



BID BULLETIN NO. 4
For LBP-HOBAC-ITB-GS-20170403-01

PROJECT : **Two (2) Years Security Guard Services for Various LANDBANK Branches and Extension Offices**

IMPLEMENTOR : **Procurement Department**

DATE : **September 6, 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 VI (Schedule of Requirements), Section VII (Specifications), Schedule of Prices and Checklist of the Bidding Documents (Items 3.g, 3.j & 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 14, 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

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.

Two (2) years Security Guard Services for Various LANDBANK Branches and Extension Offices

Lot No.	Area	No. of Guards	Delivery Schedule and Project Site
1	North National Capital Region (NCR)	157	Schedule of Deployment: Thirty (30) calendar days, per office, after receipt of Notice to Proceed. Deployment Sites: List of branches/offices per Annex E-1 to E-10.
2	South National Capital Region (NCR)	159	
3	LANDBANK Plaza and Other Installations	124	
4	Region XII	152	
5	Region III-A	89	
6	Region IV-B	91	
7	Region IV	76	
8	Region V	86	
9	Region III-B	62	
10	Region II	73	

Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Specifications

Specifications	Statement of Compliance																																	
<p style="text-align: center;">Two (2) Years Security Guard Services for Various LANDBANK Branches and Extension Offices</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 20px;"> <thead> <tr> <th style="width: 10%; text-align: center;">Lot No.</th> <th style="width: 60%; text-align: center;">Area</th> <th style="width: 30%; text-align: center;">No. of Guards</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>North National Capital Region (NCR)</td> <td style="text-align: center;">157</td> </tr> <tr> <td style="text-align: center;">2</td> <td>South National Capital Region (NCR)</td> <td style="text-align: center;">159</td> </tr> <tr> <td style="text-align: center;">3</td> <td>LANDBANK Plaza and Other Installations</td> <td style="text-align: center;">124</td> </tr> <tr> <td style="text-align: center;">4</td> <td>Region XII</td> <td style="text-align: center;">152</td> </tr> <tr> <td style="text-align: center;">5</td> <td>Region III-A</td> <td style="text-align: center;">89</td> </tr> <tr> <td style="text-align: center;">6</td> <td>Region IV-B</td> <td style="text-align: center;">91</td> </tr> <tr> <td style="text-align: center;">7</td> <td>Region IV</td> <td style="text-align: center;">76</td> </tr> <tr> <td style="text-align: center;">8</td> <td>Region V</td> <td style="text-align: center;">86</td> </tr> <tr> <td style="text-align: center;">9</td> <td>Region III-B</td> <td style="text-align: center;">62</td> </tr> <tr> <td style="text-align: center;">10</td> <td>Region II</td> <td style="text-align: center;">73</td> </tr> </tbody> </table>	Lot No.	Area	No. of Guards	1	North National Capital Region (NCR)	157	2	South National Capital Region (NCR)	159	3	LANDBANK Plaza and Other Installations	124	4	Region XII	152	5	Region III-A	89	6	Region IV-B	91	7	Region IV	76	8	Region V	86	9	Region III-B	62	10	Region II	73	<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 style="text-align: center; margin-top: 20px;">Please state here either “Comply” or “Not Comply”</p>
Lot No.	Area	No. of Guards																																
1	North National Capital Region (NCR)	157																																
2	South National Capital Region (NCR)	159																																
3	LANDBANK Plaza and Other Installations	124																																
4	Region XII	152																																
5	Region III-A	89																																
6	Region IV-B	91																																
7	Region IV	76																																
8	Region V	86																																
9	Region III-B	62																																
10	Region II	73																																

Per attached Revised Terms of Reference (8 pages).

The following documents shall be submitted inside the eligibility/technical envelope:

- a) Revised Terms of Reference signed in all pages by authorized representative/s.
- b) Certified true copy of valid and current License to Operate (LTO) or Certificate of "Under Process" LTO issued by PNP-SOSIA.**
- c) Valid and latest Certification of No Derogatory Records issued by the PNP-SOSIA/Regional SOSIA/PADPAO.
- d) Notarized certification from the bidder stating that:
 - i. It has at least five (5) years experience in providing security services since 2011;
 - ii. It has rendered security services to a bank (not earlier than 2011) duly authorized by the Bangko Sentral ng Pilipinas;
 - iii. It has deployed at least 200 guards as of December 31, 2016;
 - iv. It has at least 1:3 firearm to guard ratio on the existing guards as of December 31, 2016.
- e) Certified true copy/photocopy of Long Regular Registration of Firearms.**
- f) Certification from Firearm and Explosive Office (FED) that the above firearms of the bidder exist in the Firearm Information Management System (FIMS) Masterfile.
- g) At least two (2) Certificates of Satisfactory Performance from clients issued in 2017, including from LANDBANK, if the bidder has existing or completed contract with LANDBANK. For certifications pertaining to ongoing contracts, at least one (1) year performance of the contract is required.

Conforme:

Name of Bidder

**Signature over Printed Name of
Authorized Representative**

Position

Form No. 2

SCHEDULE OF PRICES – Lot No. 1 (North National Capital Region)

Table 1. Breakdown of Financial Bid

Qty. No. of Guards	LBP Region/Area	Day Wage A (in Peso)	Administrative Overhead B (in Peso)	VAT 12% of B C (in Peso)	Total for 2 Years (A + B + C) D (in Peso)
157	North National Capital Region	61,070,958.00			

In case of discrepancies on the bidder's schedule of prices, the controlling figures are the detailed computations.

Total Lot Bid in Words: _____

NOTES:

1. Approved Budget is based on Wage Order No. NCR-20 PADPAO Standard Cost Distribution per Month at 7-days and 5-days work per week (Annexes C-1 to C-3).
2. The number of security guards (157) and the requirement for night guards as may be indicated in the budgeted amount for night differentials are indicative and meant only for purposes of bidding; the actual number of guards required whether for day or night duty shall be subject to actual need of the Bank.
3. Payment shall be based on actual number of guards deployed and services rendered.
4. **The bidder shall fill-up columns B, C and D of Table 2 – Breakdown of Financial Bid. The detailed breakdown of Financial Bid using Annexes D-1 to D-6 must also be submitted/attached to this Schedule of Prices.**

5. Subsequent wage orders shall be incorporated accordingly in the contract in so far as the salary and/or benefits of guards are concerned; there shall be no adjustment on Administrative Overhead throughout the life of the contract.
6. Terms, conditions and provisions of the attached Terms of Reference shall apply.

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

Form No. 2

SCHEDULE OF PRICES – Lot No. 2 (South National Capital Region)

Table 1. Breakdown of Financial Bid

Qty. No. of Guards	LBP Region/Area	Day Wage A (in Peso)	Administrative Overhead B (in Peso)	VAT 12% of B C (in Peso)	Total for 2 Years (A + B + C) D (in Peso)
159	South National Capital Region	60,941,802.00			

In case of discrepancies on the bidder's schedule of prices, the controlling figures are the detailed computations.

Total Lot Bid in Words: _____

NOTES:

1. Approved Budget is based on Wage Order No. NCR-20 PADPAO Standard Cost Distribution per Month at 7-days and 5-days work per week (Annexes C-1 to C-3).
2. The number of security guards (159) and the requirement for night guards as may be indicated in the budgeted amount for night differentials are indicative and meant only for purposes of bidding; the actual number of guards required whether for day or night duty shall be subject to actual need of the Bank.
3. Payment shall be based on actual number of guards deployed and services rendered.
4. **The bidder shall fill-up columns B, C and D of Table 2 – Breakdown of Financial Bid. The detailed breakdown of Financial Bid using Annexes D-7 to D-12 must also be submitted/attached to this Schedule of Prices.**

5. Subsequent wage orders shall be incorporated accordingly in the contract in so far as the salary and/or benefits of guards are concerned; there shall be no adjustment on Administrative Overhead throughout the life of the contract.
6. Terms, conditions and provisions of the attached Terms of Reference shall apply.

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

Form No. 2

SCHEDULE OF PRICES – Lot No. 3 (LANDBANK Plaza and Other Installation)

Table 1. Breakdown of Financial Bid

Qty. No. of Guards	LBP Region/Area	Day Wage A (in Peso)	Administrative Overhead B (in Peso)	VAT 12% of B C (in Peso)	Total for 2 Years (A + B + C) D (in Peso)
124	LANDBANK Plaza and Other Installation	60,689,913.12			

In case of discrepancies on the bidder's schedule of prices, the controlling figures are the detailed computations.

Total Lot Bid in Words: _____

NOTES:

1. Approved Budget is based on Wage Order No. NCR-20 PADPAO Standard Cost Distribution per Month at 7-days and 5-days work per week (Annexes C-1 to C-3).
2. The number of security guards (126) and the requirement for night guards as may be indicated in the budgeted amount for night differentials are indicative and meant only for purposes of bidding; the actual number of guards required whether for day or night duty shall be subject to actual need of the Bank.
3. Payment shall be based on actual number of guards deployed and services rendered.
4. **The bidder shall fill-up columns B, C and D of Table 2 – Breakdown of Financial Bid. The detailed breakdown of Financial Bid using Annex D-13 must also be submitted/attached to this Schedule of Prices.**

5. Subsequent wage orders shall be incorporated accordingly in the contract in so far as the salary and/or benefits of guards are concerned; there shall be no adjustment on Administrative Overhead throughout the life of the contract.
6. Terms, conditions and provisions of the attached Terms of Reference shall apply.

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

Form No. 2

SCHEDULE OF PRICES – Lot No. 4 (Region XII)

Table 1. Breakdown of Financial Bid

Qty. No. of Guards	LBP Region/Area	Day Wage A (in Peso)	Administrative Overhead B (in Peso)	VAT 12% of B C (in Peso)	Total for 2 Years (A + B + C) D (in Peso)
152	Region XII	42,861,579.36			

In case of discrepancies on the bidder's schedule of prices, the controlling figures are the detailed computations.

Total Lot Bid in Words: _____

NOTES:

1. Approved Budget is based on Wage Order Nos. RTWPB XII - 18 and ARMM – 15 PADPAO Standard Cost Distribution per Month at 7-days and 5-days work per week (Annexes C-4 and C-5).
2. The number of security guards (152) and the requirement for night guards as may be indicated in the budgeted amount for night differentials are indicative and meant only for purposes of bidding; the actual number of guards required whether for day or night duty shall be subject to actual need of the Bank.
3. Payment shall be based on actual number of guards deployed and services rendered.
4. **The bidder shall fill-up columns B, C and D of Table 2 – Breakdown of Financial Bid. The detailed breakdown of Financial Bid using Annexes D-14 and D-15 must also be submitted/attached to this Schedule of Prices.**
5. Subsequent wage orders shall be incorporated accordingly in the contract in so far as the salary and/or benefits of guards are concerned; there shall be no adjustment on Administrative Overhead throughout the life of the contract.

6. Terms, conditions and provisions of the attached Terms of Reference shall apply.

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

Form No. 2

SCHEDULE OF PRICES – Lot No. 5 (Region III-A)

Table 1. Breakdown of Financial Bid

Qty. No. of Guards	LBP Region/Area	Day Wage A (in Peso)	Administrative Overhead B (in Peso)	VAT 12% of B C (in Peso)	Total for 2 Years (A + B + C) D (in Peso)
89	Region III - A	25,562,409.36			

In case of discrepancies on the bidder's schedule of prices, the controlling figures are the detailed computations.

Total Lot Bid in Words: _____

NOTES:

1. Approved Budget is based on Wage Order No. RB III - 19 PADPAO Standard Cost Distribution per Month at 7-days and 5-days work per week (Annexes C-6 and C-7).
2. The number of security guards (89) and the requirement for night guards as may be indicated in the budgeted amount for night differentials are indicative and meant only for purposes of bidding; the actual number of guards required whether for day or night duty shall be subject to actual need of the Bank.
3. Payment shall be based on actual number of guards deployed and services rendered.
4. **The bidder shall fill-up columns B, C and D of Table 2 – Breakdown of Financial Bid. The detailed breakdown of Financial Bid using Annexes D-16 and D-17 must also be submitted/attached to this Schedule of Prices.**
5. Subsequent wage orders shall be incorporated accordingly in the contract in so far as the salary and/or benefits of guards are concerned; there shall be no adjustment on Administrative Overhead throughout the life of the contract.

6. Terms, conditions and provisions of the attached Terms of Reference shall apply.

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

Form No. 2

SCHEDULE OF PRICES – Lot No. 6 (Region IV-B)

Table 1. Breakdown of Financial Bid

Qty. No. of Guards	LBP Region/Area	Day Wage A (in Peso)	Administrative Overhead B (in Peso)	VAT 12% of B C (in Peso)	Total for 2 Years (A + B + C) D (in Peso)
91	Region IV-B	24,254,208.48			

In case of discrepancies on the bidder's schedule of prices, the controlling figures are the detailed computations.

Total Lot Bid in Words: _____

NOTES:

1. Approved Budget is based on Wage Order No. RB IV-B-07 PADPAO Standard Cost Distribution per Month at 7-days and 5-days work per week (Annexes C-8 to C-11).
2. The number of security guards (91) and the requirement for night guards as may be indicated in the budgeted amount for night differentials are indicative and meant only for purposes of bidding; the actual number of guards required whether for day or night duty shall be subject to actual need of the Bank.
3. Payment shall be based on actual number of guards deployed and services rendered.
4. **The bidder shall fill-up columns B, C and D of Table 2 – Breakdown of Financial Bid. The detailed breakdown of Financial Bid using Annexes D-18 and D-19 must also be submitted/attached to this Schedule of Prices.**
5. Subsequent wage orders shall be incorporated accordingly in the contract in so far as the salary and/or benefits of guards are concerned; there shall be no adjustment on Administrative Overhead throughout the life of the contract.

6. Terms, conditions and provisions of the attached Terms of Reference shall apply.

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

Form No. 2

SCHEDULE OF PRICES – Lot No. 7 (Region IV)

Table 1. Breakdown of Financial Bid

Qty. No. of Guards	LBP Region/Area	Day Wage A (in Peso)	Administrative Overhead B (in Peso)	VAT 12% of B C (in Peso)	Total for 2 Years (A + B + C) D (in Peso)
76	Region IV	18,928,704.00			

In case of discrepancies on the bidder's schedule of prices, the controlling figures are the detailed computations.

Total Lot Bid in Words: _____

NOTES:

1. Approved Budget is based on Wage Order No. RB IVA-17 PADPAO Standard Cost Distribution per Month at 7-days and 5-days work per week (Annexes C-12 to C-19).
2. The number of security guards (76) and the requirement for night guards as may be indicated in the budgeted amount for night differentials are indicative and meant only for purposes of bidding; the actual number of guards required whether for day or night duty shall be subject to actual need of the Bank.
3. Payment shall be based on actual number of guards deployed and services rendered.
4. **The bidder shall fill-up columns B, C and D of Table 2 – Breakdown of Financial Bid. The detailed breakdown of Financial Bid using Annexes D-20 and D-21 must also be submitted/attached to this Schedule of Prices.**
5. Subsequent wage orders shall be incorporated accordingly in the contract in so far as the salary and/or benefits of guards are concerned; there shall be no adjustment on Administrative Overhead throughout the life of the contract.

6. Terms, conditions and provisions of the attached Terms of Reference shall apply.

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

Form No. 2

SCHEDULE OF PRICES – Lot No. 8 (Region V)

Table 1. Breakdown of Financial Bid

Qty. No. of Guards	LBP Region/Area	Day Wage A (in Peso)	Administrative Overhead B (in Peso)	VAT 12% of B C (in Peso)	Total for 2 Years (A + B + C) D (in Peso)
86	Region V	18,288,837.12			

In case of discrepancies on the bidder's schedule of prices, the controlling figures are the detailed computations.

Total Lot Bid in Words: _____

NOTES:

1. Approved Budget is based on Wage Order No. RBV - 17 PADPAO Standard Cost Distribution per Month at 7-days and 5-days work per week (Annex C-20).
2. The number of security guards (86) and the requirement for night guards as may be indicated in the budgeted amount for night differentials are indicative and meant only for purposes of bidding; the actual number of guards required whether for day or night duty shall be subject to actual need of the Bank.
3. Payment shall be based on actual number of guards deployed and services rendered.
4. **The bidder shall fill-up columns B, C and D of Table 2 – Breakdown of Financial Bid. The detailed breakdown of Financial Bid using Annexes D-22 and D-23 must also be submitted/attached to this Schedule of Prices.**

5. Subsequent wage orders shall be incorporated accordingly in the contract in so far as the salary and/or benefits of guards are concerned; there shall be no adjustment on Administrative Overhead throughout the life of the contract.
6. Terms, conditions and provisions of the attached Terms of Reference shall apply.

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

Form No. 2

SCHEDULE OF PRICES – Lot No. 9 (Region III-B)

Table 1. Breakdown of Financial Bid

Qty. No. of Guards	LBP Region/Area	Day Wage A (in Peso)	Administrative Overhead B (in Peso)	VAT 12% of B C (in Peso)	Total for 2 Years (A + B + C) D (in Peso)
62	Region III - B	17,406,643.68			

In case of discrepancies on the bidder's schedule of prices, the controlling figures are the detailed computations.

Total Lot Bid in Words: _____

NOTES:

1. Approved Budget is based on Wage Order No. RB III - 19 PADPAO Standard Cost Distribution per Month at 7-days and 5-days work per week (Annexes C-21 and 22).
2. The number of security guards (62) and the requirement for night guards as may be indicated in the budgeted amount for night differentials are indicative and meant only for purposes of bidding; the actual number of guards required whether for day or night duty shall be subject to actual need of the Bank.
3. Payment shall be based on actual number of guards deployed and services rendered.
4. **The bidder shall fill-up columns B, C and D of Table 2 – Breakdown of Financial Bid. The detailed breakdown of Financial Bid using Annexes D-24 and D-25 must also be submitted/attached to this Schedule of Prices.**
5. Subsequent wage orders shall be incorporated accordingly in the contract in so far as the salary and/or benefits of guards are concerned; there shall be no adjustment on Administrative Overhead throughout the life of the contract.

6. Terms, conditions and provisions of the attached Terms of Reference shall apply.

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

Form No. 2

SCHEDULE OF PRICES – Lot No. 10 (Region II)

Table 1. Breakdown of Financial Bid

Qty. No. of Guards	LBP Region/Area	Day Wage A (in Peso)	Administrative Overhead B (in Peso)	VAT 12% of B C (in Peso)	Total for 2 Years (A + B + C) D (in Peso)
73	Region II	17,322,085.68			

In case of discrepancies on the bidder's schedule of prices, the controlling figures are the detailed computations.

Total Lot Bid in Words: _____

NOTES:

1. Approved Budget is based on Wage Order No. RTWPB II – 17 and RBCAR -17 PADPAO Standard Cost Distribution per Month at 7-days and 5-days work per week (Annex C-23 and C-24).
2. The number of security guards (73) and the requirement for night guards as may be indicated in the budgeted amount for night differentials are indicative and meant only for purposes of bidding; the actual number of guards required whether for day or night duty shall be subject to actual need of the Bank.
3. Payment shall be based on actual number of guards deployed and services rendered.
4. **The bidder shall fill-up columns B, C and D of Table 2 – Breakdown of Financial Bid. The detailed breakdown of Financial Bid using Annexes D-26 and D-27 must also be submitted/attached to this Schedule of Prices.**
5. Subsequent wage orders shall be incorporated accordingly in the contract in so far as the salary and/or benefits of guards are concerned; there shall be no adjustment on Administrative Overhead throughout the life of the contract.

6. Terms, conditions and provisions of the attached Terms of Reference shall apply.

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 signed in all pages by authorized representative/s.
- 3.g Certified true copy of valid and current License to Operate (LTO) or Certificate of "Under Process" LTO issued by PNP-SOSIA.**
- 3.h Valid and latest Certification of No Derogatory Records issued by the PNP-SOSIA/Regional-SOSIA/PADPAO.
- 3.i Notarized certification from the bidder stating that:
- i. It has at least five (5) years experience in providing security services since 2011;
 - ii. It has rendered security services to a bank (not earlier than 2011) duly authorized by the Bangko Sentral ng Pilipinas;
 - iii. It has deployed at least 200 guards as of December 31, 2016;
 - iv. It has at least 1:3 firearm to guard ratio on the existing guards as of December 31, 2016.
- 3.j Certified true copy/photocopy of Long Regular Registration of Firearms.**
- 3.k Certification from Firearm and Explosive Office (FED) that the above firearms of the bidder exist in the Firearm Information Management System (FIMS) Masterfile.
- 3.l At least (2) Certificates of Satisfactory Performance from clients issued in 2017, including from LANDBANK, if the bidder has existing or completed contract with LANDBANK. For certifications pertaining to ongoing contracts, at least one (1) year performance of the contract is required.
4. Bid security in the prescribed form, amount and validity period (ITB Clause 18.1 of the Bid Data Sheet);
5. 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 filed through 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)**
3. Duly filled out breakdown of cost/cost distribution signed by the bidder's authorized representative (sample form – Annexes D-1 to D-27)
4. Duly filled out template for computation of prices signed by the bidder's authorized representative (sample form – Revised Annexes F-1 to F-61)