



**LAND BANK OF THE PHILIPPINES**

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Official Depository of the Republic of the Philippines

**BID BULLETIN NO. 3**  
**For ITB No. 2015-3-112**

**PROJECT :** Supply and Delivery of 5,600,000 pcs. Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization

**IMPLEMENTOR :** Procurement Department

**DATE :** July 15, 2015

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

The modification or amendment is as follows:

- 1) The Name of Project has been changed as follows:

FROM	TO
Supply and Delivery of 5,600,000 pcs. Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization	<b>Two (2) Lots Supply and Delivery of Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization</b>  <b>Lot 1- 2,800,000 Pieces with Approved Budget for the Contract of P193,200,000.00</b>  <b>Lot 2- 2,800,000 Pieces with Approved Budget for the Contract of P193,200,000.00</b>

- 2) The Amount of Bid Security has been revised as follows:

Form of Bid Security	FROM	TO
(a) Cash or cashier's/ manager's check issued by a Universal or Commercial Bank	P7,728,000.00	<b>Lot 1 – P3,864,000.00</b> <b>Lot 2 – P3,864,000.00</b>
(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank; Provided, however, that it shall be confirmed of authenticated by a Universal or Commercial Bank, if issued by a foreign bank.		
(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security; and/or	P19,320,000.00	<b>Lot 1 – P9,660,000.00</b> <b>Lot 2 – P9,660,000.00</b>

- 3) The Terms of Reference has been revised. Please see attached revised Annexes A-1 to A-3.
- 4) The Invitation to Bid, Item Nos. 1.2, 2, 5.4, 18.1 and 28.3 of the Bid Data Sheet, Section VI (Schedule of Requirements) and Section VII (Technical Specifications) have been revised. Please see attached revised pages 4, 40, 41, 42, 43, 44, 71, 73 and 74.
- 5) The Bid Form (Form No. 1), Schedule of Prices (Form No. 2) and Checklist of Bidding Documents have been revised. Please see attached revised pages 77, 78, 79, 91, 92 and 93.
- 6) Another Pre-Bid Conference is scheduled on July 21, 2015, **1:00 P.M.** and the deadline of submission and the schedule of opening of eligibility/technical and financial documents/proposals for the above project is scheduled on **July 30, 2015, 11:00 A.M.** at the Procurement Department, 25th Floor, LANDBANK Plaza Building, 1598 M. H. Del Pilar corner Dr. Quintos Streets, Malate, Manila.

For guidance and information of all concerned.

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

**TERMS OF REFERENCE****EMV LANDBANK VISA BRANDED DEBIT CARD(LVDC) and PERSONALIZATION****1. CARD MANUFACTURER/PERSONALIZATION BUREAU****1.1 The Supplier must have the following:**

- Must be accredited by VISA International and must submit current and valid accreditation certificate issued by Visa for EMV Card Production and Personalization
- Must submit a certificate of satisfactory experience from at least one existing client in the Philippines for full EMV card production and personalization
- Must submit a Self Certification on its capacity to produce the required volume of 5.6 million EMV cards within 3 months.
- Must have a Personalization Bureau in the Philippines. The address/location of the Personalization Bureau in the Philippines should be included in the Self Certification. LANDBANK reserves the right to conduct onsite inspection of the Production Facilities and Personalization Bureau of the bidder.

**2. In the event of an award, the Supplier must comply with the following:****A. LANDBANK EMV Card Specifications (Annex A)****B. Card Production**

- The supplier must submit actual card proof within 3 banking days upon receipt of the Card Design. LANDBANK to provide Card Design in Adobe Illustrator (AI) file after receipt of Notice of Award (NOA).
- Once approved by LANDBANK, the Supplier must submit the actual card proof to Visa for approval.
- The Supplier must submit five (5) actual card samples to LANDBANK within five (5) banking days after approval of Visa.

**C. Card Personalization**

- The Supplier must perform SFTP (Secured File Transfer Protocol) Set up and test connectivity with LANDBANK within ten (10) calendar days upon receipt of NOA and must submit certificate of connectivity.
- The Supplier must comply with the required Visa Template from LANDBANK within twenty five (25) calendar days upon receipt of the embossing file with the following activities:
  - Key Exchange Ceremony
  - Conduct joint testing with LANDBANK for EMV Card Personalization
  - Personalization of test cards

- D. In case the Supplier will be designated by LANDBANK to generate the Issuer Public Key (IPK) at no cost to the Bank, the Supplier must turn over the IPK during Key Exchange Ceremony and allow use of the IPK by another vendor.
- E. The Supplier shall provide a chip reader and four hundred (400) sample/test personalized EMV cards for testing, free of charge, which will be used during UAT of the ATM System Replacement Project.
- F. The Supplier must pass the Visa Brand Management Approval and must submit the Visa email confirmation.
- G. The EMV Chip must be valid for at least one year from receipt of the embossing file. The Supplier must submit a Letter of Approval from Visa covering the latest VSDC Applet for Contact Card indicating the expiry date.
- H. The card shall have a three (3) year guaranteed life. All invalid and defective cards- related to production defects (Annex B) must be replaced by the Supplier free of charge within ten (10) banking days if returned within the guarantee period.
- I. The Supplier's Personalization Bureau will safekeep the blank EMV cards in their vault at no cost to the Bank, and retrieval of which shall only be allowed upon receipt of request for card personalization from LANDBANK authorized personnel.
- J. The Supplier shall have a weekly and monthly report of processed, spoiled and remaining inventory of EMV cards and allow the Bank to conduct surprise actual/physical count of cards for at least once a month.
- K. The Supplier must allow the Bank to witness the perforation of spoiled EMV cards to be scheduled on a monthly basis.
- L. The Supplier must complete the delivery of the total requested Card Production/Personalization within three (3) months from the initial receipt of the embossing file which is expected to be provided by LANDBANK on August 2016. Delivery shall be made by the Supplier on a weekly basis based on the agreed volume schedule.
- Manner of delivery:
- Directly to LANDBANK Head Office via secured cargo.
  - Pick up by LANDBANK authorized representative/s at the Supplier's designated pick up site/location (for Metro Manila and nearby provincial branches)
- M. LANBANK will pay the Supplier based on the actual volume of EMV Cards delivered and billing shall be made on a monthly basis.
- N. The Supplier must make available to LANDBANK all necessary resources for the full EMV Chip card production and personalization by 3<sup>rd</sup> Quarter to 4<sup>th</sup> Quarter of 2016.

- O. In case the Supplier fails to deliver within the required 3-month period resulting to the Bank's delayed compliance to BSP deadline of full EMV migration, the corresponding BSP financial penalty shall be charged to the Supplier (Annex C).
- P. Supplier shall allow LANDBANK to conduct scheduled plant/site inspection/visit and surprise audit to validate adherence to internal control per LANDBANK checklist (Annex D)
- Q. The Supplier must submit a Business Continuity Plan to ensure continuity of service provided to LANDBANK
- R. The Supplier shall in no case retain any copy (soft and hard) of the Bank's embossing data after card personalization duly supported by a notarized certification. All records or any data submitted by the Bank or its client shall be treated as highly confidential.
- S. The Supplier shall comply with LANDBANK's Service Level Agreement and Non-Disclosure Agreement (NDA) and Acceptable Use Policy (AUP).



**Land Bank of the Philippines**

## **Invitation to Bid For**

### **Supply and Delivery of:**

**Lot 1 – 2,800,000 pcs. Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization**

**Lot 2 – 2,800,000 pcs. Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization**

1. The LAND BANK OF THE PHILIPPINES (LANDBANK), through its Corporate Budget for the contract approved by the Board of Directors for 2015 intends to apply the total sum of Three Hundred Eighty Six Million Four Hundred Thousand Pesos Only (P386,400,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for the Supply and Delivery of Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization / ITB No. 2015-3-112, broken down as follows:

<b>Lot No.</b>	<b>Item Description</b>	<b>ABC</b>
<b>1</b>	<b>2,800,000 pcs. Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization</b>	<b>P193,200,000.00</b>
<b>2</b>	<b>2,800,000 pcs. Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization</b>	<b>P193,200,000.00</b>

Bids received in excess of the above ABC shall be automatically rejected at bid opening.

2. The LANDBANK now invites bids for the Supply and Delivery of Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization. Delivery period is indicated in Section VI, Schedule of Requirements. Bidders should have completed, within five (5) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the Implementing Rules and

## Bid Data Sheet

ITB Clause	
1.1	The Procuring Entity is LAND BANK OF THE PHILIPPINES (LANDBANK).
1.2	<p>The lots and references are :</p> <p><b>Supply and Delivery of the following:</b></p> <p><b>Lot 1 – 2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization</b></p> <p><b>Lot 2 – 2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization</b></p> <p><b>ITB No. 2015-3-112</b></p>
2	<p>The Funding Source is:</p> <p>The Government of the Philippines (GOP) through the Corporate Budget for the contract approved by the LANDBANK Board of Directors for 2015 in the total amount of Three Hundred Eighty Six Million Four Hundred Thousand Pesos Only (P386,400,000.00).</p> <p><b>Project:</b></p> <p><b>Supply and Delivery of the following:</b></p> <p><b>Lot 1 – 2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization</b></p> <p><b>Lot 2 – 2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization</b></p>
3.1	No further instructions.
5.1	No further instructions.
5.2	Foreign bidders, falling under ITB Clause 5.2 (b) and/or doing business in the Philippines may participate in this Project.
5.4	<p><b>The Bidder must have completed, within the period specified in the Invitation to Bid and ITB Clause 12.1(a)(iv), a single contract that is similar to the contract to be bid and whose value must be not less than P48.3 M; or at least two (2) similar contracts and the aggregate contract amount should be equivalent to not less than P48.3 M and the largest of these similar contracts must be equivalent to not less than P24.15 M,</b></p>

	<p>Bidder must submit proof of their completed largest single contract. Proofs shall be:</p> <ul style="list-style-type: none"> <li>• Copy of the contract or purchase order; or</li> <li>• Copy of official receipt or certification from bidder's client that items have been satisfactorily delivered/accepted.</li> </ul> <p><b>For this purpose, similar contracts shall refer to Debit, Credit or Prepaid Cards.</b></p>
7	No further instructions.
8.1	Subcontracting is not allowed.
8.2	Not applicable.
9.1	<p>The Procuring Entity will hold a pre-bid conference for this Project on _____ at Bidding Room, 25<sup>th</sup> Floor, LANDBANK Plaza Building, 1598 M.H. Del Pilar corner Dr. J. Quintos Streets, Malate, Manila.</p>
10.1	<p>The Procuring Entity's address is:</p> <p>Land Bank of the Philippines 25<sup>th</sup> Floor, LANDBANK Plaza Building 1598 M.H. Del Pilar corner Dr. J. Quintos Streets 1004 Malate, Manila www.landbank.com</p> <p>Contact person :</p> <p>Mr. Alwin I. Reyes Department Manager Procurement Department 1598 M.H. Del Pilar cor. Dr. J. Quintos Sts. 1004 Malate, Manila Tel. (+632) 522-0000 or 551-2200 local 7370 Fax (+632) 528-8587 Email lbphobac@mail.landbank.com</p>
12.1(a)	No further instructions.
12.1(a)(i)	No other acceptable proof of registration is recognized.
12.1(a)(iv)	The statement of all ongoing government and private contracts and single largest completed contract similar to the contract to be bid shall include all such contracts within five (5) years prior to the deadline for the submission and receipt of bids.
13.1	Bidders are required to use the Bid Form provided in Section VIII. Bid Form (Form Nos.1 and 2).



13.1(b)	No further instructions.									
13.2	<p>The Approved Budget for the Contract (ABC) is Three Hundred Eighty Six Million Four Hundred Thousand Pesos Only (P386,400,000.00)</p> <p>Any bid with a financial component exceeding this amount shall not be accepted.</p>									
15.4(a)(iii)	No incidental services are required.									
15.4(b)	Not applicable.									
16.1(b)	Not applicable.									
16.3	Not applicable.									
17.1	Bids will be valid until 120 calendar days from date of opening of bids.									
18.1	<p>The bid security shall be limited to Bid Securing Declaration or any other form in accordance with the following amount:</p> <table border="1"> <thead> <tr> <th>Form of Bid Security</th><th>Amount of Bid Security</th></tr> </thead> <tbody> <tr> <td>(a) Cash or cashier's/ manager's check issued by a Universal or Commercial Bank</td><td rowspan="2"> <p>Lot 1 – P3,864,000.00 Lot 2 – P3,864,000.00</p> </td></tr> <tr> <td>(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank; Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.</td></tr> <tr> <td>(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security; and/or</td><td> <p>Lot 1 – P9,660,000.00 Lot 2 – P9,660,000.00</p> </td></tr> <tr> <td>(d) Any combination of the foregoing.</td><td>Proportionate to share of form with respect to total amount of security.</td></tr> </tbody> </table> <p>1. If bid security is in the form of cash, a bidder is required to secure a Payment Acceptance Order (PAO) from LANDBANK Procurement Department. The PAO shall then be presented to any of the Tellers at the Cash Department (Ground Floor, LANDBANK Plaza Building) together with the corresponding cash. The Cash Department Teller shall issue a machine validated Official Receipt (OR) evidencing payment of the bid security. The original and/or certified true copy of the Official Receipt shall be</p>	Form of Bid Security	Amount of Bid Security	(a) Cash or cashier's/ manager's check issued by a Universal or Commercial Bank	<p>Lot 1 – P3,864,000.00 Lot 2 – P3,864,000.00</p>	(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank; Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security; and/or	<p>Lot 1 – P9,660,000.00 Lot 2 – P9,660,000.00</p>	(d) Any combination of the foregoing.	Proportionate to share of form with respect to total amount of security.
Form of Bid Security	Amount of Bid Security									
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(d) Any combination of the foregoing.	Proportionate to share of form with respect to total amount of security.									

	<p>enclosed in Bid Envelope No. 1 (Eligibility and Technical Proposal/Documents). The original official receipt shall be returned by the BAC Secretariat to the bidder immediately after the opening of bids.</p> <p>2. If bid security is in the form of cashier's/manager's check, the check should be payable to LAND BANK OF THE PHILIPPINES.</p> <p>3. If in the form of bank draft/guarantee, the bidder may use the standard format of the issuing Bank, provided the ITB No. and Name of the Project are indicated.</p> <p>4. If in the form of surety bond, it should be issued by a surety or insurance company duly certified by the Insurance Commission to issue such security through LandBank Insurance Brokerage, Inc. (LIBI) with office at 14<sup>th</sup> Floor, LIBI-Forex, LANDBANK Plaza every Tuesday and Thursday (telephone number 710-7114) and at the 12<sup>th</sup> Floor, SSHG Law Center Bldg., 105 Paseo de Roxas, Legaspi Village, Makati City with telephone numbers 812-4911 and 867-1064.</p> <p>5. If in the form of Bid Securing Declaration, the attached form (Form No. 8) must be used</p>
18.2	The bid security shall be valid until 120 calendar days from date of opening bids.
20.3	<p><b>Each Bidder shall submit one (1) original copy and one (1) photocopy of the first (Technical) and second (Financial) components of its bid.</b></p> <p><b>Bidders who have previously submitted the Class "A" Documents may secure a certification from LANDBANK Procurement Department to the effect that it has previously submitted the said documents. The said certification or a Certificate of PhilGEPS Registration (Platinum Membership) and its Annex A, may be submitted and enclosed inside the Technical Component/Envelope in lieu of the requirements enumerated in ITB Clause 12.1(a).</b></p>
21	<p>The address for submission of bids is:</p> <p>Procurement Department Land Bank of the Philippines 25th Floor, LANDBANK Plaza Building 1598 M.H. Del Pilar corner Dr. J. Quintos Streets 1004 Malate, Manila</p> <p>The deadline for submission of bids is 11:00 A.M., _____.</p>
24.1	<p>The place of bid opening is:</p> <p>25<sup>th</sup> Floor Bidding Room Procurement Department Land Bank of the Philippines</p>

	<p>LANDBANK Plaza Building 1598 M.H. Del Pilar corner Dr. J. Quintos Streets 1004 Malate, Manila</p> <p>The date and time of bid opening is 11:00 A.M., _____.</p>				
24.2	No further instructions.				
27.1	No further instructions.				
28.3	<p>In order to avoid concentration risk, the goods are grouped into two (2) lots. A bidder shall have option of submitting a proposal for the two (2) lots but can only win one (1) lot. In case the lowest calculated bid for Lot 1 is higher than the lowest calculated bid for Lot 2, or vice versa, the higher LCB must match the lower LCB among the two (2) lots.</p> <table border="1"> <tr> <td>Lot 1</td><td>2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization</td></tr> <tr> <td>Lot 2</td><td>2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization</td></tr> </table>	Lot 1	2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization	Lot 2	2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization
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Lot 2	2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization				
28.3(b)	Bid modification is not allowed.				
28.4	No further instructions.				
29.2(b)	Certified true copy of Value Added Tax (VAT) or Percentage Tax (PT) Returns for the 4 <sup>th</sup> Quarter of 2014 and 1 <sup>st</sup> Quarter of 2015 filed through the BIR Electronic Filing and Payments System (EFPS). Only tax returns filed and taxes paid through the BIR EFPS shall be accepted.				
29.2(d)	No further instructions.				
32.4(g)	No further instructions.				

## 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.	Description	Quantity	Delivery Period and Destination
1	<b>Supply and Delivery of the following:</b>  <b>Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization</b>	2,800,000 Pieces	LANDBANK Plaza Building – 1598 M.H. Del Pilar St., Malate, Manila  Delivery:
2	<b>Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization</b>	2,800,000 Pieces	Ninety (90) calendar days from the initial receipt of the embossing file. Delivery shall be made on a weekly basis based on the agreed volume schedule.  <b>Contract Period: Two (2) Years</b>

**Conforme:**

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

\_\_\_\_\_  
Signature Over Printed Name of  
Authorized Representative

\_\_\_\_\_  
Position

# Technical Specifications

Lot No.	Specification	Statement of Compliance
		<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>1</p> <p>2</p>	<p><b>Supply and Delivery of the following:</b></p> <p><b>2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization</b></p> <p><b>2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization</b></p> <p>Other requirements :</p> <p><b>1. Compliance to the specifications and other requirements as per attached Terms of Reference - Annexes A-1 to A-3 (revised) and Annexes A-4 to A-17.</b></p>	<p><b>Please state here either "Comply" or "Not Comply"</b></p>

	<p>2. The following documents must be submitted inside the eligibility/technical envelope:</p> <ul style="list-style-type: none"><li>• Current and valid Visa International accreditation certificate for EMV Card Production and Personalization</li><li>• Certificate of satisfactory performance from at least one (1) existing client in the Philippines for full EMV card production and personalization.</li><li>• Bidder's Self Certification on its capacity to produce the required volume of 5.6 million cards within three (3) months.</li><li>• Complete address/location and contact number of bidder's Personalization Bureau in the Philippines.</li></ul>	<p><b>Please state here either "Comply" or "Not Comply"</b></p>
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**Conforme:**

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

\_\_\_\_\_  
Signature Over Printed Name of  
Authorized Representative

\_\_\_\_\_  
Position

**Form No. 1**

**Bid Form**

Date: \_\_\_\_\_

To: Land Bank of the Philippines  
LANDBANK Plaza Building  
1598 M.H. Del Pilar corner Dr. J. Quintos Streets  
1004 Malate, Manila

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers \_\_\_\_\_  
[insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver the following in conformity with the said Bidding Documents for the sum of:

Lot No.	Total Bid Amount in words (VAT Inclusive)	Total Bid Amount in Figures (VAT Inclusive)
1		
2		

or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in BDS provision for ITB Clause 18.2 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof, and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the lowest or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements as per ITB Clause 5 of the Bidding Documents.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
[signature]

\_\_\_\_\_  
[in the capacity of]

Duly authorized to sign Bid for and on behalf of \_\_\_\_\_



Form No. 2

SCHEDULE OF PRICES

1	2	3	4	5	6	7	8	9	10
Lot No.	Item Description	Country of Origin	Quantity	Unit price EXW per item	Cost of local labor, raw material and component	Total price EXW per item (cols. 4 x 5)	Unit prices per item final destination and unit price of other incidental services	Sales and other taxes payable per item if Contract is awarded	Total Price delivered Final Destination (cols. 8 + 9) x 4
1	Supply and Delivery of the following: Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization	—	2,800,000 pcs.	N/A	N/A	N/A	—	—	—
2	Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization	—	2,800,000 pcs.				—	—	—

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

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

\_\_\_\_\_  
Position

**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)
- 3.e Statement of the prospective bidder identifying its single largest completed contract similar to the contract to be bid, equivalent to at least twenty five percent (25%) 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 Current and valid VISA International accreditation certificate for EMV Card Production and Personalization.
- 3.j Certificate of satisfactory performance from at least one (1) existing client in the Philippines for full EMV card production and personalization.**
- 3.k Bidder's Self Certification on its capacity to produce the required volume of 5.6 million cards within three (3) months.
- 3.l Bidder's Personalization Bureau in the Philippines with complete address/location and contact number.
- 4. Bid security in the prescribed form, amount and validity period (Revised 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 - Technical Specifications with response on compliance and signature of bidder's authorized representative.**

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

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