



LAND BANK OF THE PHILIPPINES

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BID BULLETIN NO. 4 For ITB No. 2015-3-112

PROJECT : Supply and Delivery of 5,600,000 pcs. Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization

IMPLEMENTOR : Procurement Department

DATE : July 29, 2015

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

The modifications or amendments are as follows:

- 1) The Terms of Reference has been revised. Please see attached revised Annexes A-1 to A-3.
- 2) ITB Clause 8.1 and 28.3 of the Bid Data Sheet, Section VII (Technical Specifications) and Checklist of Bidding Documents have been revised. Please see attached revised pages 41, 44, 73 and 92.
- 3) The deadline of submission and the schedule of opening of eligibility/technical and financial documents/proposals for the above project is re-scheduled from July 30, 2015 to **August 6, 2015, 11:00 A.M.** at the Procurement Department, 25th Floor, LANDBANK Plaza Building, 1598 M. H. Del Pilar corner Dr. Quintos Streets, Malate, Manila.

For guidance and information of all concerned.


ALWIN I. REYES
Department Manager
Procurement Department

TERMS OF REFERENCE**EMV LANDBANK VISA BRANDED DEBIT CARD(LVDC) and PERSONALIZATION****1. CARD MANUFACTURER/PERSONALIZATION BUREAU****1.1 The Supplier must have the following:**

- Must be accredited by VISA International and must submit current and valid accreditation certificate issued by Visa for EMV Card Production and Personalization
- Must submit a certificate of satisfactory experience from at least one existing clients in the Philippines for full EMV card production and personalization
- Must submit a Self Certification on its capacity to produce the required volume of 2.8 million EMV cards within 3 months.
- Must have a Personalization Bureau in the Philippines. The address/location of the Personalization Bureau in the Philippines should be included in the Self Certification. LANDBANK reserves the right to conduct onsite inspection (expenses to be shouldered by LANDBANK) of the Production Facilities and Personalization Bureau of the bidder.

2. In the event of an award, the Supplier must comply with the following:**A. LANDBANK EMV Card Specifications (Annex A)****B. Card Production**

- The supplier must submit actual card proof within 3 banking days upon receipt of the Card Design. LANDBANK to provide Card Design in Adobe Illustrator (AI) file after receipt of Notice of Award (NOA).
- Once approved by LANDBANK, the Supplier must submit the actual card proof to Visa for approval.
- The Supplier must submit five (5) actual card samples to LANDBANK within fifteen (15) banking days after approval of Visa.

C. Card Personalization

- The Supplier must perform SFTP (Secured File Transfer Protocol) Set up and test connectivity with LANDBANK within ten (10) calendar days upon receipt of NOA and must submit certificate of connectivity.
- The Supplier must comply with the required Visa Template from LANDBANK within twenty five (25) calendar days upon receipt of the embossing file with the following activities:
 - Key Exchange Ceremony
 - Conduct joint testing with LANDBANK for EMV Card Personalization
 - Personalization of test cards

Annex A1 (Revised)

CLASS D

- D. In case the Supplier will be designated by LANDBANK to generate the Issuer Public Key (IPK) at no cost to the Bank, the Supplier must turn over the IPK during Key Exchange Ceremony and allow use of the IPK by another vendor.
- E. The Supplier shall provide a chip reader and four hundred (400) sample/test personalized EMV cards for testing, free of charge, which will be used during UAT of the ATM System Replacement Project.
- F. The Supplier must pass the Visa Brand Management Approval and must submit the Visa email confirmation.
- G. The EMV Chip must be valid for at least one year from receipt of the embossing file. The Supplier must submit a Letter of Approval from Visa covering the latest VSDC Applet for Contact Card indicating the expiry date.
- H. The card shall have a three (3) year guaranteed life. All invalid and defective cards- related to production defects (Annex B) must be replaced by the Supplier free of charge within ten (10) banking days if returned within the guarantee period.
- I. The Supplier's Personalization Bureau will safekeep the blank EMV cards in their vault at no cost to the Bank, and retrieval of which shall only be allowed upon receipt of request for card personalization from LANDBANK authorized personnel.
- J. The Supplier shall have a weekly and monthly report of processed, spoiled and remaining inventory of EMV cards and allow the Bank to conduct surprise actual/physical count of cards for at least once a month.
- K. The Supplier must allow the Bank to witness the perforation of spoiled EMV cards to be scheduled on a monthly basis.
- L. The Supplier must complete the delivery of the total requested Card Production/Personalization within three (3) months from the initial receipt of the embossing file which is expected to be provided by LANDBANK on August 2016. Delivery shall be made by the Supplier on a weekly basis based on the agreed volume schedule.
- Manner of delivery:
- Directly to LANDBANK Head Office via secured cargo.
 - Pick up by LANDBANK authorized representative/s at the Supplier's designated pick up site/location (for Metro Manila and nearby provincial branches)
- M. LANBANK will pay the Supplier based on the actual volume of EMV Cards delivered and billing shall be made on a monthly basis.
- N. The Supplier must make available to LANDBANK all necessary resources for the full EMV Chip card production and personalization by 3rd Quarter to 4th Quarter of 2016.

Annex Aa (Revised)

CLASS D

- O. In case the Supplier fails to deliver within the required 3-month period resulting to the Bank's delayed compliance to BSP deadline of full EMV migration, the corresponding BSP financial penalty shall be charged to the Supplier (Annex C).
- P. Supplier shall allow LANDBANK to conduct scheduled plant/site inspection/visit and surprise audit to validate adherence to internal control per LANDBANK checklist (Annex D)
- Q. The Supplier must submit a Business Continuity Plan to ensure continuity of service provided to LANDBANK
- R. The Supplier shall in no case retain any copy (soft and hard) of the Bank's embossing data after card personalization duly supported by a notarized certification. All records or any data submitted by the Bank or its client shall be treated as highly confidential.
- S. The Supplier shall comply with LANDBANK's Service Level Agreement and Non-Disclosure Agreement (NDA) and Acceptable Use Policy (AUP).

	<p>Bidder must submit proof of their completed largest single contract. Proofs shall be:</p> <ul style="list-style-type: none"> • Copy of the contract or purchase order; or • Copy of official receipt or certification from bidder's client that items have been satisfactorily delivered/accepted. <p>For this purpose, similar contracts shall refer to Debit, Credit or Prepaid Cards.</p>
7	No further instructions.
8.1	Subcontracting is not allowed. Card production transactions between entities belonging to the same parent group shall not be considered as sub-contracting.
8.2	Not applicable.
9.1	The Procuring Entity will hold a pre-bid conference for this Project on _____ at Bidding Room, 25 th Floor, LANDBANK Plaza Building, 1598 M.H. Del Pilar corner Dr. J. Quintos Streets, Malate, Manila.
10.1	<p>The Procuring Entity's address is:</p> <p>Land Bank of the Philippines 25th Floor, LANDBANK Plaza Building 1598 M.H. Del Pilar corner Dr. J. Quintos Streets 1004 Malate, Manila www.landbank.com</p> <p>Contact person :</p> <p>Mr. Alwin I. Reyes Department Manager Procurement Department 1598 M.H. Del Pilar cor. Dr. J. Quintos Sts. 1004 Malate, Manila Tel. (+632) 522-0000 or 551-2200 local 7370 Fax (+632) 528-8587 Email lbphobac@mail.landbank.com</p>
12.1(a)	No further instructions.
12.1(a)(i)	No other acceptable proof of registration is recognized.
12.1(a)(iv)	The statement of all ongoing government and private contracts and single largest completed contract similar to the contract to be bid shall include all such contracts within five (5) years prior to the deadline for the submission and receipt of bids.
13.1	Bidders are required to use the Bid Form provided in Section VIII. Bid Form (Form Nos.1 and 2).

	<p>LANDBANK Plaza Building 1598 M.H. Del Pilar corner Dr. J. Quintos Streets 1004 Malate, Manila</p> <p>The date and time of bid opening is 11:00 A.M., _____.</p>				
24.2	No further instructions.				
27.1	No further instructions.				
28.3	<p>In order to avoid concentration risk, the goods are grouped into two (2) lots. A bidder shall have option of submitting bids for the two (2) lots but can only win one (1) lot. In case the lowest calculated bid for Lot 1 is higher than the lowest calculated bid for Lot 2, or vice versa, the higher LCB must match the lower LCB among the two (2) lots.</p> <table border="1"> <tr> <td>Lot 1</td> <td>2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization</td> </tr> <tr> <td>Lot 2</td> <td>2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization</td> </tr> </table>	Lot 1	2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization	Lot 2	2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization
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Lot 2	2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization				
28.3(b)	Bid modification is not allowed.				
28.4	No further instructions.				
29.2(b)	Certified true copy of Value Added Tax (VAT) or Percentage Tax (PT) Returns for the 4 th Quarter of 2014 and 1 st Quarter of 2015 filed through the BIR Electronic Filing and Payments System (EFPS). Only tax returns filed and taxes paid through the BIR EFPS shall be accepted.				
29.2(d)	No further instructions.				
32.4(g)	No further instructions.				

Technical Specifications

Lot No.	Specification	Statement of Compliance
1	<p>Supply and Delivery of the following:</p> <p>2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization</p>	<p>Bidders must state below either "Comply" or "Not Comply" against each of the individual parameters of each specification stating the corresponding performance parameter of the items offered.</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 provisions of ITB Clause 3.1(a)(ii) and/or GCC Clause 2.1(a)(ii)</p> <p>Please state here either "Comply" or "Not Comply"</p>
2	<p>2,800,000 Pieces Europay, Mastercard and Visa (EMV) LANDBANK Visa Debit Card (LVDC) and Personalization</p> <p>Other requirements :</p> <p>1. Compliance to the specifications and other requirements as per attached Terms of Reference - Annexes A-1 to A-3 (revised) and Annexes A-4 to A-17.</p>	

- 3.e Statement of the prospective bidder identifying its single largest completed contract similar to the contract to be bid, equivalent to at least twenty five percent (25%) 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 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.
- 3.i Current and valid VISA International accreditation certificate for EMV Card Production and Personalization.
- 3.j Certificate of satisfactory performance from at least one (1) existing client in the Philippines for full EMV card production and personalization.
- 3.k Bidder's Self Certification on its capacity to produce the required volume of 5.6 million cards within three (3) months.
- 3.l Bidder's Personalization Bureau in the Philippines with complete address/location and contact number.
4. Bid security in the prescribed form, amount and validity period (Revised ITB Clause 18.1 of the Bid Data Sheet);
5. Revised Schedule VI - Schedule of Requirements with signature of bidder's authorized representative.
6. **Revised Section VII - Technical Specifications with response on compliance and signature of bidder's authorized representative.**