



# LAND BANK OF THE PHILIPPINES

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## BID BULLETIN NO. 3 For ITB No. 2014-3-142

**PROJECT** : Supply, Delivery and Installation of Six (6) Sets  
Electronic Check Clearing System (ECCS) and Four (4)  
Units MICR Check Encoder to Various LANDBANK  
Branches and Extension Offices

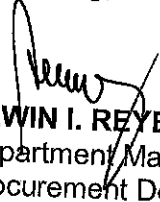
**IMPLEMENTOR** : Procurement Department

**DATE** : September 16, 2014

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This Bid Bulletin is hereby issued for the information of the participating bidders on the revision of requirements for the above project, to wit:

- Section VII (Technical Specifications) has been revised. Please see revised pages 71, 72 and 73. .
- Checklist of Bidding Documents has been revised. Please see revised page 91, 92 and 93.
- The deadline of submission and the schedule of opening of eligibility/technical and financial documents/proposals for the above project is re-scheduled from September 18, 2014 to **September 25, 2014, 10:00 A.M.** at the Procurement Department, 25<sup>th</sup> Floor, LANDBANK Plaza Building, 1598 M. H. Del Pilar corner Dr. Quintos Streets, Malate, Manila.

  
**ALWIN I. REYES**  
Department Manager  
Procurement Department

# Technical Specifications

Lot Number	Specification	Statement of Compliance
1	<p>Supply, Delivery and Installation of the following at Various LANDBANK Branches and Extension Offices (FOB Destination):</p> <p>Six (6) Sets Electronic Check Clearing System (ECCS) with One Year (1) Warranty Plus Four (4) Years Maintenance Package with Personal Computer with Three (3) Years Warranty and Laser Printer with One (1) Year Warranty</p>	<p><b>Bidders must state below either "Comply" or "Not Comply" against each of the individual parameters of each specification stating the corresponding performance parameter of the items offered.</b></p> <p>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 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)</p> <p><b>Please state here either "Comply" or "Not Comply"</b></p>
2	<p>Distribution:            Apalit Branch            Pulilan Branch            Guagua Branch            Cubao Branch            Koronadal Extension Office            Galumpang (GenSan) Extension Office            Cubao Branch</p> <p>Four (4) Units MICR Check Encoder with One (1) Year Warranty Plus Four (4) Years Maintenance Package</p>	

	<p>Package</p> <p>Distribution: Pulilan Branch Guagua Branch Koronadal Extension Office Calumpang (GenSan) Extension Office</p> <p><b>Other requirements:</b></p> <ol style="list-style-type: none"> <li>1. <b>Compliance to the minimum technical specifications per attached Revised Annexes A-1 to A-3, and A4 for Lot 1 and B for Lot 2</b></li> <li>2. <b>Submission of the following documents inside the eligibility/technical envelope:</b> <ol style="list-style-type: none"> <li>a) Clear copy of brochures or any other documents indicating the complete technical specifications of the offered brand/model;</li> <li>b) Notarized Certification issued by the manufacturer stating that the bidder is one of its authorized dealer/reseller of the product/brand being offered; and</li> <li>c) List of service centers in the region where the equipment/machine will be deployed with addresses, contact persons and telephone numbers.</li> </ol> </li> <li>3. Cost of the 4-year maintenance package should not be less than 15% of the machine cost.</li> <li>4. <b>Submission of a demo unit by the lowest calculated bidder within three (3) working days after the bidding date for post-qualification/approval.</b></li> </ol>	<p><b>Please state here either "Comply" or "Not Comply"</b></p>
	<ol style="list-style-type: none"> <li>5. <b>The winning bidder must affix a sticker/tag/label with company name and after-sales contact numbers or equivalent form of marking on the equipment.</b></li> <li>6. <b>Submission of the following COA requirements prior to release of payment:</b> <ol style="list-style-type: none"> <li>a) <b>Detailed description of the maintenance services to be rendered or activities to be performed;</b></li> <li>b) <b>Approved detailed breakdown of the contract cost showing in</b></li> </ol> </li> </ol>	

	<p>sufficient detail the derivations of the direct and indirect costs, the cost/s and date/s of acquisition of the equipment; and the list, quantities and costs of materials, spare parts, and supplies furnished by the supplier;</p> <p>c) The number of personnel involved and their corresponding position/rates/salary;</p> <p>d) Schedule of work and places of assignment or station/visit indicating, among others, the number of hours per visit;</p> <p>e) In case of visitorial maintenance service, the type and number of equipment to be serviced.</p> <p>f) The group classification of personnel to determine the Equivalent Equipment Monthly Statutory Minimum Wage Rate in accordance with the applicable rules implementing Republic Act No. 6727.</p>	
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**Conforme:**

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**Name of Bidder**

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**Signature Over Printed Name of  
Authorized Representative**

\_\_\_\_\_  
**Position**

## **Checklist of Bidding Documents for Procurement of Goods and Services**

**The FIRST ENVELOPE shall contain the following technical information/documents (Section 25.2):**

Eligibility requirements (Section 23.1)

### **Class "A" Documents**

#### **Legal Documents**

1. Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives, or any proof of such registration as stated in the Bidding Documents.
2. Valid and current mayor's permit issued by the city or municipality where the principal place of business of the prospective bidder is located.

#### **Technical / Financial Documents**

3. Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the relevant period as provided in the Bidding Documents. The statement shall include all information required in the PBDs prescribed by the GPPB. (sample form - Form No. 3)
4. Statement of the prospective bidder of all its completed government and private contracts, which are similar in nature and complexity to the contract to be bid, within the relevant period as provided in the Bidding Documents. The statement shall include all information required in the PBDs prescribed by the GPPB. (sample form - Form No. 4)
5. Bidder's Single Contract that is similar to the Project, equivalent to at least fifty (50%) of the ABC supported with contract/purchase order, end-user's acceptance or official receipt(s) issued for the contract.
6. Clear copy of brochures or any other documents indicating the complete technical specifications of the offered brand / model.
7. Notarized Certification issued by the manufacturer stating that the bidder is one of its authorized dealer/reseller of the product/brand being offered.

8. List of service centers in the region where the equipment /machine will be deployed with addresses, contact persons and telephone numbers.
9. The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.
10. The prospective bidder's computation for its Net Financial Contracting Capacity (NFCC) {sample form - Form No. 5} or a commitment from a Universal or Commercial Bank to extend a credit line in favor of the prospective bidder if awarded the contract to be bid (Credit Line Certificate).

#### **Class "B" Document**

11. Valid joint venture agreement (JVA), in case the joint venture is already in existence. In the absence of a JVA, duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful shall be included in the bid. Failure to enter into a joint venture in the event of a contract award shall be ground for the forfeiture of the bid security. Each partner of the joint venture shall submit the legal eligibility documents. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance.
12. Bid security in the prescribed form, amount and validity period (ITB Clause 18.1 of the Bid Data Sheet);
13. Schedule VI - Schedule of Requirements with signature of bidder's authorized representative.

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14. **Revised Section VII - Technical Specifications with response on compliance and signature of bidder's authorized representative.**
15. Duly notarized Omnibus sworn statement (sample form - Form No.6).
16. Duly notarized Secretary's Certificate attesting that the signatory is the duly authorized representative of the prospective bidder, and granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the prospective bidder in the bidding, if the prospective bidder is a corporation, partnership, cooperative, or joint venture (sample form - Form No.7).

**The SECOND ENVELOPE shall contain the following (Section 25.3):**

1. Duly filled out Bid Form signed by the bidder's authorized representative (sample form - Form No.1)
2. Duly filled out Schedule of Prices signed by the bidder's authorized representative (sample form - Form No.2)