

SUPPLEMENTAL/BID BULLETIN NO. 2
For LBP-HOBAC-ITB-GS-20190515-01(2)

PROJECT : **Supply and Delivery of the following LANDBANK Christmas Giveaways:**

Lot 1 – 7,360 Pieces LANDBANK Hot Flask
Lot 2 – 13,600 Pieces LANDBANK Torch

IMPLEMENTOR : **Procurement Department**

DATE : **August 15, 2019**

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

Modifications, amendments and/or clarifications:

- 1) Item No. 5 of the Invitation of Bid, Sections VI (Schedule of Requirements), VII (Specifications) and the Checklist of the Bidding Documents (Item Nos. 7, 8 & 12 of the Eligibility and Technical Component) have been revised. Please see attached revised specific sections of the Bidding Documents.

- 2) The deadline of submission and the schedule of opening of eligibility/technical and financial documents/proposals for the above project is re-scheduled to **August 22, 2019, 11:00 A.M.** at the Procurement Department, 25th Floor, LANDBANK Plaza Building, 1598 M. H. Del Pilar corner Dr. Quintos Streets, Malate, Manila.


ALWIN I. REYES, CSSP
Assistant Vice President
Head, Procurement Department and
HOBAC Secretariat



Land Bank of the Philippines

Invitation to Bid For

Supply and Delivery of Various LANDBANK Christmas Giveaways

1. The LAND BANK OF THE PHILIPPINES (LANDBANK), through its Corporate Budget for the contract approved by the Board of Directors for 2019 intends to apply the total sum of Ten Million Three Hundred Four Thousand Eight Hundred Pesos Only (P10,304,800.00) being the Approved Budget for the Contract (ABC) to payments under the contract for the Supply and Delivery of Various LANDBANK Christmas Giveaways / LBP-HOBAC-ITB-GS-20190515-01(2), broken down as follows:

Lot No.	Item/Description	Approved Budget for the Contract
1	7,360 Pieces LANDBANK Hot Flask	P4,416,000.00
2	13,600 Pieces LANDBANK Torch	5,888,800.00

Bids received in excess of the above ABC shall be automatically rejected at bid opening.

2. The LANDBANK now invites bids for the Supply and Delivery of Various LANDBANK Christmas Giveaways. Delivery period is indicated in Section VI, Schedule of Requirements. Bidders should have completed, within the last five (5) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.

4. Interested bidders may obtain further information from LANDBANK and inspect the Bidding Documents at the address given below during office hours from 8:00 A.M. to 5:00 P.M.:

Procurement Department
 Land Bank of the Philippines
 25th Floor LANDBANK Plaza Building
 1598 M.H. Del Pilar cor. Dr. J. Quintos Sts.
 1004 Malate, Manila
 lbphobac@mail.landbank.com

5. A complete set of Bidding Documents may be purchased by interested Bidders on _____ from the address indicated above and upon payment of a Bidding Documents in the amount as follows:

Lot 1	Two Thousand Three Hundred Pesos Only	P2,300.00
Lot 2	Three Thousand Pesos Only	P3,000.00

It may also be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the LANDBANK website, provided that Bidders shall pay the corresponding Bidding Documents Fee not later than the submission of their bids.

6. The LANDBANK will hold a Pre-Bid Conference on _____, at the Bidding Room, 25th Floor, LANDBANK Plaza Building, 1598 M.H. Del Pilar corner Dr. J. Quintos Streets, Malate, Manila which shall be open to prospective bidders.

Bidders are prohibited from recording (audio or video) the proceedings of the pre-bid conference.

7. Bids must be dropped at the designated Bid Box located at the LANDBANK Procurement Department PROPERLY SEALED, MARKED AND TIMESTAMPED, on or before the 11:00 A.M. deadline on _____. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

Bid opening shall be on _____ at the Bidding Room, 25th Floor, LANDBANK Plaza Building, 1598 M.H. Del Pilar corner Dr. J. Quintos Streets, Malate, Manila. Bids will be opened in the presence of the Bidders' representatives who choose to attend at the address above. Late bids shall not be accepted.

8. The LANDBANK reserves the right to (a) reject any and all bids at any time prior to the award of the contract; (b) waive any minor formal requirements in the bid documents; (c) accept such bids it may consider to be advantageous and beneficial to the Bank, without thereby incurring any liability to the affected bidder or bidders.
9. Bidders should have no negative dealings/transactions with LANDBANK or its subsidiaries.

10. For further information, please refer to:

Mr. Alwin I. Reyes
Assistant Vice President
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

SIGNED

JULIO D. CLIMACO JR.
Executive Vice President
Chairman, Bids and Awards Committee

Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Lot No.	Item Description	Qty.	Delivery Period & Destination																				
1	LANDBANK Hot Flask	7,360 pcs.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Delivery Period</th> <th style="width: 50%;">Breakdown (Estimate)</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Forty Five (45) calendar days after receipt of Notice of Award</td> <td> <p>➤ Full delivery – 7,360 Breakdown (estimate):</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Mindanao</td><td style="text-align: right;">1,100</td></tr> <tr><td>Visayas</td><td style="text-align: right;">1,000</td></tr> <tr><td>Southern Luzon</td><td style="text-align: right;">1,080</td></tr> <tr><td>Central Luzon</td><td style="text-align: right;">540</td></tr> <tr><td>Northern Luzon</td><td style="text-align: right;">630</td></tr> <tr><td>NCR</td><td style="text-align: right;">980</td></tr> <tr><td>HO</td><td style="text-align: right;">2,030</td></tr> <tr><td>Total</td><td style="text-align: right;">7,360</td></tr> </table> </td> </tr> </tbody> </table> <p>NOTE:</p> <ol style="list-style-type: none"> 1. CAD will inspect the hot flasks at the supplier's warehouse. Supplier should notify CAD at least three days prior to the schedule of inspection. 2. After inspection, the hot flasks should be delivered to the warehouse of the Bank's official courier or designated Bank Units within ten (10) working days. 3. Any additional packaging to be prescribed by the Bank's official courier should also be applied. The corresponding cost should be shouldered by the supplier. 4. CAD will provide the schedule of delivery. Manner of delivery as follows: <ul style="list-style-type: none"> • For Mindanao, Visayas and Field Units located in island provinces such as Basco Branch, Brooke's Point Branch, Coron Branch, Masbate Branch, Virac Branch, etc. the winning bidder will deliver the hot flasks to the warehouse of the Bank's official courier at LBC warehouse 14th St. cor. Atlanta St., Port Area, Manila. • CAD to advise the winning bidder which Field Units in Southern Luzon will pick up from the winning bidder's warehouse and which will be sent thru the Bank's official courier at LBC warehouse 14th St. cor. Atlanta St., Port Area, Manila. 	Delivery Period	Breakdown (Estimate)	Forty Five (45) calendar days after receipt of Notice of Award	<p>➤ Full delivery – 7,360 Breakdown (estimate):</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Mindanao</td><td style="text-align: right;">1,100</td></tr> <tr><td>Visayas</td><td style="text-align: right;">1,000</td></tr> <tr><td>Southern Luzon</td><td style="text-align: right;">1,080</td></tr> <tr><td>Central Luzon</td><td style="text-align: right;">540</td></tr> <tr><td>Northern Luzon</td><td style="text-align: right;">630</td></tr> <tr><td>NCR</td><td style="text-align: right;">980</td></tr> <tr><td>HO</td><td style="text-align: right;">2,030</td></tr> <tr><td>Total</td><td style="text-align: right;">7,360</td></tr> </table>	Mindanao	1,100	Visayas	1,000	Southern Luzon	1,080	Central Luzon	540	Northern Luzon	630	NCR	980	HO	2,030	Total	7,360
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2	LANDBANK Torch	13,600 pcs.	<table border="1" data-bbox="624 987 1426 1469"> <thead> <tr> <th data-bbox="624 987 983 1039">Delivery Period</th> <th data-bbox="983 987 1426 1039">Breakdown (Estimate)</th> </tr> </thead> <tbody> <tr> <td data-bbox="624 1039 983 1469" rowspan="8"> Forty Five (45) calendar days after receipt of Notice of Award </td> <td data-bbox="983 1039 1426 1111"> ➤ Full delivery – 13,600 Breakdown (estimate): </td> </tr> <tr> <td data-bbox="983 1111 1426 1144">Mindanao</td> <td data-bbox="1321 1111 1426 1144">2,250</td> </tr> <tr> <td data-bbox="983 1144 1426 1178">Visayas</td> <td data-bbox="1321 1144 1426 1178">1,950</td> </tr> <tr> <td data-bbox="983 1178 1426 1211">Southern Luzon</td> <td data-bbox="1321 1178 1426 1211">2,180</td> </tr> <tr> <td data-bbox="983 1211 1426 1245">Central Luzon</td> <td data-bbox="1321 1211 1426 1245">1,085</td> </tr> <tr> <td data-bbox="983 1245 1426 1279">Northern Luzon</td> <td data-bbox="1321 1245 1426 1279">1,335</td> </tr> <tr> <td data-bbox="983 1279 1426 1312">NCR</td> <td data-bbox="1321 1279 1426 1312">2,410</td> </tr> <tr> <td data-bbox="983 1312 1426 1346">HO</td> <td data-bbox="1321 1312 1426 1346">2,390</td> </tr> <tr> <td data-bbox="983 1346 1426 1379">Total</td> <td data-bbox="1321 1346 1426 1379">13,600</td> </tr> </tbody> </table> <p>NOTE:</p> <ol style="list-style-type: none"> CAD will inspect the torches at the supplier's warehouse. Supplier should notify CAD at least three days prior to the schedule of inspection. After inspection, the torches should be delivered to the warehouse of the Bank's official courier or designated Bank Units within ten (10) working days. Any additional packaging to be prescribed by the Bank's official courier should also be applied. The corresponding cost should be shouldered by the supplier. 	Delivery Period	Breakdown (Estimate)	Forty Five (45) calendar days after receipt of Notice of Award	➤ Full delivery – 13,600 Breakdown (estimate):	Mindanao	2,250	Visayas	1,950	Southern Luzon	2,180	Central Luzon	1,085	Northern Luzon	1,335	NCR	2,410	HO	2,390	Total	13,600
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Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Section VII. Specifications

Lot No.	Specifications	<p style="text-align: center;">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 equipment 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>
1	<p style="text-align: center;">Supply and Delivery of 7,360 Pieces LANDBANK Hot Flask</p> <p><u>Specifications:</u></p> <p><u>Product</u> Description : 500 ml to 600 ml double wall flask with matte body, push closure and cup with handle in contrasting finish With inner push plug for drinking/sipping With strap holder and nylon gray strap Gray flask cover with handle</p> <p>Material : 304 stainless steel (outside and inside) Color : Gray and green Size : 24 cm to 25 cm (L) x 7 cm to 7.5 cm (W) Print : LANDBANK logo with tagline; laser engrave Logo size : 4 cm (W) x 2.4 cm (H); lower portion of flask Others : BPA free</p>	<p style="text-align: center;">Please state here either “Comply” or “Not Comply”</p>

	<p>Conform Cadmium Directive Conform Food Safe Directive 24-hour hot and cold retention</p> <p><u>Packaging</u> Type : Customized box with 2 mm thick corrugated box (inside) Material : C2S 140 (outside box) Color : White, green – 355 C, gold – 130 C Size : 25.5. cm (L) x 9 cm (W) x 9 cm (H) (+.5/- .5 tolerance) (Size of box should fit the flask) Print : LANDBANK logo with tagline (green – 355 C and gold – 130 C) offset printing Logo size : 5 cm (W) x 3.3” (H); center</p> <p>Design and layout per attached Annex A</p>	
2	<p>Supply and Delivery of 13,600 Pieces LANDBANK Torch</p> <p><u>Specifications:</u></p> <p><u>Product</u> Description : Glare LED torch with black strap Material : Aluminum Color : Black Size : 15 cm (L) x 3 cm (W)-top, 2.7 cm (W)-bottom (+.5/- .5 tolerance) Product Weight : 90 grams (without battery) Switch : Push button at the middle Light Source : 1W LED Working Time : 3 to 4 hours Print : LANDBANK logo with tagline; laser engrave Logo size : 2 cm (W) x 1 cm (H); center Others : With black pouch With user manual Three pieces AAA batteries Low Cadmium compliant With black strap/lanyard With compass decoration below the handle</p> <p><u>Packaging</u> Type : Customized box with black flocked tray Material : C2S 175 Color : White, green – 355 C, gold – 130 C Size : 20.7 cm (L) x 13.5 cm (W) x 4 cm (H) (Die cut to fit the torch and pouch) Print : LANDBANK logo with tagline (green – 355 C and gold – 130 C); offset printing Logo size : 7 cm (W) x 4.7 cm (H); center</p> <p>Design and layout per attached Annexes B-1 to B-3</p>	<p>Please state here either “Comply” or “Not Comply”</p>

- For current and past suppliers of corporate giveaways for LANDBANK, they must have no delay in the implementation of their ongoing contracts as of the date of opening of bids and must have satisfactory performance in their completed contracts for the past five (5) years.

The following documents shall be submitted inside the eligibility/technical envelope:

- Certificate of Satisfactory Performance/No Delayed Projects issued by the Head, Corporate Affairs Department not earlier than 30 calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of corporate giveaways for LANDBANK).The Certificate shall still be subject to verification during the post-qualification of bid.

Note: Certificate of Satisfactory Performance/No Delayed Projects shall be requested from Ms. Darlene T. Barcelon of CAD at 32nd Floor, LANDBANK Plaza Building, at least five (5) working days prior to the submission of bid.

Bidders are required to submit an actual sample for each item during the opening of bids.

Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

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.

First Envelope - Eligibility and Technical Components

- The First Envelope shall contain the following:

- Eligibility Documents – Class “A”

Legal Eligibility Documents

1. PhilGEPS Certificate of Registration under Platinum Membership (all documents enumerated in its Annex A must be updated); or all of the following:
 - 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;
 - Valid and current mayor's/business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or equivalent document for Exclusive Economic Zones or Areas; and
 - Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.

Technical Eligibility Documents

2. Duly notarized Omnibus Sworn Statement (sample form - Form No.6).
3. 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).
4. 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).
5. 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 sample form (Form No. 4).
6. Bid security in the prescribed form, amount and validity period (ITB Clause 18.1 of the Bid Data Sheet).
7. **Revised Section VI** - Schedule of Requirements with signature of bidder's authorized representative.

8. **Revised Section VII** - Specifications with response on compliance and signature of bidder's authorized representative.

Financial Eligibility Documents

9. 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.
10. 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.

○ **Eligibility Documents – Class "B"**

11. 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.

○ **Technical Documents**

12. **Certificate of Satisfactory Performance/No Delayed Projects issued by the Head, Corporate Affairs Department not earlier than 30 calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of corporate giveaways for LANDBANK). The Certificate shall still be subject to verification during the post-qualification of bid.**

○ **Post-Qualification Documents – (Non-submission of the following documents may result in bidder's post-disqualification):**

13. 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.
14. Income Tax Return for 2017 filed manually or through EFPS.

Second Envelope – Financial Component

• **The Second Envelope shall contain the following:**

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)