



**BID BULLETIN NO. 2**  
**For ITB No. 2016-3-123**

**PROJECT** : Supply and Delivery of Various Chairs for LANDBANK  
Branches and Extension Offices (Subject to Ordering  
Agreement)

**IMPLEMENTOR** : Procurement Department


**DATE** : October 6, 2016

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This Bid Bulletin is issued to modify, amend or clarify items in the Bid Documents. This shall form an integral part of the Bid Documents.

The modifications, amendments or clarifications are as follows:

- 1) Form No. 2 (Schedule of Prices), Form No. 10 (Order Agreement List) and Checklist of the Bidding Documents have been revised. Please see attached revised Form Nos. 2 & 10 and pages 95 & 96 of the Bidding Documents.
- 2) The deadline of submission and the schedule of opening of eligibility/technical and financial documents/proposals for the above project is scheduled on **October 13, 2016, 11:00 A.M.** at the Procurement Department, 25th Floor, LANDBANK Plaza Building, Malate, Manila.

  
**ALWIN I. REYES**  
Assistant Vice President  
Procurement Department and  
HOBAC Secretariat

**Schedule of Prices (Form No. 2)**

**Schedule of Prices**

Name of Bidder \_\_\_\_\_

1		2	3	4	5	6	7
Lot No.	Item No.	Description	Quantity	Unit Price	Total (col 3 x col 4)	Sales and Other Taxes (col 5 x tax rate)	Total Price (col 5 + col 6)
1		<b>Supply and Delivery of Various Chairs for LANDBANK Branches and Extension Offices in Luzon</b>					
		REGION 1					
	a.	Senior Executive Chair	6 units				
		Crating/Delivery/Handling/Shipping	6 lots				
	b.	Junior Executive Chair	12 units				
		Crating/Delivery/Handling/Shipping	12 lots				
	c.	Clerical Chair	33 units				
		Crating/Delivery/Handling/Shipping	33 lots				
	d.	Guest Chair	53 units				
		Crating/Delivery/Handling/Shipping	53 lots				
	e.	Teller Chair	27 units				
		Crating/Delivery/Handling/Shipping	27 lots				
	f.	Stackable Lobby Chair	266 units				
		Crating/Delivery/Handling/Shipping	266 lots				
		REGION 2					
	a.	Senior Executive Chair	2 units				
		Crating/Delivery/Handling/Shipping	2 lots				
	b.	Junior Executive Chair	4 units				
		Crating/Delivery/Handling/Shipping	4 lots				
	c.	Clerical Chair	9 units				
		Crating/Delivery/Handling/Shipping	9 lots				
	d.	Guest Chair	14 units				
		Crating/Delivery/Handling/Shipping	14 lots				

1		2	3	4	5	6	7
Lot No.	Item No.	Description	Quantity	Unit Price	Total (col 3 x col 4)	Sales and Other Taxes (col 5 x tax rate)	Total Price (col 5 + col 6)
	e.	Teller Chair	9 units				
		Crating/Delivery/Handling/Shipping	9 lots				
	f.	Stackable Lobby Chair	68 units				
		Crating/Delivery/Handling/Shipping	68 lots				
		REGION 3					
	a.	Senior Executive Chair	4 units				
		Crating/Delivery/Handling/Shipping	4 lots				
	b.	Junior Executive Chair	8 units				
		Crating/Delivery/Handling/Shipping	8 lots				
	c.	Clerical Chair	17 units				
		Crating/Delivery/Handling/Shipping	17 lots				
	d.	Guest Chair	27 units				
		Crating/Delivery/Handling/Shipping	27 lots				
	e.	Teller Chair	9 units				
		Crating/Delivery/Handling/Shipping	9 lots				
	f.	Stackable Lobby Chair	134 units				
		Crating/Delivery/Handling/Shipping	134 lots				
		REGION 4					
	a.	Senior Executive Chair	6 units				
		Crating/Delivery/Handling/Shipping	6 lots				
	b.	Junior Executive Chair	12 units				
		Crating/Delivery/Handling/Shipping	12 lots				
	c.	Clerical Chair	33 units				
		Crating/Delivery/Handling/Shipping	33 lots				
	d.	Guest Chair	53 units				
		Crating/Delivery/Handling/Shipping	53 lots				
	e.	Teller Chair	27 units				
		Crating/Delivery/Handling/Shipping	27 lots				

1		2	3	4	5	6	7
Lot No.	Item No.	Description	Quantity	Unit Price	Total (col 3 x col 4)	Sales and Other Taxes (col 5 x tax rate)	Total Price (col 5 + col 6)
	f.	Stackable Lobby Chair	266 units				
		Crating/Delivery/Handling/Shipping	266 lots				
		REGION 5					
	a.	Senior Executive Chair	2 units				
		Crating/Delivery/Handling/Shipping	2 lots				
	b.	Junior Executive Chair	4 units				
		Crating/Delivery/Handling/Shipping	4 lots				
	c.	Clerical Chair	8 units				
		Crating/Delivery/Handling/Shipping	8 lots				
	d.	Guest Chair	13 units				
		Crating/Delivery/Handling/Shipping	13 lots				
	e.	Teller Chair	8 units				
		Crating/Delivery/Handling/Shipping	8 lots				
	f.	Stackable Lobby Chair	66 units				
		Crating/Delivery/Handling/Shipping	66 lots				
<b>2</b>		<b>Supply and Delivery of Various Chairs for LANDBANK Branches and Extension Offices in Visayas</b>					
		REGION 6					
	a.	Senior Executive Chair	2 units				
		Crating/Delivery/Handling/Shipping	2 lots				
	b.	Junior Executive Chair	4 units				
		Crating/Delivery/Handling/Shipping	4 lots				
	c.	Clerical Chair	10 units				
		Crating/Delivery/Handling/Shipping	10 lots				
	d.	Guest Chair	16 units				
		Crating/Delivery/Handling/Shipping	16 lots				
	e.	Teller Chair	8 units				

1		2	3	4	5	6	7
Lot No.	Item No.	Description	Quantity	Unit Price	Total (col 3 x col 4)	Sales and Other Taxes (col 5 x tax rate)	Total Price (col 5 + col 6)
		Crating/Delivery/Handling/Shipping	8 lots				
	f.	Stackable Lobby Chair	80 units				
		Crating/Delivery/Handling/Shipping	80 lots				
		REGION 7					
	a.	Senior Executive Chair	4 units				
		Crating/Delivery/Handling/Shipping	4 lots				
	b.	Junior Executive Chair	8 units				
		Crating/Delivery/Handling/Shipping	8 lots				
	c.	Clerical Chair	20 units				
		Crating/Delivery/Handling/Shipping	20 lots				
	d.	Guest Chair	32 units				
		Crating/Delivery/Handling/Shipping	32 lots				
	e.	Teller Chair	16 units				
		Crating/Delivery/Handling/Shipping	16 lots				
	f.	Stackable Lobby Chair	160 units				
		Crating/Delivery/Handling/Shipping	160 lots				
		REGION 8					
	a.	Senior Executive Chair	3 units				
		Crating/Delivery/Handling/Shipping	3 lots				
	b.	Junior Executive Chair	6 units				
		Crating/Delivery/Handling/Shipping	6 lots				
	c.	Clerical Chair	15 units				
		Crating/Delivery/Handling/Shipping	15 lots				
	d.	Guest Chair	24 units				
		Crating/Delivery/Handling/Shipping	24 lots				
	e.	Teller Chair	12 units				
		Crating/Delivery/Handling/Shipping	12 lots				
	f.	Stackable Lobby Chair	120 units				

1		2	3	4	5	6	7
Lot No.	Item No.	Description	Quantity	Unit Price	Total (col 3 x col 4)	Sales and Other Taxes (col 5 x tax rate)	Total Price (col 5 + col 6)
		Crating/Delivery/Handling/Shipping	120 lots				
		REGION 18					
	a.	Senior Executive Chair	1 unit				
		Crating/Delivery/Handling/Shipping	1 lot				
	b.	Junior Executive Chair	2 units				
		Crating/Delivery/Handling/Shipping	2 lots				
	c.	Clerical Chair	5 units				
		Crating/Delivery/Handling/Shipping	5 lots				
	d.	Guest Chair	8 units				
		Crating/Delivery/Handling/Shipping	8 lots				
	e.	Teller Chair	4 units				
		Crating/Delivery/Handling/Shipping	4 lots				
	f.	Stackable Lobby Chair	40 units				
		Crating/Delivery/Handling/Shipping	40 lots				
<b>3</b>		<b>Supply and Delivery of Various Chairs for LANDBANK Branches and Extension Offices in Mindanao</b>					
		REGION 9					
	a.	Senior Executive Chair	2 units				
		Crating/Delivery/Handling/Shipping	2 lots				
	b.	Junior Executive Chair	4 units				
		Crating/Delivery/Handling/Shipping	4 lots				
	c.	Clerical Chair	10 units				
		Crating/Delivery/Handling/Shipping	10 lots				
	d.	Guest Chair	16 units				
		Crating/Delivery/Handling/Shipping	16 lots				
	e.	Teller Chair	8 units				
		Crating/Delivery/Handling/Shipping	8 lots				

1		2	3	4	5	6	7
Lot No.	Item No.	Description	Quantity	Unit Price	Total (col 3 x col 4)	Sales and Other Taxes (col 5 x tax rate)	Total Price (col 5 + col 6)
	f.	Stackable Lobby Chair	80 units				
		Crating/Delivery/Handling/Shipping	80 lots				
		REGION 10					
	a.	Senior Executive Chair	2 units				
		Crating/Delivery/Handling/Shipping	2 lots				
	b.	Junior Executive Chair	4 units				
		Crating/Delivery/Handling/Shipping	4 lots				
	c.	Clerical Chair	10 units				
		Crating/Delivery/Handling/Shipping	10 lots				
	d.	Guest Chair	16 units				
		Crating/Delivery/Handling/Shipping	16 lots				
	e.	Teller Chair	8 units				
		Crating/Delivery/Handling/Shipping	8 lots				
	f.	Stackable Lobby Chair	80 units				
		Crating/Delivery/Handling/Shipping	80 lots				
		REGION 11					
	a.	Senior Executive Chair	2 units				
		Crating/Delivery/Handling/Shipping	2 lots				
	b.	Junior Executive Chair	4 units				
		Crating/Delivery/Handling/Shipping	4 lots				
	c.	Clerical Chair	10 units				
		Crating/Delivery/Handling/Shipping	10 lots				
	d.	Guest Chair	16 units				
		Crating/Delivery/Handling/Shipping	16 lots				
	e.	Teller Chair	8 units				
		Crating/Delivery/Handling/Shipping	8 lots				
	f.	Stackable Lobby Chair	80 units				
		Crating/Delivery/Handling/Shipping	80 lots				

1		2	3	4	5	6	7
Lot No.	Item No.	Description	Quantity	Unit Price	Total (col 3 x col 4)	Sales and Other Taxes (col 5 x tax rate)	Total Price (col 5 + col 6)
		REGION 12					
	a.	Senior Executive Chair	4 units				
		Crating/Delivery/Handling/Shipping	4 lots				
	b.	Junior Executive Chair	8 units				
		Crating/Delivery/Handling/Shipping	8 lots				
	c.	Clerical Chair	20 units				
		Crating/Delivery/Handling/Shipping	20 lots				
	d.	Guest Chair	32 units				
		Crating/Delivery/Handling/Shipping	32 lots				
	e.	Teller Chair	16 units				
		Crating/Delivery/Handling/Shipping	16 lots				
	f.	Stackable Lobby Chair	160 units				
		Crating/Delivery/Handling/Shipping	160 lots				
<b>4</b>		<b>Supply and Delivery of Various Chairs for LANDBANK Branches and Extension Offices in Metro Manila</b>					
	a.	Senior Executive Chair	10 units				
	b.	Junior Executive Chair	20 units				
	c.	Clerical Chair	50 units				
	d.	Guest Chair	80 units				
	e.	Teller Chair	40 units				
	f.	Stackable Lobby Chair	400 units				
					<b>GRAND TOTAL</b>		



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Name of Bidder

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Signature Over Printed Name of  
Authorized Representative/Signatory

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Position

### Order Agreement List (Form No. 10)

O.A.L Number: \_\_\_\_\_

Ordering Agreement No.: \_\_\_\_\_

Name of Supplier: \_\_\_\_\_

Name of Project: **Supply and Delivery of Various Chairs for LANDBANK  
Branches and Extension Offices**

Lot No.	Item No.	Description	Projected Quantity	Awarded Unit Price
1		<b>Supply and Delivery of Various Chairs for LANDBANK Branches and Extension Offices in Luzon</b>		
		REGION 1		
	a.	Senior Executive Chair	6 units	
		Crating/Delivery/Handling/Shipping	6 lots	
	b.	Junior Executive Chair	12 units	
		Crating/Delivery/Handling/Shipping	12 lots	
	c.	Clerical Chair	33 units	
		Crating/Delivery/Handling/Shipping	33 lots	
	d.	Guest Chair	53 units	
		Crating/Delivery/Handling/Shipping	53 lots	
	e.	Teller Chair	27 units	
		Crating/Delivery/Handling/Shipping	27 lots	
	f.	Stackable Lobby Chair	266 units	
		Crating/Delivery/Handling/Shipping	266 lots	
		REGION 2		
	a.	Senior Executive Chair	2 units	
		Crating/Delivery/Handling/Shipping	2 lots	
	b.	Junior Executive Chair	4 units	
		Crating/Delivery/Handling/Shipping	4 lots	
	c.	Clerical Chair	9 units	
		Crating/Delivery/Handling/Shipping	9 lots	
	d.	Guest Chair	14 units	

Lot No.	Item No.	Description	Projected Quantity	Awarded Unit Price
		Crating/Delivery/Handling/Shipping	14 lots	
	e.	Teller Chair	9 units	
		Crating/Delivery/Handling/Shipping	9 lots	
	f.	Stackable Lobby Chair	68 units	
		Crating/Delivery/Handling/Shipping	68 lots	
		REGION 3		
	a.	Senior Executive Chair	4 units	
		Crating/Delivery/Handling/Shipping	4 lots	
	b.	Junior Executive Chair	8 units	
		Crating/Delivery/Handling/Shipping	8 lots	
	c.	Clerical Chair	17 units	
		Crating/Delivery/Handling/Shipping	17 lots	
	d.	Guest Chair	27 units	
		Crating/Delivery/Handling/Shipping	27 lots	
	e.	Teller Chair	9 units	
		Crating/Delivery/Handling/Shipping	9 lots	
	f.	Stackable Lobby Chair	134 units	
		Crating/Delivery/Handling/Shipping	134 lots	
		REGION 4		
	a.	Senior Executive Chair	6 units	
		Crating/Delivery/Handling/Shipping	6 lots	
	b.	Junior Executive Chair	12 units	
		Crating/Delivery/Handling/Shipping	12 lots	
	c.	Clerical Chair	33 units	
		Crating/Delivery/Handling/Shipping	33 lots	
	d.	Guest Chair	53 units	
		Crating/Delivery/Handling/Shipping	53 lots	
	e.	Teller Chair	27 units	
		Crating/Delivery/Handling/Shipping	27 lots	

Lot No.	Item No.	Description	Projected Quantity	Awarded Unit Price
	f.	Stackable Lobby Chair	266 units	
		Crating/Delivery/Handling/Shipping	266 lots	
		REGION 5		
	a.	Senior Executive Chair	2 units	
		Crating/Delivery/Handling/Shipping	2 lots	
	b.	Junior Executive Chair	4 units	
		Crating/Delivery/Handling/Shipping	4 lots	
	c.	Clerical Chair	8 units	
		Crating/Delivery/Handling/Shipping	8 lots	
	d.	Guest Chair	13 units	
		Crating/Delivery/Handling/Shipping	13 lots	
	e.	Teller Chair	8 units	
		Crating/Delivery/Handling/Shipping	8 lots	
	f.	Stackable Lobby Chair	66 units	
		Crating/Delivery/Handling/Shipping	66 lots	
<b>2</b>		<b>Supply and Delivery of Various Chair for LANDBANK Branches and Extension Offices in Visayas</b>		
		REGION 6		
	a.	Senior Executive Chair	2 units	
		Crating/Delivery/Handling/Shipping	2 lots	
	b.	Junior Executive Chair	4 units	
		Crating/Delivery/Handling/Shipping	4 lots	
	c.	Clerical Chair	10 units	
		Crating/Delivery/Handling/Shipping	10 lots	
	d.	Guest Chair	16 units	
		Crating/Delivery/Handling/Shipping	16 lots	
	e.	Teller Chair	8 units	
		Crating/Delivery/Handling/Shipping	8 lots	

Lot No.	Item No.	Description	Projected Quantity	Awarded Unit Price
	f.	Stackable Lobby Chair	80 units	
		Crating/Delivery/Handling/Shipping	80 units	
		REGION 7		
	a.	Senior Executive Chair	4 units	
		Crating/Delivery/Handling/Shipping	4 lots	
	b.	Junior Executive Chair	8 units	
		Crating/Delivery/Handling/Shipping	8 lots	
	c.	Clerical Chair	20 units	
		Crating/Delivery/Handling/Shipping	20 lots	
	d.	Guest Chair	32 units	
		Crating/Delivery/Handling/Shipping	32 lots	
	e.	Teller Chair	16 units	
		Crating/Delivery/Handling/Shipping	16 lots	
	f.	Stackable Lobby Chair	160 units	
		Crating/Delivery/Handling/Shipping	160 lots	
		REGION 8		
	a.	Senior Executive Chair	3 units	
		Crating/Delivery/Handling/Shipping	3 lots	
	b.	Junior Executive Chair	6 units	
		Crating/Delivery/Handling/Shipping	6 lots	
	c.	Clerical Chair	15 units	
		Crating/Delivery/Handling/Shipping	15 lots	
	d.	Guest Chair	24 units	
		Crating/Delivery/Handling/Shipping	24 lots	
	e.	Teller Chair	12 units	
		Crating/Delivery/Handling/Shipping	12 lots	
	f.	Stackable Lobby Chair	120 units	
		Crating/Delivery/Handling/Shipping	120 lots	
		REGION 18		

Lot No.	Item No.	Description	Projected Quantity	Awarded Unit Price
	a.	Senior Executive Chair	1 unit	
		Crating/Delivery/Handling/Shipping	1 lot	
	b.	Junior Executive Chair	2 units	
		Crating/Delivery/Handling/Shipping	2 lots	
	c.	Clerical Chair	5 units	
		Crating/Delivery/Handling/Shipping	5 lots	
	d.	Guest Chair	8 units	
		Crating/Delivery/Handling/Shipping	8 lots	
	e.	Teller Chair	4 units	
		Crating/Delivery/Handling/Shipping	4 lots	
	f.	Stackable Lobby Chair	40 units	
		Crating/Delivery/Handling/Shipping	40 lots	
<b>3</b>		<b>Supply and Delivery of Various Chair for LANDBANK Branches and Extension Offices in Mindanao</b>		
		REGION 9		
	a.	Senior Executive Chair	2 units	
		Crating/Delivery/Handling/Shipping	2 lots	
	b.	Junior Executive Chair	4 units	
		Crating/Delivery/Handling/Shipping	4 lots	
	c.	Clerical Chair	10 units	
		Crating/Delivery/Handling/Shipping	10 lots	
	d.	Guest Chair	16 units	
		Crating/Delivery/Handling/Shipping	16 lots	
	e.	Teller Chair	8 units	
		Crating/Delivery/Handling/Shipping	8 lots	
	f.	Stackable Lobby Chair	80 units	
		Crating/Delivery/Handling/Shipping	80 lots	
		REGION 10		
	a.	Senior Executive Chair	2 units	

Lot No.	Item No.	Description	Projected Quantity	Awarded Unit Price
		Crating/Delivery/Handling/Shipping	2 lots	
	b.	Junior Executive Chair	4 units	
		Crating/Delivery/Handling/Shipping	4 lots	
	c.	Clerical Chair	10 units	
		Crating/Delivery/Handling/Shipping	10 lots	
	d.	Guest Chair	16 units	
		Crating/Delivery/Handling/Shipping	16 lots	
	e.	Teller Chair	8 units	
		Crating/Delivery/Handling/Shipping	8 lots	
	f.	Stackable Lobby Chair	80 units	
		Crating/Delivery/Handling/Shipping	80 lots	
		REGION 11		
	a.	Senior Executive Chair	2 units	
		Crating/Delivery/Handling/Shipping	2 lots	
	b.	Junior Executive Chair	4 units	
		Crating/Delivery/Handling/Shipping	4 lots	
	c.	Clerical Chair	10 units	
		Crating/Delivery/Handling/Shipping	10 lots	
	d.	Guest Chair	16 units	
		Crating/Delivery/Handling/Shipping	16 lots	
	e.	Teller Chair	8 units	
		Crating/Delivery/Handling/Shipping	8 lots	
	f.	Stackable Lobby Chair	80 units	
		Crating/Delivery/Handling/Shipping	80 lots	
		REGION 12		
	a.	Senior Executive Chair	4 units	
		Crating/Delivery/Handling/Shipping	4 lots	
	b.	Junior Executive Chair	8 units	
		Crating/Delivery/Handling/Shipping	8 lots	

Lot No.	Item No.	Description	Projected Quantity	Awarded Unit Price
	c.	Clerical Chair	20 units	
		Crating/Delivery/Handling/Shipping	20 lots	
	d.	Guest Chair	32 units	
		Crating/Delivery/Handling/Shipping	32 lots	
	e.	Teller Chair	16 units	
		Crating/Delivery/Handling/Shipping	16 lots	
	f.	Stackable Lobby Chair	160 units	
		Crating/Delivery/Handling/Shipping	160 lots	
<b>4</b>		<b>Supply and Delivery of Various Chair for LANDBANK Branches and Extension Offices in Metro Manila</b>		
	a.	Senior Executive Chair	10 units	
	b.	Senior Executive Chair	20 units	
	c.	Clerical Chair	50 units	
	d.	Guest Chair	80 units	
	e.	Teller Chair	40 units	
	f.	Stackable Lobby Chair	400 units	

**Notes:**

1. Specifications of Goods and scope of work shall be as per Section VII. Specifications of the Bidding Documents.
3. Projected quantity is the maximum quantity allowed to be purchased by LANDBANK.



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

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Documents should be arranged as per this Checklist. Kindly provide folders or guides, dividers and ear tags with appropriate labels.

**The Technical Component (First Envelope) shall contain the following:**

1. 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 (*Please use Form No. 8*)
2. Duly notarized Omnibus Sworn Statement (*Please use Form No. 7*)
3. Eligibility requirements (Section 23.1)

- **Legal Documents**

- a. 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
- b. Valid and current mayor's permit issued by the city or municipality where the principal place of business of the prospective bidder is located
- c. Tax Clearance per Executive Order 398, Series of 3005, as finally reviewed and approved by the BIR

- **Technical / Financial Documents**

- d. 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*) This form may no longer be submitted if bidder has no on-going contracts.
- e. Statement of the prospective bidder identifying its single largest completed contract similar to the contract to be bid, equivalent to at least fifty percent (50%) of the ABC supported with contract/purchase order, end-user's acceptance or official receipt(s) issued for the contract, within the relevant period as provided in the Bidding Documents. The statement shall include all information required in the PBDs prescribed by the GPPB (*Please use Form No. 4*)
- f. 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.

- g. The prospective bidder's computation for its Net Financial Contracting Capacity (*Please use Form No. 5*)
  - h. 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.
  - i. Clear copy of brochures or any other documents indicating the complete specifications of the offered brand/model.
  - j. Certificate of satisfactory performance issued by the client with whom the bidder has completed its single largest contract. If the bidder has existing or completed contracts with LANDBANK, a certificate of satisfactory performance issued by the Head, Project Management and Engineering Department shall likewise be submitted. Bidders which fail to submit these certifications shall be automatically disqualified.
4. Bid security in the prescribed form, amount and validity period (ITB Clause 18.1 of the Bid Data Sheet);
  5. Schedule VI - Schedule of Requirements with signature of bidder's authorized representative/signatory.
  6. Section VII - Specifications with response on compliance and signature of bidder's authorized representative/signatory.
  7. Post-Qualification Documents – (Non-submission of the following documents during the bidding date shall not be a ground for the disqualification of the bidder):
    - 7.a Business Tax Returns per Revenue Regulations 3-2005 (BIR No. 2550 Q) VAT or Percentage Tax Returns for 4<sup>th</sup> Quarter of 2015 and 1<sup>st</sup> Quarter of 2016;
    - 7.b Valid and current PhilGEPS Registration Certificate; and
    - 7.c Income Tax Return for 2015

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

1. Duly filled out Bid Form signed by the bidder's authorized representative/signatory (*Please use Form No.1*)
2. **Duly filled out Revised Schedule of Prices signed by the bidder's authorized representative/signatory (*Please use Form No.2*)**