

BID BULLETIN NO. 1 For ITB No. 2016-3-174

PROJECT

One (1) Lot Supply, Delivery and Installation of Glass Panel Stickers, Merchandising Materials, Acrylic ATM Enclosures and Signages Including Dismantling of Existing Signages, when necessary,

at Nineteen (19) LANDBANK Offices

IMPLEMENTOR

Procurement Department

DATE

July 21, 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 modifications, amendments or clarifications are as follows:

- 1) List of Various Indoor Signages for LANDBANK Malolos Plaza Branch is attached per Annexes A-71 to A-73.
- 2) Section VII (Specifications) and Checklist of the Bidding Documents have been revised. Please see attached revised pages 69, 70, 71, 72, 93, 94 and 95 of the Bidding Documents.

ALWIN I. REYES
Assistant Vice President
Procurement Department

MANDRO PLAZA BRANCH

Various Indoor Signages

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|--|--|---|----------------------|--|---|---------------------|------------------|------------------|---------------------------------------|-------------------------|--------------|---------------------------------------|---|---|-----------------------------|---|-------------------|---------------------------------------|----------------------|-------------------|--|----------------|
| 1 | 1 | - | With Acrylic Inserts | N | _ | _ | 1 | | { | - | . | 1 | | _ | , | .1 |) | | - | 1 | | Q. |
| Calendar (12 inserts - months; 2 sets of inserts | US dollar exchange rate (10 inserts per character, number, etc.) | Clearing cut-off time (may vary per branch area/location) - 10:00am | is | customized by supplier, list of names to be supplied by CAD | Pull Pull Pull Pull Pull Pull Pull Pull | Push | Gentlemen's Room | Ladies' Room | Restroom | Fire Exit (directional) | Fire exit | Fire extinguisher | Bank reminders | Seats for pregnant women, senior citizens & persons with disability | Restricted Area | Count your money before leaving the counter | Special Lane | Public Assistance and Complaints Desk | Verification Counter | New Accounts | | Signage |
| 12x15.5 | 8x10,5 | FOLKS | | UA-3-0-J | 6x25 | 5x2.5 | T2x4,.5 | 12x4.6 | 12x4.6 | 8x8 | 8 % 3 | 8x3 | IlxXI | 5x/8 | 12x3.5 | ZX3.5 | 12x3.5 | 12x3.5 | 1283.5 | 12x3.5 | | Size (Inches) |
| Teller's area | Teller's area | Tellersarea | | Series of the se | Entrance/exit doors | Entrance/exit doors | CR deors | CR doors | Restrooms | Where applicable | Exit doors | On top or below the fire extinguisher | Air-conditioner units most visible to clients within the lobby area | Stanction post | Door of the restricted area | Teller's Area | Designated teller | Designated officer's area | Verification counter | New Accounts Area | المراجعية والمراجع وا | Location |
| Wall mounted | Wall mounted | Wall mounted | | A SIGNATURE OF THE PROPERTY OF | Wall mounted | Wall mounted | Wall mounted | Wall mounted | Wall mounted | Wall mounted/ Hung | Wall mounted | Wall mounted | Wall mounted | Wall modifiled | Wall mounted | Wall mounted | Wall mounted | Wall mounted | Wall mounted | Wall mounted | | Type |
| mounted on Jinm | Avery frosted sticker | Reversed digital | | | | | | and the state of | i i i i i i i i i i i i i i i i i i i | WILLIAM BE | | sticker mounted on 3mm | Reversed digital colored | | | | | | | | | Printing Spers |

21 Branch Merchandising Manual

MALOLOS PLAZA PRANCH

| × | ₩all | * | V | Standee 2 | | | C | Stanc | | Carumus, sirve—nreumrusson—nastura | |
|-----------------------------|--------------------------|---|---------------------------------|-----------|---|---|-----------------------------|-----------------------------------|--|---|--|
| | Wall hang (back-to-back) | | | tee 2 | : | | 6 | dee I with c | | | |
| Online/Offline | -to-back) | For check encashment | Requirements in account opening | | | | Nameplate (for frontliners) | Standee I with customized inserts | Initial minimum deposit and maintaining balance | | -numbers 0-9; Tinserts - days of the week) |
| 6X25 | | 50,6 | 6x10 | | | | 5x2.8 | | 8X10.5 | | 1.00 |
| ATM doors | | Teller's area | New accounts area | | | | Teller's area | | New accounts area | | |
| Wallhang | | Standee Z | Standee 2 | | | | Standee 1 | | Standee 2 | | |
| Digital colored printing on | | printing on Avery trosted sticker mounted on amin thick dear acrylic with white backing | Reversed digital colored | | Inserts: White, Avery MPI 3000 with lamination Computer cut-outs | grinting on Avery frosted sticker mounted on 3mm thick clear acrylic with white backing | Digital colored | | Reversed digital colored printing on Avery fixosted sticker mounted on 3mm thick clear acrylic with winite backing | Inserts: White, Avery MPI 3000 with lamination Computer cut-cuts | thick clear acrylic with white backing |

2.2 Branch Merchandising Menuel

MALONOS PLAZA BRANCH

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| | · Primari |
| Floor guide/directory — <i>layout to be</i> customized by supplier; details to be supplied by CAD | Open/Closed |
|]2x30 | 6x25 |
| Near floorentiance | Entrance/Exit Doors |
| Wall mounted | Wallhang |
| Reversed digital colored printing or Avery frosted sticker mounted on 3mm thick clear acrylic with white backing | Avery frosted sticker mounted on 3mm thick chalk white acrylic |

Specification:

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- A) Digital colored printing on Avery frosted sticker mounted on 3mm clear acrylic with white backing
 B) Supplier shall provide a proof of each material (1 pc. Standee I; 1 pc. Standee 2; and 1 Wall mounted signage) for approval prior to signage production
 C) Supplier shall also provide chain for all hanging indoor signage
 D) Shall use 3M double adhesive tapes for wall-mounted signage
 E) Final sticker application should not have any visible air pockets or bubbles.
 Note: Final artworks/designs of materials for printing will be provided by CAD

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Specifications

| Item | Specifications | Statement of Compliance |
|------|--|--|
| No. | | Bidders must state below either "Comply" or "Not Comply" against each of the individual parameters of each specification. |
| | | 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) |
| | One (1) Lot Supply, Delivery and Installation of Glass Panel Stickers, Merchandising Materials, Acrylic ATM Enclosures and Signages including Dismantling of Existing Signages, when necessary, at the following | Please state here either "Comply" or "Not Comply" |
| 1 | LANDBANK Offices: PEZA Taguig (MM) EO | |
| | D-1 Glass Panel Sticker, 0.412m x 1.80m 2 sets | |
| | W-1 Glass Panel Sticker, 2.576m x 1.80m 1 set W-2 Glass Panel Sticker, 2.725m x 1.80m 2 sets | |
| | Main Door Sticker1 lot | |
| 2 | San Juan (MM) Branch Instructional Signages/Templates: | |
| | Main Door Sticker1 set | |
| | Seats for Pregnant Women, Senior Citizens & Persons w/ Disability 1 pc. | |
| | Teller's Name 4 pcs. | |
| | D-1 Glass Panel Sticker, 1.008m x 2.70m 2 sets | |
| | 1.800m x 0.90m 1 set | |
| | W-1 Glass Panel Sticker, 3.673m x 2.70m 1 set W-2 Glass Panel Sticker, 3.673m x 2.70m 1 set | |
| | W-3 Glass Panel Sticker, 4.30m x 2.70m 2 sets | |
| | W-4 Glass Panel Sticker, 2.35m x 2.70m 1 set | |

Please state here either Bicutan DOST (MM) Branch "Comply" or "Not Comply" 1 unit Vertical Signage with Photo Sensor, Double Face, 1.75m x 1.50m 1 lot Dismantling & Reinstallation of existing two Pylon Posts 1 lot Hauling-out of existing Vertical Signage to Antipolo Warehouse San Nicolas (Ilocos Norte) EO 1 unit Horizontal Signage with Digital Timer Switch, 20.0m x 0.80m 1 unit Directional Signage 1 unit Bulletin Board 1 unit ATM Acrylic Enclosure 6 units Acrylic Poster Holder 57.5 sq.m. Glass Panel Sticker 1 set Main Door Sticker 1 set Indoor Signages (see attached list) Lagawe (Ifugao) Branch for LEAF at Kiangan, Ifugao 1 unit Horizontal Signage with Digital Timer Switch, 4.35m x 0.80m 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit Bulletin Board 3 units Acrylic Poster Holder 1 unit Rotating Brochure and Magazine Holder 1 unit Acrylic A4 Poster and Brochure Holder 1 set Indoor Signages (see attached list) Solano (Nueva Vizcaya) Branch for offsite ATM at Veterans 6 Regional Hospital 1 unit Directional Signage 7 Malolos Plaza (Bulacan) Branch 1 unit Horizontal Signage with Digital Timer Switch, 24.80m x 0.80m 1 unit Vertical Signage with Photo Sensor, Double Face, 1.75m x 1.50m 2 units Thru-the-Wall ATM Flushed-Type Signage 1 unit Bulletin Board 6 units Acrylic Poster Holder 1 unit Acrylic Transaction Bin 1 set Indoor Signages (see attached list) Pinamalayan (Mindoro) Branch 8 1 unit Vertical Signage with Photo Sensor, Double Face, Flag-Type, 1.75m x 1.50m, including repainting of existing B.I. pipe NOTE: Re-use existing B.I. pipe & pedestal post 1 unit Horizontal Signage with Digital Timer Switch. 3.95m x 0.80m 1 lot Dismantling of existing horizontal signage 9 San Jose (Mindoro) Branch 1 unit Vertical Signage with Photo Sensor, Double Face, Pylon Posts, 1.75m x 1.50m NOTÉ: Re-use existing pylon post 1 unit Horizontal Signage with Digital Timer Switch, 20.20m x 0.80m 1 lot Dismantling of existing signages

| Government Unit (LGU) 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit ATM Horizontal Signage with Digital Timer Switch, 4.45m x 0.70m 2 crars (Cebu) Branch for offsite ATM at Barill and Santander LGUs 2 units Actylo ATM Enclosure Mandaue (Cebu) Branch for offsite ATM at Pacific Mall. 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 1.6m x 0.70m 1 for Dismarulling of existing signages w/ Digital Timer Switch, 1.6m x 0.70m 1 son Protectional Signage w/ Digital Timer Switch, 2.20m x 0.70m 2 unit ATM Horizontal Signage w/ Digital Timer Switch, 2.20m x 0.70m 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 2.20m x 0.70m 1 Naval (Billiran) Branch for offsite ATMs at Naval State University: 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit Directional Signage 1 unit Directional Signage w/ Digital Timer Switch, 1.80m x 0.70m Provincial Ceptic: 1 unit Directional Signage w/ Digital Timer Switch, 1.80m x 0.70m Provincial Ceptic: 1 unit Thru-the-Wall ATM Flushed-Type Signage (for ProCash286) 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 1.75m x 0.70m 16 Tacurrona (Sutten Kudarat) Branch for offsite ATMs at Lambayong (Misamis Oriental) Branch for offsite ATMs at Lambayong (LGU and Southern Mindanao Institute of Technology 2 units Thru-the-Wall ATM Flushed-Type Signage 2 units ATM Horizontal Signage w/ Digital Timer Switch, 1.80m x 0.70m 17 Gingoog (Misamis Oriental) Branch for offsite ATMs at Fresh Fruits Ingredients inc. and Prince Hypermart 2 units Directional Signage 18 San Pedro (Dayao) Branch for offsite ATM at Department of Social Welfare & Development Region XI 1 unit Thru-the-Wall ATM Flushed-Type Signage (for ProCash285) 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 2.0m x 0.70m ProCash285) 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 2.0m x 0.70m ProCash285) 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 2.0m x 0.70m | ner iply" |
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| 1 unit ATM Horizontal Signage with Digital Timer Switch, 4.45m x 0.70m Carcar (Cebu) Branch for offsite ATM at Barili and Santander LGUs 2 units Acrylic ATM Enclosure Mandaue (Cebu) Branch for offsite ATM at Pacific Mall 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 1.8m x 0.70m 1 to Dismantling of existing signages 13 Bogo (Cebu) Branch for offsite ATMs at: San Remigio LGU: 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 2.20m x 0.70m Daanbantayan LGU: 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 2.20m x 0.70m 14 Nayal (Biliran) Branch for offsite ATMs at: Naval State University: 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit Directional Signage 1 unit Directional Signage w/ Digital Timer Switch, 1.80m x 0.70m Provincial Capitol: 1 unit Directional Signage w/ Digital Timer Switch, 1.80m x 0.70m Provincial Capitol: 1 unit Directional Signage w/ Digital Timer Switch, 1.75m x 0.70m 15 Massin (Southern I.sprits) Branch for offsite ATMs at Hindang LGU 1 unit Thru-the-Wall ATM Flushed-Type Signage (for ProCash285) 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 1.75m x 0.70m 16 Tacurrong (Sultan Kudarat) Branch for offsite ATMs at Lambayong LGU and Southern Mindanao Institute of Technology 2 units Thru-the-Wall ATM Flushed-Type Signage 2 units ATM Horizontal Signage w/ Digital Timer Switch, 1.80m x 0.70m 17 Singeog (Misamis Oriental) Branch for offsite ATMs at Fresh Fruits Ingredients Inc. and Prince Hypermant 2 units Directional Signage 2 san Redro (Dayao) Branch for offsite ATM at Department of Social Welfare & Development Region XI 1 unit Thru-the-Wall ATM Flushed-Type Signage (for ProCash285) 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 2.20m x 0.70m 8 San Redro (Town X 20m) 8 San Redro (Town X 20m) 8 Digital Timer Switch, 2.20m x 0.70m 8 Digital Timer Switch, 2.20m x 0.70m | x = 2 |
| Carcar (Cebu) Branch for offsite ATM at Barill and Santander LGUs 2 units Acrylic ATM Enclosure Mandaus (Cebu) Branch for offsite ATM at Pacific Mall 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 1.8m x 0.70m 1 iot Dismantling of existing signages 8 8 9 0 (Cebu) Branch for offsite ATMs at: San Remiglo LGU: 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit Directional Signage w/ Digital Timer Switch, 2.20m x 0.70m Daambentayan LGU: 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 2.20m x 0.70m Daambentayan LGU: 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 2.20m x 0.70m Naval (Billiran) Branch for offsite ATMs at: Naval State University: 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 1.80m x 0.70m Provincial Capitol: 1 unit Directional Signage w/ Digital Timer Switch, 1.80m x 0.70m Provincial Capitol: 1 unit Directional Signage w/ Digital Timer Switch, 1.75m x 0.70m Provincial Capitol: 1 unit Directional Signage w/ Digital Timer Switch, 1.75m x 0.70m Signage w/ Digital Timer Switch, 1.80m x 0.70m Signage w/ Dig | |
| 12 Mandaue (Cebu) Branch for offsite ATM at Pacific Malf. 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 1.8m x 0.70m 1 tot Dismantling of existing signages 8 pago (Cebu) Branch for offsite ATMs at: San Remigio LGU: 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit Directional Signage w/ Digital Timer Switch, 2.20m x 0.70m Daanbantayan LGU: 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 2.20m x 0.70m Daanbantayan LGU: 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 2.20m x 0.70m Maval (Billiran) Branch for offsite ATMs at: Naval State University: 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit Directional Signage 1 unit Directional Signage w/ Digital Timer Switch, 1.80m x 0.70m Provincial Capitol: 1 unit Directional Signage Massin (Southern Leyte) Branch for offsite ATMs at Hindang LGU 1 unit Thru-the-Wall ATM Flushed-Type Signage (for ProCash285) 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 1.75m x 0.70m 16 Lambayong LGU and Southern Mindanao Institute of Technology 2 units Thru-the-Wall ATM Flushed-Type Signage 2 units ATM Horizontal Signage w/ Digital Timer Switch, 1.80m x 0.70m 17 Gingoog (Misanis Oriental) Branch for offsite ATMs at Fresh Fruits Ingredients Inc. and Prince Hypermart 2 units Directional Signage 8 San Pedre (Davep) Branch for offsite ATMs at Fresh Fruits Ingredients Inc. and Prince Hypermart 2 units Directional Signage 8 San Pedre (Davep) Branch for offsite ATM at Department of Social Welfare & Development Region XI 1 unit Thru-the-Wall ATM Flushed-Type Signage (for ProCash285) 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 2.20m x 0.70m 19 Bongae (Tawi Tawi), Branch 1 unit Horizontal Signage w/ Digital Timer Switch, | |
| 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit ATM Horizontal Signage w Digital Timer Switch, 1,8m x 0.70m 1 iot Dismantling of existing signages 8 8 8 9 (Cehu) Branch for offsite ATMs at: San Remigio LGU: 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit Directional Signage w Digital Timer Switch, 2,20m x 0.70m Daanbantayan LGU: 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 2,20m x 0.70m Mayal (Biliran) Branch for offsite ATMs at: Naval State University: 1 unit Thru-the-Wall ATM Flushed-Type Signage 1 unit Directional Signage 1 unit Directional Signage w/ Digital Timer Switch, 1,80m x 0.70m Provincial Capitol: 1 unit Directional Signage w/ Digital Timer Switch, 1,80m x 0.70m Provincial Capitol: 1 unit Thru-the-Wall ATM Flushed-Type Signage (for ProCash285) 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 1,75m x 0.70m 1 Tacurong (Suttan Kudarat) Branch for offsite ATMs at Lambayong LGU and Southern Mindanao Institute of Technology 2 units Thru-the-Wall ATM Flushed-Type Signage 2 units ATM Horizontal Signage w/ Digital Timer Switch, 1,80m x 0.70m Gingeog (Misamls Oriental) Branch for offsite ATMs at Lambayong LGU and Southern Mindanao Institute of Technology 2 units Thru-the-Wall ATM Flushed-Type Signage 2 units ATM Horizontal Signage w/ Digital Timer Switch, 1,80m x 0.70m Gingeog (Misamls Oriental) Branch for offsite ATMs at Fresh Fruits Ingredients inc. and Prince Hypermart 2 units Directional Signage 8 an Pedro (Dayao) Branch for offsite ATM at Department of Social Welfare & Development Region XI 1 unit Thru-the-Wall ATM Flushed-Type Signage (for ProCash285) 1 unit ATM Horizontal Signage w/ Digital Timer Switch, 2,20m x 0.70m 19 Bongae (Tawi. Tawi). Branch 1 unit Horizontal Signage w/ Digital Timer Switch, | |
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| 19 Bongao (Tawi Tawi) Branch 1 unit Horizontal Signage w/ Digital Timer Switch, | |
| 1 unit Horizontal Signage w/ Digital Timer Switch, | |
| 5.1054m x 0.80m | |
| 1 lot Dismantling of existing horizontal and bracket-type vertical signages | |

Specifications and other requirements per attached Annexes A-1 to A-73.

Submission of a certified true copy of Certification from the manufacturer stating that the bidder is an authorized converter of the brand being offered inside the eligibility/technical envelope.

The lowest calculated bidder must submit mock-ups/ samples using LED lights within ten (10) calendar days after the bidding date for evaluation/post-qualification. Bidders whose offered products have previously been evaluated by LANDBANK and found to be complying may no longer be required to comply with this requirement. Please state here either "Comply" or "Not Comply"

| Name of Bidder |
|--|
| Signature Over Printed Name of Authorized Representative |

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

- 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 (Section 23.1)

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 ongoing 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

Revised

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. Certified true copy of certification from the manufacturer stating that the bidder is an authorized converter of the brand being offered.
- 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.
- 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 4th Quarter of 2015 and 1st 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 (sample form Form No.1)
- 2. Duly filled out Schedule of Prices signed by the bidder's authorized representative (sample form Form No.2)