

**SUPPLEMENTAL/BID BULLETIN NO. 4**  
**For LBP-HOBAC-ITB-CW-20181218-01**

**PROJECT** : **LANDBANK Davao Corporate Center Building Construction**

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

**DATE** : **February 22, 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:

- 1) A requirement in the Invitation to Bid (ITB) has been added. Please see Item No. 9 of the attached revised ITB.
- 2) The Terms of Reference for the Services of a General Contractor (Annex A), Section VII (Drawings) and Checklist of the Bidding Documents (Items C.1 to C.4 & C.6 to C.7) have been revised. Please see attached revised Annexes A-1 to A-2 and specified sections of the Bidding Documents.
- 3) Clarifications on queries of prospective bidders:

QUERIES	CLARIFICATIONS
1) A prospective bidder requested for clarification whether the following are part of the eligibility requirements: <ol style="list-style-type: none"> <li>a) List of at least five (5) completed building projects by the company/firm with similar project cost or above with Certificate of Satisfactory Performance and list of contact persons, addresses and contact numbers; and</li> <li>b) Complete list of projects undertaken during the last three (3) years.</li> </ol>	<ul style="list-style-type: none"> <li>• The documents mentioned are not part of the eligibility requirements. They are part of the Project Requirements. Further, Item "a" has been revised as follows:                 "List of at least five (5) completed building projects (5 storeys or more) by the company/firm including contact persons, addresses and contact numbers with corresponding Certificates of Satisfactory Performance."</li> </ul>
2) A prospective bidder requested for the list of contractor's equipment to be used for the above-mentioned project.	<ul style="list-style-type: none"> <li>• The list of minimum equipment that are required for the construction is already included in the Bidding Documents issued to prospective bidders. A list of other equipment to be used on the project may be provided by the bidders.</li> </ul>

<p>3) A prospective bidder clarified if there are changes in the quantity of materials in the Bill of Quantities (BOQ) due to the issuance of updated plans.</p> <p>4) A prospective bidder asked if what are the required documents of the key personnel to be submitted during the bidding.</p>	<ul style="list-style-type: none"><li>• The quantity of materials in the BOQ are already based on the updated plans. Thus, there are no change/s in the quantity of materials.</li> <li>• The Civil &amp; Sanitary Engineers, Safety and Health Officers, Plumbers and Electricians are required to submit the following documentary requirements:<ul style="list-style-type: none"><li>➢ Curriculum Vitae;</li><li>➢ Photocopy of Professional Regulations Commission (PRC) ID; and</li><li>➢ PRC Board and Employment Certificates.</li></ul></li></ul> <p>Submission of documentary requirements for Foremen, Carpenters, etc. shall be discretionary on the part of the prospective bidder.</p>
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**ALWIN I. REYES, CSSP**  
Assistant Vice President  
Head, Procurement Department and  
HOBAC Secretariat



## Land Bank of the Philippines

### Invitation to Bid

#### **LANDBANK Davao Corporate Center Building Construction**

1. The LAND BANK OF THE PHILIPPINES, through its Corporate Budget for the contract approved by the Board of Directors for 2018 intends to apply the sum of One Hundred Eighty Two Million Twenty Thousand One Hundred Sixty Nine Pesos Only (PhP182,020,169.00) being the Approved Budget for the Contract (ABC) to payments under the contract for the LANDBANK Davao Corporate Center Building Construction/LBP-HOBAC-ITB-CW-20181218-01.

Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The LAND BANK OF THE PHILIPPINES now invites bids for the LANDBANK Davao Corporate Center Building Construction. Completion of the project is required within six hundred (600) calendar days after receipt of Notice to Proceed. Bidders should have completed, within ten (10) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least seventy-five percent (75%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183 and subject to Commonwealth Act 138.

4. Interested bidders may obtain further information from LAND BANK OF THE PHILIPPINES and inspect the Bidding Documents during office hours from 8:00 A.M. to 5:00 P.M. at the address indicated as follows:

Procurement Department  
Land Bank of the Philippines  
25<sup>th</sup> Floor LANDBANK Plaza  
1598 M.H. Del Pilar corner Dr. J. Quintos Sts.,  
Malate, Manila

5. The complete set of Bidding Documents may be acquired by interested Bidders on \_\_\_\_\_ from the address indicated above and upon payment of a Bidding Documents Fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Fifty Thousand Pesos Only (PhP50,00.00).

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the LANDBANK website, provided that Bidders shall pay the applicable fee for the Bidding Document not later than the submission of their bids.

6. The LANDBANK will hold a Pre-Bid Conference on \_\_\_\_\_, at the **Bidding Room, 25th Floor, LANDBANK Plaza Building, 1598 M.H. Del Pilar corner Dr. J. Quintos Streets, Malate, Manila.** Only those bidders which have purchased the Bidding Documents shall be allowed to request for clarification on any part of the Bidding Documents or for an interpretation, at least three (3) calendar days after the pre-bid conference.

Bidders are prohibited from recording (audio and video) the proceedings of the pre-bid conference.

7. Bids must be dropped at the designated Bid Box located at the LANDBANK Procurement Department **PROPERLY SEALED, MARKED AND TIME STAMPED**, on or before the **11:00 A.M.** deadline on \_\_\_\_\_. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 18.**

Bid opening shall be on \_\_\_\_\_ at the Bidding Room, 25<sup>th</sup> Floor, LANDBANK Plaza Building, 1598 M.H. Del Pilar corner Dr. J. Quintos Streets, Malate, Manila. Bids will be opened in the presence of the Bidders' representatives who choose to attend at the address above. Late bids shall not be accepted.

8. The LANDBANK reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
9. **The bidder should have no past negative dealings with LANDBANK or its subsidiaries.**

10. For further information, please refer to:

Mr. Alwin I. Reyes, CSSP  
Assistant Vice President  
Head, Procurement Department  
1598 M.H. Del Pilar cor. Dr. J. Quintos Sts.  
1004 Malate, Manila  
Tel (+632) 522-0000 or 551-2200 local 7370  
Fax (+632) 528-8587  
Email lbphobac@mail.landbank.com

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**JULIO D. CLIMACO, JR.**  
Executive Vice President  
Chairman, Bids and Awards Committee

## Section VII. Drawings

**Name of Project:**

LANDBANK Davao Corporate Center Building Construction

<b>Description</b>	<b>Annexes</b>	<b>Revisions</b>
Architectural	A-1 to A-96	A-2
Structural	S-1 to S-7	None
Plumbing	P-1 to P-24	None
Electrical	E-1 to E-38	E-1, E-4, E-9 to E-15, E-18, E-22, E-24, E-26 to E-27, E-30 to E-31, E-34 and E-37 to E-39
Electronic Communication	EC-1 to EC-9	EC-1, EC-3 and EC-6
Mechanical	M-1 to M-14	None
Fire Protection	FP-1 to FP-23	None

Note: Blueprints per Annex C

**Conforme:**

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

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

\_\_\_\_\_  
**Position**

## **Checklist of Bidding Documents for Procurement of Infrastructure Projects**

**Documents should be arranged as per this Checklist. Kindly provide folders or guides, dividers and ear tags with appropriate labels.**

### **A. Eligibility and Technical Components**

**1. The Eligibility and Technical Components (First Envelope) shall contain the following:**

#### **1.1. Legal Documents**

##### Class "A" Documents

1.1.a PhilGEPS Certificate of Registration (Platinum Membership). All documents enumerated in its Annex A must be updated; or

1.1.b Class "A" eligibility documents as follows:

- 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 permit issued by the city or municipality where the principal place of business of the prospective bidder is located; and
- Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.

1.1.c Statement of the prospective bidder of all its ongoing government and private contract, 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 relevant period as provided in the Bidding Documents. The statement shall include all information required in the PBDs prescribed by the GPPB. (sample form – Form No. 3). This form may no longer be submitted if bidder has no ongoing contract.

1.1.d 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 PBDs prescribed by the GPPB (sample form – Form No. 4)

- include all information required in the PBDs prescribed by the GPPB;
- be supported by the notices of award and/or notices to proceed issued by the owner
- the statement shall be supported by the Owner's Certificate of Final Acceptance or the Certificate of Completion and, whenever applicable, the Contractors Performance Evaluation Summary (CPES) Final Rating sheets, which must be satisfactory.

1.1.e Valid PCAB License in case of joint ventures, and registration for the type and cost of the contract for this Project.

1.1.f The prospective bidder's computation for its Net Financial Contracting Capacity (sample form No. 5)

1.1.g 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.

#### Class "B" Documents

1. 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.

#### **1.2. Technical Documents**

1.2.a Bid security in the prescribed form, amount and validity period.

1.2.b Organizational chart for the contract to be bid.



- 1.2.c List of contractor's personnel with their complete qualification and experience data.
- 1.2.d List of contractor's equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be.
- 1.2.e Omnibus Sworn Statement

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 No. 7).

**1.3 Post-Qualification Documents – (Non-submission of the following documents during the bidding date shall not be a ground for the disqualification of the bidder):**

- 1.3.a List of at least five (5) completed building projects (5 storeys or more) by the company/firm with Certificate of Satisfactory Performance and list of contact persons, addresses and contact details.**
- 1.3.b Complete list of projects undertaken during the last three (3) years.**
- 1.3.c Certificate of Site Inspection issued by LANDBANK East Mindanao Branches Group.**
- 1.3.d Self-certification stating that the bidder has no past negative dealings with LANDBANK or its subsidiaries.**
- 1.3.e Section VI – Specifications with conformity of bidder.**
- 1.3.f Revised Section VII – Drawings with conformity of bidder.**
- 1.3.g For current suppliers/contractors of LANDBANK, Certificate of Satisfactory Performance (for completed contracts) or Certificate of No Delayed Projects (for ongoing contracts) issued by the Head, LANDBANK Project Management and Engineering Department not earlier than 30 calendar days prior to the deadline of submission of bid.**

**1.3.h 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**

**1.3.i Income Tax Return for 2017 filed manually or through EFPS**

**1.3.j Manpower schedule**

**1.3.k Construction methods**

**1.3.l Equipment utilization schedule**

**1.3.m PERT/CPM or other acceptable tools of project scheduling**

**1.3.n Construction schedule and S-curve**

**B. The Financial Component (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. Bill of Quantities with bid prices
3. Detailed estimates, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid
4. Cash flow by quarter or payment schedule

**TERMS OF REFERENCE  
FOR THE SERVICES OF A GENERAL CONTRACTOR FOR THE  
PROPOSED DAVAO CORPORATE CENTER  
BUILDING CONSTRUCTION PROJECT**

**I. QUALIFICATIONS**

1. Must be a recognized local engineering construction entity, duly organized under the laws of the Philippines; (**Sole Proprietorship**, Corporation, Partnership and Cooperatives)
2. Must have a Philippine Contractors Accreditation Board (PCAB) License with at least Category "A" and size range of Medium B;
3. At least seventy five percent (75%) of the interest/outstanding capital stocks belongs to citizens of the Philippines;
4. Currently employing experienced and registered/ licensed architects, civil, structural, electrical, mechanical, sanitary, electronics and communication engineers with the Professional Regulation Commission (PRC).
5. With at least ten (10) years minimum experience in general construction services (steel, reinforced concrete, composite steel-concrete, etc.) and 5 years-experience in related or same project.

**II. SCOPE OF SERVICES**

The contractor shall :

1. Undertake all the necessary works (Architectural, Structural, Electrical, Sanitary, etc..) as indicated in the plans, specifications and scope of works prepared and issued by the Project Management and Engineering Department (PMED) for the proposed construction of the **LANDBANK DAVAO CORPORATE CENTER**;
2. Construct the proposed **LANDBANK DAVAO CORPORATE CENTER** within **600 c.d.**;
3. Facilitate and secure all necessary government permits and clearances required for the implementation and completion of the project.
4. Assign a competent project manager/ engineer at the site on a 24/7 basis until project completion and turn-over
5. Abide by the attached General Conditions of the Project (Annex A).
6. Provide monthly periodic reports on the status/ accomplishments of the project to be submitted to LANDBANK - PMED.
7. Attend all meetings as may be required during the implementation stage until the completion of the project.
8. Upon formal request, represent the Bank before any authorized body as expert witness in the resolution of any related investigation and controversies.

Procurement File


### III. DOCUMENTARY REQUIREMENTS

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1. List of key personnel assigned for the project (i.e. Project Manager, Project Engineer, Site Architect, Electrical Engineer, Mechanical Engineer) - same must be supported with Curriculum Vitæ, Photocopy of PRC ID, PRC Board Certificate, and Employment Certifications),
  2. List of at least 5 completed building projects (5 storeys or more) by the company/ firm including contact persons, address and contact numbers with corresponding Certificate of Satisfactory Performance.
  3. Complete list of projects undertaken during the last 3 years.
  4. Self-certification stating that the bidder has no past negative dealings with LANDBANK and its subsidiaries (i.e. satisfactory performance for construction projects, no past loan delinquencies, etc.)

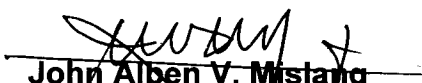
### IV. MANNER OF PAYMENT

Release of payment / payment schedule shall be in accordance with the provisions of the Implementing Rules and Regulations of RA 9184. Once a month, the contractor may submit a statement of work accomplished (SWA) or progress billing and corresponding request for progress payment for work accomplished.

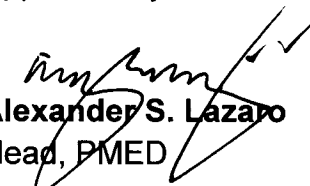
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