



SUPPLEMENTAL/BID BULLETIN NO. 3
For LBP-HOBAC-ITB-GS-20191126-03

PROJECT : **One (1) Lot Supply, Delivery and Installation of Fifty (50) Units Automated Teller Machine (Lobby-Type) with Four (4)-Year Maintenance Package and Spare Parts**

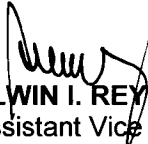
IMPLEMENTOR : **Procurement Department**

DATE : **January 21, 2020**

This Supplemental/Bid Bulletin is issued to modify, amend and/or clarify certain items in the Bid Documents. This shall form an integral part of the Bid Documents.

Modifications, amendments and/or clarifications:

- 1) The Terms of Reference (Annex A), Specifications (Section VII) and Checklist of the Bidding Documents (Item No. 8 of the Eligibility and Technical Components) have been revised. Please see attached revised Annex A-12 and specified sections of the Bidding Documents.
- 2) The deadline of submission and the schedule of opening of eligibility/technical and financial documents/proposals for the above project is re-scheduled to **January 31, 2020, 10:00 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																											
<p style="text-align: center;">One (1) Lot Supply, Delivery and Installation of 50 Units Automated Teller Machines (Lobby-Type) with Four (4) – Year Maintenance Package and Spare Parts</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 10%;">No.</th> <th style="width: 70%;">ATM Part</th> <th style="width: 20%;">Estimated Quantity</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Electronic PIN Pad</td> <td style="text-align: center;">5</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Currency Cassette</td> <td style="text-align: center;">50</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Digital Electronic Lock</td> <td style="text-align: center;">5</td> </tr> <tr> <td style="text-align: center;">4</td> <td>Touch Screen Module</td> <td style="text-align: center;">5</td> </tr> <tr> <td style="text-align: center;">5</td> <td>Terminal Power Supply</td> <td style="text-align: center;">5</td> </tr> <tr> <td style="text-align: center;">6</td> <td>Card Reader (EMV)</td> <td style="text-align: center;">5</td> </tr> <tr> <td style="text-align: center;">7</td> <td>Receipt Printer</td> <td style="text-align: center;">5</td> </tr> <tr> <td style="text-align: center;">8</td> <td>Vandal Shield with Privacy Filter</td> <td style="text-align: center;">5</td> </tr> </tbody> </table>	No.	ATM Part	Estimated Quantity	1	Electronic PIN Pad	5	2	Currency Cassette	50	3	Digital Electronic Lock	5	4	Touch Screen Module	5	5	Terminal Power Supply	5	6	Card Reader (EMV)	5	7	Receipt Printer	5	8	Vandal Shield with Privacy Filter	5	<p style="text-align: center;">Bidders must state below either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered.</p> <p>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)</p> <p style="text-align: center; margin-top: 20px;">Please state here either “Comply” or “Not Comply”</p>
No.	ATM Part	Estimated Quantity																										
1	Electronic PIN Pad	5																										
2	Currency Cassette	50																										
3	Digital Electronic Lock	5																										
4	Touch Screen Module	5																										
5	Terminal Power Supply	5																										
6	Card Reader (EMV)	5																										
7	Receipt Printer	5																										
8	Vandal Shield with Privacy Filter	5																										

9	CPU	5
10	Main Fascia	5
11	Printer Bezel	5
12	EPP Bezel	5
13	Monitor Bezel	5

For current and past suppliers of Automated Teller Machine (ATM) for LANDBANK, they must have satisfactory performance in their completed contracts starting in December 2018 onwards.

Specifications, maintenance & other requirements per attached Revised Annexes A-1 to A-12.

ATM Dimensional Plan per attached Annex B.

A. The bidder must be compliant with the following requirements:

1. Has an average rating of at least Satisfactory Performance from LANDBANK branches (to be issued by the Head, DCAMD) covering both hardware and after sales service
2. **Has rendered satisfactory performance from at least three (3) existing local bank clients belonging to the top ten (10) banks in terms of assets. Implementation of the same project to the bidder's existing local bank clients (top ten [10] in terms of assets) shall be operational for at least two (2) years and the number of ATM units installed must be at least fifty percent (50%) of this procurement.**
3. Has a unique key for each key lock of ATM and only an authorized provider can duplicate the keys.
4. Compliant with PCI-PA-DSS.
5. Compliant with the latest Level 1 & 2 from EMV CO.
6. Has a qualified, competent, and highly trained ATM service engineers
 - Graduate of Engineering, IT-related or two-year IT-related technical course.
 - Underwent at least two (2) months comprehensive training on ATM servicing with Certification.
 - With at least six (6) months actual experience on ATM servicing.
 - Familiar with all the preloaded software in the machine.
 - The service engineer should be an employee of the supplier and not outsourced from a third-party service provider.

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

1. Brochures or other official documents coming from the manufacturer indicating the complete specifications of the offered brand/model.

2. Certificate of Satisfactory Performance issued by the Head, Debit Cards & ATM Management Department (DCAMD) not earlier than 30 calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of ATM for LANDBANK). The Certificate shall still be subject to verification during post-qualification of bid.

Note: Certificate of Satisfactory Performance shall be requested in writing from Ms. Marissa B. Pineda of DCAMD at 28th floor, LANDBANK Plaza Building (Contact No.: 8522-0000 loc. 2127), at least five (5) working days prior to the submission of bid.

3. Certificates of Satisfactory Performance from at least three (3) existing local bank clients belonging to the top ten (10) banks in terms of assets (other than LANDBANK).
4. Certification from the bidder stating that the key lock is unique for each ATM and that duplication of keys can only be done by an authorized provider.
5. Compliance Certificate from PCI-PA-DSS.
6. Latest Level 1 & 2 compliance certificate from EMV CO.
7. List and resume of qualified, competent, and highly trained ATM service engineers.

Bidders which fail to submit these certifications/documents shall be automatically disqualified.

The lowest calculated bidder shall deliver one (1) demo unit ATM (lobby-type) at LANDBANK – Head Office within seven (7) working days upon receipt of notice from DCAMD.

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.

First Envelope - Eligibility and Technical Components

- **The First Envelope shall contain the following:**

- **Eligibility Documents – Class “A”**

Legal Eligibility Documents

1. PhilGEPS Certificate of Registration under Platinum Membership (all documents enumerated in its Annex A must be updated); or all of the following:
 - Registration Certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives, or any proof of such registration as stated in the Bidding Documents;
 - Valid and current mayor's/business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or equivalent document for Exclusive Economic Zones or Areas; and
 - Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.

Technical Eligibility Documents

2. Duly notarized Omnibus Sworn Statement (sample form - Form No.6)
3. 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).
4. 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 last five (5) years from the date of submission and receipt of bids. The statement shall include all information required in the sample form (Form No. 3).

5. 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 sample form (Form No. 4).
6. Bid security in the prescribed form, amount and validity period (ITB Clause 18.1 of the Bid Data Sheet).
7. Section VI – Revised Schedule of Requirements with signature of bidder's authorized representative.
8. **Section VII – Revised Specifications with response on compliance and signature of bidder's authorized representative.**

Financial Eligibility Documents

9. 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.
10. The prospective bidder's computation for its Net Financial Contracting Capacity (NFCC) following the sample form (Form No. 5), or in the case of Procurement of Goods, a committed Line of Credit from a Universal or Commercial Bank.

○ **Eligibility Documents – Class "B"**

11. 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 its legal eligibility documents. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance, provided, that the partner responsible to submit the NFCC shall likewise submit the statement of all its ongoing contracts and Audited Financial Statements.

○ **Technical Documents**

12. Brochures or other official documents coming from the manufacturer indicating the complete specifications of the offered brand/model.
13. Certificate of Satisfactory Performance issued by the Head, Debit Cards & ATM Management Department (DCMD) not earlier than 30 calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of ATM for LANDBANK)
14. Certificates of Satisfactory Performance from at least three (3) existing local bank clients belonging to the top ten (10) banks in terms of assets.
15. Certification from the bidder stating that the key lock is unique for each ATM and that duplication of keys can only be done by an authorized provider.
16. Compliance Certificate from PCI-PA-DSS.
17. Latest Level 1 & 2 compliance certificate from EMV CO.
18. List and resume of qualified, competent, and highly trained ATM service engineers.

○ **Post-Qualification Documents – [The bidder may submit the following documents within five (5) calendar days after receipt of Notice of Post-Qualification]:**

19. Business Tax Returns per Revenue Regulations 3-2005 (BIR No.2550 Q) VAT or Percentage Tax Returns for the last two (2) quarters filed manually or through EFPS.
20. Latest Income Tax Return filed manually or through EFPS.
21. Certificate of Connectivity from LANDBANK.

Second Envelope – Financial Component

• **The 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)

LAND BANK OF THE PHILIPPINES

As of January 21, 2020

OTHER REQUIREMENTS

1. PARTICIPATION TO THE BANK'S CONDUCT OF FLM ANNUAL TRAINING TO ALL BRANCHES/OEOS. THE VENDOR SHALL INCLUDE PROVISION OF INSTRUCTIONAL KIT (VIDEO) COVERING FLM ACTIVITIES.
2. THE VENDOR SHOULD OBTAIN AN AVERAGE RATING OF AT LEAST SATISFACTORY PERFORMANCE FROM LBP BRANCHES (TO BE ISSUED BY THE HEAD-DCAMD) COVERING BOTH HARDWARE AND AFTER SALES SERVICE OR SUBMIT A CERTIFICATE OF SATISFACTORY PERFORMANCE FROM AT LEAST THREE (3) OF EXISTING LOCAL BANK CLIENTS BELONGING TO THE TOP TEN BANKS IN TERMS OF ASSETS. IMPLEMENTATION OF THE SAME PROJECT TO ITS EXISTING LOCAL BANKS (TOP TEN IN TERMS OF ASSETS) SHALL BE OPERATIONAL FOR AT LEAST TWO (2) YEARS, NUMBER OF ATM UNITS MUST BE AT LEAST 50% OF THIS PROCUREMENT.
3. THE QUALIFIED BIDDER SHALL DELIVER ONE (1) UNIT AT LBP-HEAD OFFICE WITHIN 7 WORKING DAYS UPON RECEIPT OF NOTICE FROM DCAMD FOR POST-QUALIFICATION EVALUATION.
4. THE VENDOR SHALL SECURE A CERTIFICATION OF CONNECTIVITY FROM LANDBANK. CONNECTIVITY SHALL COVER BASIC TRANSACTIONS (BALANCE INQUIRY, WITHDRAWAL, FUND TRANSFER AND PIN CHANGE).
5. SHALL SUBMIT THE FOLLOWING CERTIFICATIONS:
 - CERTIFICATION FROM THE ATM VENDOR CERTIFYING THAT THE KEY IS UNIQUE FOR EACH ATM AND THE DUPLICATION CAN ONLY BE DONE BY THE PROVIDER
 - COMPLIANCE CERTIFICATE FROM PCI-PA-DSS
 - LATEST LEVEL 1 & 2 COMPLIANCE CERTIFICATE FROM EMV CO
6. THE WINNING VENDOR SHALL SUBMIT A NON-DISCLOSURE AGREEMENT.
7. THE BANK'S STANDARD CI DOWNLOAD SHALL BE PROVIDED TO THE WINNING VENDOR.
8. THE BANK SHALL APPROVE THE STANDARD ACKNOWLEDGEMENT FORM THAT WILL BE ISSUED BY THE VENDOR TO THE BANK'S RECIPIENT FOR SIGNATURE DURING THE DELIVERY OF ATM.
9. THE VENDOR SHALL ACCOMMODATE THE REQUIREMENT OF THE SUPPLIER OF ATM ACCESSORIES (e.g. WRAP-AROUND STICKER, TOPPER & METAL BASE), WHICH INCLUDES BUT NOT LIMITED TO THE FOLLOWING:
 - PROVISION OF WORK SPACE
 - TAKING OF PICTURES ON THE COMPLETED ATMS FOR REFERENCE PURPOSES
 - ASSISTANCE NEEDED IN ORDER TO PERFORM THE SUPPLY, DELIVERY AND INSTALLATION OF THE ABOVE MENTIONED ACCESSORIES AT THE ATM VENDOR'S WAREHOUSE
10. THE REQUIREMENTS IN THIS TOR SHALL BE PROVIDED WITH COST EQUIVALENT/ BREAKDOWN OF COST (e. g., MACHINE, HARDWARE MAINTENANCE, SOFTWARE MAINTENANCE, DELIVERY CHARGES, ETC.).
11. SHALL PROVIDE THE FOLLOWING CONSUMABLE/PARTS DURING THE FIVE-YEAR PERIOD* AT THE BID PRICE (UNIT COST) SUBMITTED:

No.	ATM Part	Estimated Quantity**
1	Electronic PIN Pad	5
2	Currency Cassette	50
3	Digital Electronic Lock	5
4	Touch Screen Module	5
5	Terminal Power Supply	5
6	Card Reader (EMV)	5
7	Receipt Printer	5
8	Vandal Shield w/ Privacy Filter	5
9	CPU	5
10	Main Fascia	5
11	Printer Bezel	5
12	EPP Bezel	5
13	Monitor Bezel	5

* Reckoning of the five-year period shall be on the last day of Maintenance Agreement (MA) date of the last unit activated

** Subject to actual consumption