



SUPPLEMENTAL/BID BULLETIN NO. 1
For LBP-HOBAC-ITB-GS-20191213-01

PROJECT : Supply, Delivery, Installation, Testing and Commissioning of Airconditioning Units Including Dismantling of Existing Units, when necessary, at the following LANDBANK Field Units:

Lot 1 – Visayas Area
Lot 2 – North and Central Luzon Area
Lot 3 – National Capital Region Area

IMPLEMENTOR : Procurement Department

DATE : January 24, 2020

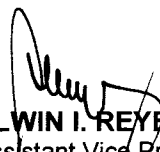
This Supplemental/Bid Bulletin is issued to modify, amend and/or clarify certain items in the Bid Documents. This shall form an integral part of the Bid Documents.

Modifications, amendments and/or clarifications:

- 1) Section VI (Schedule of Requirements) and Checklist of the Bidding Documents (Item No. 7 of the Eligibility and Technical Components) have been revised. Please see attached revised specific sections of the Bidding Documents.

2)

Bidder's Queries/Clarifications	LANDBANK Responses
Whether submission of Applications for Renewal will suffice for the following Eligibility Requirements: 1) Tax Clearance 2) Mayor's Permit	1) No. Per Section 23.1.4.iii of the Revised IRR of RA 9184, Tax Clearance to be submitted should be finally reviewed and approved by the Bureau of Internal Revenue. 2) Yes. Per Sections 23.1.4.ii and 34.2 of the Revised IRR of RA 9184, submission of 2019 Mayor's/ Business permit is acceptable. The official receipt as proof that the bidder has applied for its renewal within the period prescribed by the concerned local government unit or the renewed Mayor's/ Business permit for FY 2020 shall be submitted as a post-qualification requirement.


ALWIN I. REYES, CSSP
Assistant Vice President
Head, 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 Description:
<p>Supply, Delivery, Installation, Testing and Commissioning of Air- Conditioning Units Including Dismantling, when necessary, complete with Standard Accessories per Manufacturer's Standards at the following LANDBANK Branches:</p>
<p style="text-align: center;">Lot 1: Visayas Branches</p> <p>Destinations:</p> <p>1) LANDBANK Mandalagan Branch AVP Building, Lacson St., Mandalagan, Bacolod City, Negros Occidental Contact Details: Ms. Aileen Villanueva / (034) 441-3537</p> <p>Delivery Period/Work Completion: Thirty (30) calendar days after receipt of Notice to Proceed</p> <p>2) LANDBANK Cebu Capitol Branch Espiritu Building, General Maxilon Avenue, Cebu City Contact Details: Ms. Ma. Barbara F. Fernandez / (032) 253-1337</p> <p>Delivery Period/Work Completion: Thirty (30) calendar days after receipt of Notice to Proceed</p> <p>3) LANDBANK Miag-ao Branch Iloilo Science and Technology University, Miag-ao Campus, Igtuba, Miag-ao, Iloilo Contact Details: Ms. Rowena H. Aren0 / (033) 315-8656 & 513-8599</p> <p>Delivery Period/Work Completion: Thirty (30) calendar days after receipt of Notice to Proceed</p>
<p style="text-align: center;">Lot 2: North and Central Luzon Branches</p> <p>Destinations:</p> <p>1) LANDBANK Vigan Offices 2nd Floor Plaza, Maestro Commercial Complex, Florentino St., Vigan City, Ilocos Sur Contact Details: Mr. Cesar N. Ulpindo / (077) 722-2621 & 604-0455</p> <p>Delivery Period/Work Completion: Thirty (30) calendar days after receipt of Notice to Proceed or upon availability of project site whichever is applicable.</p> <p>2) LANDBANK Palawan Lending Center</p>

2nd Floor Plaza, Maestro Commercial Complex,
Florentino St., Vigan City, Ilocos Sur
Contact Details: Mr. Cesar N. Ulpindo / (077) 722-2621 & 604-0455

Delivery Period/Work Completion:

Thirty (30) calendar days after receipt of Notice to Proceed or upon availability of project site whichever is applicable.

- 3) LANDBANK San Isidro Isabela Branch
LANDBANK Building, National Highway, Quezon, San Isidro, Isabela
Contact Details: Ms. Rosemarie Z. Miguel / 0908-863-7955

Delivery Period/Work Completion:

Thirty (30) calendar days after receipt of Notice to Proceed or upon availability of project site whichever is applicable.

- 4) LANDBANK Dinalupihan Branch
LANDBANK Building, DAR Compound, San Ramon Highway,
Dinalupihan, Bataan
Contact Details: Ms. Lea V. Montilla / (047) 481-1778 & 481-1779

Delivery Period/Work Completion:

Thirty (30) calendar days after receipt of Notice to Proceed or upon availability of project site whichever is applicable.

Lot 3: National Capital Region Branches

Destinations:

1. LANDBANK Roxas Boulevard Branch
Double Dragon Meridian Park, EDSA Extension corner
Roxas Boulevard, Pasay City
Contact Details: Ms. Estrelita S. Geronimo / (028) 805-1443 & 805-1699

Delivery Period/Work Completion:

Thirty (30) calendar days after receipt of Notice to Proceed or upon availability of project site whichever is applicable.

2. LANDBANK Buendia Branch
Ground Floor, NAPOLCOM Building, Buendia St., Makati City
Contact Details: Mr. Virgilio C. Paranal / (028) 836-9734 & 403-0180

Delivery Period/Work Completion:

Thirty (30) calendar days after receipt of Notice to Proceed or upon availability of project site whichever is applicable.

3. LANDBANK EDSA Green Hills Branch for POEA Telling Booth
Ground Floor, POEA Building, EDSA corner
Ortigas Avenue, Mandaluyong City
Contact Details: Mr. Jose Emmanuel C. Valdez / (028) 723-5793

Delivery Period/Work Completion:

Thirty (30) calendar days after receipt of Notice to Proceed or upon availability of project site whichever is applicable.

4. LANDBANK Las Piñas

Valenzuela Building #263 Real St., Pamplona 3, Las Piñas
Contact Details: Ms. Marietta N. Cabusao / (028) 808-2542 & 808-2558

Delivery Period/Work Completion:

Thirty (30) calendar days after receipt of Notice to Proceed or upon availability of project site whichever is applicable.

5. LANDBANK EDSA NIA Branch

EDSA NIA Road Branch, DPWH IV-B Compound, EDSA, Quezon City
Contact Details: Ms. Roselle C. Sayson / (02) 928-8126 & 436-0009

Delivery Period/Work Completion:

Thirty (30) calendar days after receipt of Notice to Proceed or upon availability of project site whichever is applicable.

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. **Revised Section VI - Schedule of Requirements with signature of bidder's authorized representative.**
8. Section VII – 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. Copy of purchase orders, contracts or other related documents to prove that the offered brand of Air-conditioning Unit (ACU) has been in the Philippine market for at least ten (10) years prior to the deadline for the submission of bids.
13. List of at least five (5) large institutional clients (e.g. fast foods, BPOs, hospitals, funeral parlors, banks and government offices) with addresses, contact persons and telephone numbers including Certificates of Satisfactory Performance issued by the said clients using the brand being offered by the prospective ACU contractor (with minimum of 4 units installed).
14. Certificate of Satisfactory Performance/No Delayed Projects issued by the Head, Project Management Department (PMED) not earlier than 30 calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of sunscreen/roller blinds for LANDBANK).
15. List of at least three (3) highly-trained technicians (regular employees) with their respective bio-data and National Certificate II (NC II) for Refrigeration and Air-Conditioning Servicing issued by TESDA.
16. 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:
 - NCR and Luzon – 10
 - Visayas - 5
17. 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.
18. Brochure or any other official documents coming from the manufacturer showing the technical specifications of the offered product.
19. Print-out of the homepage of manufacturer's website showing the URL (web address).
20. Bureau of Product Standards (PS), Underwriters Laboratories (UL), European Conformity (CE) or ISO certifications, whichever is available.

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

14. 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.
15. Latest Income Tax Return filed manually or through EFPS.

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)