



**BID BULLETIN NO. 2**  
**For ITB-GS-20170223-02**

**PROJECT** : **Supply and Delivery of 50 Units Portable-Type Bill Counter for LANDBANK Branches and Extension Offices**

**IMPLEMENTOR** : **Procurement Department**


**DATE** : **April 6, 2017**

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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 Technical Specifications (Annex A), Section VII (Specifications) and the Checklist of the Bidding Documents have been revised. Please see attached revised Annex A-1 to A-3 and the specified 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 **April 20, 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**  
Assistant Vice President  
Procurement Department and  
HOBAC Secretariat

## Section VII. Specifications

Bidders must state in the Statement of Compliance column below either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the goods and/or services offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence.

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).

Item	Specifications	Statement of Compliance <i>(Please state in this column either "Comply" or "Not comply")</i>
50 Units Bill Counter, Portable-Type	Per Annexes A1 to A-2	

Other requirements:

- 1.) Submission of the following documents inside the eligibility/technical envelope:
  - a. Certification issued by the bidder's manufacturer stating that the bidder is one of its authorized reseller/distributor, original copy, photocopy, scanned image and other reproductions of the certification are acceptable provided they are authenticated by the authorized signatory(ies) of the bidder concerned.
  - b. Brochures or any other documents indicating the complete specifications of the offered brand/model.
  - c. Certificate of satisfactory performance issued by the client with whom the bidder has completed its single largest contract. If the bidder has existing or completed contracts with LANDBANK, a certificate of satisfactory performance issued by the Head, ATM & Cash Management Department shall likewise be submitted.

- d. List of company-owned or accredited service centers in Metro Manila, Cebu and Davao (accredited technicians only are not acceptable) with complete addresses, contact persons and numbers.
  - e. List of parts center/depot in Metro Manila with complete addresses, contact persons and numbers.
  - f. Names of trained technicians in Metro Manila, Cebu and Davao service centers with their resumes (at least 2 for each)
- 2) The lowest calculated bidder must submit a demo unit within seven (7) calendar days after the bidding date for evaluation/testing as to compliance with the bank's specifications. A demo unit of brands/models which had been previously evaluated/tested by LANDBANK may no longer be required.

**Conforme:**

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Name of Bidder

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Signature Over Printed Name of  
Authorized Representative/Signatory

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Position

**Checklist of Bidding Documents  
for Procurement of Goods and Services**

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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 (*Please use Form No. 8*)
2. Duly notarized Omnibus Sworn Statement (*Please use Form No. 7*)
3. Eligibility requirements

- **Legal Documents**

- 3.a PhilGEPS Certificate of Registration (Platinum Membership)

For a prospective bidder without PhilGEPS Certificate of Registration (Platinum Membership), the following Class "A" Eligibility Documents must be submitted:

1. Registration certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives, or any proof of such registration;
2. Mayor's /Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located or the equivalent document for Exclusive Economic Zones or Areas;

In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post qualification requirement in accordance with Section 34.2 of the 2016 Revised IRR of R.A. 9184;

3. Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.

- **Technical / Financial Documents**

- a. 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.

- b. 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).
- c. 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.
- d. The prospective bidder's computation for its Net Financial Contracting Capacity (*Please use Form No. 5*)
- 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.
- f. Original copy, scanned image and other reproductions of the certification issued by the bidder's manufacturer stating that the bidder is one of its authorized reseller/distributor are acceptable provided they are authenticated by the authorized signatory(ies) of the bidder concerned.
- g. Brochures or any other documents indicating the complete specifications of the offered brand/model.
- h. Certificate of satisfactory performance issued by the client with whom the bidder has completed its single largest contract. If the bidder has existing or completed contracts with LANDBANK, a certificate of satisfactory performance issued by the Head, ATM & Cash Management Department shall likewise be submitted.
- i. List of company-owned or accredited service centers in Metro Manila, Cebu and Davao (accredited technicians only are not acceptable) with complete addresses, contact persons and numbers.
- j. List of parts center/depot in Metro Manila with complete addresses, contact persons and numbers.
- k. Names of trained technicians in Metro Manila, Cebu and Davao service centers with their resumes (at least 2 for each)

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/signatory.
6. **Revised Section VII - Specifications with response on compliance and signature of bidder's authorized representative/signatory.**
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 3<sup>rd</sup> and 4<sup>th</sup> Quarters of 2016;
  - 7.b Valid and current PhilGEPS Registration Certificate or PhilGEPS Registration Number [if the bidder will not submit a PhilGEPS Registration certificate (Platinum Membership)]; and
  - 7.c Income Tax Return for 2015

**The Financial Component (Second Envelope) shall contain the following:**

1. Duly filled out Bid Form signed by the bidder's authorized representative/signatory (*Please use Form No.1*)
2. Duly filled out Schedule of Prices signed by the bidder's authorized representative/signatory (*Please use Form No.2*)

TECHNICAL SPECIFICATIONS FOR PORTABLE BILL COUNTER	
Counting Speed	Minimum Three (3) variable speed settings (must range from 500 to 1800 notes per minute)
Batch Display	3-digit LCD/LED
Count Display	4-digit LCD/LED
Customer Display	With customer display
Countable Note Size	50 to 100 x 90 to 185 mm
Hopper Capacity	500 notes
Stacking Capacity	150 notes
Automatic Batch Operations	With preset keys to quickly select batch sizes of 10, 20, 25, 50 and 100 notes
Manual Batch Operations	Machine can be manually set to batch from 1 to 999 notes
Start Mode	Auto-start and Manual-start
Error Detection	Double, Chain, Half-note and Jam
Power Supply	AC 100 to 240V 50/60Hz (Auto Select)
Conformance to Regulations	The product must conform to certain existing health, safety and environmental protection standards. It must have a CE Marking, or UL listing mark, or Energy Star label, or other comparable certification marks.
Manufacturing Process	The product must have been produced under a consistent manufacturing process certified under ISO 9001, or in accordance with other comparable quality management system. ISO 9001 certification of the manufacturer or equivalent document/s must be submitted.
Labeling	<p>The following information must be printed or etched in the housing and packaging of the product:</p> <ul style="list-style-type: none"> <li>• Correct and registered trade name or brand name;</li> <li>• Registered trademark; and</li> <li>• Registered business name and address of the manufacturer.</li> </ul>

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<b>Performance</b>	<ol style="list-style-type: none"> <li>1. The machine must be capable of and accurate in counting unfit, fit and new mint notes. It should pass the performance test which will be conducted by LANDBANK.</li> <li>2. The offered brand/model must have no unsatisfactory performance record with any of the LANDBANK branches/offices. Any incidence of unsatisfactory performance of the offered brand/model in any of the LANDBANK branches/offices shall be a sufficient basis for non-compliance with the specifications.</li> </ol>
<b>Aftersales Service</b>	<ol style="list-style-type: none"> <li>1. The supplier must be an authorized distributor of the brand/model being offered. A Manufacturer's Authorization should be submitted.</li> <li>2. The supplier must have company- owned or accredited service centers in <u>Metro Manila and Cebu or Davao</u> (accredited technicians only are not acceptable). The business name, address and contact numbers of the said service centers must be submitted.</li> <li>3. The supplier must have a parts center/depot in Metro Manila. The parts center/depot must have ample inventory of common spare parts for the brand/model being offered. A list of common spare parts carried in the inventory of the parts/center and its business name, address and contact numbers should be submitted.</li> <li>4. The supplier must have at least two (2) manufacturer-trained technicians in its Manila and Cebu or Davao service centers. The resume of technicians and proof that they have been trained by the manufacturer of the offered brand/model should be submitted.</li> <li>5. The supplier should respond to service calls on-site, upon receipt of request as follows: <ol style="list-style-type: none"> <li>a. Metro Manila area- within 24 hours</li> <li>b. Provincial area- within three (3) working days.</li> </ol> </li> </ol>
<b>Warranty</b>	<ol style="list-style-type: none"> <li>1. One (1) year comprehensive warranty (free parts and labor.</li> <li>2. During the warranty period, the supplier should inspect/ check/calibrate/clean the machine as follows: <ol style="list-style-type: none"> <li>a. Metro Manila area- monthly</li> <li>b. Provincial area- once every quarter</li> </ol> </li> <li>3. In case of breakdown during the warranty period, the <u>supplier should provide a service unit</u> if the damaged machine could not be repaired within ten (10) working days from receipt of request.</li> </ol>

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4. The supplier must have at least five (5) portable bill counter service units of the same or higher specifications which should be available during site inspection.

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