



LANDBANK

SERVING
THE NATION

**SUPPLEMENTAL/BID BULLETIN NO. 1
For LBP-HOBAC-ITB-GS-20230530-02**

PROJECT : One (1) Lot Supply and Delivery of Ten (10) Units Tablet Computer with Accessories (Pencil and Keyboard)

IMPLEMENTOR : HOBAC Secretariat Unit

DATE : June 30, 2023

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) Terms of Reference (Annexes D-1 to D-4), Special Conditions of Contract (Clause 2.2), Technical Specifications (Section VII), Agreement, Omnibus Sworn Statement (Form No. 6), Secretary's Certificate (Form No. 7), List of LANDBANK Officers, Employees and Consultant/s (Annexes E-1 & E-2), Personnel of LSD (Annex F) and Checklist of Bidding Documents (Item No. 2 of Technical Eligibility Documents, Item Nos. 12 & 13 of Technical Document and Item Nos. 20 & 21 of Post-Qualification Documents/Requirements) have been revised. Please see attached revised various Annexes and specific sections of the Bidding Documents.


ATTY. HONORIO T. DIAZ, JR.
Head, HOBAC Secretariat Unit



LAND BANK OF THE PHILIPPINES

TECHNICAL SPECIFICATIONS


Equipment: Tablet Computer (Wi-Fi only)		Code:
Date Prepared: June 22, 2023		
	12.9-inch (diagonal) mini-LED backlit Multi-Touch display with IPS technology	
	True Tone display	
	Wide Color display	
	2732-by-2048-pixel resolution at 264 pixels per inch (ppi)	
	1000 nits brightness	
	Fingerprint-resistant oleophobic coating	
Capacity / Storage	256GB	
Chip	8-core CPU with 4 performance and 4 efficiency cores	
	10-core GPU	
	16-core Neural Engine	
	100GB/s memory bandwidth	
	Hardware-accelerated H.264, HEVC	
	Video decode engine	
Camera	Wide: 12MP Wide and Ultra Wide cameras	
	f/1.8 aperture	
	2x Optical zoom out	
	Digital zoom up to 5x	
	Five-element lens	
	Panorama (up to 63MP)	
	Wide color capture for photos	
	Photo geotagging	
	Auto image stabilization	
	Burst mode	
Video Recording	Image formats captured: HEIF and JPEG	
	4K video recording at 24 fps, 25fps,30fps, or 60 fps	
	1080p HD video recording at 25 fps, 30 fps, or 60 fps	
	720p HD video recording at 30 fps	
	2x optical zoom out	
	Audio zoom	
	Slo-mo video support for 1080p at 120 fps or 240 fps	
	Time-lapse video with stabilization	
	Cinematic video stabilization (4K, 1080p and 720p)	
	Continuous autofocus video	
	Playback zoom	
Camera	Video formats recorded: HEVC and H.264	
	Stereo recording	
	12MP Ultra Wide camera, 122° field of view	
	f/2.4 aperture	
	1080p HD video recording at 25 fps, 30 fps, or 60 fps	
	Time-lapse video with stabilization	
	Extended dynamic range for video up to 30 fps	
	Cinematic video stabilization (1080p and 720p)	
	Lens correction	
	Camera Flash	

	Auto image stabilization
	Burst mode
Speakers	Four speaker audio
Microphones	Five studio-quality microphones for calls, video recording, and audio recording
Networks	Wi-Fi 6E (802.11ax) with 2x2 MIMO; speeds up to 2.4 Gbps
	Simultaneous dual band
	Bluetooth 5.3 technology
	Wi-Fi calling
Location	Digital compass
	Wi-Fi
	iBeacon micro location
Sensors	Three-axis gyro
	Accelerometer
	Barometer
	Ambient light sensor
Display Support	Supports full native resolution on the built-in display at millions of color
	Supports one external display with up to 6K resolution at 60Hz
	Thunderbolt 3 digital video output
	Native display port output over USB-C
	Digital video output
	VGA, HDMI, DVI, and Thunderbolt 2 output supported using adapters
	Video mirroring
	Up to 4K airplay mirroring, photos, and video out to smart TV
	Video mirroring and video out support through USB-C Digital AV Multiport Adapter and USB-C VGA Multiport Adapter
Power and Battery	Built-in 40.88-watt-hour rechargeable lithium-polymer battery
	Up to 10 hours of surfing the web on Wi-Fi or watching video
	Charging via power adapter or USB-C to computer system
	Up to 9 hours of surfing the web using cellular data network
Operating System	Latest Tablet Computer OS
Weight	684g
Warranty	One (1) Year

Prepared by:


HILLARY D. DE LOS SANTOS
 DCS III, NOD

Checked by:


EDWARD A. JUAN
 ITO, NOD

Approved by:


ENRIQUE L. SAZON, JR
 VP, NOD



LAND BANK OF THE PHILIPPINES

TECHNICAL SPECIFICATIONS


Equipment: Active Stylus Pen	Code:
Date Prepared: June 8, 2023	TS-ASP-01

Length	6.53 inches (166 mm)
Diameter	0.35 inch (8.9 mm)
Weight	0.73 ounce (20.7 grams)
Connections	Bluetooth
Other Features	Magnetically attaches and pairs
Compatibility	Must be compatible with the existing computer tablet of the bank
Others	Latest generation
Warranty	1 year

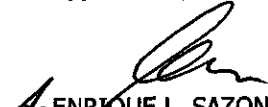
Prepared by:


 GERRY B. CIRERA
 SITS, LAN Team

Recommending Approval:


 ARCHIEVAL B. TOLENTINO
 ITM, LAN Team

Approved by:


 ENRIQUE L. SAZON JR.
 VP, NOD




LAND BANK OF THE PHILIPPINES

TECHNICAL SPECIFICATIONS

Equipment: Tablet Computer Keyboard	Code:
Date Prepared: June 9, 2023	TS-TKB-01

Ports	1 x USB-C (pass-through charging)
Backlit Keys	Yes
Key Mechanism	Scissor-switch with 1mm travel distance
Size	Fits large type (12-inch) Computer Tablet
Built-in trackpad	Yes
Compatibility	Must be compatible with the existing computer tablet of the bank
Others	Can be able to fold into a case to provide front and back protection Floating cantilevered design
Warranty	1 year

Prepared by:


 GERRY B. CIRERA
 SITS, LAN Team

Recommending Approval:


 ARCHIEVAL B. TOLENTINO
 ITM, LAN Team

Approved by:


 ENRIQUE L. SAZON JR.
 VP/NOD

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LAND BANK PHILIPPINES

Special Conditions of Contract

SCC Clause									
1	<p>Delivery and Documents –</p> <p>The procurement of One (1) Lot Supply and Delivery of Ten (10) Units Tablet Computer with Accessories (Pencil and Keyboard) was acquired through Public Bidding with approved Purchase Order No. _____ dated _____, with the Notice of Award and Notice to Proceed issued by LANDBANK's authorized signatory.</p> <p>For purposes of the Contract, "EXW," "FOB," "FCA," "CIF," "CIP," "DDP" and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p><i>For Goods supplied from abroad:</i> The delivery terms applicable to the Contract are DDP delivered in the address/es indicated in Section VI. Schedule of Requirements. In accordance with INCOTERMS.</p> <p><i>For Goods supplied from within the Philippines:</i> The delivery terms applicable to this Contract are delivered in the address/es indicated in Section VI. Schedule of Requirements. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity's Representative/s at the Project Site/s is/are indicated in Section VI. Schedule of Requirements.</p> <p>The supplier shall provide One (1) Lot Supply and Delivery of Tablet Computer with Accessories with the following inclusions:</p> <table><tr><th>Description</th><th>Quantity</th></tr><tr><td>Tablet Computer</td><td>10 Units</td></tr><tr><td>Pencil</td><td>10 Units</td></tr><tr><td>Keyboard</td><td>10 Units</td></tr></table> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p>	Description	Quantity	Tablet Computer	10 Units	Pencil	10 Units	Keyboard	10 Units
Description	Quantity								
Tablet Computer	10 Units								
Pencil	10 Units								
Keyboard	10 Units								

- a. Performance or supervision of on-site assembly and/or start-up of the supplied Goods;
- b. Furnishing of tools required for assembly and/or maintenance of the supplied Goods;
- c. Furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;
- d. Performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
- e. Training of the Procuring Entity's personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.

The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.

Spare Parts –

The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:

1. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and
2. in the event of termination of production of the spare parts:
 - i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and
 - ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.

The spare parts and other components required are listed in **Section VI (Schedule of Requirements)** and the cost thereof are included in the contract price.

The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period *indicated* in Section VI. Schedule of Requirements.

Spare parts or components shall be supplied as promptly as possible, but in any case, within months indicated in the Technical Specifications.

Packaging –

The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.

The outer packaging must be clearly marked on at least four (4) sides as follows:

Name of the Procuring Entity

Name of the Supplier

Contract Description

Final Destination

Gross weight

Any special lifting instructions

Any special handling instructions

Any relevant HAZCHEM classifications

A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.

Transportation –

Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.

Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.

Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this

	<p>effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2.2	<p>Pursuant to Malacañang Executive Order No. 170 (Re: Adoption of Digital Payments for Government Disbursements and Collections) issued on 12 May 2022, directing all government agencies to utilize safe and efficient digital disbursement in the payment of goods, services and other disbursements, all payments for this Contract shall be through direct credit to the supplier's deposit account with LANDBANK. Thus, the supplier shall maintain a deposit account with any LANDBANK Branch where the proceeds of its billings under this Contract shall be credited.</p> <p>The following documentary requirements for payment shall be submitted:</p> <ul style="list-style-type: none"> • Sales Invoice/Billing Statement/Statement of Account. • Delivery Receipt with printed name and signature of LANDBANK employee who received the delivery and actual date of receipt of items. • Warranty Certificate specifying the period covered by the warranty. <p>The Supplier shall be paid within sixty (60) calendar days after submission of sales invoice or claim and complete documentary requirements.</p>
4	Maintain the GCC Clause.
5	One (1) Year
6	Maintain the GCC Clause.

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.
<p>One (1) Lot Supply and Delivery of Ten (10) Units Tablet Computer with Accessories (Pencil and Keyboard)</p> <p>1. Minimum technical specifications and other requirements per attached Revised Annexes D-1 to D-4.</p> <p>2. The documentary requirements indicated in the Checklist of this bidding documents shall be submitted in support of the compliance of the Bid to the technical specifications and other requirements.</p> <p>Non-submission of the above documents may result in the post-disqualification of the bidder.</p>	<p>Please state here either “Comply” or “Not Comply”</p>

The winning supplier must affix sticker/tag/label for the unit with company name and after-sales contact number(s) or equivalent form of marking on the equipment.	
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Conforme:

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Agreement for the acquisition of _____ for
LANDBANK [Name of Department], made and executed by and between:

LAND BANK OF THE PHILIPPINES (LANDBANK), a government banking/financial institution created and existing under and by virtue of the provision of Republic Act No. 3844, as amended, with Head Office address at LANDBANK Plaza Building, No. 1598 M.H. Del Pilar corner Dr. J. Quintos Streets, Malate, Manila, represented in this act by **[NAME OF AUTHORIZED REPRESENTATIVE]**, **[Designation-Name of unit being supervised or managed]** per [Board Resolution No. _____ or Secretary's Certificate dated _____ -*Note: Choose the appropriate document*], hereinafter called the "Procuring Entity";

– and –

[NAME OF SUPPLIER or CONTRACTOR or CONSULTANT-*Note: Choose what is applicable*], a domestic corporation duly organized and existing under and by virtue of the laws of the Republic of the Philippines, with office address at _____, represented in this act by **[NAME OF AUTHORIZED REPRESENTATIVE]**, **[Designation-Name of unit being supervised or managed]** per [Board Resolution No. _____ or Secretary's Certificate dated _____ -*Note: Choose the appropriate document*], hereinafter called the "[Supplier or Contractor or Consultant- *Note: Choose what is applicable*]"

WHEREAS, the Procuring Entity invited Bids and procured through Competitive Bidding [certain goods and ancillary services or construction or renovation or professional consulting services-*Note: Choose the appropriate item or project*], viz., the _____ for LANDBANK [Name of Department], and has accepted a Bid by the [Supplier or Contractor or Consultant-*Note: Choose what is applicable*] for the [supply of these goods and/or services or execution and completion of such Works-*Note: Choose what is applicable*] in the total sum of **[PHP CURRENCY IN WORDS (IN FIGURES)]**, inclusive of all applicable taxes, hereinafter called the "Contract Price".

The terms and conditions of this Agreement are as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, viz
 - (a) General Conditions of the Contract (GCC);
 - (b) Special Conditions of the Contract (SCC);
 - (c) [Terms of Reference or Scope of Work or Technical Specifications-*Note: Choose applicable document*], [Schedule of Requirements- *Note: Include for Goods and Services*, Drawings/Plans and Bill of Quantities-*Note: Include for Civil Works*];
 - (d) Supplemental or Bid Bulletins, if any;
 - (e) [Supplier's or Contractor's or Consultant's Bid- *Note: Choose applicable bid*], including Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexed, and all other documents submitted (e.g., Bidder's response to request for clarifications

- on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation.
- (f) Procuring Entity's Notice of Award dated [Month Day, Year] and Bidder's conforme thereto;
 - (g) Purchase Order No. [2023XXXX-XXXX] dated [Month Day, Year];
 - (h) Performance Security in the form of [Cash with Official Receipt No. _____ or Cashier's/Manager's Check No. _____ or Bank Draft/Guarantee or Irrevocable Letter of Credit or Surety Bond No. _____ -*Note: Choose applicable form of security*];
 - (i) Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. The [Supplier or Contractor or Consultant-*Note: Choose which is applicable*] agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as Notice to Proceed, Amendments to Order, Variation Orders, and Warranty Security, shall likewise form part of the Contract;

Provisions of the attachments shall be observed based on their order of presentation. In case of conflict between the GCCs, SCCs and the [Technical Specifications or Scope of Work or Terms of Reference-*Note: Choose which is applicable*] vis-à-vis the Bid of the [Supplier or Contractor or Consultant-*Note: Choose which is applicable*], the former shall prevail.

3. In consideration of the payments to be made by the Procuring Entity to the [Supplier or Contractor or Consultant-*Note: Choose which is applicable*] as hereinafter mentioned, the [Supplier or Contractor or Consultant-*Note: Choose which is applicable*] hereby covenants with the Procuring Entity to provide the [goods and/or services or execution and completion of such Works-*Note: Choose what is applicable*] and to remedy defects therein in conformity in all respects with the provisions of the Contract in accordance with its Bid.
4. The Procuring Entity hereby covenants to pay the [Supplier or Contractor or Consultant-*Note: Choose which is applicable*] in consideration of the provision of the [goods and/or services or execution and completion of such Works-*Note: Choose what is applicable*] and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the time and in the manner prescribed by the contract.
5. This Agreement shall be subject to pertinent budgeting, accounting, and auditing rules and regulations.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on this _____ day of _____ 2023 at the City of Manila.

[NAME OF SUPPLIER/CONTRACTOR/CONSULTANT]

LAND BANK OF THE PHILIPPINES

By:

By:

[SIGNATURE OVER PRINTED NAME]

[SIGNATURE OVER PRINTED NAME]

[Designation]

[Designation]

Date of Signing: _____

Date of Signing: _____

SIGNED IN THE PRESENCE OF:

Supplier

LBP

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.

BEFORE ME, a Notary Public in and for the City of _____, personally came and appeared **[NAME OF AUTHORIZED REPRESENTATIVE]** with ID No. _____, in his capacity as [Designation] of **[NAME OF SUPPLIER]** known to me and to me known to be the same person who executed the foregoing instrument as his free and voluntary act and deed, and he acknowledged before me that he is acting as representative of said corporation and that he has the authority to sign in his capacity.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal this _____ day of _____ 2023 at the City of _____.

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of _____.

Form No. 6

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, _____, of legal age, _____, _____, and residing at
(Name of Affiant) (Civil Status) (Nationality)
_____, after having been duly sworn in accordance with law,
(Address of Affiant)
do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor or authorized representative of _____
(Name of Bidder)
with office address at _____;
(Address of Bidder)

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of _____ with office address at _____;
(Name of Bidder) (Address of Bidder)

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor, or authorized representative of _____ I have full power and authority to do, execute and perform any and all acts
(Name of Bidder)
necessary to participate, submit the bid, and to sign and execute the ensuing contract for the Land Bank of the Philippines, as shown in the attached duly notarized Special Power of Attorney;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for Land Bank of the Philippines, as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. _____ is not "blacklisted" or barred from bidding by the Government of the Philippines
(Name of Bidder)
or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. _____ is authorizing the President and CEO of Land Bank of the Philippines or its duly
(Name of Bidder)
authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

If a sole proprietorship: The owner or sole proprietor is not related by consanguinity or affinity up to the third level degree to the following LANDBANK officers, employees and consultants: 1) members of the Board of Directors; 2) President and CEO; 3) members of the Head Office Bids and Awards Committee (HOBAC); 4) HOBAC Secretariat; 5) members of the Technical Working Group, if applicable; 6) personnel of Procurement Department; 7) personnel of the implementing unit or the end-user unit; and 8) project consultants, if applicable;¹

If a partnership or cooperative: None of the officers, members, of _____ is related
(Name of Bidder)

by consanguinity or affinity up to the third civil degree, to the following LANDBANK officers, employees and consultants: 1) members of the Board of Directors; 2) President and CEO; 3) members of the Head Office Bids and Awards Committee (HOBAC); 4) HOBAC Secretariat; 5) members of the Technical Working Group, if applicable; 6) personnel of Procurement Department; 7) personnel of the implementing unit or the end-user unit; and 8) project consultants, if applicable;¹

If a corporation or joint venture: None of the officers, directors, controlling stockholders of _____ is related, by consanguinity or affinity up to the third civil degree,
(Name of Bidder)

to the following LANDBANK officers, employees and consultants: 1) members of the Board of Directors; 2) President and CEO; 3) members of the Head Office Bids and Awards Committee (HOBAC); 4) HOBAC Secretariat; 5) members of the Technical Working Group, if applicable; 6) personnel of Procurement Department; 7) personnel of the implementing unit or the end-user unit; and 8) project consultants, if applicable;¹

7. _____ has no unsatisfactory performance with its ongoing projects.
(Name of Bidder)

8. _____ complies with existing labor laws and standards; and
(Name of Bidder)

9. _____ is aware of and has undertaken the responsibilities as a Bidder in
(Name of Bidder)

compliance with the Philippine Bidding Documents, which includes:

- a) Carefully examine all of the Bidding Documents;
- b) Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
- c) Making an estimate of the facilities available & needed for the contract to be bid, if any; and
- d) Inquiring or securing Supplemental/Bid Bulletin(s) issued for the [Name of the Project].

10. _____ did not give or pay directly or indirectly, any commission, amount, fee, or
(Name of Bidder)
any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

11. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant

SUBSCRIBED AND SWORN to before me this ____ day of _____, in _____,
Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as
defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert
type of government identification card used], with his/her photograph and signature appearing thereon, with no.
_____ and his/her Community Tax Certificate No. _____ issued on ____ at _____.

Witness my hand and seal this ____ day of [month] [year].

Notary Public

Doc. No. _____;
Page No. _____;
Book No. _____;
S. of _____.

Form No. 7

SECRETARY'S CERTIFICATE

I, _____, of legal age, Filipino, with office address at _____, after being sworn to in accordance with law, do hereby certify that:

1. I am the incumbent and duly designated Corporate Secretary of _____, organized and existing in accordance with law, with principal office at the above-stated address;
2. As Corporate Secretary, I am the custodian of the corporate books and records, including the Minutes of Meetings and Resolutions of the Board of Directors;
3. The Board of Directors issued Board Resolution No. _____ on _____, to wit:

If only one person is the authorized signatory

"Resolved, that Mr./Ms. (Name and Position/Designation of Authorized Signatory) is our authorized signatory to represent our company, to sign and authenticate all the bidding documents for the [Name of Procurement Project] (and to sign the resulting contract – Note: Add this phrase if the authorized signatory to sign award documents is the same) by affixing his/her signature thereon as required in the Instructions to Bidders and with full power and authority to do, execute and perform all acts necessary".

If one or more persons, acting singly, are the authorized signatories:

"RESOLVED, that Messrs./Misses (Name and Position/Designation of Authorized Signatory) OR (Name and Position/Designation of Authorized Signatory) are our authorized signatories to represent our company, to sign and authenticate all the bidding documents for the [Name of Procurement Project] (and to sign the resulting contract – Note: Add this phrase if the authorized signatories to sign award documents are the same) by affixing his/her/their signature thereon as required in the Instructions to Bidders and with full power and authority to do, execute and perform all acts necessary".

The above-cited authorization has not been amended, modified and/or superseded and is therefore still in full force and effect.

4. This Certification is being issued to attest to the truth of the foregoing.

Signed this _____ in _____.

Corporate Secretary

SUBSCRIBED and SWORN to me before this _____ day of _____, in _____, with competent IDs represented.

NOTARY PUBLIC

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of _____.

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);

Technical Eligibility Documents

2. **Duly notarized Revised 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 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.

○ **Technical Documents**

9. Certification from the DTI if the Bidder claims preference as a Domestic Bidder.
10. Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission).
11. 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 Revised Omnibus Sworn Statement (OSS) (sample form - Form No.6).**

Note: During the opening of the first bid envelopes (Eligibility and Technical Component), only the above documents will be checked by the BAC if they are all present using a non-discretionary “pass/fail” criterion to determine each bidder's compliance with the documents required to be submitted for eligibility and the technical requirements.

List of LANDBANK Officers, Employees and Consultant(s)

A. Board of Directors

Ex-Officio Chairman: Sec. Benjamin E. Diokno, Department of Finance (DOF)
Ms. Rosalia V. De Leon, Treasurer, Primary Alternate – DOF
Mr. Erwin D. Sta. Ana, Deputy Treasurer, Secondary Alternate – DOF

Vice Chairperson: Ms. Ma. Lynette V. Ortiz, President and CEO

Members: Pres. Ferdinand R. Marcos Jr., Department of Agriculture (DA)
Mr. Domingo F. Panganiban, Senior Undersecretary, DA
Ms. Mercedita A. Sombilla, Undersecretary, Alternate Member – DA
Sec. Bienvenido E. Laguesma, Department of Labor and Employment (DOLE)
Mr. Benedicto Ernesto R. Bitonio, Jr., Undersecretary, Alternate Member – DOLE
Sec. Conrado M. Estrella III, Department of Agrarian Reform (DAR)
Mr. Napoleon U. Galit, Undersecretary, Alternate Member – DAR
Ms. Nancy D. Irlanda, Representative - Private Sector
Atty. David D. Erro, Representative - Agrarian Reform Beneficiaries Sector
Ms. Virginia N. Orogo, Representative - Agrarian Reform Beneficiaries Sector

B. President and CEO: Ms. Ma. Lynette V. Ortiz

C. Bids and Awards Committee (HOBAC)

Chairman: Mr. Reynaldo C. Capa, First Vice President – Banking Services Group

Vice Chairman: Mr. Alwin I. Reyes, Vice President – Procurement Department

Regular Members: Ms. Adelfa R. Masacupan, First Vice President – Asset and Liability Management Group
Mr. Emmanuel G. Hio, Jr., Vice President – Facilities Engineering Services Group
Ms. Marife Lynn O. Pascua, Vice President – Agrarian Services Group
Mr. Reo S. Andarino, Assistant Vice President – Digital Banking Support Department

Provisional Member: Atty. Joseph Dennis C. Castro, Legal Manager - Legal Services Group

D. HOBAC Secretariat

Head: Atty. Honorio T. Diaz Jr.

Officers and Staff: Ms. Remedios S. Lacaden, Senior Management Associate
Ms. Ruby S. Cortez, Procurement Specialist III
Ms. Farah Eva B. Esguerra, Administrative Specialist II
Ms. Maribel J. Paredes, Procurement Specialist I
Mr. Mark Anthony C. Pantalla, Procurement Analyst
Ms. Jenica V. De Vicente, Procurement Assistant
Mr. Jerome C. Relucio, ASO I

E. Technical Working Group

Chairman: _____

Vice Chairman: _____

Members: _____

F. Procurement Department

Head: Mr. Alwin I. Reyes, Vice President

Officers and Staff: Ms. Ma. Victoria C. Viray, Senior Procurement Officer/Team Leader
Ms. Rosemarie S.J. Mirando, Senior Procurement Officer/Team Leader
Ms. Leonor F. Santos, Acting Senior Procurement Specialist/Team Leader
Mr. Joel R. Perez, Senior Procurement Specialist/Team Leader

Ms. Helen S. Purificacion, Senior Procurement Specialist/Team Leader
 Mr. Donato DR. Cariaga, Senior Procurement Specialist/Team Leader
 Ms. Kristi Ann P. Rutab, Procurement Officer/Team Leader
 Atty. Karla May M. Temporosa, Administrative Officer
 Mr. Rommel C. Pascua, Procurement Specialist III
 Ms. Cathrina Marie A. Garcia, Procurement Specialist III
 Mr. Rosalino V. Cruz, Procurement Specialist II
 Ms. Lubelle B. Lumabas, Procurement Specialist II
 Mr. Jerome V. Bueno, Procurement Specialist II
 Ms. Nadia G. Ito, Procurement Specialist I
 Ms. Ma. Angela Q. Emeterio, Procurement Analyst
 Ms. Jeramae F. Concepcion, Procurement Analyst
 Ms. Kimberly Joy A. Sto. Tomas, Procurement Analyst
 Mr. Jollianzen Jenkin G. Dy, Procurement Analyst
 Ms. Charmaine F. Mangilit, Procurement Analyst
 Ms. Jeah Crysel L. Escalona, Procurement Analyst
 Mr. Marlon R. Faraon, Procurement Analyst
 Mr. Aaron V. Sedanto, Procurement Analyst
 Mr. Rudyrick B. Silva, Procurement Analyst
 Ms. Fretch Camille J. Japole, Procurement Assistant
 Mr. Mark Anthony M. Abad, Procurement Assistant
 Ms. Almay Joyce B. Ruz, Procurement Assistant
 Ms. Vinna Mariella T. Custodio, Procurement Assistant
 Ms. Ma. Theresa N. Cruz, Acting Executive Assistant
 Ms. Julieta S. Rabino, ASO I
 Mr. Jesus David, SCW
 Mr. Emil Dela Cruz, SCW
 Mr. Erikson Guani, SCW
 Mr. Vicente Gutierrez, Jr, SCW
 Mr. Andrew Palma, SCW
 Mr. Dexter Naguit, SCW
 Mr. Ramil Pendilla, SCW
 Mr. Frederick Reyes, SCW
 Mr. Pablo Tenoria, SCW

G. Implementing Unit

Head: _____
 Officers and Staff: _____

H. End-user Unit

Head: VP Teresita SP Aringo
 Officers and Staff: **Please refer to attached Annex F**

I. Project Consultants

Team Lead: _____
 Members: _____

LENDING SUPPORT DEPARTMENT

List of Personnel as of June 1, 2023

	NAME	Position
1	Teresita SP. Aringo	Vice President
2	Jeanette N. Navarrete	Assistant Department Manager
3	Joseph O. Lapid	Assistant Department Manager
4	Maria Regina RB. Avañez	Assistant Department Manager
5	Renee Rose Y. Diaz	Assistant Department Manager
6	Roberto S. Reyes	Senior Administrative Specialist
7	Jenny Lou D. Albao	Senior Administrative Specialist
8	Richmond C. Macasieb	Administrative Specialist III
9	Patrick R. Sevilla	Administrative Specialist III
10	Carlo J. Villacorte	Administrative Specialist III
11	Teresita C. Carpio	Administrative Specialist II
12	Divinagracia M. Ebio	Administrative Specialist II
13	Patricia Aileen A. Jumawan	Administrative Specialist II
14	Elinor T. Reyes II	Administrative Specialist II
15	Joshua J. Del Rosario	Administrative Specialist II
16	Marian Claire P. Tolentino-Alocillo	Administrative Specialist II
17	Ma. Theresa M. Martinez	Administrative Specialist I
18	Gianne Olen D. Chua	Administrative Analyst
19	Junel P. Angeles	Administrative Analyst
20	Fatima M. Robenta	Administrative Analyst
21	Asther G. Villareal	Administrative Analyst
22	Angela O. Tenedero	Administrative Analyst
23	Lanie A. Bactong	Administrative Analyst
24	Inah Kharis B. Caparros	Administrative Assistant

Revised Annex F

- **Other Documents to Support Compliance with Technical Specifications [must be submitted inside the first bid envelope (Eligibility and Technical Component)]**

14 Manufacturer's authorization (sample form - Form No. 9) or its equivalent document, confirming that the bidder is authorized to provide the equipment and consumables supplied by the manufacturer, including any warranty obligations and after sales support as may be required.

15 One (1) service center in Metro Manila with complete addresses, contact persons and contact details.

16 3. Brochures or other official documents coming from the manufacturer indicating the complete specifications of the offered product/brand.

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

17 1. 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.

18 2. Latest Income Tax Return filed manually or through EFPS.

19 3. Original copy of Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission).

20 4. **Original copy of duly notarized Revised Omnibus Sworn Statement (OSS) (sample form - Form No.6).**

21 5. **Duly notarized Revised Secretary's Certificate designating the authorized signatory in the Agreement if the same is other than the bidder's authorized signatory in the bidding (sample form – Form No. 7).**

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 Schedule of Prices signed by the Bidder's authorized representative (sample form - Form No.2).

Note: The forms attached to the Bidding Documents may be reproduced or reformatted provided the information required in the original forms and other requirements like signatures, if applicable, are complied with in the submittal.