchproof;</li> <li>• Color: beige;</li> <li>• with beige steel leg powder coated finish;</li> <li>• with one (1) steel mobile drawer that has two (2) small drawers and one (1) file drawer; drawers with central locking system with keys;</li> <li>• metal gauge 0.7mm before coating</li> <li>• at least with a dimension of at least 120cm W x 70cm D x 74cm H</li> </ul>	piece	<p><b>3,037</b></p> <p>NCJR = 375</p> <p>Outside NCJR = 2,662</p>	<p>Brochure/ unconditional certification from the manufacturer</p>



4	<b>COMPUTER TABLE</b> <ul style="list-style-type: none"><li>• wood grain finish cherry;</li><li>• tower type computer table, with CPU holder;</li><li>• with twin caster and with caster lock;</li><li>• over-all metal frame in 1.2 mm thick, gray metal frame;</li><li>• at least with an over-all dimension of 70cm L x 70cm W x 126cm H.</li></ul>	piece	<b>1,772</b> NCJR = 79  Outside NCJR = 1,693	Brochure/ unconditional certification from the manufacturer
5	<b>LONG TABLE (for Court Room)</b> <ul style="list-style-type: none"><li>• 30mm post form with 2mm edgeband on sides;</li><li>• Medium Density Fiber Board (MDF) table top, high pressure laminated table top; scratchproof; with second layer shelf; 2-3 seater;</li><li>• Color: beige</li><li>• Folding steel leg in powder coated finish; with adjustable rubber footings;</li><li>• Metal gauge 0.7mm before coating;</li><li>• at least with a dimension of 180cm W x 60cm D x 74cm H;</li></ul>	piece	<b>590</b> NCJR = 43  Outside NCJR = 547	Brochure/ unconditional certification from the manufacturer
6	<b>SENIOR EXECUTIVE CHAIR</b> <ul style="list-style-type: none"><li>• High back executive chair with armrest;</li><li>• with contoured back rest design;</li><li>• high density molded foam;</li><li>• 350mm nylon certified bifma base and twin casters;</li><li>• any standard black leatherette upholstery;</li><li>• with tilting mechanism;</li><li>• bifma gaslift, gaspost diameter 45mm x 275mm – 385mm;</li><li>• at least with a dimension of 62cm W X 50cm D X 75 (back rest) cm H</li></ul>	piece	<b>733</b> NCJR = 56  Outside NCJR = 677	Test Report bifma/ansi lift
7	<b>JUNIOR EXECUTIVE CHAIR</b> <ul style="list-style-type: none"><li>• Medium back executive chair with armrest;</li><li>• with contoured back rest design;</li><li>• high density molded foam;</li><li>• 330mm nylon certified bifma base and twin casters;</li><li>• any standard black leatherette upholstery;</li><li>• with tilting mechanism;</li><li>• bifma gaslift, gaspost diameter 45mm x 275mm – 385mm;</li><li>• at least with a dimension of 62cm W X 50cm D X 53 (back rest) cm H</li></ul>	piece	<b>607</b> NCJR = 53  Outside NCJR = 554	Test Report bifma/ansi lift





8	<b>CLERICAL CHAIR WITH ARMREST</b> <ul style="list-style-type: none"><li>• Medium backrest with armrest; armrest: C-shape;</li><li>• high density molded foam;</li><li>• 330mm nylon certified bifma base and twin casters;</li><li>• any standard black leatherette upholstery;</li><li>• with tilting mechanism;</li><li>• bifma gaslift, gaspost diameter 45mm x 275mm – 385mm;</li><li>• at least with a dimension of 50cm W X 45cm D X 45 (back rest) cm H</li></ul>	piece	<b>3,344</b> NCJR = 509  Outside NCJR = 2,835	Test Report bifma/ansi lift
9	<b>VISITOR'S CHAIR</b> <ul style="list-style-type: none"><li>• Medium backrest without armrest;</li><li>• 4-legged guest in black frame;</li><li>• any standard leatherette upholstery (with foam: backrest and seat);</li><li>• frame thickness 1.2mm;</li><li>• at least with a dimension of 53cm W X 40cm D X 40cm H</li></ul>	piece	<b>1,914</b> NCJR = 144  Outside NCJR = 1,770	Brochure/ unconditional certification from the manufacturer
10	<b>GANG CHAIR</b> <ul style="list-style-type: none"><li>• 3-seater heavy duty power coated frame 5mm polypropelene materials on seat and back rest;</li><li>• with perforated backrest design;</li><li>• black beam;</li><li>• blue seat shell;</li><li>• frame thickness 1.2mm; in royal blue 5mm thick PVC seat</li></ul>	piece	<b>1,334</b> NCJR = 81  Outside NCJR = 1,253	Brochure/ unconditional certification from the manufacturer
11	<b>SOFA</b> <ul style="list-style-type: none"><li>• 3-seater sofa in black leatherette, firm cushion/foam;</li><li>• without armrest on both sides;</li><li>• wooden footings;</li><li>• outer dimension with at least 164cm L x 80cm W x 80cm H</li></ul>	piece	<b>492</b> NCJR = 36  Outside NCJR = 456	Brochure/ unconditional certification from the manufacturer



**3. Form VIII-3**

*This form itself must be submitted.  
Recopying is not allowed and may be a ground for disqualification.*

**TECHNICAL BID FORM**

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. Statements of "Comply" or "Not Comply" must be supported by evidence, where applicable, 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 Bidders 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 provisions of ITB Clause 3.1(a)(ii) and/or GCC Clause 2.1(a)(ii).

	ITEMS AND THEIR DESCRIPTION	UOM	Quantity	Supporting Documents	Statement of Compliance
1	<p><b>SENIOR EXECUTIVE TABLE</b></p> <ul style="list-style-type: none"> <li>• 50 mm thick;</li> <li>• Wooden laminated executive table with writing pad built-in, leatherette, with two grommet holes on table top;</li> <li>• Writing Pad: at least 60cm W x 40cm H, leatherette</li> <li>• With center drawer and three (3) side drawers on one side and one (1) cabinet on the other side, with central locking system with keys;</li> <li>• Color: mahogany</li> <li>• Wooden laminated panel legs</li> <li>• At least with a dimension of 160cm W x 80cm D x 76cm H.</li> </ul>	piece	<p><b>588</b></p> <p>NCJR = 40</p> <p>Outside NCJR = 548</p>	Brochure/ unconditional certification from the manufacturer	
2	<p><b>JUNIOR EXECUTIVE TABLE</b></p> <ul style="list-style-type: none"> <li>• 30mm thick Postform with 2mm edgeband on sides;</li> <li>• Medium Density Fiber Board (MDF), high pressure laminated table top, with one (1) grommet hole on table top, scratchproof;</li> <li>• with two (2) steel mobile drawer that has two (2) small drawer and one (1) file folder with central locking system with keys;</li> <li>• Color: beige;</li> <li>• With beige steel leg powder coated finish;</li> <li>• Metal gauge 0.7mm before coating;</li> <li>• at least with a dimension of 140cm W x 70cm D x 74cm H;</li> </ul>	piece	<p><b>532</b></p> <p>NCJR = 50</p> <p>Outside NCJR = 482</p>	Brochure/ unconditional certification from the manufacturer	





3	<p><b>CLERICAL TABLE</b></p> <ul style="list-style-type: none"> <li>• 30mm postform with 2mm edgeband on sides,</li> <li>• Medium Density Fiber Board (MDF); high pressure laminated table top, with one (1) grommet hole on table top, scratchproof;</li> <li>• Color: beige;</li> <li>• with beige steel leg powder coated finish;</li> <li>• with one (1) steel mobile drawer that has two (2) small drawers and one (1) file drawer; drawers with central locking system with keys;</li> <li>• metal gauge 0.7mm before coating</li> <li>• at least with a dimension of at least 120cm W x 70cm D x 74cm H</li> </ul>	piece	<p><b>3,037</b></p> <p>NCJR = 375</p> <p>Outside NCJR = 2,662</p>	<p>Brochure/ unconditional certification from the manufacturer</p>	
4	<p><b>COMPUTER TABLE</b></p> <ul style="list-style-type: none"> <li>• wood grain finish cherry;</li> <li>• tower type computer table, with CPU holder;</li> <li>• with twin caster and with caster lock;</li> <li>• over-all metal frame in 1.2 mm thick, gray metal frame;</li> <li>• at least with an over-all dimension of 70cm L x 70cm W x 126cm H.</li> </ul>	piece	<p><b>1,772</b></p> <p>NCJR = 79</p> <p>Outside NCJR = 1,693</p>	<p>Brochure/ unconditional certification from the manufacturer</p>	
5	<p><b>LONG TABLE (for Court Room)</b></p> <ul style="list-style-type: none"> <li>• 30mm post form with 2mm edgeband on sides;</li> <li>• Medium Density Fiber Board (MDF) table top, high pressure laminated table top; scratchproof; with second layer shelf; 2-3 seater;</li> <li>• Color: beige</li> <li>• Folding steel leg in powder coated finish; with adjustable rubber footings;</li> <li>• Metal gauge 0.7mm before coating;</li> <li>• at least with a dimension of 180cm W x 60cm D x 74cm H;</li> </ul>	piece	<p><b>590</b></p> <p>NCJR = 43</p> <p>Outside NCJR = 547</p>	<p>Brochure/ unconditional certification from the manufacturer</p>	
6	<p><b>SENIOR EXECUTIVE CHAIR</b></p> <ul style="list-style-type: none"> <li>• High back executive chair with armrest;</li> <li>• with contoured back rest design;</li> <li>• high density molded foam;</li> <li>• 350mm nylon certified bifma base and twin casters;</li> <li>• any standard black leatherette upholstery;</li> <li>• with tilting mechanism;</li> <li>• bifma gaslift, gaspost diameter 45mm x 275mm – 385mm;</li> <li>• at least with a dimension of 62cm W X 50cm D X 75 (back rest) cm H</li> </ul>	piece	<p><b>733</b></p> <p>NCJR = 56</p> <p>Outside NCJR = 677</p>	<p>Test Report bifma/ansi lift</p>	



7	<p><b>JUNIOR EXECUTIVE CHAIR</b></p> <ul style="list-style-type: none"> <li>• Medium back executive chair with armrest;</li> <li>• with contoured back rest design;</li> <li>• high density molded foam;</li> <li>• 330mm nylon certified bifma base and twin casters;</li> <li>• any standard black leatherette upholstery;</li> <li>• with tilting mechanism;</li> <li>• bifma gaslift, gaspost diameter 45mm x 275mm – 385mm;</li> <li>• at least with a dimension of 62cm W X 50cm D X 53 (back rest) cm H</li> </ul>	piece	<p><b>607</b></p> <p>NCJR = 53</p> <p>Outside NCJR = 554</p>	Test Report bifma/ansi lift	
8	<p><b>CLERICAL CHAIR WITH ARMREST</b></p> <ul style="list-style-type: none"> <li>• Medium backrest with armrest; armrest: C-shape;</li> <li>• high density molded foam;</li> <li>• 330mm nylon certified bifma base and twin casters;</li> <li>• any standard black leatherette upholstery;</li> <li>• with tilting mechanism;</li> <li>• bifma gaslift, gaspost diameter 45mm x 275mm – 385mm;</li> <li>• at least with a dimension of 50cm W X 45cm D X 45 (back rest) cm H</li> </ul>	piece	<p><b>3,344</b></p> <p>NCJR = 509</p> <p>Outside NCJR = 2,835</p>	Test Report bifma/ansi lift	
9	<p><b>VISITOR'S CHAIR</b></p> <ul style="list-style-type: none"> <li>• Medium backrest without armrest;</li> <li>• 4-legged guest in black frame;</li> <li>• any standard leatherette upholstery (with foam: backrest and seat);</li> <li>• frame thickness 1.2mm;</li> <li>• at least with a dimension of 53cm W X 40cm D X 40cm H</li> </ul>	piece	<p><b>1,914</b></p> <p>NCJR = 144</p> <p>Outside NCJR = 1,770</p>	Brochure/ unconditional certification from the manufacturer	
10	<p><b>GANG CHAIR</b></p> <ul style="list-style-type: none"> <li>• 3-seater heavy duty power coated frame 5mm polypropelene materials on seat and back rest;</li> <li>• with perforated backrest design;</li> <li>• black beam;</li> <li>• blue seat shell;</li> <li>• frame thickness 1.2mm; in royal blue 5mm thick PVC seat</li> </ul>	piece	<p><b>1,334</b></p> <p>NCJR = 81</p> <p>Outside NCJR = 1,253</p>	Brochure/ unconditional certification from the manufacturer	



11	<b>SOFA</b> <ul style="list-style-type: none"><li>• 3-seater sofa in black leatherette, firm cushion/foam;</li><li>• without armrest on both sides;</li><li>• wooden footings;</li><li>• outer dimension with at least 164cm L x 80cm W x 80cm H</li></ul>	piece	<b>492</b> NCJR = 36  Outside NCJR = 456	Brochure/ unconditional certification from the manufacturer	
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\_\_\_\_\_  
Printed Name and Signature of Authorized Representative

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

\_\_\_\_\_  
Address and Telephone Number

\_\_\_\_\_  
Date