

SUPPLEMENTAL/BID BULLETIN NO. 1

PROJECT : Printing and Delivery of Various Non-Accountable Forms (Framework Agreement – 3 Lots) under Project Identification No. LBP-GIBAC-ITB-GS-20250321-01

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

DATE : 26 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 (Annex D-1), Technical Specifications (Section VII) and Checklist of Bidding Documents (Item No. 12 of Technical Components) have been revised. Please see attached revised Annex D-1 and specific sections of the Bidding Documents.
2. Responses to Bidder's Queries/Clarifications per attached Annex F.


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

RESPONSES TO BIDDER'S QUERIES AND/OR SUGGESTIONS


DATE	June 25, 2025
PROEJECT INDENTIFICATION NO.	GIBAC-FRA-GS-20250321-01
PROJECT NAME	(Framework Agreement) Lot 1 – 27,547 Bundles Bureau of Internal Revenue (BIR) Payment Slip Lot 2 – 69,215 Bundles Cash Deposit Slip Lot 3 – 40,003 Bundles Withdrawal Slip
PROPOSER UNIT/TECHNICAL WORKING GROUP	Procurement Department

ITEM NO.	PORTION OF BIDDING DOCUMENTS	QUERIES AND/OR SUGGESTIONS	LANDBANK's RESPONSES						
1	Section VI – Framework Agreement List, page 42	In relation to Lot 1 - 27,547 bundles of Bureau of Internal Revenue (BIR) Payment Slip, we would like to ask if it is possible to have a maximum quantity of 1,600 bundles per issuance of Call Off at a 30 calendar days timeframe? This is due to the numerous processes involved in its production.	The number of quantity will be determined based on the requirements provided by requisitioning units, and as such, we cannot ensure a fixed quantity per call-off.						
2	BIR Payment Slip Technical Specifications, Annex D-1	<p>How many digits does the BIR Payment Slip serial number (Payment Slip Number) have?</p> <p>What is the <i>text color</i> of BIR Payment Slip</p>	<p>Minimum of 8 digits</p> <table border="1"><tr><td>Color</td><td>Maroon</td></tr><tr><td>CMYK</td><td>C=40 M=100 Y=90 K=50</td></tr><tr><td>Pantone</td><td>7421 C</td></tr></table> <p>Revised Annex D-1 attached</p>	Color	Maroon	CMYK	C=40 M=100 Y=90 K=50	Pantone	7421 C
Color	Maroon								
CMYK	C=40 M=100 Y=90 K=50								
Pantone	7421 C								

Prepared by:


Donato DR. Cariaga
Sr. Procurement Specialist

Approved by:


Auxillador Avitus D. Dofeliz
Acting Head, Procurement Department

ANNEX F

SPECIFICATION SHEET

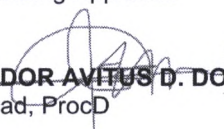
Category: Non-accountable Form	Group Code: 0700
Version: TS-2306-25	Item Code: 0528

Product Name		BIR Payment Slip		
Technical Data				
Paper Stock	<div>1. Original – Back Coated (Coded as Taxpayer's copy)</div> <div>2. 2nd copy – Front and Back Coated (Coded as Attachment to the Tax Return)</div> <div>3. 3rd copy – Front Coated (Coded as Branch copy)</div>			
Paper Color	<div>1. Original – White (Whiteness as per sample)</div> <div>2. 2nd copy – Blue (Color as per sample)</div> <div>3. 3rd copy – Yellow (Color as per sample)</div>			
Paper Thickness and Tolerance	<div>1. Original – 55gsm (+/-5%)</div> <div>2. 2nd copy – 50gsm (+/-5%)</div> <div>3. 3rd copy – 55gsm (+/-5%)</div>			
Paper Size	6 ½ inches x 7 ¾ inches			
Text Color	<div>Color</div> <div>Maroon</div>	<div>Pantone</div> <div>7421 C</div>	<div>CMYK</div> <div>C: 40, M:100, Y:90, K:50</div>	
Printing Process	<div>1. Offset</div> <div>2. Two (2) sides (back to back)</div>			
Binding	<div>1. Three (3) sheets per set (padded per set)</div> <div>2. Five hundred (500) sets per bundle (bundled with paper strap)</div>			
Packaging	Four (4) bundles per pack (shall be labeled with product name & quantity)			
Other Requirements	<div>1. With pre-numbered series in red color</div> <div>2. Serial Numbers (minimum of 8 digits) shall be provided by ProcD's Supplies Management Team (SMT)</div> <div>3. For text and lay-out, the digital file shall be provided by LANDBANK Corporate Communications and Events Department (CCED).</div>			
Green Specifications				
The product shall be labeled delivered in a packaging made of recyclable/biodegradable materials, e.g., paper and water-soluble materials.				


Prepared by:


ALMAY JOYCE B. RUZ
 Procurement Analyst

Recommending Approval:


AUXILLADOR AVITUS D. DOFELIZ
 Acting Head, ProcD

With Conformity:


DONATO DR. CARIAGA
 TL, Supplies Management Team

Technical Specifications

Specification	Statement of Compliance
	<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.</p>
<p>Printing and Delivery of Various Non-Accountable Forms <i>(Framework Agreement)</i></p> <p>Lot 1 – 27,547 Bundles Bureau of Internal Revenue (BIR) Payment Slip</p> <p>Lot 2 – 69,215 Bundles Cash Deposit Slip</p> <p>Lot 3 – 40,003 Bundles Withdrawal Slip</p> <p>1. Specifications and designs per attached Revised Annex D-1, and Annexes D-5 to D-6.</p> <p>2. Lowest Calculated Bidder must submit actual sample and/or printed proof within five (5) calendar days from the date of bidding.</p>	<p style="text-align: center;">Please state here either “Comply” or “Not Comply”</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>

The digital file (text and lay-out) shall be requested from LANDBANK Corporate Communications and Events Department through **CCED@LANDBANK.COM** with telephone no. 8522-0000 local 4339 and 7636.

Non-submission of actual sample within the specified period may result in the post-disqualification of the bidder.

Conforme:

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

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 Component (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.

○ **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 – Framework Agreement List 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 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.

- **Post-bidding Documents/Requirements – [The Lowest Calculated Bidder must submit the following documents/requirements within five (5) calendar days from the date of bidding]:**

14. Actual sample

- **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.