

SUPPLEMENTAL/BID BULLETIN NO. 2
For LBP-HOBAC-ITB-GS-20180705-01

PROJECT : **Ten (10) Lots of Alarm Monitoring Services and Supply, Delivery, Installation and Activation of Fire and Burglar Alarm System (FBAS) Devices for Various LANDBANK Branches Group**


IMPLEMENTOR : **Procurement Department**

DATE : **July 25, 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) The Terms of Reference, Specifications (Annex D), Section VII (Specifications) and Checklist of the Bidding Documents (Item No. 1.2.c of the Eligibility & Technical Component and Item No. 2 of the Project Technical Component) have been revised. Please see attached revised Annexes 1-4, D, and specified 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 1, 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

Specifications

Lot No.	Specifications		<p align="center">Statement of Compliance</p> <p align="center">Bidders must state below either “Comply” or “Not Comply” against each of the individual parameters of each specification.</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>
	Alarm Monitoring Services, and Supply, Delivery, Installation and Activation of Fire and Burglar Alarm System (FBAS) Devices for LANDBANK Offices		<p align="center">Please state here either “Comply” or “Not Comply”</p>
	Group	No. of Offices	
1	North NCR Branches Group (NNCRBG)	50	
2	South NCR Branches Group (SNCRBG)	48	
3	North Luzon Branches Group (NLBG)	51	
4	Central Luzon Branches Group (CLBG)	44	
5	Southwest Luzon Branches Group (SWLBG)	42	
6	Southeast Luzon Branches Group (SELBG)	46	
7	West Visayas Branches Group (WVBG)	39	
8	East Visayas Branches Group (EVBG)	42	
9	West Mindanao Branches Group (WMBG)	39	
10	East Mindanao Branches Group (EMBG)	54	
<p>Revised Terms of Reference per Annexes 1–4 and Revised Specifications per Annex D.</p> <p>For current and past suppliers of Alarm Monitoring Services and FBAS Devices 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 contract for the past five (5) years.</p>			

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

- a) Brochures or other official documents coming from the manufacturer indicating the complete specifications of the offered brand/model.
- b) **Certificate of Satisfactory Performance/No Delayed Projects issued by the Head, Security Department not earlier than six (6) months prior to the deadline of submission of bid. 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. Judy O. Kis-ing, OIC, Security Department at 2nd Floor, LANDBANK Plaza Building, at least five (5) working days prior to the submission of bid.

**Please state here either
"Comply" or "Not Comply"**

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.

A. Eligibility and Technical Components

1. The Eligibility and Technical Components (First Envelope) shall contain the following:

- 1.1. Legal Documents

- 1.1.1. Class "A" Documents

- 1.1.1.a. PhilGEPS Certificate of Registration (Platinum Membership). All documents enumerated in its Annex A must be updated; or

- 1.1.1.b. Class "A" eligibility documents as follows:

- 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 permit issued by the city or municipality where the principal place of business of the prospective bidder is located; and
- Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.

- 1.1.1.c. 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). The duly signed form shall still be submitted even if the bidder has no on-going contract.

- 1.1.1.d. 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).

- 1.1.e. 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.
- 1.1.f The prospective bidder's computation for its Net Financial Contracting Capacity (sample form - Form No. 5).

Class "B" Documents

1. 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.
- 1.2. Technical Documents
 - 1.2.a Bid security in the prescribed form, amount and validity period (ITB Clause 18.1 of the Bid Data Sheet).
 - 1.2.b Schedule VI - Schedule of Requirements with signature of bidder's authorized representative.
 - 1.2.c **Revised Section VII - Specifications with response on compliance & signature of bidder's authorized representative.**
 - 1.2.d Duly notarized Omnibus Sworn Statement (sample form - Form No.6).
 - 1.2.e 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).

B. The Financial Component (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)

C. Project Technical Components (Third Envelope) shall contain the following:

1. Brochures or other official documents coming from the manufacturer indicating the complete specifications of the offered brand/model.
2. **Certificate of Satisfactory Performance/No Delayed Projects issued by the Head, Security Department not earlier than six (6) months prior to the deadline of submission of bid. The Certificate shall still be subject to verification during the post-qualification of bid.**
3. Post-Qualification Documents – (Non-submission of the following documents during the bidding date shall not be a ground for the disqualification of the bidder):
 - 3.1. 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.
 - 3.2. Income Tax Return for 2017 filed manually or through EFPS.

TERMS OF REFERENCE FOR FIRE & BURGLAR ALARM SYSTEM (FBAS)
MONITORING SERVICES

1. Contract Duration: Three (3) Years
2. Manner of Payment for Monitoring Charges: The ALARM PROVIDER shall bill the PROCURING ENTITY (LANDBANK) for services rendered on a monthly basis. Each ALARM PROVIDER shall submit only one (1) billing statement for all the branches monitored and categorized based on lots specified in the bidding documents. The PROCURING ENTITY shall pay the bill based on the total amount, either through the issuance of check or credit to the LANDBANK deposit account of the ALARM PROVIDER.
3. The PROCURING ENTITY shall provide the installer code.
4. Liability of the ALARM PROVIDER:
 - a. The PROCURING ENTITY accepts and acknowledges that the ALARM PROVIDER, in no way warrants or represents that the Central Monitoring Station will prevent fire, theft, intrusion, robbery or damage from occurring and, accordingly, the ALARM PROVIDER shall in no circumstances be liable to the PROCURING ENTITY for any loss or damage incurred as a result of such circumstances. However, should the ALARM PROVIDER fails to perform its obligations that resulted to the occurrence of fire, theft, intrusion, or robbery, the ALARM PROVIDER will be held liable for any damages thereof.
 - b. The preceding provision shall not operate to exclude or limit the liability of the ALARM PROVIDER for any actual loss or damage incurred by the PROCURING ENTITY, to the extent that such loss or damage is a direct result of negligence, act, omission, or willful default of the ALARM PROVIDER, its employees or agents.
5. SCOPE OF WORKS:
 - a. Provide central monitoring services twenty-four (24) hours a day, every day of the year for the duration of the contract;
 - b. Upon due notification from the PROCURING ENTITY, monitoring services shall be provided by the ALARM PROVIDER for newly opened Branches or Extension Offices in the Group covered by the contract.
 - c. **The ALARM PROVIDER currently rendering monitoring services in the Group covered by the contract shall be responsible for the supply, delivery, installation, and activation of fire & burglar alarm system (FBAS) devices of newly-opened Branches, Extension Offices (EOs) or Field Units (FUs) as well as responsible for the dismantling, reinstallation, reactivation, and installation of new FBAS devices for the renovated or relocated Branches, EOs or FUs. To ensure the quality of items to be installed, devices shall conform to health, safety, and environmental protection standards such as but not limited to: UL, CE, TÜV, PS, ICC, and its equivalent subject to user acceptance. The cost for the works done by the ALARM PROVIDER shall be paid by the PROCURING ENTITY based on the actual materials used, new devices installed, and other pertinent costs indicated in the Approved Budget for the Contract (ABC) specified in the bidding documents. Payment**

shall be in accordance with the existing accounting and auditing procedures of the Bank.

- d. Monitor alarms, arming/disarming activity, and status of the communication link.
- e. Handle alarms in accordance with the protocol of the PROCURING ENTITY (Annex A-1, A-2, & A-3) which may be amended as the need arises and mutually agreed upon by both parties.
- f. Generate and submit daily monitoring report to the PROCURING ENTITY on the next banking day and other reports as may be required via e-mail or any fastest means.
- g. Orient the PROCURING ENTITY'S designated personnel in the operation and First Level Maintenance (FLM) of the alarm system and re-orient as necessary after the conduct of preventive maintenance and/or on-call service. FLM consists but not limited to the following:
 - Resetting of Alarm Devices;
 - LX Module Signal Loss: Resetting of system to restore signal; and,
 - Arming & disarming of Alarm System
- h. The ALARM PROVIDER shall conduct Preventive Maintenance (PM) of the Alarm System to include the following jobs, among others:
 1. Signal check for IP, GPRS, and Landline;
 2. Battery check for the Alarm Control Panel and keypad;
 3. Cleaning of Smoke Detectors;
 4. Calibration of Motion Sensors;
 5. Calibration of Vault Vibration Contacts;
 6. Reconnection/re-tapping of broken wires;
 7. Re-alignment of Magnetic Door Contacts;
 8. Resetting of Wired Panic Buttons; and,
 9. Continuity test of the wires connected from the Alarm Control Panel to all of its devices.
- i. The Preventive Maintenance shall be accomplished by the ALARM PROVIDER within one hundred twenty (120) calendar days upon assumption of the contract. Subsequent PMs shall be done annually for the duration of the contract.
- j. If there is a need for the ALARM PROVIDER to visit the branch for the following causes:
 - a. Request of the PROCURING ENTITY for the installation of the required additional alarm devices; and,
 - b. Remote troubleshooting through phone calls/e-mail/fax or any other means was not successful,
- k. An on-site visit for the installation and/or conduct of alarm system repair will be necessary. This will be considered as an on-call service. This service will be paid by the PROCURING ENTITY based on the bid amount of the ALARM PROVIDER. Payment shall be in accordance with the existing accounting and auditing procedures of the Bank.

- i. Should there be a need for the ALARM PROVIDER to install additional alarm devices as required by the PROCURING ENTITY or replace defective ones identified during the conduct of Preventive Maintenance/on-call site visit, the amount to be paid by the PROCURING ENTITY for the cost of each device will be based on the ALARM PROVIDER'S bid amount for the Budget Allocation for Additional/Replacement Devices (ANNEX B).

Labor, transportation, board & lodging, and mobilization cost should form part of the applicable Preventive Maintenance and/or on-call service of the ALARM PROVIDER.

- m. All additional and replacement devices installed by the ALARM PROVIDER in relation to the Preventive Maintenance and/or on-call service conducted must be warranted from manufacturing defects and installation workmanship for a period of one (1) year.
- n. The ALARM PROVIDER should respond to complaints on alarm system concerns of the PROCURING ENTITY within the prescribed period (Annex C).
- o. A penalty of PHP 1,500.00 per day shall be charged to the ALARM PROVIDER for failure to repair the system/provide corrective measures within the prescribed period. The said penalty shall be deducted from the monthly billings until fully paid except in cases when the cause for the delay is not attributable to the ALARM PROVIDER. In such case, no penalty shall be imposed.
- p. Failure to provide actions/corrective measures within the prescribed period for three (3) times in a month per branch, as validated/reported by the PROCURING ENTITY, shall be a ground for the pre-termination of the contract with the SERVICE PROVIDER. Pre-termination of the contract shall be subject to a thirty (30) day notice from the PROCURING ENTITY.

6. TECHNICAL SPECIFICATIONS:

- a. **To ensure timely resolution or response to alarm system concerns, the ALARM PROVIDER must have at least one (1) service station at any key cities in the following areas where it has a contract with the PROCURING ENTITY. Outsourcing or Sub-contracting is not allowed.**
1. **National Capital Region;**
 2. **North & Central Luzon;**
 3. **South East and South West Luzon;**
 4. **Eastern & Western Visayas; and,**
 5. **Eastern & Western Mindanao.**
- b. The ALARM PROVIDER'S system must be able to adapt with the existing Control Panel of the Branch.
- c. The ALARM PROVIDER shall provide Modules that are capable of transmitting signals through Internet (IP) utilizing the Branch's /EO's internet subscription (ISP), and GPRS, GSM Voice and SMS (via SIM card) to the Central Monitoring Station (CMS), the cost of which is already integrated in the monthly monitoring services fee of this agreement.

- d. IP should be the primary mode of alarm signal transmission. In the event that IP signal fails for whatever reason, the alarm system should automatically switch to GPRS. Landline shall only be used as a back-up mode in case the first two means of communications fail.
 - e. In areas where GPRS and/or landlines are not available, and in case IP signal fails for whatever reason, the alarm system shall automatically switch to GSM Voice.
 - f. If the mode of alarm transmission switches to GPRS, landline, or GSM Voice, it should be restored by the ALARM PROVIDER to IP within twenty-four (24) hours. Otherwise, applicable toll charges shall be deducted from the billing of the ALARM PROVIDER, except in cases of *force majeure* and for causes beyond the control of the latter.
 - g. Toll charges for the verification of alarm shall be for the account of the ALARM PROVIDER.
 - h. Polling should be as follows:
 - If IP - every two (2) hours
 - If GPRS - every two (2) hours
 - If Landline - every two (2) hours after arming
 - If GSM voice - every two (2) hours after arming
 - i. The ALARM PROVIDER shall provide for the post-paid SIM cards which are configured for private Access Point Number (APN) of the ALARM PROVIDER to ensure that only alarm signals will be transmitted. The ALARM PROVIDER shall ensure that the subscription is uninterrupted. The actual billing for the mobile subscription shall be for the account of the ALARM PROVIDER.
7. The ALARM PROVIDER shall guarantee that the information provided by the PROCURING ENTITY in relation to the performance of its function shall be handled with utmost confidentiality.

SPECIFICATIONS:

Control Panel

- with Expandable programmable hardwire and/or wireless zones for future expansion
- minimum of 5 user codes
- minimum of 2 true partitions with separate account codes, entry/exit delays, and feature selections for each partition
- **capable of two (2) or more keypads with up to 8 per partition**
- 2-wire and 4-wire smoke detector compatibility

Expander Module

- 16 zones expansion
- Micro-controller based smart module

Magnetic Door Contact

- **greater than or equal to three (3) inches gap capability**

Motion Detector

- operating voltage should negotiate with Control Panel Power output
 - Current for Standby and Alarm Should negotiate with the Control Panel Power Output
 - Detection coverage: 7 meters
 - Pet immune
- Dual-Tech = combination of two (2) sensor technology in one device designed to minimize the occurrence of false alarms - Microwave PIR Infrared or better available technology.

Smoke Detector

- 12 or 24 VDC operation
- Visible LED for operational status
- Built-in test capability
- screw terminals for easy wiring
- removable cover and insect screen for easy cleaning
- field sensitivity metering to meet NFPA 72 requirements
- sealed against dirt, insects, and back pressure

Fire Pull Station with Bell

- Six (6) inches diameter