

SUPPLEMENTAL/BID BULLETIN NO. 1
For LBP-HOBAC-ITB-GS-20190527-01

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

Lot 1 – 5,530 Pieces Chocolate Gift Box
Lot 2 – 2,640 Pieces Two-Way Wall and Desk Clock

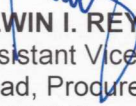
IMPLEMENTOR : **Procurement Department**

DATE : **July 4, 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) Sections VI (Schedule of Requirements), VII (Specifications) and Checklist of the Bidding Documents (Item Nos. 7, 8, 12, 13, 14 & 17 of the Eligibility and Technical Component) have been revised. Please see attached revised specific sections of the Bidding Documents.
- 2) The picture of sample (Annex D) and delivery schedule (Annex E) for the chocolate gift box were added. Please see attached Annexes D-1 to D-2 and Annex E.



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

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	Chocolate Gift Box	5,530 pcs.	<table border="1" data-bbox="603 472 1452 1167"> <thead> <tr> <th data-bbox="603 472 879 528">Delivery Period</th> <th data-bbox="879 472 1452 528">Breakdown (Estimate)</th> </tr> </thead> <tbody> <tr> <td data-bbox="603 528 879 887"> October 15, 2019 </td> <td data-bbox="879 528 1452 887"> <ul style="list-style-type: none"> • 1st Partial Delivery Breakdown: Visayas 870 Southern Luzon 870 Central Luzon 440 Northern Luzon 440 Sub-total 2,620 </td> </tr> <tr> <td data-bbox="603 887 879 1167"> November 4, 2019 </td> <td data-bbox="879 887 1452 1167"> <ul style="list-style-type: none"> • 2nd Partial Delivery Breakdown: NCR 450 Head Office 2,460 Total 5,530 </td> </tr> </tbody> </table> <p data-bbox="603 1189 1185 1294">Contact Person: FVP Catherine Rowena B. Villanueva Corporate Affairs Department</p> <p data-bbox="603 1317 1211 1384">Contact Number: 405-7374; 551-2200 locals: 8451, 2686</p> <p data-bbox="603 1406 699 1440">NOTE:</p> <ol data-bbox="651 1440 1452 1843" style="list-style-type: none"> CAD will provide the schedule of delivery. Manner of delivery as follows: <ul style="list-style-type: none"> • For Visayas, the winning bidder will deliver the items directly to the branches/field units. Delivery expenses shall be shouldered by the supplier. • For Luzon, NCR and head office-based units, the winning bidder will deliver at the 2nd floor (CAD office) or other designated floors at the LANDBANK Plaza. 		Delivery Period	Breakdown (Estimate)	October 15, 2019	<ul style="list-style-type: none"> • 1st Partial Delivery Breakdown: Visayas 870 Southern Luzon 870 Central Luzon 440 Northern Luzon 440 Sub-total 2,620 	November 4, 2019	<ul style="list-style-type: none"> • 2nd Partial Delivery Breakdown: NCR 450 Head Office 2,460 Total 5,530
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2	Two-Way Wall and Desk Clock	2,640 pcs.	Delivery Period: On or before October 15, 2019 Delivery Site: 32 nd Floor, Corporate Affairs Department, LANDBANK Plaza Building, Malate, Manila Contact Person: FVP Catherine Rowena B. Villanueva Corporate Affairs Department Contact Number: 405-7374; 551-2200 locals: 8451, 2686
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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 5,530 Pieces Chocolate Gift Box</p> <p><u>Contents</u></p> <p>1) 3 pcs. – 65% Dark Chocolate 25g bar</p> <p>Description: Premium Couverture dark chocolate made from single-origin cacao beans. Product is ready to eat and can also be used in the variety of culinary applications.</p> <p>Ingredients: Cocoa liquor, refined sugar, cocoa butter, soy lecithin (emulsifier)</p> <p>Appearance: Glossy and no discoloration</p> <p>Color: Light brown to brown</p> <p>Taste: Very mild early flavour of mild chocolate and dried fruit notes. Mild finish with low bitterness and astringency.</p>	<p>Please state here either “Comply” or “Not Comply”</p>

2) 3 pcs. – 72% Dark Chocolate 25g bar

Description: Premium Couverture dark chocolate made from single-origin cacao beans. Product is ready to eat and can also be used in the variety of culinary applications.

Ingredients: Cocoa liquor, refined sugar, cocoa butter, soy lecithin (emulsifier)

Appearance: Glossy and no discoloration

Color: Light brown to brown

Taste: With fruity noted character. Pleasantly bittersweet and attractive astringency.

3) 4 pcs. – 85% Dark Chocolate 25g bar

Description: Premium Couverture dark chocolate made from single-origin cacao beans. Product is ready to eat and can also be used in the variety of culinary applications.

Ingredients: Cocoa liquor, refined sugar, cocoa butter, soy lecithin (emulsifier)

Appearance: Glossy and no discoloration

Color: Light brown to brown

Taste: With dominant bitter cocoa flavour. Pleasantly bittersweet and attractive astringency.

4) 1 pc. – Almonds - Dark Chocolate Coated in Red Tin can 180g

Description: Roasted Whole almonds coated in 56% dark chocolate and dusted with cocoa powder. Product is ready to eat.

Ingredients: Dark chocolate (cocoa mass, refined sugar, cocoa butter, soy lecithin (emulsifier), Roasted Whole Almonds, Cocoa Powder

Appearance: Glossy and no discoloration

Color: Light brown to brown

Taste: Sweet mildly bitter chocolate, nutty flavour, no sour, rancid or off flavors

5) 1 pc. – Unsweetened Chocolate in 200g can

Description: Premium Unsweetened Chocolate made from single-origin cacao beans. Product is ready to eat and can also be used as a base for pastries, drinks and other culinary applications.

Ingredients: Cocoa Liquor

Appearance: Glossy and no discoloration

Color: Brown to Dark Brown

	<p>Taste: Slight acetic acidity, bitter and slightly astringent, mild dark wood notes</p> <p><u>Packaging</u></p> <p>Type : Imitlin Flip Top Box with three inner division Material : Red Imitlin tela box cover, Sirio pearl copper plate inner box cover Color : Red Size : 33 cm (L) x 11.5 cm (W) x 8.60 cm (H) Print : LANDBANK logo – printed on the sleeve</p> <p>For the sleeve - Size : 57cm (L) x 9cm (W) (Sample of the sleeve per Pages: Single attached Annex A) Stock: Stucco Tintoretto Gesso paper, 160gsm Color: Full Color Printing Process: Offset printing. Logo size: 5.5 cm (L) x 3.8 cm (H); upper portion</p> <p>NOTE:</p> <ul style="list-style-type: none"> • Required shelf life for item nos. 1, 2, 3 & 5 is two (2) years. Shelf life for item no. 4 is one (1) year only. <p>Documents below shall be submitted inside the First Envelope:</p> <ul style="list-style-type: none"> • Hazard Analysis Critical Control Point Certificate • Certificate of Product Registration issued by Food and Drug Administration Philippines • Good Manufacturing Practice Certificate • For current suppliers of LANDBANK, Certificate of Satisfactory Performance (for completed contracts for the last five [5] years) or Certificate of No Delayed Projects (for ongoing contracts), issued by the Head, LANDBANK Corporate Affairs Department not earlier than 30 calendar days prior to the deadline of submission of bid. <p>Picture of the actual sample per attached Annexes D-1 and D-2.</p>	
<p>2</p>	<p>Supply and Delivery of 2,640 Pieces Two-Way Wall and Desk Clock</p> <p><u>Product</u></p> <p>Material : Solid wood/Hard wood Color : Light shade Size : Diameter – 8 inches Thickness – 0.75 inch Print : Front – LANDBANK logo Back – LANDBANK logo with tagline; Laser engrave Logo size* : Front – 2.5 cm (H); Upper portion Back – 5.5 cm (W) x 4 cm (H); Lower portion Others : Clock movement mechanism with one AA battery With wooden stand and metal hook at the back Material : hour/minute hand – black thin metal sec. hand – red thin metal</p>	<p>Please state here either “Comply” or “Not Comply”</p>

<p><u>Packaging</u></p> <p>Type : Customized box Material : Corrugated Carton Color : Brown Size : 21 cm (L) x 21 cm (W) x 4 cm (Thickness)</p> <p>The supplier should provide a hangtag with LANDBANK's logo.</p> <p>Size of logo: 6 cm (L) x 4 cm (H) Size of hangtag: 7 cm (L) x 5.3 cm (H)</p> <p>Design and layout per attached Annexes B-1 & B-2. Soft copy of the actual logo size to be provided by CAD.</p> <p>Document below shall be submitted inside the First Envelope:</p> <ul style="list-style-type: none">• For current suppliers of LANDBANK, Certificate of Satisfactory Performance (for completed contracts for the last five [5] years) or Certificate of No Delayed Projects (for ongoing contracts), issued by the Head, LANDBANK Corporate Affairs Department not earlier than 30 calendar days prior to the deadline of submission of bid.	
<p>Bidders are required to submit an actual sample of each item within seven (7) calendar days after the opening of bids for evaluation/approval.</p>	

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 Document**

12. **Hazard Analysis Critical Control Point Certificate for Lot 1 only.**
13. **Certificate of Product Registration issued by Food and Drug Administration Philippines for Lot 1 only.**
14. **Good Manufacturing Practice Certificate for Lot 1 only.**
15. For current suppliers of LANDBANK, Certificate of Satisfactory Performance (for completed contracts for the last five [5] years) or Certificate of No Delayed Projects (for ongoing contracts), issued by the Head, LANDBANK Corporate Affairs Department not earlier than 30 calendar days prior to the deadline of submission of bid.

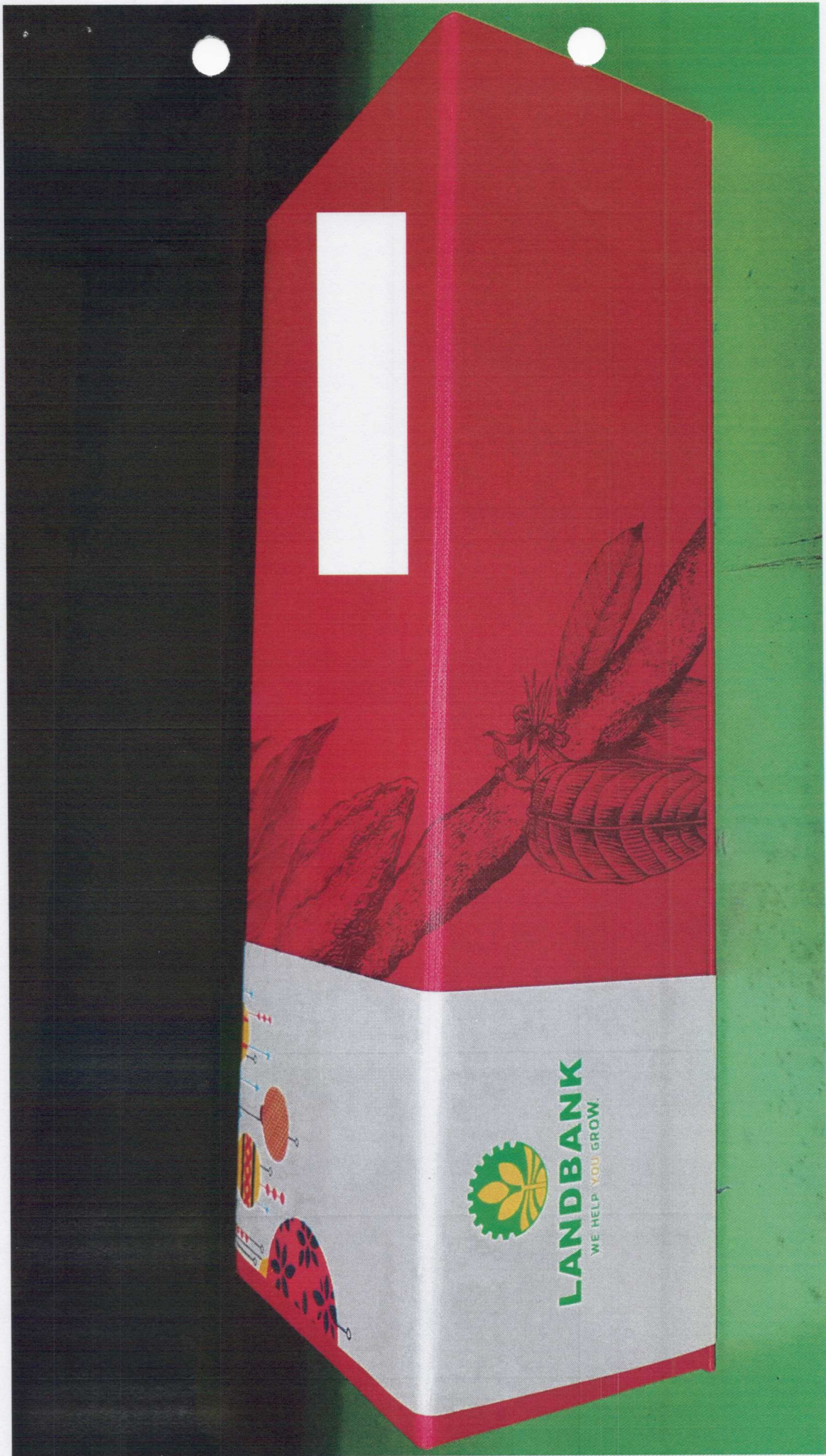
○ **Post-Qualification Documents – (Non-submission of the following documents may result in bidder's post-disqualification):**

16. 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.
17. **Income Tax Return for 2018 filed manually or through EFPS.**

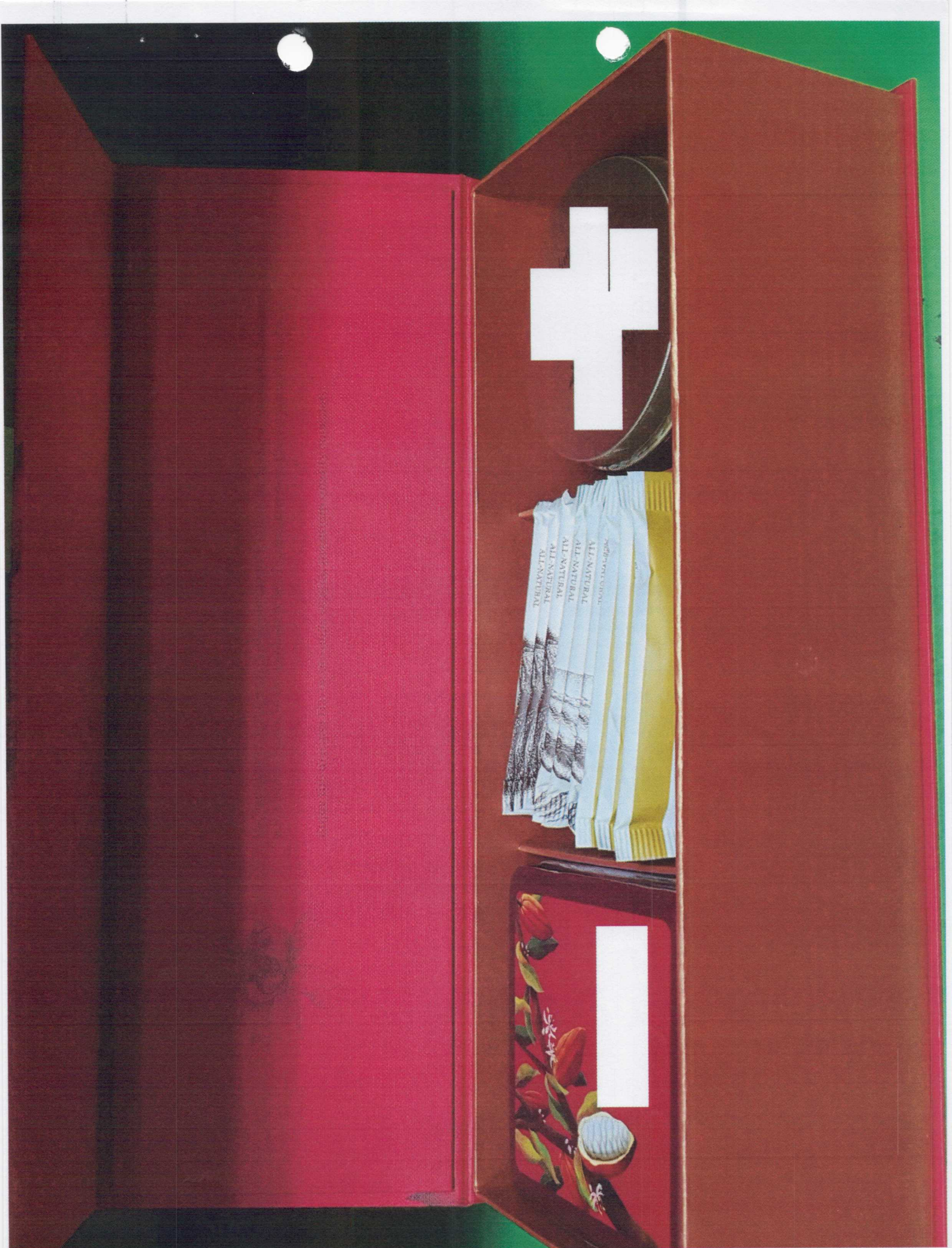
Second Envelope – Financial Component

• **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)



ANNEX D-1



D-2

**2019 CHOCOLATES GIFT BOX
Timetable**

Delivery Schedule	Breakdown (Estimate)	
	Quantity	Area
October 15, 2019	870	Visayas
	870	South Luzon
	440	Central Luzon
	440	North Luzon
November 4, 2019	450	NCR
	2,460	HO
	5,530	Total

NOTE:

1. CAD will provide the schedule of delivery. Manner of delivery as follows:
 - For Visayas, the supplier will deliver the items directly to the branches/field units. Delivery expenses shall be shouldered by the supplier.
 - For Luzon, NCR and head office based units, the supplier will deliver at the 2nd floor (CAD office) or other designated floors at the LANDBANK Plaza.