

**SUPPLEMENTAL/BID BULLETIN NO. 2
For LBP-HOBAC-ITB-GS-20190724-02**

PROJECT	:	Services for the Administration of LANDBANK's Annual Medical Examination (AME)
IMPLEMENTOR	:	Procurement Department
DATE	:	September 16, 2019

This Supplemental/Bid Bulletin is issued to modify, amend and/or clarify certain items in the Bid Documents. This shall form an integral part of the Bid Documents.

Modifications, amendments and/or clarifications:

- 1) The Terms of Reference (Annex A), LANDBANK AME Packages (Annexes B & C), list of LANDBANK Officers, Employees and Consultants (Annex D), Item C.11 (Language of Bid) of Section II (Instruction to Bidders), Section VII (Specifications), Schedule of Prices (Form No. 2), Omnibus Sworn Statement (Form No. 6), and the Checklist of the Bidding Documents (Item Nos. 2 & 8 of the Eligibility & Technical Components and Item Nos. 2 & 8 of the Financial Components) have been revised. Please see attached revised Annexes A-1 to A-4, B-1 to B-3, C-1 to C-3, D-1 to D-2, and specified sections of the Bidding Documents.

- 2) The demographics by age & sex, and distribution of employees per geographical location (Annex E) has been added. Please see attached Annexes E-1 to E-2 of the Bidding Documents.

- 3) The deadline of submission and the schedule of opening of eligibility/technical and financial documents/proposals for the above project is re-scheduled to **September 27, 2019, 11:00 A.M.** at the Procurement Department, 25th Floor, LANDBANK Plaza Building, 1598 M. H. Del Pilar corner Dr. Quintos Streets, Malate, Manila.

ALWIN I. REYES, CSSP
[Signature]
 Assistant Vice President
 Head, Procurement Department and
 HOBAC Secretariat

10.3. Supplemental/Bid Bulletins may also be issued upon the Procuring Entity's initiative for purposes of clarifying or modifying any provision of the Bidding Documents not later than seven (7) calendar days before the deadline for the submission and receipt of Bids. Any modification to the Bidding Documents shall be identified as an amendment.

10.4. Any Supplemental/Bid Bulletin issued by the BAC shall also be posted in the PhilGEPS and the website of the Procuring Entity concerned, if available, and at any conspicuous place in the premises of the Procuring Entity concerned. It shall be the responsibility of all Bidders who have properly secured the Bidding Documents to inquire and secure Supplemental/Bid Bulletins that may be issued by the BAC. However, Bidders who have submitted bids before the issuance of the Supplemental/Bid Bulletin must be informed and allowed to modify or withdraw their bids in accordance with ITB Clause 23.

C. Preparation of Bids

11. Language of Bid

The eligibility requirements or statements, the bids, and all other documents to be submitted to the BAC must be in English. If the eligibility requirements or statements, the bids, and all other documents submitted to the BAC are in foreign language other than English, it must be accompanied by a translation of the documents in English. The documents shall be translated by the relevant foreign government agency, the foreign government agency authorized to translate documents, or a registered translator in the foreign bidder's country; and shall be authenticated by the appropriate Philippine foreign service establishment/post or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines.

However, for Contracting Parties to the Apostille Convention, the documents shall be authenticated through an apostille by the Competent Authority, except for countries identified by the Department of Foreign Affairs (DFA) that will still require legalization (red ribbon) by the relevant Embassy or Consulate.

A Contracting Party refers to a State that has joined the Apostille Convention, whether or not the Convention has entered into force for that State.

A Competent Authority refers to the authority designated by a Contracting Party that is competent to issue an apostille. A Contracting Party may designate Competent Authorities and may designate Competent Authorities that are competent to issue a apostille for certain categories of public documents. Information about designated Competent Authorities may be found on the

Apostille Section of the Hague Conference website under "Competent Authorities".

The English translation shall govern, for purposes of interpretation of the bid.

12. Documents Comprising the Bid: Eligibility and Technical Components

12.1. Unless otherwise indicated in the BDS, the first envelope shall contain the following eligibility and technical documents:

(a) Eligibility Documents –

Class "A" Documents:

(i) PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of the IRR, except for foreign bidders participating in the procurement by a Philippine Foreign Service Office or Post, which shall submit their eligibility documents under Section 23.1 of the IRR, provided, that the winning bidder shall register with the PhilGEPS in accordance with section 37.1.4 of the IRR.

(ii) Statements 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, and

Statement of the Bidder's SLCC similar to the contract to be bid, in accordance with ITB Clause 5.4, within the relevant period as provided in the BDS.

The two statements required shall indicate for each contract the following:

- (ii.1) name of the contract;
- (ii.2) date of the contract;
- (ii.3) contract duration;
- (ii.4) owner's name and address;
- (ii.5) kinds of Goods;
- (ii.6) For Statement of Ongoing Contracts - amount of contract and value of outstanding contracts;
- (ii.7) For Statement of SLCC – amount of completed contracts, adjusted by the Bidder to current

Specifications

Statement of Compliance 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 equipment offered. 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)(iii).	Specification Services for the Administration of LANDBANK's Annual Medical Examination (AME) for Two (2) Years Terms of Reference per attached Revised Annexes A-1 to A-4. For current and past suppliers of Health Maintenance Services for LANDBANK, they must have no delay in the implementation of their ongoing contracts as of the date of opening of bids and must have satisfactory performance in their completed contract starting in September 2014 onwards. Qualifications: • Bidder must be a duly-registered firm with at least five (5) years of operations. • Bidder must have an experience in the administration of Annual Medical Examination nationwide for at least three (3) years. • Bidder must: ✓ Have an existing nationwide network of medical/dental facilities in key cities (i.e. NCR, North and Central Luzon,
Please state here either "Comply" or "Not Comply"	

		South Luzon and Bicol, Visayas and Mindanao) accredited by the Department of Health and ✓ Willing and able to establish arrangements with medical facilities accessible to LANDBANK employees. • Bidder must have at least three (3) corporate clients with branches nationwide and with at least 2,000 population. • Bidder must have rendered satisfactory services in the administration of Annual Medical Examination nationwide from at least three (3) corporate clients. • Bidder has the financial capacity to perform all its obligation under the Contract/Memorandum of Agreement.
		The following documents shall be submitted inside the First Envelope: • Bureau of Internal Revenue Registration • SEC Articles of Incorporation • Certification from corporate clients including the number of employees and location of branches • List of accredited network of medical/dental facilities nationwide • Undertaking to establish arrangements with medical facilities accessible to LANDBANK employees • Certification of corporate partnership and proof of certification from current corporate clients and location/site of branches • Certificate of Satisfactory Services from three (3) corporate clients • Latest Audited Financial Statements • Certificate of Satisfactory Performance/No Delayed Project issued by the Head, Employee Relations Department (ERD) not earlier than thirty (30) calendar days prior to the deadline of submission of bid shall be submitted (applicable only to current and past suppliers of Health Maintenance Services for LANDBANK). The Certificate shall still be subject to verification during post-qualification of bid. Note: Certificate of Satisfactory Performance/No Delayed Project shall be requested from Ms. Jewel Mae Q. Baay of ERD at 23rd Floor, LANDBANK Plaza Building with telephone number 522-0000 loc 7390, at least five (5) working days prior to the submission of bid.

Conforme:

Name of Bidder

Signature Over Printed Name of Authorized Representative

Position

SCHEDULE OF PRICES

P

Note: Breakdown of cost must be provided using the Revised Annexes C-1 to C-3. The absence of the specified cost breakdown may be a ground for the disqualification of the bidder concerned in the award of contract.

Please credit payment to:

Name of Bidder

Account Name: _____

Signature over Printed Name of
Authorized Representative

Account Number: _____

Position

LBP Branch: _____

Form No. 6

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the Land Bank of the Philippines, as shown in the attached duly notarized Special Power of Attorney;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the Land Bank of the Philippines, as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the President and CEO of Land Bank of the Philippines or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

If a sole proprietorship: The owner or sole proprietor not related, by consanguinity or affinity up to the third civil degree, to the following LANDBANK officers, employees and consultants: 1) members of the Board of Directors; the Head Office Bids and Awards Committee (HOBAC); 4) members of the Technical Working Group, if applicable; 5) personnel of Procurement Department; 6) personnel of the implementing unit or the end-user unit; and 7) project consultants, if applicable;

If a partnership or cooperative: None of the officers, members, or [Name of Bidder] are related, by consanguinity or affinity up to the third civil degree, to the following LANDBANK officers, employees and consultants: 1) members of the Board of Directors;

2) President and CEO; 3) members of the Head Office Bids and Awards Committee (HOBAC); 4) members of the Technical Working Group, if applicable; 5) personnel of Procurement Department; 6) personnel of the end-user unit; and 7) project consultants, if applicable;

If a corporation or joint venture: None of the officers, directors, controlling stockholders of [Name of Bidder] are related, by consanguinity or affinity up to the third civil degree, to the following LANDBANK officers, employees and consultants: 1) members of the Board of Directors; 2) President and CEO; 3) members of the Head Office Bids and Awards Committee (HOBAC); 4) members of the Technical Working Group, if applicable; 5) personnel of Procurement Department; 6) personnel of the implementing unit or the end-user unit; and 7) project consultants, if applicable;

7. [Name of Bidder] complies with existing labor laws and standards; and

8. [Name of Bidder] is aware of and has undertaken the following responsibilities as a Bidder:

a) Carefully examine all of the Bidding Documents;

b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;

c) Made an estimate of the facilities available & needed for the contract to be bid, if any; and

d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the [Name of the Project].

9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN

to before me this _____ day of _____, in _____, Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on _____ at _____.

Witness my hand and seal this _____ day of [month] [year].

Notary Public

Doc. No. _____
Page No. _____
Book No. _____
S. of _____

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.

First Envelope - Eligibility and Technical Components

- The First Envelope shall contain the following:

- Eligibility Documents – Class “A”

Legal Eligibility Documents

1. PhilGEPS Certificate of Registration under Platinum Membership (all documents enumerated in its Annex A must be updated); or all of the following:

- 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;

- Valid and current mayor's/business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or equivalent document for Exclusive Economic Zones or Areas; and

- Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.

Technical Eligibility Documents

2. Duly notarized Revised Omnibus Sworn Statement (sample form - Form No.6)

3. 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).

4. 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 last five (5) years from the date of submission and receipt of bids. The statement shall include all information required in the sample form (Form No. 3).

5. 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 sample form (Form No. 4).

6. Bid security in the prescribed form, amount and validity period (ITB Clause 18.1 of the Bid Data Sheet).

7. Section VI - Schedule of Requirements with signature of bidder's authorized representative.

8. Revised Section VII - Specifications with response on compliance and signature of bidder's authorized representative.

Financial Eligibility Documents

9. 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.

10. The prospective bidder's computation for its Net Financial Contracting Capacity (NFC) following the sample form (Form No. 5), or in the case of Procurement of Goods, a committed Line of Credit from a Universal or Commercial Bank.

Eligibility Documents – Class "B"

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 its legal eligibility documents. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance, provided, that the partner responsible to submit the NFC shall likewise submit the statement of all its ongoing contracts and Audited Financial Statements.

Technical Documents

12. Bureau of Internal Revenue Registration

13. SEC Articles of Incorporation

13. SEC Articles of Incorporation
14. Certification from corporate clients including the number of employees and location of branches
15. List of accredited network of medical/dental facilities nationwide

16. Undertaking to establish arrangements with medical facilities accessible to LANDBANK Employees

17. Certification of corporate partnership and proof of certification from current corporate clients and location/site of branches

18. Certificate of Satisfactory Services from the three (3) corporate clients

19. Certificate of Satisfactory Performance/No Delayed Project issued by the Head, Employee Relations Department (ERD) not earlier than thirty (30) calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of Health Maintenance Services for LANDBANK). The Certificate shall still be subject to verification during post-qualification of bid.

- **Post-Qualification Documents – [The bidder may submit the following documents within five (5) calendar days after receipt of Notice of Post-Qualification]:**

20. Business Tax Returns per Revenue Regulations 3-2005 (BIR No.2550 Q) VAT or Percentage Tax Returns for the last two (2) quarters filed manually or through EFPS.
21. Income Tax Return for 2018 filed manually or through EFPS.

Second Envelope – Financial Component

- **The 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 Revised Schedule of Prices signed by the bidder's authorized representative (sample form - Form No.2)

3. Revised Annexes C-1 to C-3

14. Certification from corporate clients including the number of employees and location of branches

15. List of accredited network of medical/dental facilities nationwide

16. Undertaking to establish arrangements with medical facilities accessible to LANDBANK Employees

17. Certification of corporate partnership and proof of certification from current corporate clients and location/site of branches

18. Certificate of Satisfactory Services from the three (3) corporate clients

19. Certificate of Satisfactory Performance/No Delayed Project issued by the Head, Employee Relations Department (ERD) not earlier than thirty (30) calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of Health Maintenance Services for LANDBANK). The Certificate shall still be subject to verification during post-qualification of bid.

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20. Business Tax Returns per Revenue Regulations 3-2005 (BIR No.2550 Q) VAT or Percentage Tax Returns for the last two (2) quarters filed manually or through EFPS.

21. Income Tax Return for 2018 filed manually or through EFPS.

Second Envelope – Financial Component

• **The 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)

3. **Revised Annexes C-1 to C-3.**

**TERMS OF REFERENCE
FOR THE PROCUREMENT OF SERVICES OF A PROVIDER TO ADMINISTER
THE MANDATORY ANNUAL MEDICAL EXAMINATION (AME)
OF LANDBANK EMPLOYEES**

I. SCOPE OF SERVICES:

The service provider shall:

- a. Undertake arrangements/provide access to medical facilities (i.e., hospitals and clinics) nationwide where LBP employees can undergo AME based on a standard package **(Revised Annex B)**;
- b. Administer the AME to all LBP employees and handle the following aspects:

- scheduling and coordination with medical facilities and LBP employees;
- monitoring of AME availments;
- resolution of availment-related concerns;
- ensuring that all tests included in the AME package must be availed in one medical facility only;
- securing approval from Employee Relations Department for the conduct of unavailable tests from other medical facility;
- issuance of referrals and other related documents; and
- transmittal of results within two (2) weeks upon AME availment:

- hard copy must be placed in a folder and properly sealed envelope and send to Employee Wellness Unit – Employee Relations Department (EWU-ERD); and
- electronic copy in PDF file to be sent via email to the Employee Relations Department's authorized personnel.

- c. Maintain customer support via telephone or email to respond to employees' queries/concerns; and
- d. Provide monthly reports on AME availments to the ERD within two weeks of the succeeding month

II. QUALIFICATIONS AND DOCUMENTARY REQUIREMENTS

QUALIFICATION REQUIREMENT		DOCUMENTARY REQUIREMENT
a. Service provider must be a duly-registered firm with at least five (5) years of operations;		• BIR Registration • SEC Articles of Incorporation
b. Service provider must have an experience in the administration of AME nationwide for at least three (3) years		Certification from corporate clients including the following details: ✓ Number of employees ✓ Location of branches

Contract shall be for two (2) years to commence upon signing and no price increase shall be made for the duration of the contract period.

III. DURATION OF CONTRACT

g. Service provider has the financial capability to perform all its obligation under the contract/memorandum of agreement	Passed the evaluation/assessment of the Bank (i.e., profitability, current ratio, debt/equity ratio, networth)
f. Winning service provider must comply with the Bank's existing policy on Data Privacy and Outsourcing	• Signed confidentiality agreement • Outsourcing contract ✓ Evaluation of performance ✓ Quality of service ✓ Submission of results ✓ Evaluation criteria • Service level agreement
e. Service provider must have rendered satisfactory services in the administration of AME nationwide from at least three (3) corporate clients	Certification of satisfactory services from the three (3) corporate clients
d. With at least three (3) corporate clients with branches nationwide and with at least 2,000 population.	• Certification of corporate partnership and proof of certification from current corporate clients • Location/site of branches
c. Service provider must: ✓ have an existing nationwide network of medical/dental facilities in key cities (i.e., NCR, North and Central Luzon, South Luzon and Bicol, Visayas and Mindanao) accredited by the Department of Health; and ✓ willing and able to establish arrangements with medical facilities accessible to LBP employees.	• List of accredited medical/dental facilities nationwide • Undertaking to establish arrangements with medical facilities accessible to LBP employees

IV. MODE OF PAYMENT

- a. Payment shall only be made for actual AME availments; and
- b. Payments shall be made on a monthly basis, payable within forty-five (45) days upon submission of complete requirements (e.g., AME results, soft and hard copies and billing statement, etc.).
- c. Requirements for processing of payment:

- Billing Statement; and
- Complete AME results both soft (electronic copy in PDF file) and hard copies placed in a folder and properly sealed envelope.

CONTRACT PRE-TERMINATION

- a. Violation of contract provisions;
- b. Poor performance; and
- c. Upon service of notice at least thirty (30) days prior to the termination of the contract.

Prepared by:

MICHAELA C. RAMOS, M.D.

Head/Bank Executive Officer

Employee Wellness Unit – Employee Relations Department

Approved by:

Mira Leah B. Patio

MIRA LEAH B. PATIO

Assistant Vice President

Employee Relations Department

DISTRIBUTION PER GEOGRAPHICAL LOCATION

	YEAR 1				YEAR 2*			
	A	B	C	TOTAL	A	B	C	TOTAL
HEADOFFICE	63	435	1,810	2,308	65	447	1,858	2,370
1 - NCR	6	103	860	969	6	106	883	995
2 - CAR	0	13	115	128	0	13	119	132
3 - Ilocos Region	0	42	296	338	0	43	304	347
4 - Cagayan Valley	1	41	332	374	1	42	341	384
5 - Central Luzon	3	76	651	730	3	78	669	750
6 - CALABARZON	2	78	621	701	2	80	637	719
7 - MIMAROPA	0	20	197	217	0	21	202	223
8 - Bicol Region	0	30	323	353	0	31	331	362
9 - Western Visayas	1	54	446	501	1	56	458	515
10 - Central Visayas	4	39	325	368	4	40	334	378
11 - Eastern Visayas	0	24	237	261	0	25	243	268
12 - Zamboanga Peninsula	0	30	225	255	0	31	230	261
13 - Northern Mindanao	1	43	334	378	1	44	344	389
14 - Davao Region	1	33	292	326	1	34	300	335
15 - SOCCSKSARGEN	0	40	345	385	0	41	355	396
16 - ARMM	0	6	59	65	0	6	61	67
17 - Caraga	0	13	109	122	0	13	112	125
TOTAL	82	1,120	7,577	8,779	84	1,151	7,781	9,016

*Estimated number of employees

LBP ANNUAL MEDICAL EXAMINATION (AME) PACKAGES

(One Lot – One Winning Bidder)

A. PACKAGE A (HOSPITAL)		LABORATORY / DIAGNOSTIC TESTS		MALE (OUT-PATIENT)		FEMALE (OUT-PATIENT)	
Headcount: • Year 1 – 82 Employees • Year 2 – 84 Employees TOTAL – 166 Employees		With access to: St. Luke's Medical Center (QC and BGC), Asian Hospital and Medical Center, Makati Medical Center, The Medical City, Cardinal Santos Medical Center					
		Full Medical History Taking and Physical Examination (including Visual Acuity check) by Physician		✓		✓	
		Complete Blood Count		✓		✓	
		Urinalysis		✓		✓	
		Fecalysis with Occult Blood		✓		✓	
		Fasting Blood Sugar (FBS)		✓		✓	
		Lipid Profile		✓		✓	
		Uric Acid		✓		✓	
		Blood Urea Nitrogen (BUN)		✓		✓	
		Creatinine		✓		✓	
		Serum Glutamic Pyruvic Transaminase (SGPT)		✓		✓	
		Serum Glutamic-Oxaloacetic Transaminase (SGOT)		✓		✓	
		Prostate Specific Antigen (PSA)		✓		Not Applicable	
		Pap Smear (for those 35 years old and above, if indicated)		Not Applicable		✓	
		Ultrasound of Whole Abdomen (including pelvic organs and prostate)		✓		✓	
		Chest x-ray		✓		✓	
		12-Lead Electrocardiogram		✓		✓	
		Treadmill Exercise Test		✓		✓	
		2D Echo with Doppler Studies		✓		✓	
		Mammogram (for those 40 years old and above)		Not Applicable		✓	
		Breast ultrasound		Not Applicable		✓	
		Dental exam with Oral Prophylaxis		✓		✓	
		Specialist Physician Consultation		Urologist		Gynecologist	
		Primary Care Physician for evaluation of results		✓		✓	
		Snack		✓		✓	
Note: Employees entitled to avail of Package A may opt to avail of Package B							
For Year 1 : Estimated 41 male officers (of whom are aged 40 years old and above) Estimated 41 female officers (of whom are aged 40 years old and below)		For Year 2: Estimated 42 male officers (of whom are aged 40 years old and above) Estimated 42 female officers (of whom are aged 40 years old and below)					

C. PACKAGE C (CLINIC-BASED only)			
Headcount:			
- Year 1 – 7,577 Employees - Year 2 – 7,878 Employees			
TOTAL – 15,455 Employees			
LABORATORY / DIAGNOSTIC TESTS	MALE (OUT-PATIENT)	FEMALE (OUT-PATIENT)	
Full Medical History Taking and Physical Examination (including Visual Acuity check) by Physician	✓	✓	
Complete Blood Count	✓	✓	
Urinalysis	✓	✓	
Fecalalysis	✓	✓	
Chest X-ray	✓	✓	
12-Lead Electrocardiogram	✓	✓	
Fasting Blood Sugar	✓	✓	
Lipid Profile	✓	✓	
Blood Urea Nitrogen (BUN)	✓	✓	
Creatinine	✓	✓	
Uric Acid	✓	✓	
Serum Glutamic Pyruvic Transaminase (SGPT)	✓	✓	
Serum Glutamic-Oxaloacetic Transaminase (SGOT)	✓	✓	
Prostate Specific Antigen (PSA) for those 50 years old and above	✓	Not Applicable	
Pap Smear (for those 35 years old and above, if indicated)	Not Applicable	✓	
Ultrasound of Whole Abdomen	✓	✓	
Mammogram (for those 40 years old and above)	Not Applicable	✓	
Breast ultrasound	Not Applicable	✓	
Dental exam with Oral Prophylaxis	✓	✓	
Primary Care Physician for evaluation of results	✓	✓	
For Year 1: • (aged 40 years old and above) - Estimated 981 male employees • (aged 40 years old below) - Estimated 2,042 female employees • (aged 40 years old below) - Estimated 1,413 male employees - Estimated 3,141 female employees			
For Year 2: • (aged 40 years old and above) - Estimated 1,020 male employees • (aged 40 years old below) - Estimated 2,123 female employees • (aged 40 years old below) - Estimated 1,469 male employees - Estimated 3,266 female employees			

LBP ANNUAL MEDICAL EXAMINATION (AME) PACKAGES

(One Lot – One Winning Bidder)

A. PACKAGE A (HOSPITAL)

Headcount:

- Year 1 – 82 Employees
- Year 2 – 84 Employees

TOTAL – 166 Employees

For Year 1 : Estimated 41 male officers (of whom are aged 40 years old and above)
Estimated 41 female officers (of whom are aged 40 years old below)

For Year 2: Estimated 42 male officers (of whom are aged 40 years old and above)
Estimated 42 female officers (of whom are aged 40 years old below)

With access to:

St. Luke's Medical Center (QC and BGC), Asian Hospital and Medical Center, Makati Medical Center, The Medical City, Cardinal Santos Medical Center

LABORATORY / DIAGNOSTIC TESTS

MALE (OUT-PATIENT)

FEMALE (OUT-PATIENT)

Full Medical History Taking and Physical Examination (including Visual Acuity check) by Physician	P	P
Complete Blood Count		
Urinalysis		
Fecalysis with Occult Blood		
Fasting Blood Sugar (FBS)		
Lipid Profile		
Uric Acid		
Blood Urea Nitrogen (BUN)		
Creatinine		
Serum Glutamic Pyruvic Transaminase (SGPT)		
Serum Glutamic-Oxaloacetic Transaminase (SGOT)		
Prostate Specific Antigen (PSA)		
Pap Smear (for those 35 years old and above, if indicated)	Not Applicable	
Ultrasound of Whole Abdomen (including pelvic organs and prostate)		
Chest x-ray		
12-Lead Electrocardiogram		
Treadmill Exercise Test		
2D Echo with Doppler Studies		
Mammogram (for those 40 years old and above)	Not Applicable	
Breast ultrasound	Not Applicable	
Dental exam with Oral Prophylaxis		
Specialist Physician Consultation		
- Urologist (for male)		
- OB Gynecologist (for female)		
Primary Care Physician for evaluation of results		
Snack		
Admin Fee		
TOTAL	P	P

GRAND TOTAL (Package A)

Year 1 = P
 Year 2 = P

Revised C-1

B. PACKAGE B (HOSPITAL OR CLINIC BASED)	
Headcount: - Year 1 – 1,120 Employees - Year 2 – 1,054 Employees TOTAL – 2,174 Employees For Year 1: (aged 40 years old and above) - Estimated 369 male officers - Estimated 615 female officers (aged 40 years below) • Estimated 62 male officers - Estimated 74 female officers For Year 2: (aged 40 years old and above) • Estimated 347 male officers - Estimated 579 female officers (aged 40 years below) • Estimated 58 male officers - Estimated 70 female officers	No access to: St. Luke's Medical Center (QC and BGC), Asian Hospital and Medical Center, Makati Medical Center, The Medical City, Cardinal Santos Medical Center With access to: Manila Doctors Hospital, Capitol Medical Center, Medical Center Manila, Chong Hua Hospital (Cebu), Davao Doctors Hospital, or any medical facility or equivalent capability acceptable to LANDBANK
LABORATORY / DIAGNOSTIC TESTS MALE (OUT-PATIENT) FEMALE (OUT-PATIENT)	Full Medical History Taking and Physical Examination (including Visual Acuity check) by Physician P Complete Blood Count Urinalysis Fecalysis with Occult Blood Fasting Blood Sugar (FBS) Lipid Profile Uric Acid Blood Urea Nitrogen (BUN) Creatinine Serum Glutamic Pyruvic Transaminase (SGPT) Serum Glutamic-Oxaloacetic Transaminase (SGOT) Prostate Specific Antigen (PSA) Pap Smear (for those 35 years old and above, if indicated) Ultrasound of Whole Abdomen (including pelvic organs and prostate) Chest x-ray 12-Lead Electrocardiogram Treadmill Exercise Test 2D Echo with Doppler Studies Mammogram (for those 40 years old and above) Breast ultrasound Dental exam with Oral Prophylaxis Specialist Physician Consultation - Urologist (for male) - OB Gynecologist (for female) Primary Care Physician for evaluation of results Snack Admin Fee TOTAL
GRAND TOTAL (Package B) Year 1 = P _____ Year 2 = P _____	C-2

C. PACKAGE C (CLINIC-BASED only) Headcount: • Year 1 – 7,577 Employees • Year 2 – 7,878 Employees TOTAL – 15,455 Employees For Year 1: • (aged 40 years old and above) - Estimated 981 male employees - Estimated 2,042 female employees • (aged 40 years old below) - Estimated 1,413 male employees - Estimated 3,141 female employees LABORATORY / DIAGNOSTIC TESTS MALE (OUT-PATIENT) - Estimated 1,020 male employees - Estimated 2,123 female employees • (aged 40 years old and above) - Estimated 1,469 male employees - Estimated 3,266 female employees FEMALE (OUT-PATIENT)		Full Medical History Taking and Physical Examination (including Visual Acuity check) P _____ Complete Blood Count Urinalysis Fecalalysis Chest X-ray 12-Lead Electrocardiogram Fasting Blood Sugar Lipid Profile Blood Urea Nitrogen (BUN) Creatinine Uric Acid Serum Glutamic Pyruvic Transaminase (SGPT) Serum Glutamic-Oxaloacetic Transaminase (SGOT) Prostate Specific Antigen (PSA) for those 50 years old and above Pap Smear (for those 35 years old and above, if indicated) Ultrasound of Whole Abdomen Mammogram (for those 40 years old and above) Breast ultrasound Dental exam with Oral Prophylaxis Primary Care Physician for evaluation of results Admin Fee TOTAL P _____	Year 1 = P _____ Year 2 = P _____
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GRAND TOTAL (Package C)

Year 1 = P _____
Year 2 = P _____

List of LANDBANK Officers, Employees and Consultant(s)

A. Board of Directors	Sec. Carlos G. Dominguez, Department of Finance Vice Chairperson: Ms. Cecilia C. Borromeo, President and CEO Members: Sec. Emmanuel F. Piñol, Department of Agriculture Sec. Silvestre H. Bello III, Department of Labor and Employment Acting Sec. John R. Castriónes, Department of Agrarian Reform Mr. Virgilio D.V. Robes, Representative - Agrarian Reform Beneficiaries Sector Mr. Jaime Llaneta Miralles, Representative - Agrarian Reform Beneficiaries Sector Mr. Jesus V. Hinio, Jr., Representative - Private Sector Ms. Nancy Iranda Tanjuatco, Representative - Private Sector
B. President and CEO: Ms. Cecilia C. Borromeo	
C. Bids and Awards Committee (HOBAC)	Chairman: Mr. Alex A. Loraes, Senior Vice President – Agrarian Service Group Vice Chairman: Ms. Ma. Elizabeth L. Gener, First Vice President – Financial Management Group Regular Members: Ms. Elenita C. Rapanut, Vice President – Branch Banking Services Department Ms. Reynaldo C. Capa, Vice President – Banking Services Group Mr. Emmanuel G. Hio, Jr., Vice President – Organizational Development Department Ms. Esperanza N. Martinez, Vice President – Public Sector Department Ms. Dina Melanie R. Madrid, Vice President – Facilities and Procurement Services Group Provisional Member: Atty. Joseph Dennis C. Castro, Legal Manager - Legal Services Group
D. Procurement Department	Head: Mr. Alwin I. Reyes, Asst. Vice President Officers and Staff: Ms. Ma. Victoria C. Viray, Asst. Dept. Manager - Purchasing Administration Unit Ms. Rosemarie S.J. Miranda, Asst. Dept. Manager - Contracts Administration Unit Engr. Elmer M. Abuso, Asst. Dept. Manager Ms. Remedios S. Lacaden, Senior Management Associate Ms. Helen S. Purificación, Chief of Division Ms. Kristi Ann P. Rutab, Chief of Division Ms. Leonor F. Santos, Assistant Chief of Division Mr. Joel R. Perez, Assistant Chief of Division Mr. Ruel V. Marca, Procurement Specialist II Mr. Rosalino V. Cruz, Procurement Specialist II Ms. Ruby S. Cortez, ASO V Mr. Rommel C. Pascua, ASO V Mr. Nestor C. Pineda, Procurement Specialist I Ms. Lubelle B. Lumabas, Procurement Specialist I Ms. Nadia G. Iletto, Procurement Analyst Ms. Clarissa M. Piogo, Procurement Analyst Ms. Hazel S. Arche, Procurement Assistant Ms. Ma. Angela Q. Emeterio, Procurement Assistant Ms. Jeramae T. Fabella, Procurement Assistant Ms. Kimberly Joy D. Angeles, Procurement Assistant Mr. Jollianz Jenkin G. Dy, Procurement Assistant Mr. Mark Anthony C. Pantalla, Procurement Assistant Ms. Charmaine S. Florido, Procurement Assistant Ms. Ma. Theresa N. Cruz, Secretary III Ms. Ruthcelyn U. Francisco, ASO I Mr. Roman R. Eala, ASO I Ms. Jeah Cnyzel L. Escalona, ASO I Ms. Jenica V. De Vicente, ASO I

Ms. Cloie L. Villanueva, ASO I Ms. Darryl D. Jaravata, ASO I Ms. Princess Joy V. Dalida , ASO I Ms. Mia Jenina B. Patricio, ASO I Ms. Arvie B. Estrella, ASO I Mr. Aaron V. Sedanto, ASO I Mr. Angel P. Moron, Office Aide	E. Implementing and End-user Unit	Head Ms. Mira Leah B. Patio – Department Manager, Employee Relations Department Officers and Staff See attached Annex D-2.1
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PACKAGES	YEAR 1						YEAR 2 *					
	<40		>=40		TOTAL	<40		>=40		TOTAL		
	Male	Female	Male	Female		Male	Female	Male	Female			
A	0	0	31	39	70	0	0	32	40	72		
A	0	0	10	2	12	0	0	10	2	12		
B	62	74	369	615	1,120	58	70	347	579	1,054		
C	1,413	3,141	981	2,042	7,577	1,469	3,266	1,020	2,123	7,878		
TOTAL	1,475	3,215	1,391	2,698	8,779	1,527	3,336	1,409	2,744	9,016		

Annex E-1

DISTRIBUTION PER GEOGRAPHICAL LOCATION

	YEAR 1				YEAR 2*			
	A	B	C	TOTAL	A	B	C	TOTAL
HEADOFFICE	63	435	1,810	2,308	65	447	1,858	2,370
1 - NCR	6	103	860	969	6	106	883	995
2 - CAR	0	13	115	128	0	13	119	132
3 - Ilocos Region	0	42	296	338	0	43	304	347
4 - Cagayan Valley	1	41	332	374	1	42	341	384
5 - Central Luzon	3	76	651	730	3	78	669	750
6 - CALABARZON	2	78	621	701	2	80	637	719
7 - MIMAROPA	0	20	197	217	0	21	202	223
8 - Bicol Region	0	30	323	353	0	31	331	362
9 - Western Visayas	1	54	446	501	1	56	458	515
10 - Central Visayas	4	39	325	368	4	40	334	378
11 - Eastern Visayas	0	24	237	261	0	25	243	268
12 - Zamboanga Peninsula	0	30	225	255	0	31	230	261
13 - Northern Mindanao	1	43	334	378	1	44	344	389
14 - Davao Region	1	33	292	326	1	34	300	335
15 - SOCCSKSARGEN	0	40	345	385	0	41	355	396
16 - ARMM	0	6	59	65	0	6	61	67
17 - Caraga	0	13	109	122	0	13	112	125
TOTAL	82	1,120	7,577	8,779	84	1,151	7,781	9,016

*Estimated number of employees