



**SUPPLEMENTAL/BID BULLETIN NO. 1**  
**For LBP-HOBAC-ITB-CS-20190408-03**

**PROJECT** : **Graphic Design and Other Creative Services for  
LANDBANK's 2018 and 2019 Sustainability Reports**

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

**DATE** : **May 23, 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:

- GCC Clause 1.1 (g) of the Special Conditions of the Contract (SCC) and Section V.A.1 (Items c to d) of the Technical Component: Agency's Qualifications & Experience Evaluation Criteria have been revised. Please see attached revised SCC and specified sections of the Bidding Documents.

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

	<table border="1"> <tr> <td>5 pts.</td> <td>Has submitted three sample works and at least one certificate</td> </tr> <tr> <td>4 pts.</td> <td>Has submitted two sample works and at least one certificate</td> </tr> <tr> <td>3 pts.</td> <td>Has submitted a sample work and at least one certificate; or has submitted one or more sample works but with no certificate</td> </tr> <tr> <td>0</td> <td>Has not submitted any sample work</td> </tr> </table> <p><i>Note: Agencies commissioned by LANDBANK within the specified period need not submit sample works, and will be given 7 pts.</i></p>	5 pts.	Has submitted three sample works and at least one certificate	4 pts.	Has submitted two sample works and at least one certificate	3 pts.	Has submitted a sample work and at least one certificate; or has submitted one or more sample works but with no certificate	0	Has not submitted any sample work	
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<p>c. Agency's writer/s must have at least three (3) years of experience in writing Sustainability Reports and Annual Reports</p>	<p>Reference Document: Sample works comprised of annual report and sustainability reports completed for reputable client organizations and also a list of clients with references and contact person (indicating the years when the projects were handled for them); and at least one certificate of project completion and satisfactory service from client/s. The certificate must be from client/s for whom the submitted sample work/s was/were undertaken. The certificate must also be issued not earlier than three months prior to the bidding date.</p> <table border="1"> <tr> <td>10 pts.</td> <td>Has submitted three or more sample works and at least one certificate</td> </tr> <tr> <td>9 pts.</td> <td>Has submitted two sample works and at least one certificate</td> </tr> <tr> <td>7 pts.</td> <td>Has submitted a sample work and at least one certificate; has submitted one or more sample works but with no certificate</td> </tr> <tr> <td>0</td> <td>Has not submitted any sample work</td> </tr> </table>	10 pts.	Has submitted three or more sample works and at least one certificate	9 pts.	Has submitted two sample works and at least one certificate	7 pts.	Has submitted a sample work and at least one certificate; has submitted one or more sample works but with no certificate	0	Has not submitted any sample work	<p><b>10 pts.</b></p>
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<p>d. Must contract the services of competent photographers*</p> <p><i>*Photographer/s who have been commissioned to handle projects of LANDBANK, other universal banks, and/or other organizations belonging to the Top 100 (based on the latest BusinessWorld Top 1000 Corporations in the Philippines)</i></p>	<p>Reference Document: List of at least three photographers who may be tapped by the agency to handle LANDBANK requirements, with their brief profiles and portfolios, indicating their past clients</p> <table border="1"> <tr> <td>5 pts.</td> <td>The photographers have been commissioned to work with LANDBANK, universal banks, and/or other corporations belonging to the Top 100 in the Philippines</td> </tr> <tr> <td>0</td> <td>The photographer/s have not been commissioned for projects of LANDBANK, universal banks and/or</td> </tr> </table>	5 pts.	The photographers have been commissioned to work with LANDBANK, universal banks, and/or other corporations belonging to the Top 100 in the Philippines	0	The photographer/s have not been commissioned for projects of LANDBANK, universal banks and/or	<p><b>5 pts.</b></p>				
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## Special Conditions of Contract

GCC Clause	
1.1 (g)	<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 of <b>One Million Six Hundred Thousand Pesos Only (Php1,600,000.00).</b></p>
6.2(b)	Not applicable.
7	The Member in Charge is [name of member, address and other necessary contact information]
8	Not applicable.
10	No further instructions.
12	<p>The Authorized Representatives are as follows:</p> <p>For the Procuring Entity: Mr. Alwin I. Reyes, CSSP                      Assistant Vice President                      Head, Procurement Department</p> <p>For the Consultant: _____</p>
15.1	<p>The addresses are:</p> <p>Procuring Entity: Land Bank of the Philippines                      Attention: Mr. Alwin I. Reyes, CSSP                      Assistant Vice President                      25<sup>th</sup> Floor, Procurement Department                      1598 M.H. Dell Pilar corner Dr. J. Quintos Streets,                      Malate, Manila 1004                      Fax (02) 528-8587  <a href="http://www.landbank.com">www.landbank.com</a>  <a href="mailto:lbphobac@mail.landbank.com">lbphobac@mail.landbank.com</a></p> <p>Consultants: <i>[insert name of the Consultant]</i>                      Attention: <i>[insert name of the Consultant's authorized representative]</i>                      Address: _____                      Facsimile: _____                      Email Address: _____</p>
15.2	<p>Notice shall be deemed to be effective as follows:</p> <p>(a) in the case of personal delivery or registered mail, on delivery;</p> <p>(b) in the case of facsimiles, within (1) hour following confirmed</p>