

BID BULLETIN NO. 2
For LBP-HOBAC-ITB-GS-20170913-02

PROJECT : One (1) Lot Supply, Delivery, Installation, Testing and Commissioning of Various Airconditioning Units at Fifteen (15) LANDBANK Offices


IMPLEMENTOR : Procurement Department

DATE : November 23, 2017

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:

- The Terms of Reference (Annexes A to O), Section VI (Schedule of Requirements), Section VII (Specifications) and Checklist of the Bidding Documents (Items 5 & 6). Please see attached revised pages 66, 74, 97, 98 & 99 of the Bidding Documents and kindly acquire copies of Revised Annexes A to O from the Procurement Department.
- The deadline of submission and the schedule of opening of eligibility/technical and financial documents/proposals for the above project is re-scheduled to **December 7, 11:00 A.M.** at the Procurement Department, 25th Floor, LANDBANK Plaza Building, 1598 M. H. Del Pilar corner Dr. Quintos Streets, Malate, Manila.


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 Number | Description | Quantity | Delivery Period and Destination |
|-------------|---|----------|--|
| 1 | One (1) Lot Supply, Delivery, Installation, Testing and Commissioning of Various Airconditioning Units complete with Standard Accessories per Manufacturer's Standards at the following LANDBANK Offices: | | Delivery Period: Please refer to Revised Annexes A-1, B-1, C-1, D-1, E-1, F-1, G-1, H-1, I-1, J-1, K-1, L-1, M-1, N-1 and O-1. Delivery Sites and Contact Details per attached Annexes P-1 and P-2. |
| | LANDBANK Baguio City Branch | | |
| | 5.0 TR Split-Type, Floor-Mounted (Inverter Type) | 2 units | |
| | 3.0 TR Split-Type, Floor-Mounted (Inverter Type) | 2 units | |
| | 3.0 TR Split-Type, Ceiling-Mounted (Inverter Type) | 1 unit | |
| | 2.0 TR Split-Type, Wall-Mounted (Inverter Type) | 1 unit | |
| 2 | Dismantling of existing units at old site | | |
| | LANDBANK Iba Branch | | |
| | 3.0 TR Split-Type, Floor-Mounted (Inverter Type) | 4 units | |
| | 3.0 TR Split-Type, Ceiling-Mounted (Inverter Type) | 3 units | |
| | 2.0 TR Split-Type, Wall-Mounted (Inverter Type) | 3 units | |
| | Dismantling of existing units at old site | | |
| | Relocation, reinstallation and recommissioning of three (3) 3.0 TR Floor-Mounted airconditioning units (Inverter Type) from old site to new site LANDBANK Iba Branch | | |

| | | |
|----|---|--|
| | Dismantling of existing units | |
| 12 | <p>LANDBANK Calamba (Misamis Occidental) Extension Office</p> <p>3 units - 3.0 TR Split-Type, Floor-Mounted (Inverter Type)</p> <p>1 unit - 3.0 TR Split-Type, Ceiling-Mounted (Inverter Type)</p> | |
| 13 | <p>LANDBANK Tupi Extension Office Building</p> <p>2 units - 3.0 TR Split-Type, Floor-Mounted (Inverter Type)</p> <p>2 units - 3.0 TR Split-Type, Ceiling-Mounted (Inverter Type)</p> <p>2 units - 2.0 TR Split-Type, Wall-Mounted (Inverter Type)</p> | |
| 14 | <p>LANDBANK Tandag Branch</p> <p>2 units - 3.0 TR Split-Type, Floor-Mounted (Inverter Type)</p> <p>Dismantling of existing units</p> | |
| 15 | <p>LANDBANK Samal Island Branch</p> <p>1 unit - 3.0 TR Split-Type, Floor-Mounted (Inverter Type)</p> <p>4 units - 3.0 TR Split-Type, Ceiling-Mounted (Inverter Type)</p> <p>1 unit - 2.0 TR Split-Type, Wall-Mounted (Inverter Type)</p> <p>Minimum specifications, working drawings and layout per attached Revised Annexes A-1 to A-11 for item 1, B-1 to B-11 for item 2, C-1 to C-11 for item 3, D-1 to D-10 for item 4, E-1 to E-9 for item 5, F-1 to F-9 for item 6, G-1 to G-10 for item 6, H-1 to H-9 for item 7, I-1 to I-9 for item 8, J-1 to J-9 for item 9, K-1 to K-10 for item 11, L-1 to L-10 for item 12, M-1 to M-10 for item 13, N-1 to N-10 for item 14 and O-1 to O-11 for item 15.</p> <p>The following documents shall be submitted inside the eligibility/technical envelope:</p> | |

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 Document**

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 computation for its Net Financial Contracting Capacity (sample form - Form No. 5).
- 3.f Copy of purchase orders, contracts or other related documents to prove that the offered brand of ACU has been in the Philippine market for at least ten (10) years prior to the deadline for the submission of bids.
- 3.g List of at least five (5) large institutional clients using the brand being offered by the prospective ACU contractor (with addresses, contact persons and telephone numbers).
- 3.h Latest/recent Certificate of Satisfactory Performance issued by at least five (5) large institutional clients (e.g. fastfoods, BPOs, hospitals, funeral parlors, banks and government offices) which are using the brand being offered by the bidder with minimum of four (4) units installed for each client.
- 3.i Latest Certificate of Satisfactory Performance issued by the Head of PMED, if the bidder has existing or completed contracts with LANDBANK.
- 3.j List of at least three (3) highly-trained technicians (regular employees) With their respective bio-data and National Certificate II (NC II) for Refrigeration and Airconditioning Servicing issued by TESDA.
- 3.k List of 24/7 Customer Contact Center and at least twenty (20) service centers in key cities of the country (with complete addresses and contact numbers), viz:
 - > NCR and Luzon – 10
 - > Visayas – 5
 - > Mindanao -5
- 3.l Manufacturer's authorization or back-to-back certification to prove that the bidder is an authorized seller/distributor of the offered product and/or other supporting documents to satisfy the said requirement.
- 3.m Brochure or any other official documents coming from the Manufacturer showing the technical specifications of the offered product.

- 3.n Print-out of the Homepage of manufacturer's/brand owner's website showing the URL (web address).
- 3.o Bureau of Product Standards (PS), Underwriters Laboratories (UL), European Conformity (CE) or ISO certifications, whichever is available.
- 3.p 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.
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. 2550 Q) VAT or Percentage Tax Returns for the last two (2) quarters;
 - 7.b Income Tax Return for 2016

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)