

SUPPLEMENTAL/BID BULLETIN NO. 1

PROJECT : **Five (5) Sets Treadmill and Automatic Voltage Regulator (AVR) under Project Identification No. LBP-GIBAC-ITB-GS-20250319-01**

IMPLEMENTOR : **Bids and Awards Committee for Goods and Infrastructure (GI-BAC)**

DATE : **05 June 2025**

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

Modification, amendment and/or clarification:

1. The Terms of Reference (Annexes D-1 to D-4), Schedule of Requirements (Section VI), Technical Specifications (Section VII) and Checklist of Bidding Documents (Item Nos. 11 & 12 of Technical Documents) have been revised. Please see attached revised Annexes D-1 to D-4 and specific sections of the Bidding Documents.
2. The Submission and Opening of Bids is rescheduled on June 19, 2025 at 10:00 A.M. through videoconferencing using Microsoft (MS) Teams application.


EMMANUEL G. HIO, JR.
Chairperson, GI-BAC

TERMS OF REFERENCE**A. Name and Description of Project**

Supply, Delivery, Installation, Testing and Commissioning of Five (5) Units Treadmill Exercise Machines at the Gym, 9th floor of LANDBANK Plaza Building.

B. Objective

- To replace the existing five (5) treadmill exercise machines which are worn-out due to wear and tear, as well as the obsolescence of their parts and components.

C. Qualification Requirements

Particulars	Documentary Requirements
1. The supplier must have a minimum of three (3) years' experience in the business of sales, distribution, repair and servicing of Gym Equipment.	<ul style="list-style-type: none">• List of at least three (3) completed projects from Years 2022 to 2024, with at least one (one) completed project per year.• Copy of Purchase Order or Contract or equivalent documents for each project; and• Certificate of Satisfactory Performance issued by the client for each project.
2. The offered treadmill must comply with all the specifications and requirements outlined in this TOR.	Official brochures or any official documents from the manufacturer showing the specifications of the offered product.
3. The supplier must conduct a pre-inspection, verification, and overall project assessment within seven (7) calendar days after the Pre-Bid Conference.	Certificate of Inspection issued by the Facilities Management Department

D. Project Requirements

- **Technical Specifications**

Treadmill Physical and Performance Requirements	
Dimensions (LxWxH)	Length: 212 cm, Width: 92 cm, Height: 147 cm (maximum)
Unit Weight	200 kgs (maximum)
Running surface	48 to 56 cm (width) x 140 to 153 cm (length) (minimum to maximum)
Step-up height	15 cm to 25 cm (minimum to maximum)
Side handrails	40 cm to 61 cm (minimum to maximum)

CLASS D

Treadmill Physical and Performance Requirements (continuation)	
Rollers	Manufacturer's design precision crowned steel rollers, front and back
Incline	0% to 15% (minimum to maximum)
Control Panel	Digital with LED display and complete parameters such as calories burn, kms/miles, timer, etc
User weight capacity	180 kgs (minimum)
Molded-in-cup holders	2 (maximum)
Integrated accessory tray	5 cm to 9 cm deep (minimum to maximum)
Frame	<ul style="list-style-type: none">• Plastic lower side rails and end caps• Front wheel for easy mobility• Adjustment levelers for product stability• Quick-release removable shroud for simple service severability• Robust paint (corrosion, strain and chemical resistant coating)
Color	Grey or Black
Power Requirements	
Motor	4HP AC continuous duty, 8HP Peak duty (minimum)
Voltage	220V to 230V (minimum to maximum)
Ampere	10A at maximum
Speed Range	0.5 kilometers per hour (kph) (minimum) to 19 - 24 kph (maximum)
Automatic Voltage Regulator	3kVA (minimum)

• **Scope of Projects:**

Particular	Activity
Inspection	Thorough and detailed inspection, verification, assessment of the condition and other details of the project prior to implementation
Mobilization	Mobilize of manpower including tools, materials and equipment
Dismantling Works	<ul style="list-style-type: none">• Shut off all power supplies from the circuit breakers• Dismantle/Pull-out existing Treadmills
Installation Works	Install new Treadmills with Automatic Voltage Regulator (AVR)
Work Schedule	Mondays to Sundays, in coordination with FMD
Warranty Period	<ul style="list-style-type: none">• One (1) year warranty against factory/manufacturing defects for other parts and faulty workmanship• All equipment, parts and components found defective within the warranty period shall be immediately replaced without additional cost to the Bank• Provide 24/7 availability of the elevator technicians in the events of replacement or troubleshooting of defective parts

CLASS D

- **Submittals**

Documents	Submission Period
Detailed service report of the testing and commissioning of the Five (5) Treadmill Units	Upon acceptance or after the testing and commissioning
Warranty Certificate for one (1) year on installed instruments and devices, workmanship, and supplied materials	Upon final acceptance of the project

E. Delivery Schedule

- Ninety (90) calendar days upon receipt of Notice to Proceed (NTP) and advice from FMD.

F. Payment Terms

1. One-time payment. The contractor will be paid within sixty (60) calendar days after the submission of billing and complete documentary requirements.
2. LANDBANK shall pay the Contractor for the item delivered/services rendered subject to accounting and auditing rules of LANDBANK and Commission on Audit.
3. The winning contractor/contractor is required to maintain a deposit account with LANDBANK cash department or any of its branches. This directive is pursuant to Malacañang Executive Order No. 170-Adoption of Digital Payments for Government Disbursement and Collections, directing all government agencies to utilize safe and efficient digital disbursement in the payment of goods, services and other disbursement.
4. Payment shall be through credit to the winning contractor's/contractor deposit account with LANDBANK.

G. Updated Tax Clearance

Updated Tax Clearance shall be presented by the supplier/contractor in accordance with Executive Order No. 398, Series of 2005 and BIR Regulations No.17-2024 prior to final settlement of government contracts.

H. Liquidated Damages

If the winning bidder fails to deliver any or all of the goods and/or services within the period/s specified in this Contract, the Bank shall, without prejudice to its other remedies under this Contract and under the Applicable Law, deduct from the contract price, as liquidated damages, a sum equivalent to one-tenth of one percent (0.001) of the price of the unperformed portion of the goods and/or services for each day of delay based on the approved contract. LANDBANK need not prove that it has incurred actual damages to be entitled to liquidated damages. Such amount shall be deducted from any money due or which may become due to Supplier. In case the total sum of liquidated damages reached ten percent (10%) of the total contract price, LANDBANK may rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid.

I. Pre-Termination/Termination of Contract

Pre-termination/Termination of Contract shall be governed by the guidelines on Termination of the Contract per Annex "I" of the 2016 Revised Implementing Rules and Regulations
In addition to the grounds under the said Guidelines for Contract Termination the following are also grounds for pre-termination/termination:

- Failure by the service provider to perform its obligation thereon;
- Unsatisfactory Performance by the service provider within the contract duration

J. Other Terms and Condition

1. In line with the Bank's EMS program, the winning contractor/supplier shall be required to use the appropriate equipment, hand tools and personal protective gears and equipment during the implementation of the project.
2. One (1) year warranty against factory/manufacturing defects for other parts and faulty workmanship
3. The winning contractor/supplier/service provider shall:
 - Coordinate with FMD for schedules and project briefing. Work Authorization permit must be secured from FMD prior to any mobilization.
 - Provide its workers with the required personal protective equipment and appropriate tools in the implementation of the project in compliance with EMS Program.
 - Be liable and solely responsible for any harm, damage and injury that may be incurred or suffered by its own crew/workers or any other person in the implementation of the project and to any damage to the Bank's property arising from the acts whether partial, contributory or due entirely to the fault, negligence and/or dishonesty of its workers in the course of their duties.
 - Be bounded by and shall strictly observe the Bank's existing rules and regulations with regards to the standard security policies and procedures while in the premises.

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.

Description	Quantity	Delivery Period
Treadmill and Automatic Voltage Regulator (AVR)	Five (5) sets	Ninety (90) calendar days upon receipt of Notice to Proceed and advice from Facilities Management Department (FMD)
Delivery Site: 9 th Floor Gym, LANDBANK Plaza, 1598 M.H. del Pilar corner Quintos Streets, Malate, Manila Contact Details: Mr. Roel Eugene C. Elazegui or Mr. Enrico V. Del Rosario Facilities Management Department (FMD) Tel. No. 8522-0000 loc. 2496 & 4888		

Conforme:

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position Title

Technical Specifications

Specifications	Statement of Compliance
<p>Five (5) sets Treadmill and Automatic Voltage Regulator (AVR)</p> <p>Notes:</p> <p>1. Terms of Reference and specifications per Revised Annexes D-1 to D-4.</p> <p>Non-submission of the above requirements may result to post-disqualification of the bidder.</p>	<p>Bidders must signify their compliance to the Technical Specifications/Terms of Reference by stating below either "Comply" or "Not Comply"</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 applicable laws and issuances.</p> <p>Please state here either "Comply" or "Not Comply"</p> <hr/>

Conforme:

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position Title

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 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.
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. **Section VI – Revised Schedule of Requirements with signature of bidder's authorized representative.**
12. **Section VII – Revised Specifications with response on compliance and signature of bidder's authorized representative.**
13. Duly notarized Omnibus Sworn Statement (OSS) (sample form - Form No.6).

Note: During the opening of the first bid envelope (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.

- **Other Documents to Support Compliance with Technical Specifications [must be submitted inside the first bid envelope (Eligibility and Technical Component)]**
 14. *List of at least three (3) completed projects from years 2022 to 2024, with at least one (1) completed project per year.*
 15. *Copy of Purchase Order or Contract or equivalent documents for each project.*
 16. *Certificate of Satisfactory Performance issued by the client for each project.*
 17. *Official brochures or any official documents from the manufacturer showing the specifications of the offered product.*
 18. *Certificate of Inspection issued by the Facilities Management Department.*
- **Post-Qualification Documents/Requirements – [The bidder may submit the following documents/requirements within five (5) calendar days after receipt of Notice of Post-Qualification]:**
 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.
 2. Latest Income Tax Return filed manually or through EFPS.
 3. Original copy of Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission).
 4. Original copy of duly notarized Omnibus Sworn Statement (OSS) (sample form - Form No.6).
 5. Duly notarized Secretary's Certificate designating the authorized signatory in the Contract 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.