

SUPPLEMENTAL/BID BULLETIN NO. 2
For LBP-HOBAC-ITB-GS-20190527-01

PROJECT : Supply and Delivery of the following Special Christmas Giveaways:

Lot 3 – 1,000 Baskets of Countryside Products


IMPLEMENTOR : Procurement Department

DATE : July 11, 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:

- Sections VI (Schedule of Requirements), VII (Specifications), Bid Form, Schedule of Prices and Checklist of the Bidding Documents (Item Nos. 7 & 8 of the Eligibility & Technical Components and Item Nos. 1 & 2 of the Financial Components) have been revised. Please see attached revised specific sections of the Bidding Documents.



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

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. | Item Description | Qty. | Delivery Period & Destination |
|---------|--------------------------------|---------------|--|
| 3 | Basket of Countryside Products | 1,000 Baskets | <p>Delivery Period: On or before October 15, 2019</p> <p>Delivery Site: 32nd Floor, Corporate Affairs Department, LANDBANK Plaza Building, Malate, Manila</p> <p>Contact Person: FVP Catherine Rowena B. Villanueva Corporate Affairs Department</p> <p>Contact Number: 405-7374; 551-2200 locals: 8451, 2686</p> |

Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Section VII. Specifications

| Lot No. | Specifications | <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 equipment 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> |
|---------|--|---|
| 3 | <p>Supply and Delivery of 1,000 Baskets of Countryside Products</p> <p><u>Contents</u></p> <p>1. Cranberry Jam 300g</p> <p>Date Manufactured: August 2019</p> <p>Date of Expiry: One (1) year from manufacturing date</p> <p>Ingredients: Cranberry, water, sugar</p> <p>Description: Made from local wild cranberries cooked and preserved into a jam. Can be used for dipping, as a spread on top of crackers</p> <p>2. Popped Sorghum 175g</p> <p>Date Manufactured: August 2019</p> | <p>Please state here either “Comply” or “Not Comply”</p> |

| | | |
|--|---|--|
| | <p>Date of Expiry: Six (6) months from manufacturing date</p> <p>Ingredients: Popped sorghum, kosher salt</p> <p>Description: Whole grain, gluten-free snack made from popped sorghum seasoned with kosher salt.</p> <p>3. Mixed Fruit Crisps 40g (Mango, Sweet Potato & Banana)</p> <p>Date Manufactured: August 2019</p> <p>Date of Expiry: One (1) year and two (2) months from manufacturing date</p> <p>Ingredients: Fruit puree, cornstarch E1442, organic coconut sugar, organic maltodextrin E1400, organic rice bran</p> <p>Description: Crunchy, crispy, dried mixed fruit crisps made without oil or frying</p> <p>4. Coconut Chips 40g</p> <p>Date Manufactured: August 2019</p> <p>Date of Expiry: One (1) year from manufacturing date</p> <p>Ingredients: Coconut meat, sugar cane, rock salt</p> <p>Description: A delicious treat made from premium Virgin Coconut meat, sugar cane and rock salt</p> <p>5. Manna Crackers 250g</p> <p>Date Manufactured: August 2019</p> <p>Date of Expiry: Six (6) months from manufacturing date</p> <p>Ingredients: Wheat flour, water, salt, sugar, oregano, olive oil, yeast</p> <p>Description: Flatbread baked until brown and crispy with pure olive oil and herbs for a light and natural flavor</p> <p>6. Wild Mushroom Pate 4oz</p> <p>Date Manufactured: August 2019</p> <p>Date of Expiry: Six (6) months from manufacturing date</p> <p>Ingredients: Cashew, oyster mushroom, button mushroom, shitake mushroom, mixed herbs, onion garlic, olive oil, salt, pepper</p> | |
|--|---|--|

| | | |
|---|--|--|
| | <p>Description: Can be used as spread on toast or crackers or add to pasta</p> <p><u>Packaging</u> Pandan Weave Basket. The box is hand-made by weaving pandan together.</p> <p>Document below shall be submitted inside the First Envelope:</p> <ul style="list-style-type: none">• For current suppliers of LANDBANK, Certificate of Satisfactory Performance (for completed contracts for the last five [5] years) or Certificate of No Delayed Projects (for ongoing contracts), issued by the Head, LANDBANK Corporate Affairs Department not earlier than 30 calendar days prior to the deadline of submission of bid. | |
| <p>Bidders are required to submit an actual sample of each item within seven (7) calendar days after the opening of bids for evaluation/approval.</p> | | |

Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Form No. 1

Bid Form

Date: _____

Invitation to Bid No: LBP-HOBAC-ITB-GS-20190527-01

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 1,000 Baskets of Countryside Products in conformity with the said Bidding Documents for the sum of:

| Lot No. | Item/Description | Total Bid Amount in Words (VAT Inclusive) | Total Bid Amount in Figures (VAT Inclusive) |
|---------|---------------------------------------|---|---|
| 3 | 1,000 Baskets of Countryside Products | | |

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.

We likewise certify/confirm that the undersigned, [for sole proprietorships, insert: as the owner and sole proprietor or authorized representative of Name of Bidder, has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the Name of Project of the Name of the Procuring Entity] [for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the Name of Bidder, to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for Name of Project of the Name of the Procuring Entity].

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

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 Lot No. | 2 Description | 3 Country of origin | 4 Quantity | 5 Unit price EXW per item | 6 Transportation and Insurance and all other costs incidental to delivery, per item | 7 Sales and other taxes payable if Contract is awarded, per item | 8 Cost of Incidental Services, if applicable, per item | 9 Total Price, per unit (col 5+6+7+8) | 10 Total Price delivered Final Destination (col 9) x (col 4) |
|-----------------|--------------------------------|---------------------------|------------------|------------------------------------|---|--|---|--|--|
| 3 | Basket of Countryside Products | | 1,000 baskets | | | | | | |

Please credit payment to:

Name of Bidder

Account Name: _____

Signature over Printed Name of
Authorized Representative

Account Number: _____

LBP Branch: _____

Position

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 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 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 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. **Revised 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 (NFCC) 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 NFCC shall likewise submit the statement of all its ongoing contracts and Audited Financial Statements.

○ **Technical Document**

12. Hazard Analysis Critical Control Point Certificate for Lot 1 only.
13. Certificate of Product Registration issued by Food and Drug Administration Philippines for Lot 1 only.
14. Good Manufacturing Practice Certificate for Lot 1 only.
15. For current suppliers of LANDBANK, Certificate of Satisfactory Performance (for completed contracts for the last five [5] years) or Certificate of On Delayed Projects (for ongoing contracts), issued by the Head, LANDBANK Corporate Affairs Department not earlier than 30 calendar days prior to the deadline of submission of bid.

○ **Post-Qualification Documents – (Non-submission of the following documents may result in bidder's post-disqualification):**

16. 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.
17. 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 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)