



**BID BULLETIN NO. 1  
For ITB No. 2016-3-173**

**PROJECT** : **One (1) Lot Supply, Delivery, Installation, Testing and Commissioning of Various Airconditioning Units at LANDBANK Baler Branch and San Nicolas Extension Office**

**IMPLEMENTOR** : **Procurement Department**

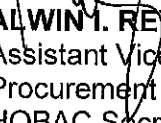
**DATE** : **July 14, 2016**

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This Bid Bulletin is issued to modify, amend or clarify items in the Bid Documents. This shall form an integral part of the Bid Documents.

The modifications, amendments or clarifications are as follows:

- 1) The dimensions for ACU Layout of LANDBANK San Nicolas Extension Office have been added. Please see attached revised Annex B-9.
- 2) Section VII (Specifications) and Checklist of the Bidding Documents have been revised. Please see attached revised pages 68, 69, 70, 87 and 88 of the Bidding Documents.

  
**ALWIN I. REYES**  
Assistant Vice President  
Procurement Department and  
HOBAC Secretariat

# Specifications

Item No.	Specification	Statement of Compliance
	<p>One Lot Supply, Delivery, Installation, Testing and Commissioning of Various Airconditioning Units complete with Standard Accessories per Manufacturer's Standards at the following LANDBANK Offices :</p> <p>LANDBANK Baler Branch</p> <p>4 units - 3.0 TR Split Type, Floor Mounted (Inverter Type)</p> <p>2 units - 3.0 TR Split Type, Ceiling Mounted (Inverter Type)</p> <p>1 unit - 2.0 TR Split Type, Wall Mounted (Inverter Type)</p>	<p><b>Bidders must state below either "Comply" or "Not Comply" against each of the individual parameters of each specification.</b></p> <p>Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid. 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 provisions of ITB Clause 3.1(a)(ii) and/or GCC Clause 2.1(a)(ii)</p> <p><b>Please state here either "Comply" or "Not Comply"</b></p>

<p>Including Fabrication of Steel Pedestal LANDBANK Malolos Plaza Branch</p> <p>3 units - 3.0 TR Split Type, Floor Mounted (Inverter Type)</p> <p>Minimum specifications, working drawings and lay out per attached Annexes A-1 to A-12 for item 1 and B-1 to B-9 for item 2.</p> <p>The following documents shall be submitted inside the eligibility/technical envelope:</p> <ul style="list-style-type: none"> <li>a) Brochures or any other documents indicating the specifications of the items being offered.</li> <li>b) <b>Certificate of satisfactory performance issued by the client with whom the bidder has completed its single largest contract. If the bidder has existing or completed contracts with LANDBANK, a certificate of satisfactory performance issued by the Head, Project Management and Engineering Department shall likewise be submitted. Bidders which fail to submit these certifications shall be automatically disqualified.</b></li> <li>c) <b>Manufacturer's Authorization or back-to-back certification to prove that the bidder is an authorized seller/distributor of the offered product.</b></li> <li>d) <b>List of service centers in National Capital Region (Main Office) and in a key city in Northern Luzon with addresses, contact persons and telephone numbers. Service centers must be able to perform onsite repair of units.</b></li> </ul> <p>Bidders which fail to submit these certifications/documents shall be automatically disqualified.</p> <p>The winning bidder must affix a sticker/tag/label with company name and after-sales contact numbers or equivalent form of marking on each of the airconditioning unit.</p>	<p style="text-align: center;"><b>Please state here either "Comply" or "Not Comply"</b></p>
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**Conforme:**

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Name of Bidder

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Signature Over Printed Name of  
Authorized Representative

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Position

### Checklist of Bidding Documents for Procurement of Goods and Services

Documents should be arranged as per this Checklist. Kindly provide folders or guides, dividers and ear tags with appropriate labels.

The **FIRST ENVELOPE** shall contain the following technical information/documents (Section 25.2):

1. 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 (sample form - Form No.7).
2. Duly notarized Omnibus sworn statement (sample form - Form No.6).
3. Eligibility requirements (Section 23.1)

- **Legal Documents**

- 3.a Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives, or any proof of such registration as stated in the Bidding Documents.
- 3.b Valid and current mayor's permit issued by the city or municipality where the principal place of business of the prospective bidder is located.
- 3.c Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.

- **Technical / Financial Documents**

- 3.d 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 relevant period as provided in the Bidding Documents. The statement shall include all information required in the PBDs prescribed by the GPPB. (sample form - Form No. 3) This form may no longer be submitted if bidder has no ongoing contracts.
- 3.e Statement of the prospective bidder identifying its single largest completed contract similar to the contract to be bid, equivalent to at least fifty percent (50%) of the ABC supported with contract/purchase order, end-user's acceptance or official receipt(s) issued for the contract, within the relevant period as provided in the Bidding Documents. The statement shall include all information required in the PBDs prescribed by the GPPB. (sample form - Form No. 4).
- 3.f 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.
- 3.g The prospective bidder's computation for its Net Financial Contracting Capacity (sample form - Form No. 5).

- 3.h Brochures or any other documents indicating the specifications of the items being offered.
- 3.i Certificate of satisfactory performance issued by the client with whom the bidder has completed its single largest contract. If the bidder has existing or completed contracts with LANDBANK, a certificate of satisfactory performance issued by the Head, Project Management and Engineering Department shall likewise be submitted. Bidders which fail to submit these certifications shall be automatically disqualified.
- 3.j **Manufacturer's Authorization or back-to-back certification to prove that the bidder is an authorized seller/distributor of the offered product.**
- 3.k **List of service centers in National Capital Region (Main Office) and in a key city in Northern Luzon with addresses, contact persons and telephone numbers. Service centers must be able to perform onsite repair of units.**
- 3.l 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 the legal eligibility documents. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance.
4. Bid security in the prescribed form, amount and validity period (ITB Clause 18.1 of the Bid Data Sheet);
5. Schedule VI - Schedule of Requirements with signature of bidder's authorized representative.
6. **Revised Section VII - Specifications with response on compliance and signature of bidder's authorized representative.**
7. Post-Qualification Documents – (Non-submission of the following documents during the bidding date shall not be a ground for the disqualification of the bidder):
- 7.a Business Tax Returns per Revenue Regulations 3-2005 (BIR No. 2550 Q) VAT or Percentage Tax Returns for 4<sup>th</sup> Quarter of 2015 and 1<sup>st</sup> Quarter of 2016;
- 7.b Valid and current PhilGEPS Registration Certificate; and
- 7.c Income Tax Return for 2015.

**The SECOND ENVELOPE shall contain the following (Section 25.3):**

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)