

#### SUPPLEMENTAL/BID BULLETIN NO. 1 For LBP-HOBAC-ITB-GS-20210205-03

PROJECT	:	Airconditioning Units for the following LANDBANK Offices:	
		Lot 1 – Malolos Highway Office Building Lot 2 – Dagupan Office Building	
IMPLEMENTOR	:	Procurement Department	
DATE	:	March 5, 2021	

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 bidder/s are encouraged to use the Bid Securing Declaration as Bid Security
- 2) Prospective bidders may contact the following authorized PMED representatives for the conduct of site inspection:

#### For LANDBANK Malolos Highway Office Building:

•	Engr. Renz Marion Romero	-	(02) 8522-0000 local 2256
	Engr. Charlie Ellamil	-	(02) 8522-0000 local 2242

#### For LANDBANK Dagupan Office Building:

- Engr. Melvin Atienza (02) 8522-0000 local 2256
  - Engr. Jerald Madrigal (02) 8522-0000 local 7722
- 3) The Bill of Quantities (Annex D), floor plan layout (Annex E), Schedule of Requirements (Section VI), Technical Specifications (Section VII), Schedule of Prices (Form No. 2), and Checklist of the Bidding Documents (Item Nos. 11 & 12 of the Eligibility & Technical Components and Item Nos. 2 & 3 of the Financial Component) have been revised. Please see attached revised Annexes D-1 to D-2, E-1 to E-10, and specific sections of the Bidding Documents.

ALWIN I. REYES Assistant Vice President Head, Produrement Department and **HOBAC** Secretariat

Land Bank of the Philippines LANDBANK Plaza, 1598 M.H. Del Pilar corner Dr. J. Quintos Sts., Malate, 1004 Manila, Philippines T (632) 8522-0000 8551-2200 7909-7900 W www.landbank.com

# **Schedule of Requirements**

The delivery schedule/contract period expressed as weeks/months/years stipulates hereafter a delivery/performance period which is the period within which to deliver the goods or perform the services in the project site/s.

Lot No.	Description	Quantity	Delivered, Weeks/Months
	Air-conditioning Units for the following LANDBANK Offices:		
1	LANDBANK Malolos Highway Office Building	See attached Revised Bill of Quantities (Annex D-1)	Within ninety (90) calendar days upon receipt of Notice to Proceed and Advice from LANDBANK Project Management and Engineering Department (PMED) as to availability of project site.
2	LANDBANK Dagupan Office Building	See attached Bill of Quantities (Annex D-2)	Within thirty (30) calendar days upon receipt of Notice to Proceed and Advice from LANDBANK PMED as to availability of project site.

Lot 1 – McArthur Highway, Malolos, Bulacan

Lot 2 – 2<sup>nd</sup> Floor, LANDBANK Building, A.B. Fernandez Avenue, Dagupan City, Pangasinan

#### Contact Person:

Mr. Enrico DJ Samaniego

Head of LANDBANK Project Management and Engineering Department (PMED)

Contact Numbers: 8-522-0000 local 2256 and 2349

Conforme:

Name of Bidder

Signature Over Printed Name of Authorized Representative

Position

# **Technical Specifications**

Specifications	Statement of Compliance
	Bidders must state below either "Comply" or "Not Comply" against each of the individual parameters of each Specification preferably stating the corresponding performance parameter of the product 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 applicable laws and issuances.
Air-conditioning Units for LANDBANK Malolos Highway and Dagupan Office Buildings	Please state here either "Comply" or "Not Comply"
<ol> <li>Scope of works, minimum specifications and other requirements per attached Terms of Reference (Annexes C-1 to C-17 Revised Bill of Quantities (Annexes D- and D-2) and Revised Floor Plan Lay-ou (Annexes E-1 to E-10).</li> </ol>	d ), 1
<ol> <li>For current and past suppliers of air conditioning units of LANDBANK, they must have satisfactory performance in the dealings with LANDBANK for the past twelve (12) months (reckoned from the date of issuance of the Certificate of Satisfactor Performance).</li> </ol>	st ir e of

A Certificate of Satisfactory Performance issued by the Head, Project Management and Engineering Department (PMED) not earlier than 30 calendar days prior to the deadline of submission of bid shall be included in the Technical Component PDF File. The Certificate shall still be subject to verification during the post-qualification of bid.

Note: The Certificate of Satisfactory Performance shall be requested in writing from the Head of PMED Mr. Enrico DJ Samaniego at 24th 8-522-0000 Floor, (Tel. No. 2256) and can be loc. email at through sent atienzamelvin118@yahoo.com and romerorenzmarion@gmail.com at least five (5) working days prior to the submission of bid.

Non-submission of the above mentioned document/requirement may result in bidder's disqualification.

Conforme:

Name of Bidder

Signature over Printed Name of Authorized Representative

Position

## Form No. 2

#### SCHEDULE OF PRICES For Goods Offered from Within the Philippines

Name of Bidder \_\_\_\_\_

Project ID No.: LBP-HOBAC-ITB-GS-20210205-03

1	2	3	4	5	6	7	8	9	10
Lot No.	Item Description	Country of Origin	Quantity (No. of Hours)	Unit Price (EXW)	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
	Air-conditioning Units for the following LANDBANK Offices:								
1	LANDBANK Malolos Highway Office Building		See attached Revised Bill of Quantities (Annex D-1)	PhP	PhP	PhP	PhP	PhP	PhP
2	LANDBANK Dagupan Office Building		See attached Bill of Quantities (Annex D-2)	PhP	PhP	PhP	PhP	PhP	PhP

Note: Price breakdown should be submitted using the attached Bill of Quantities Form (Revised Annexes D-1 and/or D-2).

Please credit payment to:

Name of Bidder

Signature over Printed Name of Authorized Representative

Position

Account Name: \_\_\_\_\_

Account Number: \_\_\_\_\_

LBP Branch: \_\_\_\_\_\_

## Form No. 2

## SCHEDULE OF PRICES

For Goods Offered from Abroad

Name of Bidder \_\_\_\_\_

Project ID No.: LBP-HOBAC-ITB-GS-20210205-03

1	2	3	4	5	6	7	8	9	10
Lot No.	Item Description	Country of Origin	Quantity (No. of Hours)	Unit Price (specify port) or CIP named place (specify border point or place of destination)	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
	Air-conditioning Units for the following LANDBANK Offices:								
1	LANDBANK Malolos Highway Office Building		See attached Revised Bill of Quantities (Annex D-1)	PhP	PhP	PhP	PhP	PhP	PhP
2	LANDBANK Dagupan Office Building		See attached Bill of Quantities (Annex D-2)	PhP	PhP	PhP	PhP	PhP	PhP

Note: Price breakdown should be submitted using the attached Bill of Quantities Form (Revised Annexes D-1 and/or D-2).

Name of Bidder

Signature over Printed Name of Authorized Representative

Position

Please credit payment to:

Account Name: \_\_\_\_\_

Account Number: \_\_\_\_\_

LBP Branch: \_\_\_\_\_\_

# Checklist of Bidding Documents for Procurement of Goods and Services

The documents for each component should be arranged as per this Checklist. Kindly provide guides or dividers with appropriate labels.

### **Eligibility and Technical Components (PDF File)**

- The Eligibility and Technical Component shall contain documents sequentially arranged as follows:
  - Eligibility Documents Class "A"

#### Legal Eligibility Documents

- 1. Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages); or all of the following:
  - Registration Certificate from 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 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 Bureau of Internal Revenue (BIR).

#### **Technical Eligibility Documents**

2. 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 or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder (sample form - Form No. 7).

- 3. 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).
- 4. Statement of the prospective bidder identifying its Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents. The statement shall include all information required in the sample form (Form No. 4).

#### Financial Eligibility Documents

- 5. 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.
- 6. 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 in lieu of its NFCC computation.

#### • Eligibility Documents – Class "B"

- 7. Duly signed 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.
- 8. For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos, Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.

9. Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

#### • Technical Documents

- 10. Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission).
- 11. Revised Section VI Schedule of Requirements with signature of bidder's authorized representative.
- 12. Revised Section VII Specifications with response on compliance and signature of bidder's authorized representative.
- 13. Duly notarized Omnibus Sworn Statement (OSS) (sample form Form No.6).
- Purchase Orders, contracts or other related documents to prove that the offered brand of Air-conditioning Unit has been in the Philippine market for at least ten (10) years, prior to the deadline of submission of quotation.
- 15. List of at least five (5) different large institutional clients (e.g. fast foods, BPOs, hospitals, funeral parlors, banks and government offices) with addresses, contact persons and contact details including Certificates of Satisfactory Performance for the brand being offered (with minimum of four [4] installed units).
- 16. Certificate of Satisfactory Performance and No Delayed Projects issued by the Head, PMED not earlier than thirty (30) calendar days prior to the deadline of submission of bid.
- List of at least three (3) highly-trained technicians (regular employees) with their respective Curricula Vitae, Certificate of Employment and National Certificate II (NC II) for Refrigeration and Air-conditioning Servicing issued by Technical Education and Skills Development Authority (TESDA).
- 18. List of at least two (2) Service Centers within the province of the project site.
- 19. Manufacturer's authorization or back-to-back certification as an authorized seller/distributor of the product being offered and/or other supporting documents to satisfy the said requirement.
- 20. Brochure or other official documents coming from the manufacturer indicating the specifications of the product being offered.
- 21. Print-out of the manufacturer's homepage website showing the URL (web address).

- 22. Certification from the following, whichever is available:
  - Bureau of Product Standards (PS)
  - Underwriters Laboratories (UL)
  - Conformance European (CE)
  - ISO 9001 Certification

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

- 23. 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.
- 24. Latest Income Tax Return filed manually or through EFPS.
- 25. Original copy of Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission).
- 26. Original copy of duly notarized Omnibus Sworn Statement (OSS) (sample form Form No.6).

#### Financial Component (PDF File)

- The Financial Component shall contain documents sequentially arranged as follows:
  - 1. Duly filled out Bid Form signed by the Bidder's authorized representative (sample form Form No.1)
  - 2. Duly filled out Revised Schedule of Prices signed by the Bidder's authorized representative (sample form Form No.2)
  - 3. Detailed breakdown of cost (Revised Annex D1 and/or D-2)

PROJECT	:	Airconditioning Units for LANDBANK Malolos Office Building
SUBJECT	:	Bid Form
LOCATION	:	LANDBANK Malolos Highway Office Building, McArthur Highway, Malolos, Bulacan

SCOPE OF WORKS		BID FORM						
	Quantity	Unit	Unit Cost	Total Cost				
Supply, Delivery, Installation, Testing and Commissioning of Airconditioning Units and Hauling-out of existing Units								
For Ground Floor								
5.0TR. 4-way Ceiling Cassette (inverter type)	6.00	sets	Р	Р				
B.0TR. 4-way Ceiling Cassette (inverter type)	1.00	sets	Р	P				
nstallation Cost	7.00	sets	P					
Drain Pipe System Installation Cost	7.00	sets	P	P				
Subtotal		······································						
For Second Floor								
5.0TR. 4-way Ceiling Cassette (inverter type)	5.00	sets	Р	Р				
B.0TR. 4-way Ceiling Cassette (inverter type)	2.00	sets	P	P				
nstallation Cost	7.00	sets	Р	P				
Drain Pipe System Installation Cost	7.00	sets	P	P				
Subtotal								
For Third Floor								
6.0TR. 4-way Ceiling Cassette (inverter type)	3.00	sets	Р	P				
nstallation Cost	3.00	sets	Р	Р				
Drain Pipe System Installation Cost	3.00	sets	Ρ	P				
Subtotal								
				[				
Steel Ledge/Catwalk for ACCU Maintenance	1.00	lot	Р	Р				
Delivery Cost	1.00	lot	Р	Р				
Dismantling and Hauling-out of existing units (20 split Type ACUs) from old site onew site	1.00	lot	P	P				
lealth and Safety Protocol	20.00	pax	Р	P				
Subtotal			1	<u> </u>				
Cubican			t inclusive of VAT:	Р				

Note: The Supplier shall fill in rates and prices for all items of the Bid Form. Quotations not addressing or providing all of the required items in the Bid Form shall be considered non-responsive and, thus, automatically disqualified. In this regard, where a required item is provided, but no price is indicated, the same shall be considered as non-responsive, but specifying a "0" (zero) for the said item would mean that it is being offered for free.

Submmited by:

Supplier

Printed Name of Authorized Representative with Signature

Date

#### **ANNEX A**

# **BILL OF QUANTITIES**

Project: LANDBANK Dagupan Office Building (Second Floor)

Location: Second Fir. LANDBANK Bldg. A.B. Fernandez Ave. Dagupan City, Pangasinan

Item	Item Description	Quantity	Unit	Unit Cost	Total
No.					
	the second se				
	Supply, delivery, installation, testing and commissioning of new airconditioning units including				
	flushing of existing drain pipes and dismantling of existing units				
4.0	3.0 TR Floor Mounted (Inverter)	5	sets		
	5.0 TR Floor Mounted (Inverter)	2	sets		
	Delivery cost	1	lot		
		1	lot		
	Flushing of existing drain pipes	7	sets		
	Dismantling Cost Health safety protocol cost	1	lot		
0.0	(swab test, medical certificate and etc.)				
	Sub Total:				
	Installation of Outdoor units	<u> </u>		<u> </u>	
		1	lot		
1.0	Installation Cost				
	Sub Total:				
	Civil Works				
1 0	Restoration of walls of FCU-1	1	lot		
	Installation of cladding for FCU-1 drain pipe	1	lot		
2.0					
	Sub Total	·			
	Total Cost (Inclusive of VAT		<u> </u>		PhP

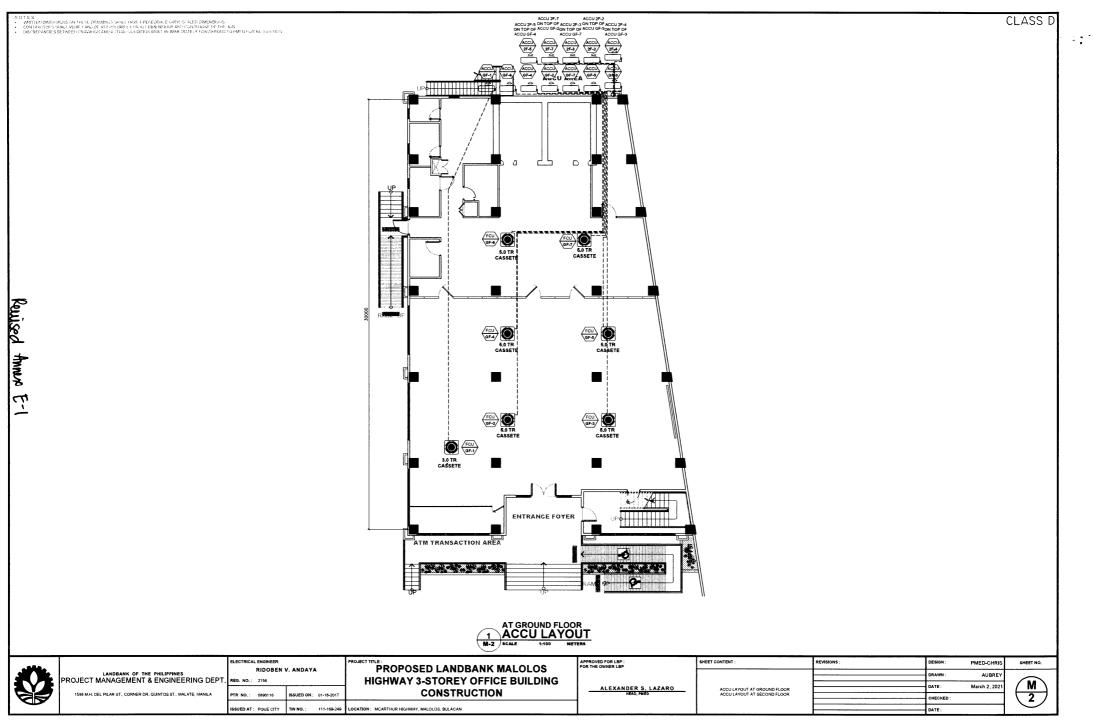
Note: The Supplier shall fill in rates and prices for all items of the Bill of Quantities. Quotation not addressing of providing all of the required items in the Bill of Quantities shall be considered non-responsive and, thus, automatically disqualified. In this regards, where a required item is provided, but no price is indicated, the same shall be considered as non-responsive, but specifying a "0" (zero) for the said item would mean that it is being offered for free.

Submitted by:

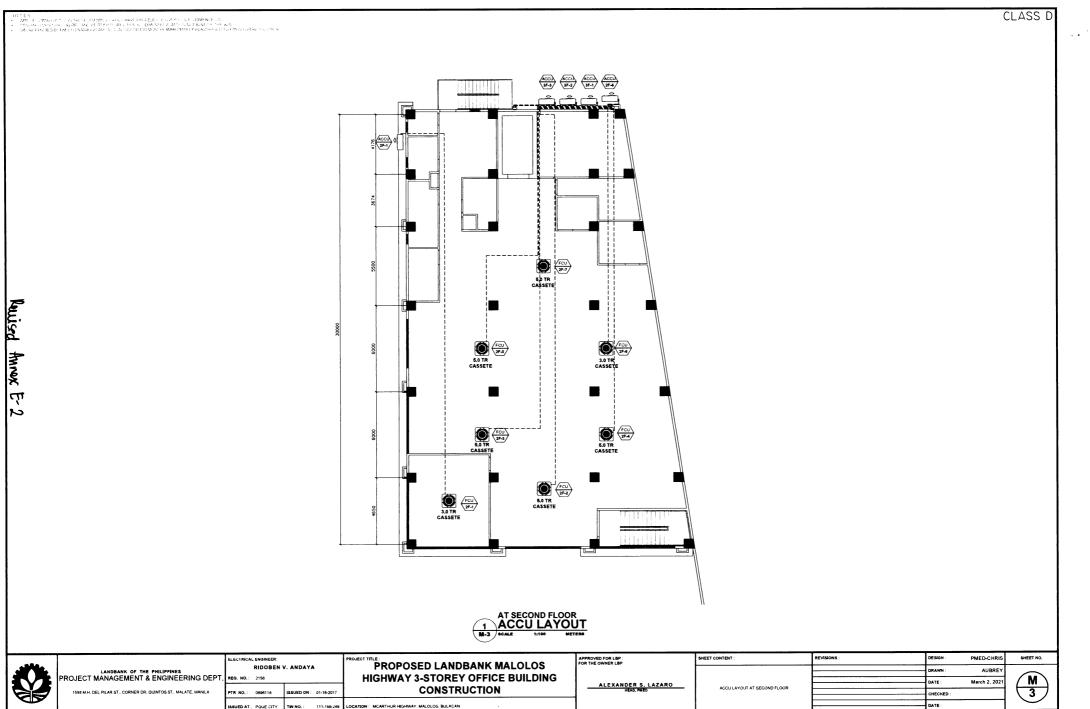
Name of Bidder/ Supplier

Signature Over Printed Name of Authorized Representative

Position



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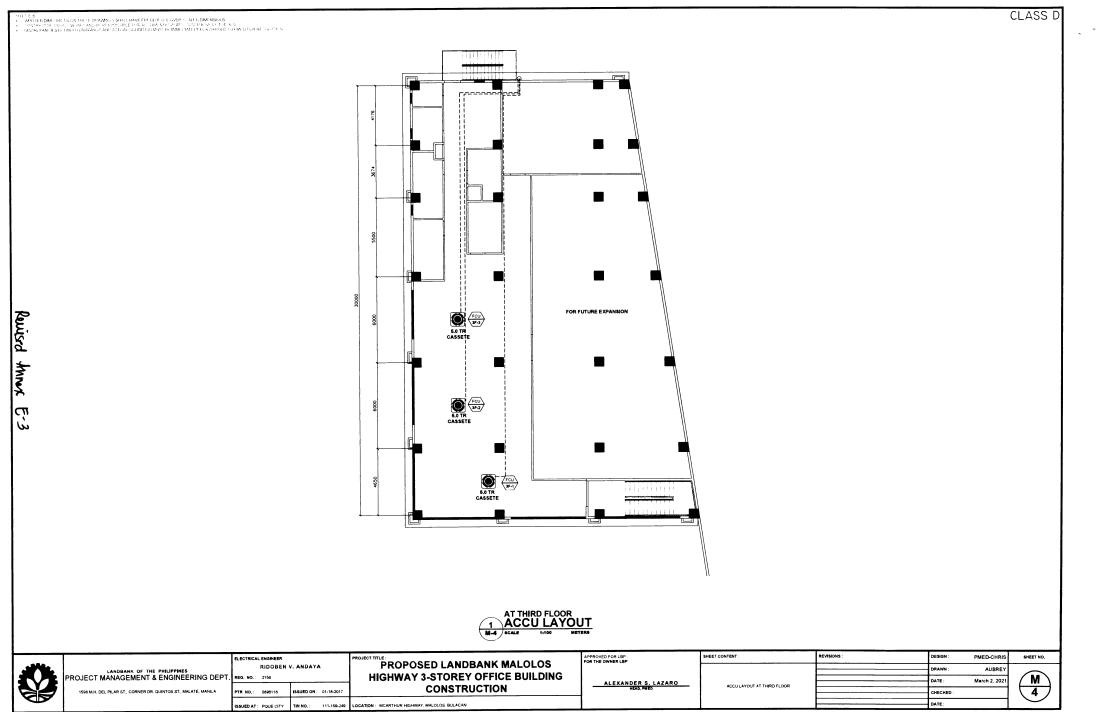
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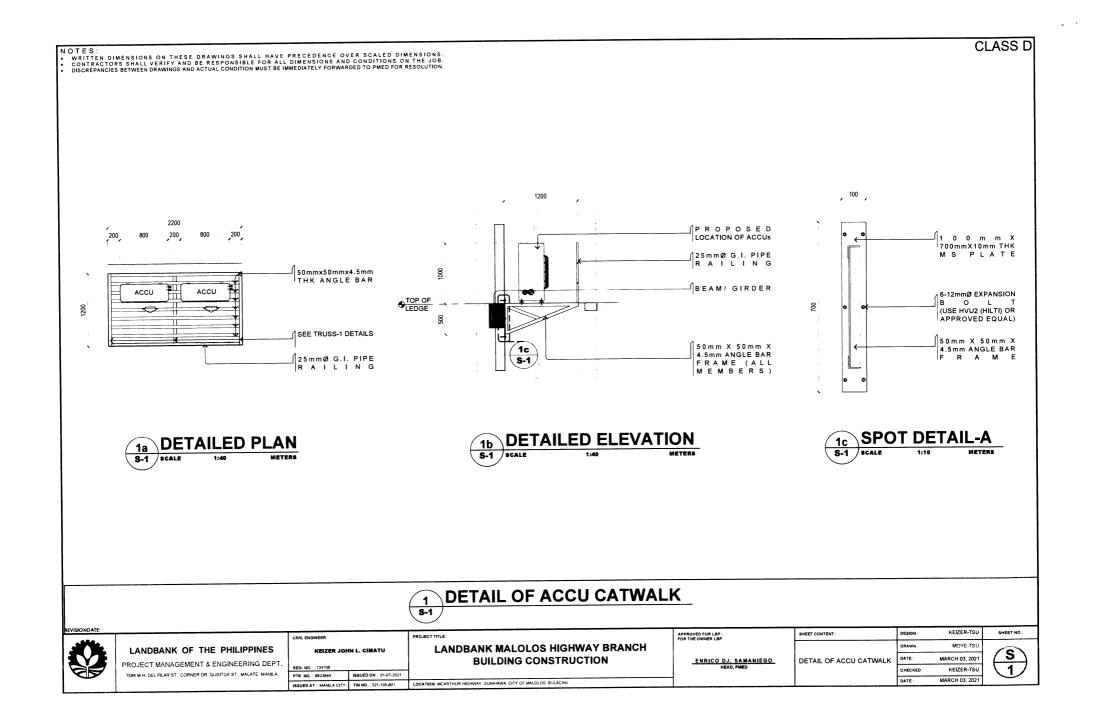
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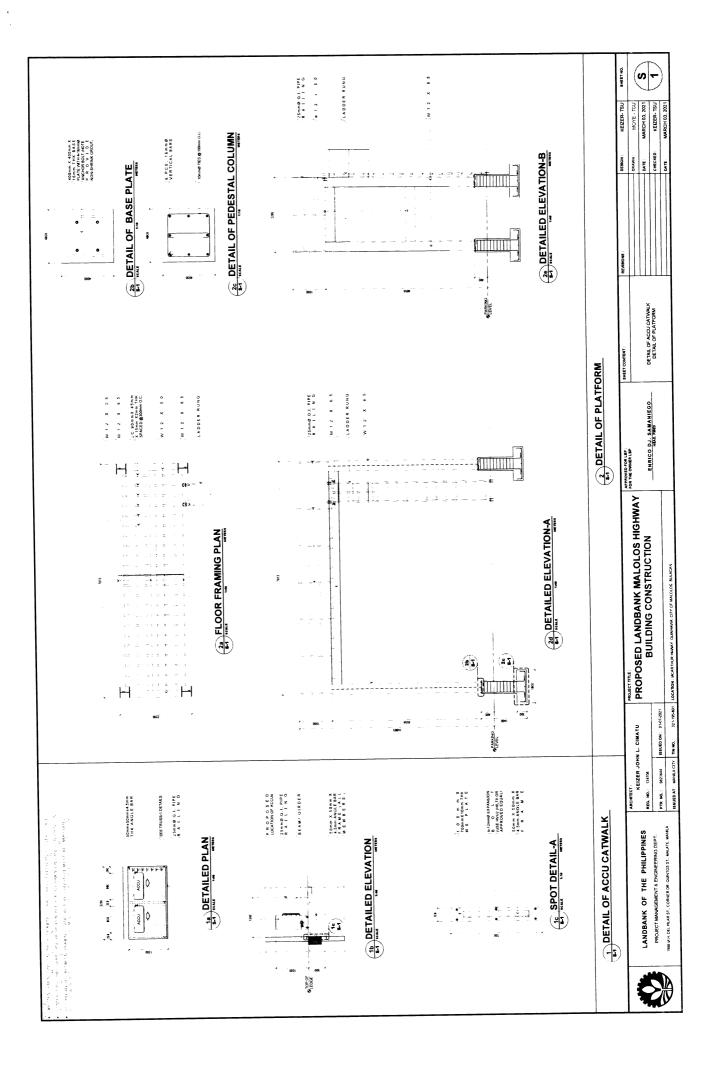
LOCATION : MCARTHUR HIGHWAY, MALOLOS, BULACAN

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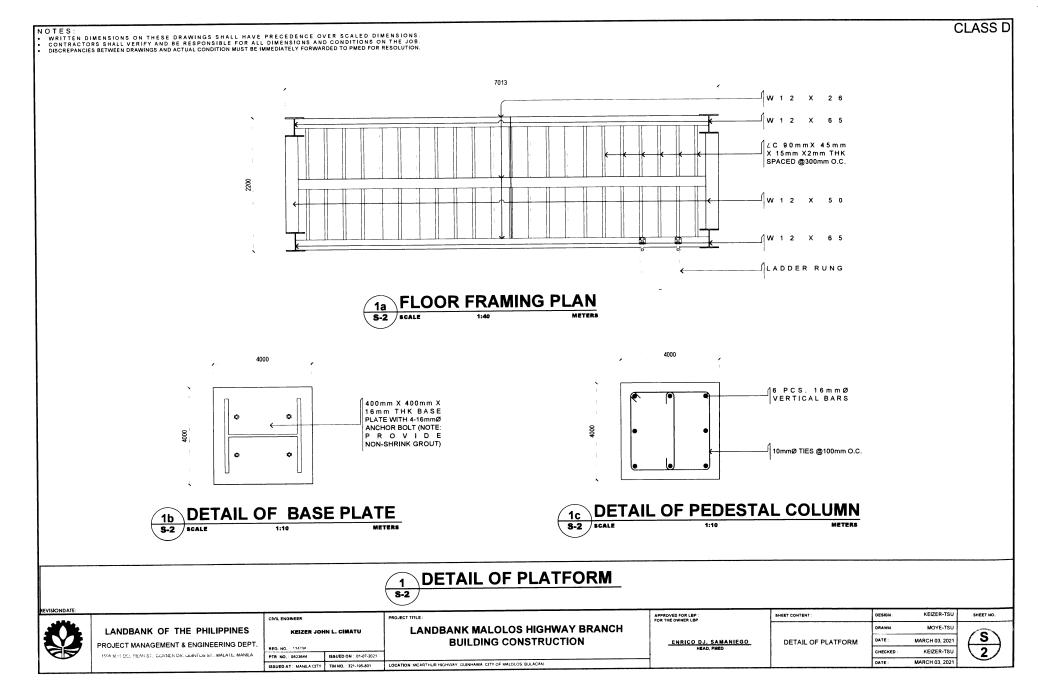


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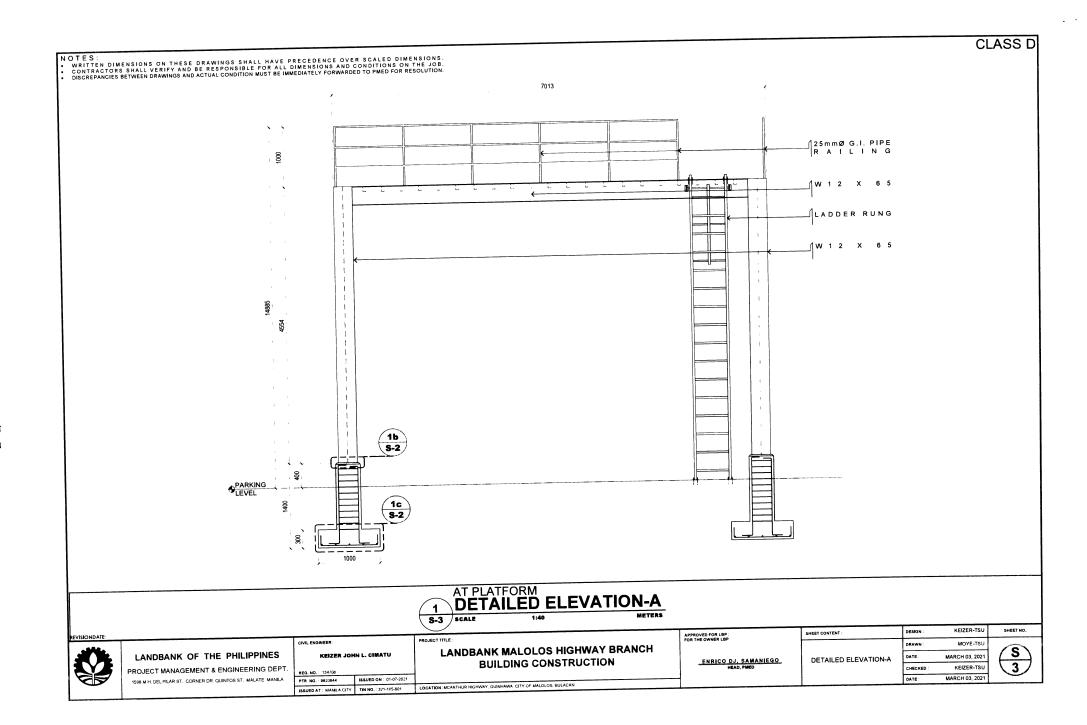


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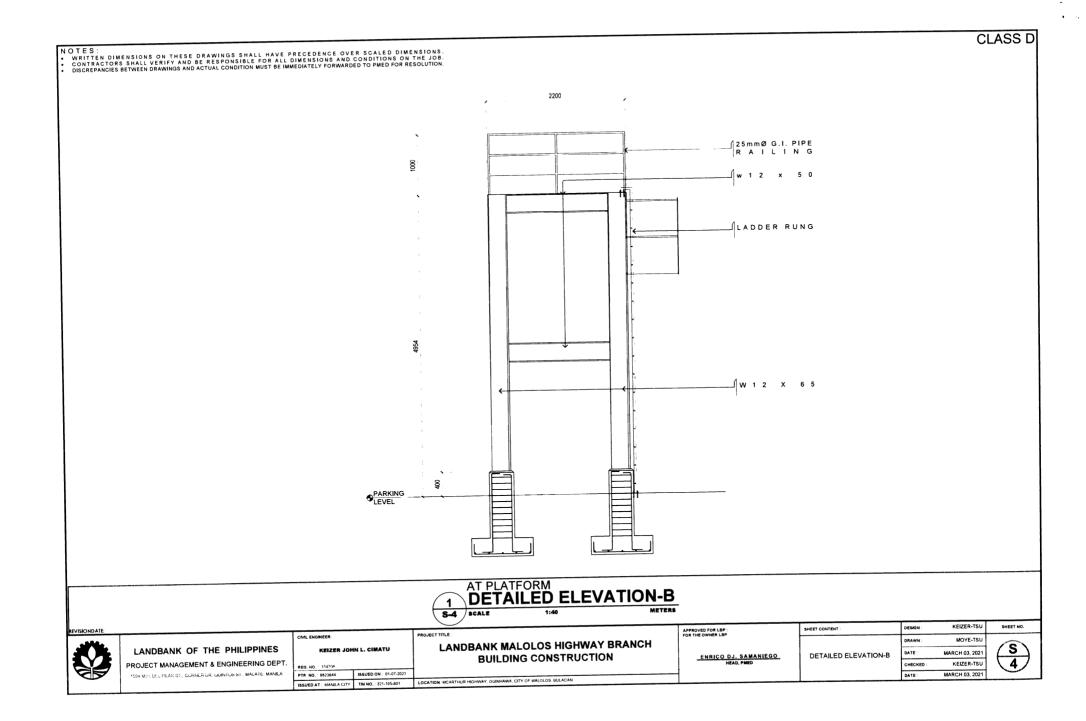
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