

**LAND BANK OF THE PHILIPPINES**

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Official Depository of the Republic of the Philippines

**BID BULLETIN NO. 1  
For ITB No. 2014-3-180 (2)**

**PROJECT** : **One Lot Supply, Delivery and Installation of Tape Media Cabinets, Racks and Transfer Cases Including Rehabilitation of Tape Library Room**

**IMPLEMENTOR** : **Procurement Department**

**DATE** : **March 31, 2015**

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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 modifications or amendments are follows:

- 1) Terms of Reference (TOR) has been revised. Please see attached revised TOR (Annexes A1 to A3).
- 2) Section VII (Technical Specifications) and Checklist of Bidding Documents have been revised. Please see attached revised pages 72, 73 and 89.

For guidance and information of all concerned.

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

**ADDITIONAL TAPE RACK FOR HEAD OFFICE TAPE LIBRARY  
REVISED TERMS OF REFERENCE 2014**

**Instructions on responding to this Terms of Reference (TOR) Document**

- a. The vendor/bidder understands and agrees that the requirements specified in this document are deliverables for the proposed additional tape rack for head office tape library.
- b. All deliverables, its specifications and functionalities, must be satisfied including its necessary prerequisites without additional cost to the Bank.
- c. The vendor/bidder must answer at the third column whether the proposed additional tape rack for head office tape library complies or not – answer must be **YES** or **NO**.
- d. The REMARKS column in the table is to be filled out according to the response in the third column:
  - d.1. If answer to the third column is **YES**: REMARKS column is to be filled out with the complete and specific reference to the supporting document included in the bidding document to support answer/claim.
  - d.2. If the answer to the third column is **NO**: REMARKS column is to be filled out with the justifications why the proposed cannot meet the specified requirement; include the complete and specific reference to the supporting document included in the bidding document to support answer/claim.
- e. The supporting documents, cited references to the Storage TOR should be indexed or labeled accordingly for easy identification and validation.

CAPABILITY	REQUIREMENT	WILL COMPLY? YES/NO	REMARKS
<b>1. CAPACITY</b>			
1.1. Modular Sliding Tape Rack	1.1.a. One (1) Modular Sliding Tape Rack		
	1.1.b. Each level can store 42 LTO cartridges (21 cartridges per side) for a total of 5,040 cartridges		
1.2. Multi-Media Rack for CD and DVD	1.2.a. One (1) Multi-Media Rack for CD and DVD		
	1.2.b. Dimension: 2108 H x 914 W x 559 D (in mm)/Internal Useable Height 1880mm		
1.3. Multi-Media Mobile Cart	1.3.a. One (1) Multi-Media Mobile Cart		
	1.3.b. Dimension: 1143 H x 1041 W (including handles) x 750 D (in mm)		
1.4. Tape Transport Case	1.4.a. Three (3) Tape Transport Case		
	1.4.b. Dimension: 699W x 355 D x 241 H (in mm)		
<b>2. WARRANTY &amp; SUPPORT</b>			
2.1. Tape Rack Support	2.1.a. Proposed Tape Rack must include three (3) year warranty on		

Additional Tape Rack for Head Office  
Terms of Reference

	Hardware. Support thru Maintenance Agreements starts on the fourth year and pegged at 15% of the acquisition cost for the succeeding years.		
	2.1.b. Must include 24/7 voice call and onsite service support with a response time of 4 hours.		
<b>3. TRAININGS</b>			
3.1. Training on Tape Rack Use	3.1.a. Proposed tape rack must include education credits on use and management, for minimum of five (5) personnel and must not entail additional cost to the Bank.		
<b>4. SERVICES</b>			
4.1. Basic Delivery Services	4.1.a. Proposed tape rack must include services such as delivery to site, setup and installation of all components of the following: <ul style="list-style-type: none"> <li>i. Modular Sliding Tape Rack</li> <li>ii. Multi-Media Rack for CD and DVD</li> <li>iii. Multi-Media Mobile Cart</li> <li>iv. Tape Transport Case</li> </ul>		
4.2. Rehabilitation of the Tape Library Room	4.2.a. Services must include rehabilitation of the Tape Library Room at Head Office.		
	4.2.b. Services must include arranging the existing racks to accommodate the new rack to be delivered.		
	4.2.c. Services must include pulling-out and relocating the three (3) tape media racks to the DR/Off Site.		
<b>5. GENERAL AVAILABILITY</b>			
5.1. Product Offering	5.1.a. Proposed tape rack should be brand new.		
	5.1.b. The tape rack model/product line should not be more than two (2) years old in the market, starting from the date of the pre-bid conference for this requirement.		
	5.1.c. The proposed tape rack model/product should be verifiable via published public documents or thru the product's website.		
5.2. Delivery	5.2.a. Must be able to deliver the tape rack and related components within 120 calendar days to the Head Office upon receipt of Notice to Proceed.		
	5.2.b. Setup of tape rack must commence in Head Office starting at the third business day from date of		

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*Revised Annex A2*

	delivery.		
<b>6. REFERENCE</b>			
6.1.Implementation	6.1.a. Must have a similar tape rack implementation in at least two organizations: 1) local or 2) any organization in Asia implemented by the principal.		
	6.1.b. All site references must include certification on the use of the product both from the vendor and the end-user.		
<b>7. OPERATIONAL REQUIREMENTS</b>			
7.1.Site Survey	7.1.a. Prior to submission of bidding proposal, the vendor must conduct a site survey for the target installation site. The survey is necessary to ensure that the tape rack will be able to function properly and according to expectation.		
	7.1.b. The necessary operational requirements must be part of the bidding proposal and must not entail additional cost to the Bank.		
	7.1.c. The necessary operational requirements must be sufficient enough to enable the operation of the tape rack, without major modifications on the site's structural design.		
	7.1.d. The necessary operational requirements modifications must at least follow the Bank's existing and structural design.		
<b>8. DOCUMENTATION</b>			
8.1.Operation and Deliverables	8.1.a. The vendor must provide documentation on every deliverable specified in this document to record completion.		
	8.1.b. The vendor must provide documentation on tape rack operations and must be written in English of durable construction with concise and high quality presentation to include but not limited to the following: 1. User manuals 2. Operation Manuals		
8.2.Ownership	8.2.a. All documentation shall be the property of Land Bank of the Philippines and shall reserve the right to reproduce at no additional cost.		

# Technical Specifications

Item No.	Specification	Statement of Compliance
	<p>One Lot Supply, Delivery and Installation of Tape Media Cabinets, Racks and Transport Cases Including Rehabilitation of Tape Library Room</p> <p>1 1 unit Modular Sliding Tape Rack</p> <p>2 1 unit Multi-Media Rack for CD and DVD</p> <p>3 1 unit Multi-Media Mobile Cart</p> <p>4 3 units Tape Transport Case</p> <p>Other requirements :</p> <p>1. Compliance to the scope of works and technical specifications per attached <b>Revised Terms of Reference -Annexes A1 to</b></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>

	<p><b>A3</b></p> <p>2. Submission of the following documents inside the eligibility/technical envelope</p> <p>a) Duly filled – out third and remarks columns of the Terms of Reference</p> <p>b) <b>List of clients (at least 2 organizations), 1) Local or any organization in Asia implemented by the principal with similar tape rack implementation with complete addresses, contact persons and contact numbers</b></p> <p>c) Certification issued by the bidder's manufacturer stating that the bidder is one of its authorized dealer/reseller of the products being offered</p>	<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

should not be earlier than two (2) years from the date of bid submission.

7. The prospective bidder's computation for its Net Financial Contracting Capacity (sample form - Form No. 5)
8. Duly filled-out third and remarks columns of the Terms of Reference
9. List of clients (at least 2 organizations), one is a bank other than LANDBANK, that bidder has installed/implemented similar tape rack with complete addresses, contact persons and contact numbers
10. Certification issued by the bidder's manufacturer stating that the bidder is one of its authorized dealer/reseller of the products being offered

#### **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.
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).