




BID BULLETIN NO. 1
For LBP-HOBAC-ITB-GS-20180618-02(2)

PROJECT : 35,305 Pieces LANDBANK Regular Umbrella
IMPLEMENTOR : Procurement Department
DATE : August 16, 2018

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

The modifications, amendments or clarifications are as follows:

- Section VI (Schedule of Requirements), Section VII (Specifications) and Checklist of the Bidding Documents (Items 5 & 6) 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.

Item Description	Qty.	Delivery Period & Destination	
LANDBANK Regular Umbrella	35,305 pcs.	TIMEFRAME	ACTIVITY
		<u>1st Delivery:</u> November 8, 2018	Breakdown: <ul style="list-style-type: none"> • Mindanao ----- 4,000 pcs. • Visayas ----- 3,500 pcs. • Southern Luzon ----- 4,000 pcs. • Central Luzon ----- 2,000 pcs. • Northern Luzon ----- 2,500 pcs. • NCR ----- 5,000 pcs. • Head Office ----- 11,000 pcs. <p style="text-align: right; margin-right: 20px;">Sub-Total 32,000 pcs.</p>
		<u>2nd Delivery:</u> January 15, 2019	<ul style="list-style-type: none"> • Head Office ----- 3,305 pcs.
		Contact Person: FVP Catherine Rowena B. Villanueva Corporate Affairs Department (CAD)	
		Contact Number: 405-7374; 551-2200 locals: 8451, 2686	
		<u>NOTES:</u> <ol style="list-style-type: none"> 1. CAD will inspect the umbrellas at the bidder's warehouse. Bidder should notify CAD at least three (3) days prior to the schedule of inspection. 2. After inspection, the regular umbrellas should be delivered to the warehouse of the Bank's official courier or designated Bank units within ten (10) working days. 3. Regular umbrellas should be packed in 50's per box. 4. Any additional packaging to be prescribed by the Bank's official courier should also be applied. The corresponding cost should be shouldered by the bidder. 5. CAD will provide the schedule of delivery. Manner of delivery as follows: <ul style="list-style-type: none"> • For Mindanao, Visayas and field units located in island provinces such as Basco Branch, Brooke's Point Branch/EO, Coron Branch, Masbate Branch, Virac Branch, etc., the bidder will deliver the items to the warehouse of the Bank's official courier. 	

		<ul style="list-style-type: none">• CAD to advise the bidder which field units in Southern Luzon will pick-up from the bidder's warehouse and which will be sent thru the Bank's official courier.• Northern and Central Luzon field units will pick-up their allocations from the bidder's warehouse.• For NCR field units, the bidder will deliver to the respective offices of the Branch Group Heads.• For head office based units, the bidder will deliver at the 32nd floor, CAD or other designated floors.
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Conforme:

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

Specifications

Specifications	Statement of Compliance
	<p style="text-align: center;">Bidders must state below either “Comply” or “Not Comply” against each of the individual parameters of each specification.</p> <p>Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid. 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>
<p>35,305 pcs. LANDBANK Regular Umbrella</p> <p><u>Specifications:</u></p> <ul style="list-style-type: none"> ✓ Round shape 210T black and gold (alternate) nylon taffeta ✓ 3.10” black plastic tip with 14mm metal rod/shaft ✓ Black J handle with transparent plastic shrink wrap ✓ 24” straight open round fiberglass black ribs ✓ Solid round 4mm black fiberglass ribs with channel U support metal ribs ✓ 2 panels LANDBANK logo/tagline (two colors: green & gold) ✓ 2 panels LANDBANK website (color: green) ✓ Black cloth casing with LANDBANK logo in green print and OPP plastic ✓ Automatic mechanism with snap black metallic button <p>Sample drawing/design per attached Revised Annexes A-1 & A-2.</p> <p>Bidders are required to submit sample of offered regular umbrella with print on the bidding date for evaluation/approval.</p>	<p>Please state here either “Comply” or “Not Comply”</p>

Conforme:

Name of Bidder

Signature over Printed Name of
Authorized Representative

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.

The Technical Component (First Envelope) shall contain the following:

1. 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).
2. Duly notarized Omnibus Sworn Statement (sample form – Form No.6).
3. Eligibility requirements.

- **Legal Documents**

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

3.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.

- **Technical / Financial Documents**

3.c. 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 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). The duly signed form shall still be submitted even if the bidder has no on-going contract.

3.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).

- 3.e. 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.
 - 3.f. The prospective bidder's computation for its Net Financial Contracting Capacity (sample form - Form No. 5).
 - 3.g. 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.
 - 3.h. Sample umbrella being offered with print.
4. Bid security in the prescribed form, amount and validity period (ITB Clause 18.1 of the Bid Data Sheet);
 5. **Revised Schedule VI - Schedule of Requirements with signature of bidder's authorized representative.**
 6. **Revised Section VII - Specifications with response on compliance and signature of bidder's authorized representative.**
 7. Post-Qualification Documents – (Non-submission of these documents during the bid opening shall not be a ground for the disqualification of the bidder).
 - 7.a. Business Tax Returns per Revenue Regulations 3-2005 (BIR No. 2550Q) VAT or Percentage Tax Returns for the last two (2) quarters filed manually or through the BIR EFPS; and
 - 7.b. Income Tax Return for 2017 filed manually or through the BIR EFPS.

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. Duly filled out Schedule of Prices signed by the bidder's authorized representative (sample form - Form No.2)