



BID BULLETIN NO. 1
For ITB No. 2016-3-190(2)

PROJECT : **Supply and Delivery of the following LANDBANK Christmas Giveaways**

Lot 1 – 10,200 Pcs. Zipped Meeting Folder
Lot 2 – 17,200 Pcs. Torch Light
Lot 3 – 5, 100 Pcs. Document Clutch

IMPLEMENTOR : **Procurement Department**

DATE : **September 15, 2016**

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 Annexes A-2 and C-2 of the Terms of Reference (TOR), Section VI (Schedule of Requirements), Section VII (Specifications) and the Checklist of the Bidding Documents have been revised. Please see attached revised Annexes A-2 & C-2 of the TOR and pages 67, 68, 70, 85 and 86 of the Bidding Documents.

A handwritten signature in black ink, appearing to read "Alwin I. Reyes".

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

2016 LANDBANK ZIPPED MEETING FOLDER A4

Specifications:

- Quantity : 10,200 pieces
- Features :
With leather A4 pad strap that fits easily replaceable A4 pad
With leather two slip-in card pockets
With leather envelope slip-in pocket
With leather document sleeve
With leather pen loop
With leather binding
With leather flap & mag-snap closure
With leather grab handle
With leather puller
With detailed stitching in tan thread
- Dimensions :
Height – 33 cm
Width – 25 cm
Thickness – 2.5 cm
- Material :
1. Tan color, Timberland cowhide, linen-printed or similar print
2. Black ballistic
3. Ripstop inner fabric lining
(based on approved actual sample)
- Others :
Includes A4 pad printed with LANDBANK logo
Debossed stamp logo on product and debossed/foil stamped logo on box top
- Packaging :
Top and bottom gift box with metallic gold twine
Eco bag with leather tag debossed/foil stamped with logo

REVISED

A-2



2016 LANDBANK DOCUMENT CLUTCH LEGAL

Specifications:

Quantity	:	5,100 pieces
Features	:	Fits legal sized documents or laptop With leather drop card pocket With three leather pen loops With leather grab handles With leather detachable and adjustable shoulder strap With shoulder pad With leather puller With detailed stitching in black thread
Dimensions	:	Height – 29 cm Width – 43 cm Thickness – 8 cm
Material	:	1. Black color, cowhide, linen-printed or similar print 2. Ripstop inner fabric lining 3. With nickel-finished metal accessories (based on approved actual sample)
Others	:	Debossed stamped logo on product and debossed/foil stamped logo on box top
Packaging	:	Top and bottom gift box with metallic gold twine Eco bag with leather tag debossed/foil stamped with logo

REVISED

C-2



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.

Lot No.	Item Description	Quantity	Delivery Period and Destination
1	Supply and Delivery of the following LANDBANK Christmas Giveaways Zipped Meeting Folder	10,200 pcs.	<p>Delivery Period:</p> <p>For Lot 1: - 2,000 Pcs. – Thirty (30) calendar days after receipt of Notice of Award (NOA) - 3,000 Pcs. – Sixty (60) calendar days after receipt of NOA - 3,000 Pcs. – Ninety (90) calendar days after receipt of NOA - 2,200 Pcs. – One Hundred Twenty (120) calendar days after receipt of NOA</p> <p>For Lot 2: On or before December 15, 2016</p> <p>For Lot 3: - 1,000 Pcs. – Thirty (30) calendar days after receipt of Notice of Award (NOA) - 2,000 Pcs. – Sixty (60) calendar days after receipt of NOA - 2,100 Pcs. – Ninety (90) calendar days after receipt of NOA</p> <p>Delivery Site: Corporate Affairs Department LANDBANK Plaza Building, 1598 M.H del Pilar corner Dr. J. Quintos Sts., Malate, Manila, Philippines</p> <p>Contact Person: FVP Catherine Rowena B. Villanueva Corporate Affairs Department</p> <p>Contact Numbers: 522-0000 loc. 2775 and 8451</p>
2	Torch Light	17,200 pcs.	
3	Document Clutch	5,100 pcs..	

Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Specifications

Lot No.	Specifications	Statement of Compliance
		<p>Bidders must state below either “Comply” or “Not Comply” against each of the individual parameters of each specification.</p> <p>Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid. 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>1 2 3</p>	<p style="text-align: center;">Supply and Delivery of LANDBANK Christmas Giveaways</p> <p>10,200 pcs. Zipped Meeting Folder 17,200 pcs. Torch Light 5,100 pcs. Document Clutch</p> <p>Specifications and design/ lay-out per attached Revised Annexes A, B and C.</p> <p>Bidders are required to submit actual sample of offered item during the bidding date.</p>	<p>Please state here either “Comply” or “Not Comply”</p>

Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Checklist of Bidding Documents for Procurement of Goods and Services

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 (sample form - Form No. 7).
2. Duly notarized Omnibus Sworn Statement (sample form - Form No.6).
3. Eligibility requirements
 - **Legal Documents**
 - 3.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.
 - 3.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.
 - 3.c Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.
 - **Technical / Financial Documents**
 - 3.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.
 - 3.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. (sample form - Form No. 4).

- 3.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.
- 3.g The prospective bidder's computation for its Net Financial Contracting Capacity (sample form - Form No. 5).
- 3.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.
- 3.i Actual sample of offered item
4. Bid security in the prescribed form, amount and validity period (ITB Clause 18.1 of the Bid Data Sheet);
5. **Revised Schedule VI - Schedule of Requirements with signature of bidder's authorized representative.**
6. **Revised Section VII - Specifications with response on compliance and signature of bidder's authorized representative.**
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. 2550Q) VAT or Percentage Tax Returns for the 1st and 2nd Quarters of 2016;
- 7.b. Valid and current PhilGEPS Registration Certificate; and
- 7.c. Income Tax Return for 2015.

The Financial Component (Second Envelope) shall contain the following:

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)