

BID BULLETIN NO. 2
For LBP-HOBAC-ITB-GS-20170705-02

PROJECT : **Three (3) Years Messengerial/Courier Services**
IMPLEMENTOR : **Procurement Department**
DATE : **September 13, 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:

- Section VII (Specifications), Schedule of Prices, and Checklist of the Bidding Documents (Item 6 of the Technical Component and Item 2 of the Financial Component) have been revised. Please see attached revised specific sections of the Bidding Documents.
- The deadline of submission and the schedule of opening of eligibility/technical and financial documents/proposals for the above project is re-scheduled to **September 21, 2017, 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

Specifications

Specifications	Statement of Compliance Bidders must state below either “Comply” or “Not Comply” against each of the individual parameters of each specification. 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 style="text-align: center;">Three (3) Years Messengerial/Courier Services</p> <p>Luzon: 1,124,950 kgs. Visayas and Mindanao: Air Freight 502,250 kgs. Sea Freight 11,520 cbm</p> <p>Scope of works and other requirements per attached Revised Terms of Reference (Annexes A-1 to A-5).</p> <p>The following documents shall be submitted inside the eligibility/technical envelope:</p> <ol style="list-style-type: none">1. Revised Terms of Reference (TOR) with signature/initial by the bidder’s authorized signatory/ies on every page.2. List of branches/offices per province with addresses, contact	<p style="text-align: center;">Please state here either “Comply” or “Not Comply”</p>

<p>persons and contact numbers that can service LANDBANK Field Units.</p> <p>3. At least one (1) on going or completed courier service contract with a universal/commercial bank in the Philippines.</p> <p>4. Certificate of Satisfactory Performance from at least one (1) previous/current contract from a universal/commercial bank. If bidder has previous or existing contract with LANDBANK, a certificate of satisfactory performance issued by the Head of the Facilities Management Department shall likewise be submitted.</p>	
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Conforme:

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

Form No. 2

SCHEDULE OF PRICES

1 Lot No.	2 Item Description	3 Country of Origin	4 Quantity	5 Unit price EXW per item	6 Cost of local labor, raw material and component	7 Total price EXW per item (cols. 4 x 5)	8 Unit prices per item final destination and unit price of other incidental services	9 Sales and other taxes payable per item if Contract is awarded	10 Total Price delivered Final Destination (cols. 8 + 9) x col. 4
1	Three (3) Years Messengerial/Courier Services • Luzon • Visayas and Mindanao - Air Freight - Sea Fright Total	N/A	1,124,950 kgs. 502,250 kgs. 11,520 cbm	N/A	N/A	N/A	P _____ _____ _____ _____	P _____ _____ _____ _____	P _____ _____ _____ _____

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 Document**
 - 3.a PhilGEPS Certificate of Registration (Platinum Membership)
 - **Technical / Financial Documents**
 - 3.b 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.c 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.d The prospective bidder's computation for its Net Financial Contracting Capacity (sample form - Form No. 5).
 - 3.e 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.f Revised Terms of Reference (TOR) with signature/initial by the bidder's authorized signatory/ies on every page.
- 3.g List of branches/offices per province with addresses, contact persons and contact numbers that can service LANDBANK Field Units.
- 3.h At least one (1) on going or completed courier service contract with a universal bank in the Philippines.
- 3.i Certificate of Satisfactory Performance from at least one (1) previous/current contract from a bank. If bidder has previous or existing contract with LANDBANK, a certificate of satisfactory performance issued by the Head of the Facilities Management Department shall likewise be submitted.
- 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 through the BIR EFPS; and
 - 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 Revised Schedule of Prices signed by the bidder's authorized representative (sample form - Form No.2)**