



**SUPPLEMENTAL/BID BULLETIN NO. 2**  
**For LBP-HOBAC-ITB-GS-20190416-01**

**PROJECT** : **Supply, Delivery and Installation of Digital Corner Counter at the following LANDBANK Areas:**

**Lot 1 – North & Central Luzon and North & South NCR Branches**  
**Lot 2 – South West and South East Luzon Branches**  
**Lot 3 – West and East Visayas Branches**  
**Lot 4 – West and East Mindanao Branches**

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

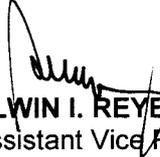
**DATE** : **June 6, 2019**

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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:

- ITB Clause 5.4 of the Bid Data Sheet (BDS), Form No. 2 (Schedule of Prices) and Checklist of the Bidding Documents (Item No. 5 of the Eligibility & Technical Components and Item No. 2 of the Financial Component) have been revised. Please see attached revised BDS and specified sections of the Bidding Documents.

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

## Bid Data Sheet

ITB Clause												
1.1	The Procuring Entity is LAND BANK OF THE PHILIPPINES (LANDBANK).											
1.2	<p>The lot and reference is:</p> <p>Supply, Delivery and Installation of Digital Corner Counter to Various LANDBANK Branches</p> <p>The identification number of the Contract is LBP-HOBAC-ITB-GS-20190416-01</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Lot No.</th> <th style="text-align: center;">Item Description</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Supply, Delivery and Installation of Digital Corner Counter at Sixty (60) LANDBANK Offices in North and Central Luzon &amp; North and South NCR Branches</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Supply, Delivery and Installation of Digital Corner Counter at Forty (40) LANDBANK Offices in South West and South East Luzon Branches</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Supply, Delivery and Installation of Digital Corner Counter at Thirty (30) LANDBANK Offices in West and East Visayas Branches</td> </tr> <tr> <td style="text-align: center;">4</td> <td>Supply, Delivery and Installation of Digital Corner Counter at Forty (40) LANDBANK Offices in West and East Mindanao Branches</td> </tr> </tbody> </table>		Lot No.	Item Description	1	Supply, Delivery and Installation of Digital Corner Counter at Sixty (60) LANDBANK Offices in North and Central Luzon & North and South NCR Branches	2	Supply, Delivery and Installation of Digital Corner Counter at Forty (40) LANDBANK Offices in South West and South East Luzon Branches	3	Supply, Delivery and Installation of Digital Corner Counter at Thirty (30) LANDBANK Offices in West and East Visayas Branches	4	Supply, Delivery and Installation of Digital Corner Counter at Forty (40) LANDBANK Offices in West and East Mindanao Branches
Lot No.	Item Description											
1	Supply, Delivery and Installation of Digital Corner Counter at Sixty (60) LANDBANK Offices in North and Central Luzon & North and South NCR Branches											
2	Supply, Delivery and Installation of Digital Corner Counter at Forty (40) LANDBANK Offices in South West and South East Luzon Branches											
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4	Supply, Delivery and Installation of Digital Corner Counter at Forty (40) LANDBANK Offices in West and East Mindanao Branches											
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 2019 in the amount Thirty Million Seventy Three Hundred Seventy Three Thousand Pesos Only (P30,773,000.00), broken down as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Lot No.</th> <th style="text-align: center;">Item Description</th> <th style="text-align: center;">ABC</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Supply, Delivery and Installation of Digital Corner Counter at Sixty (60) LANDBANK Offices in North and Central Luzon &amp; North and South NCR Branches</td> <td style="text-align: right;">P7,420,000.00</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Supply, Delivery and Installation of Digital Corner Counter at Forty (40)</td> <td style="text-align: right;">P7,130,000.00</td> </tr> </tbody> </table>		Lot No.	Item Description	ABC	1	Supply, Delivery and Installation of Digital Corner Counter at Sixty (60) LANDBANK Offices in North and Central Luzon & North and South NCR Branches	P7,420,000.00	2	Supply, Delivery and Installation of Digital Corner Counter at Forty (40)	P7,130,000.00	
Lot No.	Item Description	ABC										
1	Supply, Delivery and Installation of Digital Corner Counter at Sixty (60) LANDBANK Offices in North and Central Luzon & North and South NCR Branches	P7,420,000.00										
2	Supply, Delivery and Installation of Digital Corner Counter at Forty (40)	P7,130,000.00										

		LANDBANK Offices in South West and South East Luzon Branches	
	3	Supply, Delivery and Installation of Digital Corner Counter at Thirty (30) LANDBANK Offices in West and East Visayas Branches	P5,976,000.00
	4	Supply, Delivery and Installation of Digital Corner Counter at Forty (40) LANDBANK Offices in West and East Mindanao Branches	P10,247,000.00
	The name of the Project is Supply, Delivery and Installation of Digital Corner Counter to Various LANDBANK Offices.		
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 provided they meet the requirements under Section 23.4.1.2 of the Revised IRR of RA 9184.		
5.4	<p><b>In view of the determination by LANDBANK that the imposition of the provisions of Section 23.4.1.3 of the IRR of RA 9184 will likely result to failure of bidding, the Bidders should comply with the following requirements:</b></p> <p><b>a) Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least fifty percent (50%) of the ABC for this Project; and</b></p> <p><b>b) The largest of these similar contracts must be equivalent to at least twenty five percent (25%) of the percentage of the ABC as required above.</b></p> <p><b>For this purpose, similar contracts shall refer to contracts involving supply, delivery and installation of office furniture.</b></p> <p><b>Bidders must submit proof of their respective Single Largest Completed Contract. Proofs shall be:</b></p> <ul style="list-style-type: none"> <li>• <b>Copy of the contract or purchase order; or</b></li> <li>• <b>Copy of official receipt/collection receipt or Certificate of Satisfactory Performance from bidder's client.</b></li> </ul>		
7	No further instructions.		
8.1	As a general rule, subcontracting is not allowed.		

**Form No. 2**

**SCHEDULE OF PRICES**

1 Item No.	2 Description	3 Country of Origin	4 Quantity	5 Unit price EXW per item	6 Transportation and insurance and all other incidental costs 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)
1	Supply, Delivery and Installation of Digital Corner Counter at the following Branches:								
1	<b>North and Central Luzon Branches</b>								
	1 set (4-seater) Digital Corner Counter		10 sets				P _____	P _____	P _____
	1 set (2-seater) Digital Corner Counter		10 sets				_____	_____	_____
	Installation Cost		20 sets				_____	_____	_____
	Delivery Cost		20 sets				_____	_____	_____
	Sub-Total:						_____	_____	P _____
	<b>North NCR Branches</b>						_____	_____	_____
	1 set (4-seater) Digital Corner Counter		2 sets				_____	_____	_____

	1 set (2-seater) Digital Corner Counter		18 sets						
	Installation Cost		20 sets						
	Delivery Cost		20 sets						
	Sub-Total:								P _____
	<b><u>South NCR Branches</u></b>								
	1 set (4-seater) Digital Corner Counter		8 sets						
	1 set (2-seater) Digital Corner Counter		12 sets						
	Installation Cost		20 sets						
	Delivery Cost		20 sets						
	Sub-Total:								P _____
	<b>Total:</b>								
2	<b><u>South West Luzon Branches</u></b>								
	1 set (4-seater) Digital Corner Counter		15 sets						P _____
	1 set (2-seater) Digital Corner Counter		15 sets						P _____
	Installation Cost		30 sets						



	<b><u>East Visayas Branches</u></b>								
	1 set (4-seater) Digital Corner Counter	5 sets				_____	_____	_____	_____
	1 set (2-seater) Digital Corner Counter	5 sets				_____	_____	_____	_____
	Installation Cost	10 sets				_____	_____	_____	_____
	Delivery Cost	10 sets				_____	_____	_____	_____
	Sub-Total:								P _____
	<b>Total:</b>								P _____
4	<b><u>West Mindanao Branches</u></b>								
	1 set (4-seater) Digital Corner Counter	10 sets				P _____	P _____	P _____	P _____
	1 set (2-seater) Digital Corner Counter	10 sets				_____	_____	_____	_____
	Installation Cost	20 sets				_____	_____	_____	_____
	Delivery Cost	20 sets				_____	_____	_____	_____
	Sub-Total:								P _____
	<b><u>East Mindanao Branches</u></b>								
	1 set (4-seater) Digital Corner Counter	19 sets				_____	_____	_____	_____

1 set (2-seater) Corner Counter	Digital	1 set						P _____
Installation Cost		20 sets						P _____
Delivery Cost		20 sets						P _____
Sub-Total:								P _____
<b>Total:</b>								P _____

Please credit payment to:

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

Account Name: \_\_\_\_\_

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

Account Number: \_\_\_\_\_

Position \_\_\_\_\_

LBP Branch: \_\_\_\_\_

## 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, **the aggregate amount of at least two (2) similar contracts should be equivalent to at least fifty percent (50%) of the ABC and the largest of these similar contracts must be equivalent to at least twenty five percent (25%) of the ABC as required above** 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. 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 Documents**
  12. Brochures or other official documents coming from the manufacturer indicating the complete specifications of the offered brand/model.
  13. 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 on-going contracts), issued by the Head, PMED 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):**
  14. 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.
  15. 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)