



LAND BANK OF THE PHILIPPINES

ISO 14001 CERTIFIED

Official Depository of the Republic of the Philippines

BID BULLETIN NO. 1
For ITB No. 2015-3-012

PROJECT : Services of Conduits in the Distribution of Cash Grants to Beneficiaries of DSWD's Conditional Cash Transfer Program in Various Regions (National Coverage – Offsite & Onsite)

IMPLEMENTOR : Procurement Department

DATE : February 23, 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 modifications or amendments are as follows:

- 1) Number of Beneficiaries, Approved Budget for the Contract (ABC) and Bid Security for Lot No. 4 have been revised, to wit:

Lot No.	Particulars	No. of Beneficiaries		ABC		Bid Security	
		From	To	From	To	From	To
4	Region IV B	103,918	107,372	19,484,625.00	20,132,250.00	(2%)- 389,692.50 (5%)- 974,231.25	(2%)- 402,645.00- (5%) 1,006,612.50

- 2) ITB Clause Nos. 1.2, 2, 13.2, and 18.1 of the Bid Data Sheet have been revised. Please see attached revised pages 40 to 47.
- 3) Section VI (Schedule of Requirements), Section VII (Technical Specifications) and Checklist of Bidding Documents have been revised. Please see attached revised pages 74, 75, 77 and 98.
- 4) The deadline of submission and the schedule of opening of eligibility/technical and financial documents/proposals for the above project is re-scheduled from February 26, 2015 to **March 3, 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

Bid Data Sheet

ITB Clause																																																																													
1.1	The Procuring Entity is LAND BANK OF THE PHILIPPINES (LANDBANK).																																																																												
1.2	<p>The lots and reference are as follows:</p> <p>Services of Conduits in the Distribution of Cash Grants to Beneficiaries of DSWD's Conditional Cash Transfer Program in Various Regions (National Coverage – Offsite & Onsite)</p> <p style="text-align: center;">ABC National Coverage (Offsite)</p> <table><tr><th rowspan="2">Lot No.</th><th rowspan="2">AREA</th><th>No. of Payouts/No. of Beneficiaries (Per Payout)</th><th>ABC for the Five (5) Payouts per Lot (Payroll Period)</th></tr><tr><th>5: P1-P5 (June 2015 to February 2016)</th><th>June 2015 to February 2016</th></tr><tr><td>1</td><td>ARMM</td><td>393,895</td><td>P82,717,950.00</td></tr><tr><td>2</td><td>Region IX</td><td>151,736</td><td>31,864,560.00</td></tr><tr><td>3</td><td>Region VIII</td><td>148,431</td><td>27,830,812.50</td></tr><tr><td>4</td><td>Region IV-B</td><td>107,372</td><td>20,132,250.00</td></tr><tr><td>5</td><td>Region VI</td><td>84,024</td><td>15,754,500.00</td></tr><tr><td>6</td><td>Region V</td><td>58,140</td><td>10,901,250.00</td></tr><tr><td>7</td><td>Region IV-A</td><td>49,674</td><td>9,313,875.00</td></tr><tr><td>8</td><td>Region VII</td><td>47,363</td><td>8,880,562.50</td></tr><tr><td>9</td><td>Region X</td><td>41,912</td><td>8,801,520.00</td></tr><tr><td>10</td><td>Region I</td><td>27,162</td><td>5,704,020.00</td></tr><tr><td>11</td><td>Region XII</td><td>22,821</td><td>4,792,410.00</td></tr><tr><td>12</td><td>CAR</td><td>20,512</td><td>4,307,520.00</td></tr><tr><td>13</td><td>CARAGA</td><td>446</td><td>93,660.00</td></tr><tr><td colspan="2">Total</td><td></td><td>P231,094,890.00</td></tr></table> <p style="text-align: center;">AEC National Coverage (Onsite)</p> <table><tr><th rowspan="2">Lot No.</th><th rowspan="2">AREA</th><th>No. of Payouts/No. of Beneficiaries (Per Payout)</th><th>ABC for the Five (5) Payouts per Lot (Payroll Period)</th></tr><tr><th>5: P1-P5 (June 2015 to February 2016)</th><th>June 2015 to February 2016</th></tr><tr><td>14</td><td>Region IV-A</td><td>82,297</td><td>P9,875,640.00</td></tr><tr><td>15</td><td>NCR</td><td>43,151</td><td>5,178,120.00</td></tr></table>	Lot No.	AREA	No. of Payouts/No. of Beneficiaries (Per Payout)	ABC for the Five (5) Payouts per Lot (Payroll Period)	5: P1-P5 (June 2015 to February 2016)	June 2015 to February 2016	1	ARMM	393,895	P82,717,950.00	2	Region IX	151,736	31,864,560.00	3	Region VIII	148,431	27,830,812.50	4	Region IV-B	107,372	20,132,250.00	5	Region VI	84,024	15,754,500.00	6	Region V	58,140	10,901,250.00	7	Region IV-A	49,674	9,313,875.00	8	Region VII	47,363	8,880,562.50	9	Region X	41,912	8,801,520.00	10	Region I	27,162	5,704,020.00	11	Region XII	22,821	4,792,410.00	12	CAR	20,512	4,307,520.00	13	CARAGA	446	93,660.00	Total			P231,094,890.00	Lot No.	AREA	No. of Payouts/No. of Beneficiaries (Per Payout)	ABC for the Five (5) Payouts per Lot (Payroll Period)	5: P1-P5 (June 2015 to February 2016)	June 2015 to February 2016	14	Region IV-A	82,297	P9,875,640.00	15	NCR	43,151	5,178,120.00
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19	Region V	7,604	912,480.00
20	CARAGA	7,319	878,280.00
21	Region VII	6,350	762,000.00
22	Region XII	4,445	533,400.00
23	Region IV-B	4,047	485,640.00
24	Region IX	3,461	415,320.00
25	CAR	1,482	177,840.00
26	ARMM	668	80,160.00
Total			P25,053,840.00

ITB No. 2015-3-012

2

The Funding Source is:

The Government of the Philippines (GOP) through the Corporate Budget for the contract approved by the LBP Board of Directors for 2013 in the total amount of **Two Hundred Fifty Six Million One Hundred Forty Eight Thousand Seven Hundred Thirty Pesos Only (Php256,148,730.00)**, broken down as follows:

ABC National Coverage (Offsite)

Lot No.	AREA	No. of Payouts/No. of Beneficiaries (Per Payout)	ABC for the Five (5) Payouts per Lot (Payroll Period)
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26	ARMM	668	80,160.00
Total			P25,053,840.00
3.1	No further instructions.		
5.1	<p>Additional qualification criteria of bidders:</p> <ol style="list-style-type: none"> 1. Must pass the pilot test conducted by LANDBANK (for new Service Providers). 2. Must have profitable operations for the past two (2) years (CY 2012 and 2013). 3. Must be licensed by the Bangko Sentral ng Pilipinas (BSP) or Cooperative Development Authority (CDA), whichever is applicable. 4. Must have Outlets/Merchants that are capable to service distribution of cash grants in the designated areas down to barangay level and where the transportation cost of the CCT Program beneficiaries to and from the payouts areas shall not exceed P100.00. <p>Capable to submit list of merchants for the duration of the payout month, within two (2) working days upon receipt of payroll files from LANDBANK.</p>		

	<p>5. Must be capable to conduct payment distribution in the presence of DSWD Representatives (Municipal Link or City Link and Municipal Roving Bookkeeper or Authorized Field Office Representative)</p> <p>Must not employ any of the DSWD employees to conduct the actual payout.</p> <p>6. Must be capable to conduct payout even in the absence of Internet connection.</p>
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>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 this Project, equivalent to at least fifty percent (50%) of the ABC.</p> <p>Bidder must submit proof of their completed largest single contract. Proofs shall be:</p> <ul style="list-style-type: none"> • Copy of the contract or purchase order; or • Copy of official receipt or certification from bidder's client that items have been satisfactorily delivered/accepted. <p>For this purpose, similar contracts shall refer to contracts involving money courier and remittance services.</p>
7	No further instructions.
8.1	Subcontracting is not allowed.
8.2	Not applicable.
9.1	The Procuring Entity will hold a pre-bid conference for this Project on February 12, 2015 – 1:00 P.M. at Bidding Room, 25 th Floor, LANDBANK Plaza Building, 1598 M.H. Del Pilar corner Dr. J. Quintos Streets, Malate, Manila.
10.1	<p>The Procuring Entity's address is:</p> <p>Land Bank of the Philippines 25th 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</p>

	Tel. (+632) 522-0000 or 551-2200 local 7370 Fax (+632) 528-8587 Email lbphobac@mail.landbank.com																																																																		
12.1(a)	No further instructions.																																																																		
12.1(a)(i)	No other acceptable proof of registration is recognized.																																																																		
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	Total			P25,053,840.00
	Any bid with a financial component exceeding this amount shall not be accepted.			
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	The bid security shall be limited to Bid Securing Declaration or any other form in accordance with the following amount:									
	<table><tr><th>Form of Bid Security</th><th>Amount of Bid Security</th></tr><tr><td>(a) Cash or cashier's/ manager's check issued by a Universal or Commercial Bank</td><td>Lot 1 - P1,654,359.00 Lot 2 - 637,291.20 Lot 3 - 556,616.25 Lot 4 - 402,645.00 Lot 5 - 315,090.00 Lot 6 - 218,025.00</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><td>Lot 7 - 186,277.50 Lot 8 - 177,611.25 Lot 9 - 176,030.40 Lot 10 - 114,080.40 Lot 11 - 95,848.20 Lot 12 - 86,150.40 Lot 13 - 1,873.20 Lot 14 - 197,512.80 Lot 15 - 103,562.40 Lot 16 - 45,321.60 Lot 17 - 42,223.20 Lot 18 - 27,554.40 Lot 19 - 18,249.60 Lot 20 - 17,565.60 Lot 21 - 15,240.00 Lot 22 - 10,668.00 Lot 23 - 9,712.80 Lot 24 - 8,306.40 Lot 25 - 3,556.80 Lot 26 - 1,603.20</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>Lot 1 - P4,135,897.50 Lot 2 - 1,593,228.00 Lot 3 - 1,391,540.63 Lot 4 - 1,006,612.50 Lot 5 - 787,725.00 Lot 6 - 545,062.50 Lot 7 - 465,693.75 Lot 8 - 444,028.13 Lot 9 - 440,076.00 Lot 10 - 285,201.00 Lot 11 - 239,620.50 Lot 12 - 215,376.00 Lot 13 - 4,683.00 Lot 14 - 493,782.00 Lot 15 - 258,906.00 Lot 16 - 113,304.00 Lot 17 - 105,558.00 Lot 18 - 68,886.00 Lot 19 - 45,624.00 Lot 20 - 43,914.00 Lot 21 - 38,100.00 Lot 22 - 26,670.00</td></tr></table>	Form of Bid Security	Amount of Bid Security	(a) Cash or cashier's/ manager's check issued by a Universal or Commercial Bank	Lot 1 - P1,654,359.00 Lot 2 - 637,291.20 Lot 3 - 556,616.25 Lot 4 - 402,645.00 Lot 5 - 315,090.00 Lot 6 - 218,025.00	(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.	Lot 7 - 186,277.50 Lot 8 - 177,611.25 Lot 9 - 176,030.40 Lot 10 - 114,080.40 Lot 11 - 95,848.20 Lot 12 - 86,150.40 Lot 13 - 1,873.20 Lot 14 - 197,512.80 Lot 15 - 103,562.40 Lot 16 - 45,321.60 Lot 17 - 42,223.20 Lot 18 - 27,554.40 Lot 19 - 18,249.60 Lot 20 - 17,565.60 Lot 21 - 15,240.00 Lot 22 - 10,668.00 Lot 23 - 9,712.80 Lot 24 - 8,306.40 Lot 25 - 3,556.80 Lot 26 - 1,603.20	(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	Lot 1 - P4,135,897.50 Lot 2 - 1,593,228.00 Lot 3 - 1,391,540.63 Lot 4 - 1,006,612.50 Lot 5 - 787,725.00 Lot 6 - 545,062.50 Lot 7 - 465,693.75 Lot 8 - 444,028.13 Lot 9 - 440,076.00 Lot 10 - 285,201.00 Lot 11 - 239,620.50 Lot 12 - 215,376.00 Lot 13 - 4,683.00 Lot 14 - 493,782.00 Lot 15 - 258,906.00 Lot 16 - 113,304.00 Lot 17 - 105,558.00 Lot 18 - 68,886.00 Lot 19 - 45,624.00 Lot 20 - 43,914.00 Lot 21 - 38,100.00 Lot 22 - 26,670.00	
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(d) Any combination of the foregoing.	Proportionate to share of form with respect to total amount of security.				
	<ol style="list-style-type: none"> 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 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. 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. 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. 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 14th Floor, LIBI-Forex, LANDBANK Plaza every Tuesday and Thursday (telephone number 710-7114) and at the 12th Floor, SSHG Law Center Bldg., 105 Paseo de Roxas, Legaspi Village, Makati City with telephone numbers 812-4911 and 867-1064. 5. If in the form of Bid Securing Declaration, the attached form (Form No. 8) must be used. 				
18.2	The bid security shall be valid until 120 calendar days from date of opening bids.				
20.3	<p>Each Bidder shall submit one (1) original copy and one (1) photocopy of the first (Technical) and second (Financial) components of its bid.</p> <p>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</p>				

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.

Description			Delivery of Service
Services of Conduits in the Distribution of Cash Grants to Beneficiaries of DSWD's Conditional Cash Transfer Program in Various Regions (National Coverage – Offsite & Onsite)			Five (5) payouts which shall commence for June 2015 payrolls. List of existing outlets and merchants who will service the CCT Program beneficiaries based on the attached mapping of DSWD Exhibit 4 – Offsite - 258 pages Onsite - 216 pages
Lot No.	Areas	No. of Payouts/ No. of Beneficiaries per Payout	
1	ARMM	393,895	
2	Region IX	151,736	
3	Region VIII	148,431	
4	Region IV-B	107,372	
5	Region VI	84,024	
6	Region V	58,140	
7	Region IV-A	49,674	
8	Region VII	47,363	
9	Region X	41,912	
10	Region I	27,162	
11	Region XII	22,821	
12	CAR	20,512	
13	CARAGA	446	
14	Region IV-A	82,297	
15	NCR	43,151	
16	Region VIII	18,884	
17	Region VI	17,593	
18	Region I	11,481	
19	Region V	7,604	
20	CARAGA	7,319	
21	Region VII	6,350	
22	Region XII	4,445	
23	Region IV-B	4,047	

24	Region IX	3,461	
25	CAR	1,482	
26	ARMM	668	
Note: Scope of Services and other requirements per attached Terms of Reference (Annexes A-1 to A-29)			

Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Technical Specifications

<p style="text-align: center;">Statement of Compliance</p> <p>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.</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 style="text-align: center;">Please state here either "Comply" or "Not Comply"</p>																																	
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7. The prospective bidder's computation for its Net Financial Contracting Capacity (sample form - Form No. 5).
8. Letter from DSWD allowing the prospective service provider to join the bidding and undergo pilot testing.
9. Pilot test assessment result conducted by LANDBANK for new service provider.
10. Audited financial statements duly received by BIR for CY 2012 and CY 2013.
11. Bangko Sentral ng Pilipinas (BSP) Certificate of Registration with registration number or Cooperative Development Authority for Cooperative.
12. List of bidders existing merchants/outlets/branches which will service the CCT Program beneficiaries based on the mapping of DSWD.
13. Duly accomplished Exhibit 3.
14. Letter of undertaking issued by the bidder stating that the distribution of CCT Cash Grants shall not be used for political activity.

Class "B" Document

15. 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.
16. Bid security in the prescribed form, amount and validity period (ITB Clause 18.1 of the Bid Data Sheet);
17. **Revised Schedule VI - Schedule of Requirements with signature of bidder's authorized representative.**
18. **Revised Section VII - Technical Specifications with response on compliance and signature of bidder's authorized representative.**
19. Duly notarized Omnibus sworn statement (sample form - Form No.6).