



BID BULLETIN NO. 1
For LBP-HOBAC-ITB-GS-20170705-02

PROJECT : **One (1) Lot Supply, Delivery and Installation of Office Furniture at Eight (8) LANDBANK Offices**


IMPLEMENTOR : **Procurement Department**

DATE : **August 17, 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 target dates of opening of LANDBANK Offices (Annex J) has been added, and Section VII (Specifications) and Checklist of the Bidding Documents (Item 6) have been revised. Please see attached Annex J and revised specified sections of the Bidding Documents.


ALWIN T. REYES, CSSP
Assistant Vice President
Head, Procurement Department and
HOBAC Secretariat

Specifications

Item No.	Specification	Statement of Compliance
1	<p>One (1) Lot Supply, Delivery and Installation of Office Furniture at the following LANDBANK Offices :</p> <p>LANDBANK Narvacan Branch</p> <p>5 units – Teller Cage and Verifier Counter</p> <p>1 unit – New Accounts Counter (1.80m)</p> <p>1 unit – New Accounts Counter (1.50m)</p> <p>1 unit – New Accounts Mobile Express Counter</p> <p>2 units – Slip Writing Counter</p>	<p>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>Please state here either “Comply” or “Not Comply”</p>

2	<p>LANDBANK Lopez Extension Office</p> <p>3 units – Teller Cage</p> <p>1 unit – New Accounts Counter (1.80m)</p> <p>1 unit – Slip Writing Counter with Side Panel Sticker</p> <p>1 unit – New Accounts Mobile Express Counter</p> <p>1 unit – Guard Podium with Sticker and Caster Wheel</p>	<p>Please state here either “Comply” or “Not Comply”</p>
3	<p>LANDBANK Dasmariñas Office Building (Branch)</p> <p>5 units – Teller Cage</p> <p>2 units – New Accounts Counter</p> <p>2 units – Slip Writing Counter with Side Panel Sticker</p> <p>1 unit – New Accounts Mobile Express Counter</p>	
4	<p>LANDBANK Hilongos Branch</p> <p>4 units – Teller Cage</p> <p>1 unit – New Accounts Counter (1.80m)</p> <p>1 unit – New Accounts Counter (1.50m)</p> <p>1 unit – Slip Writing Counter with Side Panel Sticker</p> <p>1 unit – New Accounts Mobile Express Counter</p> <p>1 unit – Guard Podium with Sticker and Caster Wheel</p>	
5	<p>LANDBANK Estancia Extension Office</p> <p>4 units – Teller Cage (1.50m)</p> <p>1 unit – New Accounts Counter (1.50m)</p>	

	<p>1 unit – New Accounts Counter (1.80m)</p> <p>1 unit – New Accounts Mobile Express Counter</p> <p>1 unit – Slip Writing Counter with Side Panel Sticker</p> <p>1 unit – Guard Podium with Sticker and Caster Wheel</p> <p>6 LANDBANK San Pedro (Davao) Branch</p> <p>8 units – Teller Cage</p> <p>1 unit – New Accounts Counter (1.80m)</p> <p>2 units – New Accounts Counter (1.50m)</p> <p>1 unit – New Accounts Mobile Express Counter</p> <p>Dismantling of existing Teller Cages</p> <p>7 LANDBANK Toril Extension Office</p> <p>3 units – Teller Cage</p> <p>1 unit – New Accounts Counter</p> <p>1 unit – New Accounts Mobile Express Counter</p> <p>1 unit – Slip Writing Counter with Side Panel Sticker</p> <p>8 LANDBANK KCC Mall De Zamboanga Branch</p> <p>5 units – Teller Cage</p> <p>3 units – New Accounts Counter</p> <p>1 unit – New Accounts Mobile Express Counter</p> <p>2 units – Slip Writing Counter with Side Panel Sticker</p> <p>Minimum specifications, working drawings and lay out per attached Annexes A-1 to A-17 for item 1, B-1 to B-21 for item 2, C-1 to C-19 for item 3, D-1 to D-21 for item 4, E-1 to E-13 for item 5, F-1 to F-11 for item 6, G-1 to G-15 for</p>	<p>Please state here either “Comply” or “Not Comply”</p>
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	<p>item 7 and H-1 to H-13 for item 8.</p> <p>Target deadlines/opening of LANDBANK Offices per attached Annex J.</p> <p>The following documents shall be submitted inside the eligibility/technical envelope:</p> <ul style="list-style-type: none">a. Brochures or other official documents coming from the manufacturer indicating the complete specifications of the offered office furniture.b. Certificate of satisfactory performance issued by the Head, Project Management and Engineering Department for bidders with existing or completed contracts with LANDBANK <p>Bidders which fail to submit these certifications/ documents shall be automatically disqualified.</p> <p>The lowest calculated bidder must submit mock-up samples within five (5) calendar days after the opening of bids for evaluation/approval. Bidders, whose offered products had been previously evaluated by LANDBANK and found to be complying with the Bank's specifications, may no longer be required to comply with this requirement.</p>	
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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 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 Brochures or other official documents coming from the manufacturer indicating the complete specifications of the offered office furniture.

- 3.f Certificate of satisfactory performance issued by the Head, Project Management and Engineering Department for bidders with existing or completed contracts with LANDBANK.
- 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.
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;
 - 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)

ITB NUMBER : GS-20170705-02

PARTICULARS : ONE (1) LOT SUPPLY, DELIVERY AND INSTALLATION OF VARIOUS OFFICE FURNITURE AT LANDBANK OFFICES (NARVACAN, DASMARIÑAS, HILONGOS, SAN PEDRO DAVAO, KCC MALL DE ZAMBOANGA BRANCHES AND LOPEZ, ESTANCIA, TORIL EXTENSION OFFICE)

SUBJECT : BID BULLETIN NO.2

DATE : 16 AUGUST 2017

1. Target Deadlines/Opening of the following LBP Offices:

BRANCH/EXTENSION OFFICE	DEADLINE
Narvacan Branch	Sept. 1, 2017
Lopez Extension Office	Oct. 2017
Dasmariñas Office Building	Oct. 2017
Hilongos Branch	Last Quarter of 2017
Estancia Extension Office	Last Quarter of 2017
San Pedro Branch Davao	Branch is operational
Toril Extension Office	Sept. 18, 2017
KCC Mall De Zamboanga Branch	Oct. 2, 2017

This Bid Bulletin No. 2 shall now form part of the bid documents.