

**BID BULLETIN NO. 2  
For ITB-GS-20170124-01**

**PROJECT** : **One (1) Lot Supply, Delivery, Installation, Testing and Commissioning of Various Airconditioning Units at LANDBANK Bacolod Office Building**

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

**DATE** : **March 23, 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:

- Items A, D & E of the Terms of Reference (Annex A), Section VI (Schedule of Requirements), Section VII (Specifications) and Checklist of the Bidding Documents has been revised. Please see attached revised Items A, D & E and pages 67, 68, 70, 71, 72, 73, 91, 92, 93 & 94 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 **March 30, 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 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	<p>One (1) Lot Supply, Delivery, Installation, Testing and Commissioning of Airconditioning Units complete with standard accessories per manufacturer's standards at LANDBANK Bacolod Office Building :</p> <p><b>Ground Floor</b></p> <p>Indoor Units</p> <p style="padding-left: 40px;"><b>3.0 TR (36,000 BTU/Hr) 360° Ceiling Cassette, or approved equivalent</b></p> <p style="padding-left: 40px;">2.0 TR (24,000 BTU/HR) 4-Way Ceiling Cassette</p> <p style="padding-left: 40px;">3.0 TR (36,000 BTU/HR) 4-Way Ceiling Casstte</p> <p>Outdoor Units</p> <p style="padding-left: 40px;"><b>3-20 HP (191,100 BTU/Hr) 60 HP Combination (Dual Inverter)</b></p> <p>Accessories</p> <p style="padding-left: 40px;"><b>Centralized Controller (Touch Screen or approved equivalent)</b></p> <p style="padding-left: 40px;">Wireless Remote</p>	<p>6 Units</p> <p>9 Units</p> <p>4 Units</p> <p>3 Units</p> <p>1 Unit</p> <p>19 Units</p>	<p>Delivery Period:</p> <p>One Hundred (100) calendar days upon receipt of Notice to Proceed or availability of project site whichever is applicable.</p> <p>Delivery Site:</p> <p>LANDBANK Building, Gatuslao St., corner Cottage Road, Bacolod City</p> <p>Contact Person:</p> <p>Mr. Alexander S. Lazaro</p> <p>Contact No.:</p> <p>(02) 405-7362</p>
2	<p><b>Second Floor</b></p> <p>Indoor Units</p> <p style="padding-left: 40px;">3.0 TR (36,000 BTU/HR) 4-Way Ceiling Cassette</p> <p style="padding-left: 40px;">2.0 TR (24,000 BTU/HR) 4-Way Ceiling Cassette</p>	<p>2 Units</p> <p>12 Units</p>	

3	Outdoor Units		
	<b>1-20 HP (191,100 BTU/Hr) and 18 HP (172,000 BTU/Hr) 38 HP Combination (Dual Inverter)</b>	1 Unit	
	Accessories		
	Wireless Remote	14 Units	
	<b>Third Floor</b>		
	Indoor Units		
	3.0 TR (36,000 BTU/HR) 4-way Ceiling Cassette	5 Units	
	2.0 TR (24,000 BTU/HR) 4-Way Ceiling Mounted	5 Units	
	Outdoor Units		
	<b>1-20 HP (191,100 BTU/Hr) and 12 HP (114,000 BTU/Hr) 32 HP Combination (Dual Inverter)</b>	1 Unit	
Accessories			
Wireless Remote			
Dismantling of existing ACU system (centralized and split-type system) and hauling out to Bacolod Warehouse	10 Units		

**Conforme:**

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Name of Bidder

\_\_\_\_\_

Signature Over Printed Name of  
Authorized Representative

\_\_\_\_\_

Position

# Specifications

Item No.	Specification	Statement of Compliance
1	<p>One (1) Lot Supply, Delivery, Installation, Testing and Commissioning of Airconditioning Units complete with standard accessories per manufacturer's standards at LANDBANK Bacolod Office Building :</p> <p><b>Ground Floor</b></p> <p>Indoor Units</p> <p><b>6 Units – 3.0 TR (36,000 BTU/Hr) 360° Ceiling Cassette, or approved equivalent</b></p> <p>9 Units – 2.0 TR (24,000 BTU/HR) 4-Way Ceiling Cassette</p> <p>4 Units – 3.0 TR (36,000 BTU/HR) 4-Way Ceiling Cassette</p>	<p><b>Bidders must state below either “Comply” or “Not Comply” against each of the individual parameters of each specification.</b></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 <b>ITB</b> Clause 3.1(a)(ii) and/or <b>GCC</b> Clause 2.1(a)(ii)</p> <p><b>Please state here either “Comply” or “Not Comply”</b></p>



	<p>Outdoor Units</p> <p><b>3 Units – 20 HP (191,100 BTU/Hr) 60 HP Combination (Dual Inverter)</b></p> <p>Accessories</p> <p><b>1 Unit – Centralized Controller (Touch Screen or approved equivalent)</b></p> <p>19 Units – Wireless Remote</p> <p><b>2 Second Floor</b></p> <p>Indoor Units</p> <p>2 Units – 3.0 TR (36,000 BTU/HR) 4-Way Ceiling Cassette</p> <p>12 Units – 2.0 TR (24,000 BTU/HR) 4-Way Ceiling Cassette</p> <p>Outdoor Units</p> <p><b>1 Unit – 20 HP (191,100 BTU/Hr) and 18 HP (172,000 BTU/Hr) 38 HP Combination (Dual Inverter)</b></p> <p>Accessories</p> <p>14 Units – Wireless Remote</p> <p><b>3 Third Floor</b></p> <p>Indoor Units</p> <p>5 Units – 3.0 TR (36,000 BTU/HR) 4-way Ceiling Cassette</p> <p>5 Units – 2.0 TR (24,000 BTU/HR) 4-Way Ceiling Mounted</p> <p>Outdoor Units</p> <p><b>1 Unit – 20 HP (191,100 BTU/Hr) and 12 HP (114,000 BTU/Hr) 32 HP Combination (Dual Inverter)</b></p> <p>Accessories</p> <ul style="list-style-type: none"> <li>• 10 Units – Wireless Remote</li> <li>• Dismantling of existing ACU system</li> </ul>	<p><b>Please state here either “Comply” or “Not Comply”</b></p>
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<p>(centralized and split-type system) and hauling out to Bacolod Warehouse</p> <p><b>Minimum specifications, working drawings and lay-out per attached Revised Annexes A-1 to A-15.</b></p> <p>The following documents shall be submitted inside the eligibility/technical envelope:</p> <ul style="list-style-type: none"><li>a) <b>Brochures or other equivalent documents indicating the specifications of the offered product/s (colored computer print-outs shall not be allowed).</b></li><li>b) <b>Certificate of satisfactory performance or equivalent document issued by the client with whom the bidder has completed its single largest contract.</b></li><li>c) <b>Latest/Recent Certificate of Satisfactory Performance issued by the Head of PMED not earlier than March 17, 2017, if LANDBANK is a former customer of the bidder.</b></li><li>d) <b>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.</b></li><li>e) <b>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.</b></li><li>f) <b>Latest/Recent Certificate of Satisfactory Performance issued by at least five (5) large institutional clients not earlier than December 31, 2016 (e.g. fastfoods, BPOs, hospitals, funeral parlor, banks and government offices) which are using the brand being offered by the bidder with minimum of four (4) Units VRF and/ or split-type inverter ACUs installed for each client. At least one (1) of the certifications must specify a completed project with VRF unit installed.</b></li></ul>	<p><b>Please state here either "Comply" or "Not Comply"</b></p>
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	<p>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).</p> <p>h) List of at least three (3) highly-trained technicians (regular employees) with their respective bio-data.</p> <p>i) 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:</p> <ul style="list-style-type: none"><li>&gt; NCR and Luzon – 10</li><li>&gt; Visayas – 5</li><li>&gt; Mindanao -5</li></ul> <p><b>j) Print-out of the Homepage of manufacturer's/brand owner's website showing the URL (web address).</b></p> <p><b>k) Bureau of Product Standards (PS), Underwriters Laboratories, Inc. (UL), Canadian Standards Association (CSA), ETL Testing Laboratories (ETL); Air-conditioning Heating and Refrigeration Institute (AHRI); Conformance European (CE) or ISO 9001 certifications, whichever is available.</b></p> <p>Bidders which fail to submit these certifications/documents shall be automatically disqualified.</p> <p>The winning bidder must affix a sticker/tag/label with company name and after-sales contact numbers or equivalent form of marking on each of the airconditioning units.</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 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**

- 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 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.
- 3.e The prospective bidder's computation for its Net Financial Contracting Capacity (sample form - Form No. 5).
- 3.f Brochures or other equivalent documents indicating the specifications of the offered product/s (colored computer print-outs shall not be allowed).**
- 3.g Certificate of satisfactory performance or equivalent document issued by the client with whom the bidder has completed its single largest contract.
- 3.h Latest/Recent Certificate of Satisfactory Performance issued by the Head of PMED not earlier than March 17, 2017, if LANDBANK is a former customer of the bidder.**
- 3.i 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.j 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.k Latest/Recent Certificate of Satisfactory Performance issued by at least five (5) large institutional clients not earlier than December 31, 2016 (e.g. fastfoods, BPOs, hospitals, funeral parlor, banks and**

**government offices) which are using the brand being offered by the bidder with minimum of four (4) Units VRF and/ or split-type inverter ACUs installed for each client. At least one (1) of the certifications must specify a completed project with VRF unit installed.**

- 3.l 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.m List of at least three (3) highly trained technicians (regular employees) with their respective bio-data.
- 3.n 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.
  - > NCR and Luzon – 10
  - > Visayas – 5
  - > Mindanao -5
- 3.o **Print-out of the Homepage of manufacturer's/brand owner's website showing the URL (web address).**
- 3.p **Bureau of Product Standards (PS), Underwriters Laboratories, Inc. (UL), Canadian Standards Association (CSA), ETL Testing Laboratories (ETL); Air-conditioning Heating and Refrigeration Institute (AHRI); Conformance European (CE) or ISO 9001 certifications, whichever is available.**
- 3.q 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 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 (sample form - Form No.1)
2. Duly filled out Schedule of Prices signed by the bidder's authorized representative (sample form - Form No.2)



**Project : Terms of Reference of Air Conditioning Units (ACU) for  
LANDBANK Bacolod Office Building**

**Subject : Bid Bulletin No. 1**

Item No. of the technical specification and Terms of Reference	From	To
<p>A. Name and Description of the Project</p> <p>Indoor Units</p> <p>3.0 TR (36,000 BTU/Hr)</p> <p>Outdoor Units</p> <p>@ Ground Floor</p> <p>3 - 20 HP (191,100 BTU/Hr)</p> <p>@2<sup>nd</sup> Floor</p> <p>20 HP (191,100 BTU/Hr)</p> <p>18 HP (172,000 BTU/Hr)</p> <p>@3<sup>rd</sup> Floor</p> <p>20 HP (191,100 BTU/Hr)</p> <p>12 HP (114,000 BTU/Hr)</p>	<p>3.0 TR (36,000 BTU/Hr) 360° ceiling cassette</p> <p>3 - 20 HP (191,100 BTU/Hr) Inverter (Master and slave)</p> <p>20 HP (191,100 BTU/Hr) Inverter (Master)</p> <p>18 HP (172,000 BTU/Hr) Inverter (Slave)</p> <p>20 HP (191,100 BTU/Hr) Inverter (Master)</p> <p>12 HP (114,000 BTU/Hr) Inverter (Slave)</p>	<p>3.0 TR (36,000 BTU/Hr) 360° ceiling cassette, or approved equivalent</p> <p>3 - 20 HP (191,100 BTU/Hr) 60 HP Combination (Dual Inverter)</p> <p>1-20 HP (191,100 BTU/Hr) and 18 HP (172,000 BTU/Hr) 38 HP Combination (Dual Inverter)</p> <p>1-20 HP (191,100 BTU/Hr) and 12 HP (114,000 BTU/Hr) 32 HP Combination (Dual Inverter)</p>

<p>Accessories</p>	<p>Centralized Touch Controller</p>	<p>Centralized Controller (Touch Screen or approved equivalent)</p>
<p>D. Technical and Other Specifications Requirements:</p>		
<p>Indoor Units</p>		
<p>3.0 TR 4-way ceiling cassette type</p>	<p>Dimensions (WxHxD), mm 840 x 288 x 840 max  Weight: none</p>	<p>Dimensions (WxHxD), mm Panel: 955 x 54 x 955 max Body: 840 x 300 x 840 max Weight: 25, max</p>
<p>2.0 TR 4-way ceiling cassette type</p>	<p>Dimensions (WxHxD), mm 840 x 288 x 840 max  Weight: none</p>	<p>Dimensions (WxHxD), mm Panel: 955 x 54 x 955 max Body: 840 x 230 x 840 max Weight: 21, max</p>
<p>Outdoor Units</p>		
<p>20 HP, ACCU</p>		
<p>Weight (kg) Dimensions (mm)</p>	<p>None None</p>	<p>310, max 1390 x 1700 x 800, max</p>
<p>18 HP, ACCU</p>		
<p>Weight (kg) Dimensions (mm)</p>	<p>None None</p>	<p>310 max 1300 x 1700 x 800, max</p>
<p>12 HP, ACCU</p>		
<p>Weight (kg) Dimensions (mm)</p>	<p>None None</p>	<p>220 max 1250 x 1700 x 800, max</p>
<p>E. Qualification and Documentary Requirements:</p>		
<p>2. The ACU contractor shall provide Satisfactory Service to its customers</p>	<p>b. Certificate of satisfactory performance issued by at least 5 large institutional clients (e.g. fastfoods, BPOs, hospitals, funeral parlor, banks and government offices) using</p>	<p>b. Certificate of satisfactory performance issued by at least 5 large institutional clients (e.g. fastfoods, BPOs, hospitals, funeral parlor, banks and government offices) using the</p>

	<p>the brand being offered by the prospective ACU contractor (with minimum of 4 units installed)</p> <p>c. None</p>	<p>brand being offered by the prospective ACU contractor (with minimum of 4 units installed); 1 for VRF and 4 for split-type inverter ACUs</p> <p>Latest Certificate of Satisfactory Performance issued by Head of PMED, if LANDBANK is a former customer.</p>
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