

**SUPPLEMENTAL/BID BULLETIN NO. 1**

**PROJECT** : **Printing and Delivery of Various Non-Accountable Forms (3 Lots) under Project Identification No. LBP-GIBAC-FRA-GS-20250625-01**

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

**DATE** : **20 August 2025**

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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:

- The Specifications and Designs (Annexes D-1 to D-8), Framework Agreement List (Section VI), Technical Specifications (Section VII) and Checklist of Bidding Documents (Item Nos. 11 and 12 of Technical Documents) have been revised. Please see attached revised Annexes D-1 to D-8 and specific sections of the Bidding Documents.



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

# Framework Agreement List

## Land Bank of the Philippines

Lot No.	Item/Service Type and Nature of Each Item/Service	Maximum Quantity		Approved Budget for the Contract
1	Debit Cash Transfer Slip	21,940 Bundles		PhP 2,935,000.00
2	Credit Cash Transfer Slip	21,920 Bundles		PhP 2,930,000.00
3	Peso Bill Strap (6 Denomination)	33,355 Bundles		PhP 3,002,000.00
		Denomination	Bundle	
		1,000	9,151	
		500	6,996	
		200	2,100	
		100	6,000	
		50	4,704	
		20	4,404	
Expected delivery timeframe upon issuance of a Call-Off		Within thirty (30) calendar days upon issuance of Call-Off.		
Contract Duration of the Framework Agreement		Shall commence on the date of signing of the Framework Agreement by both parties.		
Remarks		1. The projected quantity stated above is the maximum quantity of Goods which may be purchased by LANDBANK for this project.  2. The unit prices shall be fixed for the duration of the agreement, regardless of increase or decrease in the prevailing market price at the time of actual order/purchase.  3. Payment shall be based on the actual deliveries accepted by LANDBANK, subject to the existing accounting and auditing rules and regulations.		
Delivery Site: LANDBANK Antipolo Warehouse No.1 Escala Street, Barangay Mambugan, Sumulong Highway Antipolo City				
Contact Person: Mr. Donato Cariaga Telephone No. 8478-3291 and 8522-0000 local 4276 and 4814 Mobile No.: 0917-5781-159 or 0956-7636-347 Email address: procdsmt@landbank.com				

**Conforme:**

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

\_\_\_\_\_  
Signature Over Printed Name of  
Authorized Representative

\_\_\_\_\_  
Position Title

## Technical Specifications

Specification	Statement of Compliance														
	<p><b>Bidders must signify their compliance to the Technical Specifications/Terms of Reference by stating below either "Comply" or "Not Comply"</b></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><b>Printing and Delivery of Various Non-Accountable Forms</b> (Framework Agreement)</p> <p>Lot 1 – 21,940 Bundles Debit Cash Transfer Slip</p> <p>Lot 2 – 21,920 Bundles Credit Cash Transfer Slip</p> <p>Lot 3 – 33,355 Bundles Peso Bill Strap (6 Denomination)</p> <table border="1"> <thead> <tr> <th>Denomination</th><th>Bundle</th></tr> </thead> <tbody> <tr> <td>1,000</td><td>9,151</td></tr> <tr> <td>500</td><td>6,996</td></tr> <tr> <td>200</td><td>2,100</td></tr> <tr> <td>100</td><td>6,000</td></tr> <tr> <td>50</td><td>4,704</td></tr> <tr> <td>20</td><td>4,404</td></tr> </tbody> </table> <p><b>1. Specifications and designs per attached Revised Annexes D-1 to D-8.</b></p>	Denomination	Bundle	1,000	9,151	500	6,996	200	2,100	100	6,000	50	4,704	20	4,404	<p><b>Please state here either "Comply" or "Not Comply"</b></p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
Denomination	Bundle														
1,000	9,151														
500	6,996														
200	2,100														
100	6,000														
50	4,704														
20	4,404														



<p>Sample of the non-accountable forms will be provided to prospective bidders upon request.</p> <p>2. Lowest Calculated Bidder must submit two (2) pcs. each actual sample and/or printed proof within five (5) working days from the date of bidding.</p> <p>The digital file (text and lay-out) shall be requested from LANDBANK Corporate Communications and Events Department through <u>CCED@LANDBANK.COM</u> with telephone no. 8522-0000 local 4339 and 7636.</p> <p>Non-submission of actual sample within the specified period may result in the post-disqualification of the bidder.</p>	<hr/>
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**Conforme:**

<hr/>
Name of Bidder
<hr/>
Signature over Printed Name of Authorized Representative
<hr/>
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. **Revised Section VI – Framework Agreement List 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).

***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) working days from the date of bidding]:**

14. Two (2) pcs. each of actual sample and/or printed proof.

- **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.***

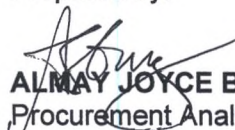


**SPECIFICATION SHEET**

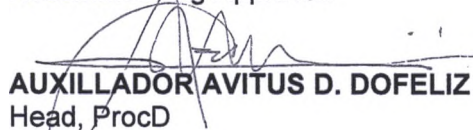
<b>Category:</b> Non-accountable Form	<b>Group Code:</b> 0700
<b>Version:</b> TS-1908-25	<b>Item Code:</b> 0538

Product Name	Debit Cash Transfer Slip		
Technical Data			
Paper Stock	Bond Paper		
Paper Color	Blue (Color as per sample)		
Paper Thickness and Tolerance	56 gsm (+/-5%)		
Paper Size and Tolerance	4 1/16 inches x 6 1/4 inches		
Printing Process	1. Offset 2. One (1) Side		
Text Color	Color	Pantone	CMYK
	Solid Black	-	C:0, M:0, Y:0, K:100
Packaging	1. 500 pieces per bundle 2. 10 bundles per pack (shall be labeled with product name & quantity)		
Other Requirements	For text and layout, the digital file shall be provided by LANDBABK Corporate Communications and Events Department (CCED).		
Green Specifications			
The product shall be labeled delivered in a packaging made of recyclable/biodegradable materials, e.g., paper and water-soluble materials.			

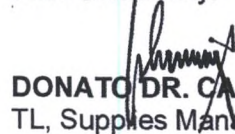
Prepared by:

  
**ALMAY JOYCE B. RUZ**  
Procurement Analyst

Recommending Approval:

  
**AUXILLADOR AVITUS D. DOFELIZ**  
Head, ProcD

With Conformity:

  
**DONATO DR. CARIAGA**  
TL, Supplies Management Team





## DEBIT Cash Transfer Slip

Denomination		Quantity		Date:		
		Loose	In Bundles	Amount		
Notes	P1000			P		
	500					
	200					
	100					
	50					
	20					
Coins	10.00					
	5.00					
	1.00					
	0.25					
	0.10					
	0.05					
	0.01					
GRAND TOTAL				P		
Delivered by:				Received by:		
(Printed Name and Full Signature)				(Printed Name and Full Signature)		

Validation:

Revised April 2025

**SPECIFICATION SHEET**

<b>Category:</b> Non-accountable Form	<b>Group Code:</b> 0700
<b>Version:</b> TS-1908-25	<b>Item Code:</b> 0537

Product Name	Credit Cash Transfer Slip		
Technical Data			
Paper Stock	Bond Paper		
Paper Color	Yellow (Color as per sample)		
Paper Thickness and Tolerance	56 gsm (+/-5%)		
Paper Size and Tolerance	4 1/16 inches x 6 ¼ inches		
Printing Process	1. Offset 2. One (1) Side		
Text Color	Color	Pantone	CMYK
	Solid Black	-	C:0, M:0, Y:0, K:100
Packaging	1. 500 pieces per bundle 2. 10 bundles per pack (shall be labeled with product name & quantity)		
Other Requirements	For text and layout, the digital file shall be provided by LANDBABK Corporate Communications and Events Department (CCED).		
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**  
 Head, ProcD

With Conformity:

  
**DONATO DR. CARIAGA**  
 TL, Supplies Management Team



**LANDBANK****CREDIT** Cash Transfer Slip

Denomination		Quantity		Date:		
		Loose	In Bundles	Amount		
Notes	P1000			P		
	500					
	200					
	100					
	50					
	20					
Coins	10.00					
	5.00					
	1.00					
	0.25					
	0.10					
	0.05					
	0.01					
<b>GRAND TOTAL</b>				<b>P</b>		
Delivered by:				Received by:		
(Printed Name and Full Signature)				(Printed Name and Full Signature)		

Validation:

Revised April 2025

Revised D-4

**CLASS D**

## SPECIFICATION SHEET

<b>Category:</b> Non-accountable Form	<b>Group Code:</b> 0900
<b>Version:</b> TS-3006-25	<b>Item Code:</b> 0431

Product Name		Peso Bill Strap		
Technical Data				
Paper Stock	Book Paper			
Paper Thickness and Tolerance	70 gsm (+/-5%)			
Paper Color	White (whiteness as per sample)			
Dimension	2 inches x 6 ½ inches (Spread)			
Denomination	1. One Thousand (1000) 2. Five Hundred (500) 3. Two Hundred (200) 4. One Hundred (100) 5. Fifty (50) 6. Twenty (20)			
Text Color	Denomination	Color	CMYK	
	One Thousand (1000)	Blue	C: 100, M:0, Y:0, K:0	
	Five Hundred (500)	Yellow	C: 5, M:15, Y:100, K:0	
	Two Hundred (200)	Green	C: 75, M:5, Y:100, K:0	
	One Hundred (100)	Violet	C: 50, M:80, Y:0, K:10	
	Fifty (50)	Red	C: 0, M:100, Y:100, K:0	
	Twenty (20)	Orange	C: 0, M:60, Y:100, K:0	
Printing Process	1. Offset 2. One (1) side			
Packaging	1. 500 pieces per bundle 2. 10 bundles per pack (shall be labeled with product name & quantity)			
Other Requirements	1. With water activated paste-up gumming at the bottom of back page 2. For text and lay-out, the digital file shall be provided by LANDBANK Corporate Communications and Events Department (CCED).			
Green Specifications				
The product shall be labeled delivered in a packaging made of recyclable/biodegradable materials, e.g., paper and water-soluble materials.				

Revised D-5

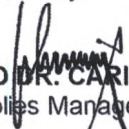





Prepared by:

  
**ALMAY JOYCE B. RUZ**  
Procurement Analyst

With Conformity:

  
**DONATO D. CARIAGA**  
TL, Supplies Management Team

Recommending Approval:

  
**AUXILLADOR AVITUS D. DOFELIZ**  
Head, ProcD

Revised D-6

P 200.00



TWO HUNDRED PESOS

COUNTED BY \_\_\_\_\_  
DATE \_\_\_\_\_  
VERIFIED BY \_\_\_\_\_  
DATE \_\_\_\_\_  
BRANCH \_\_\_\_\_

P 500.00



FIVE HUNDRED PESOS

COUNTED BY \_\_\_\_\_  
DATE \_\_\_\_\_  
VERIFIED BY \_\_\_\_\_  
DATE \_\_\_\_\_  
BRANCH \_\_\_\_\_

P 1,000.00



ONE THOUSAND PESOS

COUNTED BY \_\_\_\_\_  
DATE \_\_\_\_\_  
VERIFIED BY \_\_\_\_\_  
DATE \_\_\_\_\_  
BRANCH \_\_\_\_\_

Revised D-7



P 20.00



TWENTY PESOS

COUNTED BY \_\_\_\_\_  
DATE \_\_\_\_\_  
VERIFIED BY \_\_\_\_\_  
DATE \_\_\_\_\_  
BRANCH \_\_\_\_\_

P 50.00



FIFTY PESOS

COUNTED BY \_\_\_\_\_  
DATE \_\_\_\_\_  
VERIFIED BY \_\_\_\_\_  
DATE \_\_\_\_\_  
BRANCH \_\_\_\_\_

P 100.00



ONE HUNDRED PESOS

COUNTED BY \_\_\_\_\_  
DATE \_\_\_\_\_  
VERIFIED BY \_\_\_\_\_  
DATE \_\_\_\_\_  
BRANCH \_\_\_\_\_

Revised D-8