

BID BULLETIN NO. 1
For LBP-HOBAC-ITB-GS-20181003-02

PROJECT : **Supply and Delivery of Various Special Corporate Giveaways, as follows:**

Lot 1 – 4,300 Pieces Travel Organizer
Lot 2 – 12,300 Pieces Convertible Pillow Blanket
Lot 3 – 10,700 Pieces Leather Card Case
Lot 4 – 7,600 Pieces Leatherette Travel Bag


IMPLEMENTOR : **Procurement Department**

DATE : **October 31, 2018**

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:

- ITB Clause 5.4 of the Bid Data Sheet (BDS), Sections VI (Schedule of Requirements) & VII (Specifications) and Checklist of the Bidding Documents (Items 5 & 6) have been revised. Please see attached revised specific sections of the Bidding Documents.
- The sample for the leather card case (Annex C) has been added. Kindly see attached Annexes C-1 to C-3 for your reference.


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

Bid Data Sheet

ITB Clause									
1.1	The Procuring Entity is LAND BANK OF THE PHILIPPINES (LANDBANK).								
1.2	<p>The lots and references are:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="text-align: center;">1</td> <td>4,300 Pieces Travel Organizer</td> </tr> <tr> <td style="text-align: center;">2</td> <td>12,300 Pieces Convertible Pillow Blanket</td> </tr> <tr> <td style="text-align: center;">3</td> <td>10,700 Pieces Leather Card Case</td> </tr> <tr> <td style="text-align: center;">4</td> <td>7,600 Pieces Leatherette Travel Bag</td> </tr> </tbody> </table> <p>LBP-HOBAC-ITB-GS-20181003-02</p>	1	4,300 Pieces Travel Organizer	2	12,300 Pieces Convertible Pillow Blanket	3	10,700 Pieces Leather Card Case	4	7,600 Pieces Leatherette Travel Bag
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2	12,300 Pieces Convertible Pillow Blanket								
3	10,700 Pieces Leather Card Case								
4	7,600 Pieces Leatherette Travel Bag								
2	<p>The Funding Source is:</p> <p>The Government of the Philippines (GOP) through the LANDBANK Corporate Budget for the contract approved by the Board of Directors for 2018 in the amount of Twenty Million Five Hundred Eighty One Thousand Pesos Only (P20,581,000.00).</p> <p>Project: Supply and Delivery of Various Special Corporate Giveaways</p>								
3.1	No further instructions.								
5.1	No further instructions.								
5.2	Foreign bidders, falling under ITB Clause 5.2 (b) and/or doing business in the Philippines may participate in this Project provided they meet the requirements under Section 23.4.1.2 of the Revised IRR of RA 9184.								
5.4	<p>The Bidder must have completed, within the period specified in the Invitation to Bid and ITB Clause 12.1(a)(iv), a single contract that is similar to this Project, equivalent to at least twenty five (25%) of the ABC.</p> <p>For this purpose, similar contracts shall refer to contracts that include corporate giveaways.</p> <p>Bidders must submit proof of their respective Single Largest Completed Contract. Proofs shall be:</p> <ul style="list-style-type: none"> • Copy of the contract or purchase order; or • Copy of official receipt/collection receipt or Certificate of Satisfactory Performance from bidder's client. 								
7	No further instructions.								
8.1	As a general rule, subcontracting is not allowed.								
8.2	Not applicable.								
9.1	The Procuring Entity will hold a pre-bid conference for this Project on October 18, 2018 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 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</p>															
12.1	<p>Bidders may still submit their Class "A" Eligibility Documents required to be uploaded and maintained current and updated in the PhilGEPS pursuant to Section 8.5.2 of the same IRR, or if already registered in the PhilGEPS under Platinum category, their Certificate of Registration and Membership in lieu of their uploaded file of Class "A" Documents, or a combination thereof. In case the bidder opted to submit their Class "A" Documents, The Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a post-qualification requirement to be submitted in accordance with Section 34.2 of the 2016 Revised IRR of RA 9184.</p>															
12.1(a)(ii)	<p>The statement of all ongoing government and private contracts (use Form No. 3) and Single Largest Completed Contract (use Form No. 4) 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.</p>															
13.1	<p>Bidders are required to use the Bid Form provided in Section VIII. Bid Form (use Form Nos.1 and 2).</p>															
13.1(b)	<p>No further instructions.</p>															
13.1(c)	<p>Not applicable.</p>															
13.2(a)	<p>The Approved Budget for the Contract (ABC) is Twenty Million Five Hundred Eighty Thousand Pesos Only (P20,581,000.00).</p> <table border="1" data-bbox="454 1635 1396 1960"> <thead> <tr> <th>Lot No.</th> <th>Item/Description</th> <th>Approved Budget for the Contract</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>4,300 Pieces Travel Organizer</td> <td>P1,612,500.00</td> </tr> <tr> <td>2</td> <td>12,300 Pieces Convertible Pillow Blanket</td> <td>P3,936,000.00</td> </tr> <tr> <td>3</td> <td>10,700 Pieces Leather Card Case</td> <td>P4,012,500.00</td> </tr> <tr> <td>4</td> <td>7,600 Pieces Leatherette Travel Bag</td> <td>P11,020,000.00</td> </tr> </tbody> </table> <p>Any bid with a financial component exceeding this amount shall not be accepted.</p>	Lot No.	Item/Description	Approved Budget for the Contract	1	4,300 Pieces Travel Organizer	P1,612,500.00	2	12,300 Pieces Convertible Pillow Blanket	P3,936,000.00	3	10,700 Pieces Leather Card Case	P4,012,500.00	4	7,600 Pieces Leatherette Travel Bag	P11,020,000.00
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13.2(b)	Not applicable.							
15.4(a)(iii)	Please refer to Clause 6.2 of the Special Conditions of the Contract for the incidental services required.							
15.4(b)(i)	The price of the Goods shall be quoted DDP specified delivery site/s.							
15.4(b)(ii)	Please refer to Clause 6.2 of the Special Conditions of the Contract for the incidental services required.							
16.1(b)	The Bid Prices for Goods supplied from outside of the Philippines shall be quoted in Philippine Pesos.							
16.3	No further instructions.							
17.1	Bids will be valid until 120 calendar days from date of opening of bids.							
18.1	<p>The bid security shall be limited to Bid Securing Declaration or any other form in accordance with the following minimum amount:</p> <table border="1" data-bbox="454 772 1401 1444"> <thead> <tr> <th>Form of Bid Security</th> <th>Minimum Amount of Bid Security</th> </tr> </thead> <tbody> <tr> <td>(a) Cash or cashier's/ manager's check issued by a Universal or Commercial Bank;</td> <td rowspan="2">Lot 1: P32,250.00 Lot 2: P78,720.00 Lot 3: P80,250.00 Lot 4: P220,400.00</td> </tr> <tr> <td>(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank; Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank; and</td> </tr> <tr> <td>(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.</td> <td>Lot 1: P80,625.00 Lot 2: P196,800.00 Lot 3: P200,625.00 Lot 4: P551,000.00</td> </tr> </tbody> </table> <ol style="list-style-type: none"> 1. If bid security is in the form of cash, a bidder is required to secure a Payment Acceptance Order (PAO) from LANDBANK Procurement Department. The PAO shall then be presented to any of the Tellers at the Cash Department (Ground Floor, LANDBANK Plaza Building) together with the corresponding cash. The Cash Department Teller shall issue a machine validated Official Receipt (OR) evidencing payment of the bid security. The original and/or certified true copy of the OR shall be enclosed in Bid Envelope No. 1 (Eligibility and Technical Proposal/Documents). The original official receipt shall be returned by the BAC Secretariat to the bidder immediately after the opening of bids. 2. If bid security is in the form of cashier's/manager's check, the check should be payable to LAND BANK OF THE PHILIPPINES. 3. If in the form of bank draft/guarantee, the bidder may use the standard format of the issuing Bank, provided the ITB No. and 	Form of Bid Security	Minimum Amount of Bid Security	(a) Cash or cashier's/ manager's check issued by a Universal or Commercial Bank;	Lot 1: P32,250.00 Lot 2: P78,720.00 Lot 3: P80,250.00 Lot 4: P220,400.00	(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank; Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank; and	(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Lot 1: P80,625.00 Lot 2: P196,800.00 Lot 3: P200,625.00 Lot 4: P551,000.00
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	<p>Name of the Project are indicated.</p> <p>4. If in the form of Standby Letter of Credit, it may be secured through LANDBANK Corporate Banking Department 2 (CBD 2) and Small and Medium Enterprises – Market Lending Department 2 (SME-MLD 2) with the following contact details:</p> <p>(a) CBD 2 – 18th Floor, LANDBANK Plaza Building Ms. Erlin G. Del Rosario – Account Officer Telephone No. 405-7345 local 2117 (For Assets 1 Billion and up)</p> <p>(b) SME-MLD 2 – 18th Floor, LANDBANK Plaza Building Mr. Ronaldo Robles – Account Officer Telephone No. 405-7431 local 7431 (For Assets below 1 Billion)</p> <p>5. If in the form of surety bond, it should be issued by a surety or insurance company duly accredited by the Insurance Commission (IC) and has not been issued a cease and desist order by the IC or is currently not included in the list of blacklisted firms.</p> <p>The surety bond may be secured through LANDBANK Insurance Brokerage, Inc. (LIBI) with the following contact details:</p> <p>(a) LIBI-Forex 14th Floor, LANDBANK Plaza Building Telephone No. 710-7114 (Every Tuesday and Thursday)</p> <p>(b) 12th Floor, SSHG Law Center Building 105 Paseo de Roxas, Legaspi Village Makati City Telephone Nos. 812-4911 and 867-1064.</p> <p>Surety bonds with the following or similar conditions/phrases shall not be accepted:</p> <p>(a) “In case of default by the Principal, this bond shall only answer for the difference in the bid price of the winning bidder and that of the next lowest complying bidder or that of the new winning bidder in case of re-bidding plus necessary expenses incurred by the Obligee in the re-bidding which liability shall in no case exceed the amount of the bond”; or</p> <p>(b) “That the amount of liability of the Surety under this bond is limited to the actual loss or damage sustained and duly proven by the Obligee”.</p> <p>6. If in the form of Bid Securing Declaration, the attached form (Form No. 8) must be used.</p>
18.2	The bid security shall be valid until 120 calendar days from date of opening bids.
20.3	Each Bidder shall submit two (2) sets of the Technical Component (First Envelope) and Financial Component (Second Envelope) of its bid labeled as “Original Copy 1” and “Original Copy 2”.

21	<p>The address for submission of bids is:</p> <p>Procurement Department Land Bank of the Philippines 25th Floor, LANDBANK Plaza Building 1598 M.H. Del Pilar corner Dr. J. Quintos Streets 1004 Malate, Manila</p> <p>The deadline for submission of bids is 11:00 A.M., <u>November 08, 2018.</u></p>															
24.1	<p>The place of bid opening is:</p> <p>25th Floor Bidding Room Procurement Department Land Bank of the Philippines 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., <u>November 08, 2018.</u></p>															
24.2	No further instructions.															
27.1	No further instructions.															
28.3	<p>All Goods are grouped in lots listed below. Bidders shall have the option of submitting a proposal in any or all lots and; evaluation and contract award will be undertaken on a per lot basis. Lots shall not be divided further into sub-lots for the purpose of bidding, evaluation and contract award.</p> <table border="1" data-bbox="453 1176 1401 1509"> <thead> <tr> <th data-bbox="453 1176 517 1243">Lot No.</th> <th data-bbox="517 1176 1145 1243">Item/Description</th> <th data-bbox="1145 1176 1401 1243">Approved Budget for the Contract</th> </tr> </thead> <tbody> <tr> <td data-bbox="453 1243 517 1310">1</td> <td data-bbox="517 1243 1145 1310">4,300 Pieces Travel Organizer</td> <td data-bbox="1145 1243 1401 1310">P1,612,500.00</td> </tr> <tr> <td data-bbox="453 1310 517 1377">2</td> <td data-bbox="517 1310 1145 1377">12,300 Pieces Convertible Pillow Blanket</td> <td data-bbox="1145 1310 1401 1377">P3,936,000.00</td> </tr> <tr> <td data-bbox="453 1377 517 1444">3</td> <td data-bbox="517 1377 1145 1444">10,700 Pieces Leather Card Case</td> <td data-bbox="1145 1377 1401 1444">P4,012,500.00</td> </tr> <tr> <td data-bbox="453 1444 517 1509">4</td> <td data-bbox="517 1444 1145 1509">7,600 Pieces Leatherette Travel Bag</td> <td data-bbox="1145 1444 1401 1509">P11,020,000.00</td> </tr> </tbody> </table>	Lot No.	Item/Description	Approved Budget for the Contract	1	4,300 Pieces Travel Organizer	P1,612,500.00	2	12,300 Pieces Convertible Pillow Blanket	P3,936,000.00	3	10,700 Pieces Leather Card Case	P4,012,500.00	4	7,600 Pieces Leatherette Travel Bag	P11,020,000.00
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28.3(b)	Bid modification is not allowed.															
28.4	No further instructions.															
29.2(a)	Certified true copy of Value Added Tax (VAT) or Percentage Tax (PT) Returns for the last two (2) quarters filed manually or through the BIR Electronic Filing and Payment System (EFPS). Tax returns filed manually or through EFPS and taxes paid shall be accepted.															
29.2(c)	No further instructions.															
32.4(f)	No further instructions.															

33.2	<p>If in the form of Standby Letter of Credit, it may be secured through LANDBANK Corporate Banking Department 2 (CBD 2) and Small and Medium Enterprises – Market Lending Department 2 (SME-MLD 2) with the following contact details:</p> <ul style="list-style-type: none"><li data-bbox="496 349 1197 495">(a) CBD 2 – 18th Floor, LANDBANK Plaza Building Ms. Erlin G. Del Rosario – Account Officer Telephone No. 405-7345 local 2117 (For Assets 1 Billion and up)<li data-bbox="496 510 1273 656">(b) SME-MLD 2 – 18th Floor, LANDBANK Plaza Building Mr. Ronaldo Robles – Account Officer Telephone No. 405-7431 local 7431 (For Assets below 1 Billion)
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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	Travel Organizer	4,300 Pieces	<p>Contact Person: FVP Catherine Rowena B. Villanueva Head, Corporate Affairs Department (CAD)</p> <p>Contact No.: 522-0000 loc. 7374</p> <p>Delivery Period: Forty Five (45) calendar days after receipt of Notice to Proceed (NTP) – Full Delivery</p> <p>Breakdown:</p> <ul style="list-style-type: none"> • Mindanao.....450 Pieces • Visayas.....375 Pieces • Southern Luzon.....375 Pieces • Central Luzon.....225 Pieces • Northern Luzon.....225 Pieces • Head Office.....2,650 Pieces <p>TOTAL.....4,300 Pieces</p> <p>Notes:</p> <ol style="list-style-type: none"> 1. CAD will inspect the travel organizers at the winning bidder's warehouse. Winning bidder should notify CAD at least three (3) working days prior to the schedule of inspection. 2. After inspection, the items 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 winning bidder. 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, Brooke's Point, Coron, Masbate, Virac Branches, etc., the winning bidder will deliver the items to the warehouse of the Bank's official courier. ✓ 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. ✓ Northern and Central Luzon field units will pick-up their allocations from the supplier's warehouse. ✓ For Head Office-based units, the winning bidder will deliver at 32nd Floor, Corporate Affairs Department, LANDBANK Plaza Building, Malate, Manila or other designated floors.

<p>2</p>	<p>Convertible Pillow Blanket</p>	<p>12,300 Pieces</p>	<p>Delivery Period: Forty Five (45) calendar days after receipt of NTP – Full Delivery</p> <p>Breakdown:</p> <ul style="list-style-type: none"> • Mindanao.....1,860 Pieces • Visayas.....1,570 Pieces • Southern Luzon.....1,740 Pieces • Central Luzon.....900 Pieces • Northern Luzon.....1,100 Pieces • National Capital Region (NCR)....1,970 Pieces • Head Office.....3,160 Pieces <p>TOTAL.....12,300 Pieces</p> <p>Notes:</p> <ol style="list-style-type: none"> 1. CAD will inspect the convertible pillow blankets at the winning bidder's warehouse. Winning bidder should notify CAD at least three (3) working days prior to the schedule of inspection. 2. After inspection, the items 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 winning bidder. 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, Brooke's Point, Coron, Masbate, Virac Branches, etc., the winning bidder will deliver the items to the warehouse of the Bank's official courier. ✓ 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. ✓ Northern and Central Luzon field units will pick-up their allocations from the supplier's warehouse. ✓ For North NCR, the winning bidder will deliver to the respective offices of the Branch Group Heads and Relationship Officers. ✓ For South NCR, the winning bidder will deliver to the Office of the Branch Group Head. ✓ For Head Office-based units, the winning bidder will deliver at 32nd Floor, Corporate Affairs Department, LANDBANK Plaza Building, Malate, Manila or other designated floors.
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<p>3</p>	<p>Leather Card Case</p>	<p>10,700 Pieces</p>	<p>Delivery Period: Forty Five (45) calendar days after receipt of NTP – Full Delivery</p> <p>Breakdown:</p> <ul style="list-style-type: none"> • Mindanao.....1,800 Pieces • Visayas.....1,500 Pieces • Southern Luzon.....1,700 Pieces • Central Luzon.....860 Pieces • Northern Luzon.....1,120 Pieces • National Capital Region (NCR)....2,520 Pieces • Head Office.....1,200 Pieces <p>TOTAL.....10,700 Pieces</p> <p>Notes:</p> <ol style="list-style-type: none"> 1. CAD will inspect the leather card cases at the winning bidder's warehouse. Winning bidder should notify CAD at least three (3) working days prior to the schedule of inspection. 2. After inspection, the items 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 winning bidder. 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, Brooke's Point, Coron, Masbate, Virac Branches, etc., the winning bidder will deliver the items to the warehouse of the Bank's official courier. ✓ 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. ✓ Northern and Central Luzon field units will pick-up their allocations from the supplier's warehouse. ✓ For North NCR, the winning bidder will deliver to the respective offices of the Branch Group Heads and Relationship Officers. ✓ Four South NCR, the winning bidder will deliver to the Office of the Branch Group Head. ✓ For Head Office-based units, the winning bidder will deliver at 32nd Floor, Corporate Affairs Department, LANDBANK Plaza Building, Malate, Manila or other designated floors.
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<p>4</p>	<p>Leatherette Travel Bag</p>	<p>7,600 Pieces</p>	<p>Delivery Period: Forty Five (45) calendar days after receipt of NTP – Full Delivery</p> <p>Breakdown:</p> <ul style="list-style-type: none"> • Mindanao.....1,200 Pieces • Visayas.....1,200 Pieces • Southern Luzon.....1,300 Pieces • Central Luzon.....1,000 Pieces • Northern Luzon.....1,000 Pieces • National Capital Region (NCR)....1,300 Pieces • Head Office.....600 Pieces <p>TOTAL.....7,600 Pieces</p> <p>Notes:</p> <ol style="list-style-type: none"> 1. CAD will inspect the leatherette travel bags at the winning bidder's warehouse. Winning bidder should notify CAD at least three (3) working days prior to the schedule of inspection. 2. After inspection, the items 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 winning bidder. 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, Brooke's Point, Coron, Masbate, Virac Branches, etc., the winning bidder will deliver the items to the warehouse of the Bank's official courier. ✓ 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. ✓ Northern and Central Luzon field units will pick-up their allocations from the supplier's warehouse. ✓ For North NCR, the winning bidder will deliver to the respective offices of the Branch Group Heads and Relationship Officers. ✓ For South NCR, the winning bidder will deliver to the Office of the Branch Group Head. ✓ For Head Office-based units, the winning bidder will deliver at 32nd Floor, Corporate Affairs Department, LANDBANK Plaza Building, Malate, Manila or other designated floors.
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Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Section VII. Specifications

Lot No.	Specifications	Statement of Compliance
		<p>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>
1	<p style="text-align: center;">Supply and Delivery of Various Special Corporate Giveaways</p> <p>4,300 Pieces Travel Organizer</p> <p>Specifications:</p> <ul style="list-style-type: none"> • Material: Nylon Ripstop • Description: <ul style="list-style-type: none"> ✓ 1 pc. Large Organizer Bag with special diamond xs mesh net and handle Size: Length – 15.5 inches Width – 12 inches Thickness – 4.5 inches ✓ 1 pc. Medium Organizer Bag with special diamond xs mesh net and handle Size: Length – 12 inches Width – 11 inches Thickness – 4 inches ✓ 1 pc. Small Organizer Bag with special diamond xs mesh net and handle Size: Length – 11.5 inches Width – 8 inches Thickness – 4 inches ✓ 1 pc. Foldable Backpack with 2-side pocket and 1 pocket inside ✓ 1 pc. Laundry Pouch with zipper closure 	<p>Please state here either “Comply” or “Not Comply”</p>

	<ul style="list-style-type: none"> • Closure: <ul style="list-style-type: none"> ✓ Zipper closures – All black ✓ Slider/Puller of zipper for the 3 organizer bags (large, medium and small) – black rubber zipper slider/puller ✓ Foldable backpack – Silver metal zipper slider/puller number 7 ✓ Laundry pouch – Silver metal zipper slider/puller number 3 • Color: Black – All bags • Packaging: Non-woven tote bag, black; 100gsm • Printing of Logo: Silkscreen process using white textile paint • Size of Logo: <ul style="list-style-type: none"> ✓ Large Organizer Bag – 8.85cm x 4.88cm ✓ Medium & Small Organizer Bags – 7cm x 4.07cm ✓ Laundry Pouch – 7cm x 4.07cm ✓ Foldable Backpack – No print ✓ Soft copy of the final artwork will be provided by Corporate Affairs Department • Size: See attached Original Annex A. 	
<p>2</p>	<p>12,300 Pieces Convertible Pillow Blanket</p> <p>Specifications:</p> <ul style="list-style-type: none"> • Description: <ul style="list-style-type: none"> ✓ Pillow comforter turns into blanket when opened ✓ With fiber fill inside • Closure: Zipper closure – Zipper no. 8; Black metal • Material: Gina silk Fiber fill – Double fiber fill • Size: <ul style="list-style-type: none"> ✓ As pillow: Length – 14.5 inches Width – 11.5 inches ✓ As blanket: Length – 56 inches Width – 34 inches • Color: Black • Printing of Logo: Color: Green, white and gold Logo size: Length: 20.85cm Height: 4cm Printing: Silkscreen process ✓ Soft copy of the final artwork of the logo will be provided by CAD • Packaging: Non-woven tote bag, black, 100gsm • Design: See attached Original Annex B. 	<p>Please state here either “Comply” or “Not Comply”</p>
<p>3</p>	<p>10,700 Pieces Leather Card Case</p> <p>Material Specifications:</p> <ul style="list-style-type: none"> • Genuine exotic printed top grain cowhide leather (lizard print as per attached picture) • Unlined • Colors (as per sample shown): <ul style="list-style-type: none"> ✓ Black – 5,350 pieces ✓ Brown – 5,350 pieces • LANDBANK logo debossed at the back card case (lower middle portion) LANDBANK logo size – 1.3cm x .75cm • Packaging: Top and bottom box made with carrier board material lined with 	<p>Please state here either “Comply” or “Not Comply”</p>

	<ul style="list-style-type: none"> ✓ LANDBANK logo is foil stamped on gift box top (Gold Foil Stamp) ✓ LANDBANK logo size – 3.2cm x 1.7cm ✓ Soft copy of the final artwork of the logo will be provided by Corporate Affairs Department. <p>Product Measurement:</p> <ul style="list-style-type: none"> • Open: <ul style="list-style-type: none"> ✓ Height: 15.3 cm ✓ Width: 10 cm • Closed: <ul style="list-style-type: none"> ✓ Height: 7.5 cm ✓ Width: 10 cm ✓ Gusset: 1.5 cm <p>See attached Annexes C-1 to C-3 for the printed sample of the item.</p>	
<p>4</p>	<p>7,600 Pieces Leatherette Travel Bag</p> <p>Specifications:</p> <ul style="list-style-type: none"> • Wrap around Acid Wash Faux (AWF) Leather/Premium Brown Leatherette strap on Prussian blue/navy heavy duty nylon canvass with shoulder strap (1.1 inches thick) • Cushion on entire bag with black taffeta lining • Left: Foam double stitch ¼ pocket • Right: ¼ semi circle zippered pocket (shoe compartment) with black taffeta lining • Inside the bag: Inside pocket with black taffeta lining <ul style="list-style-type: none"> ✓ Size of zipper: 22cm • Various accessories: <ul style="list-style-type: none"> ✓ Brown AWF/premium leatherette piping ✓ 1 removable specialized rubber board for support ✓ All zippers are black (zipper no. 5). All pullers/sliders are silver metal. Double puller for the main compartment. ✓ Stainless buckle for the shoulder strap and handles ✓ 5 metal button base • Size: (LxWxH) 18.5 x 10 x 11.5 inches • Color: Prussian blue (navy blue) for the bag • Debossing of logo in the AWF Leather – lower right portion of bag Size of the AWF leather (square shaped) – 5cm x 4cm Size of debossed logo – 4cm x 2.29cm • Design: See attached Original Annex D. • Soft copy of the final artwork of the logo will be provided by Corporate Affairs Department 	<p style="text-align: center;">Please state here either “Comply” or “Not Comply”</p>
<p>Bidders are required to submit actual sample of offered travel organizer, convertible pillow blanket, brown and black leather card cases* and/or leatherette travel bag* on the bidding date for evaluation/approval.</p> <p>*Bidders are allowed to submit samples without logos.</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.

The Technical Component (First Envelope) shall contain the following:

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.
 - **Legal Documents**
 - 3.a. PhilGEPS Certificate of Registration (Platinum Membership). All documents enumerated in its Annex A must be updated; or
 - 3.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.
 - **Technical / Financial Documents**
 - 3.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.
 - 3.d. 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

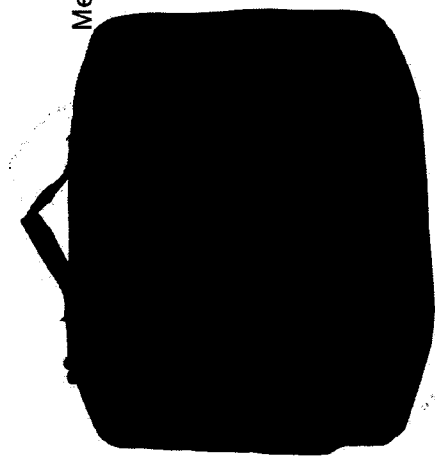
Bidding Documents. The statement shall include all information required in the PBDs prescribed by the GPPB. (sample form - Form No. 4).

- 3.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.
 - 3.f. The prospective bidder's computation for its Net Financial Contracting Capacity (sample form - Form No. 5).
 - 3.g. 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.h. Actual sample/s of the product being offered.
4. Bid security in the prescribed form, amount and validity period (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 - Specifications with response on compliance and signature of bidder's authorized representative.**
 7. Post-Qualification Documents – (Non-submission of these documents during the bid opening shall not be a ground for the disqualification of the bidder).
 - 7.a. Business Tax Returns per Revenue Regulations 3-2005 (BIR No. 2550Q) VAT or Percentage Tax Returns for the last two (2) quarters filed manually or through the BIR EFPS; and
 - 7.b. Income Tax Return for 2017 filed manually or through the BIR EFPS.

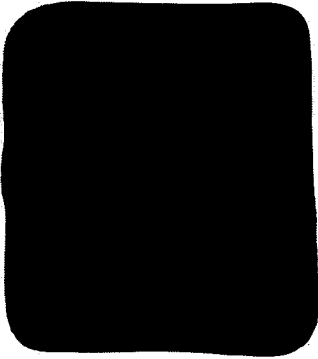
The Financial Component (Second Envelope) shall contain the following:

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)

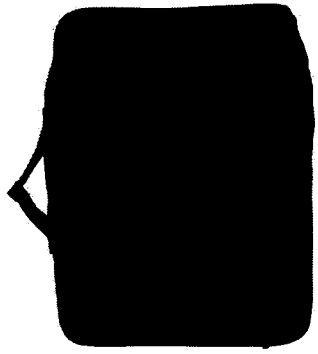
Remarks:



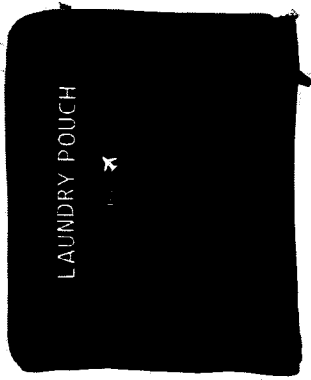
Mesh



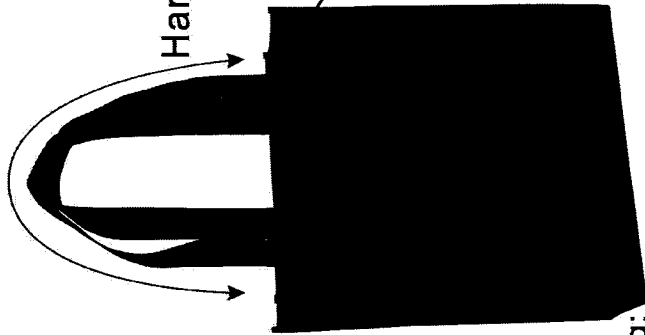
Mesh



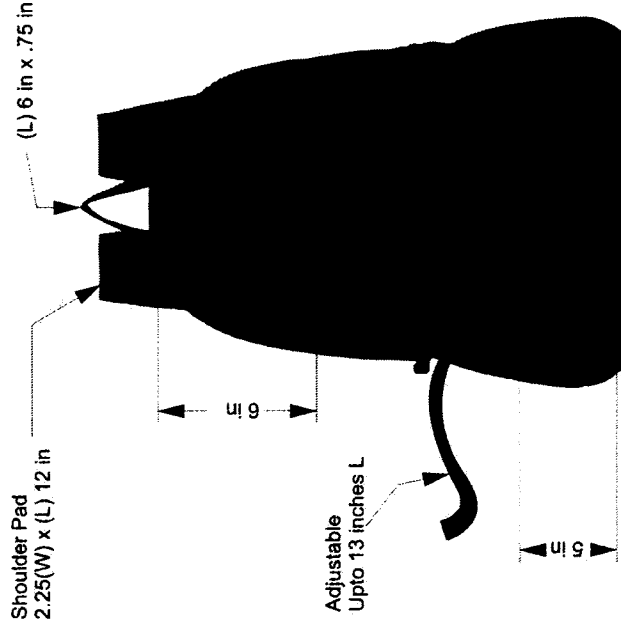
Mesh



LAUNDRY POUCH



Tote Bag:
(L) 34 cm x (H) 43 cm x (W) 17 cm



Handle: 17 x 1 in

Folded: 9 x 7 in

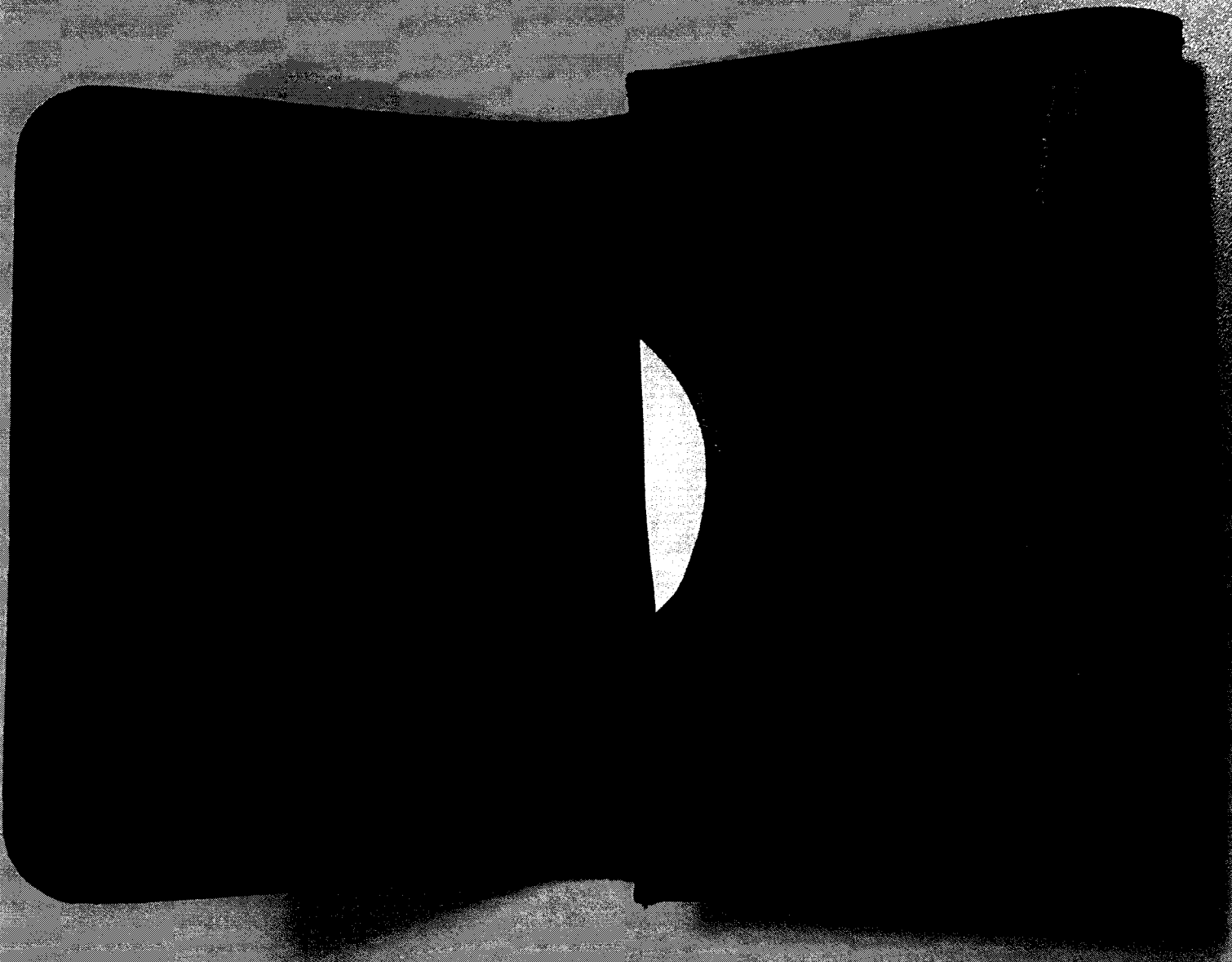
Dimension:
(L) 9.5 in x (H) 18 in x (W) 5 in



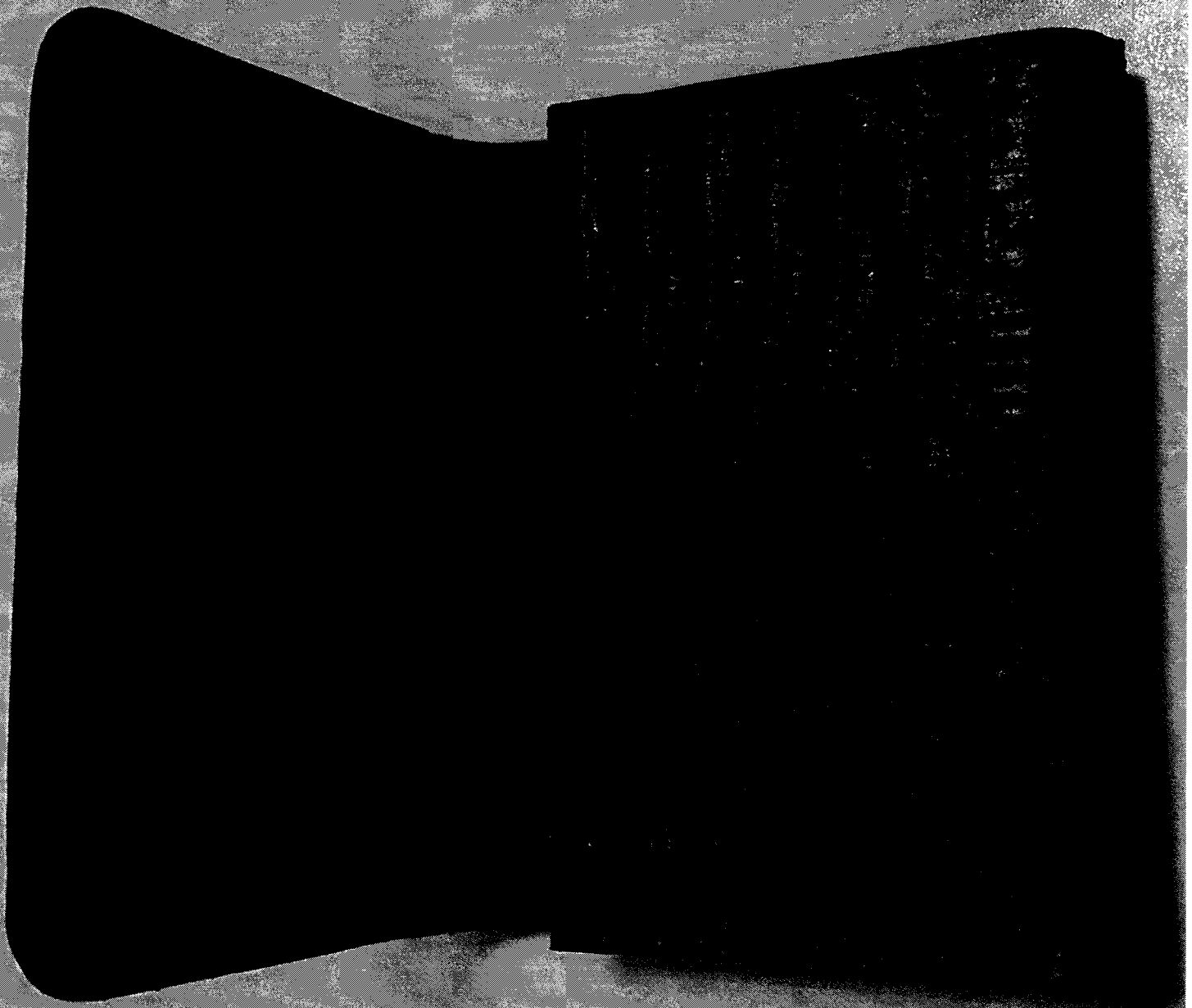
LANDBANK

WE HELP GROW.

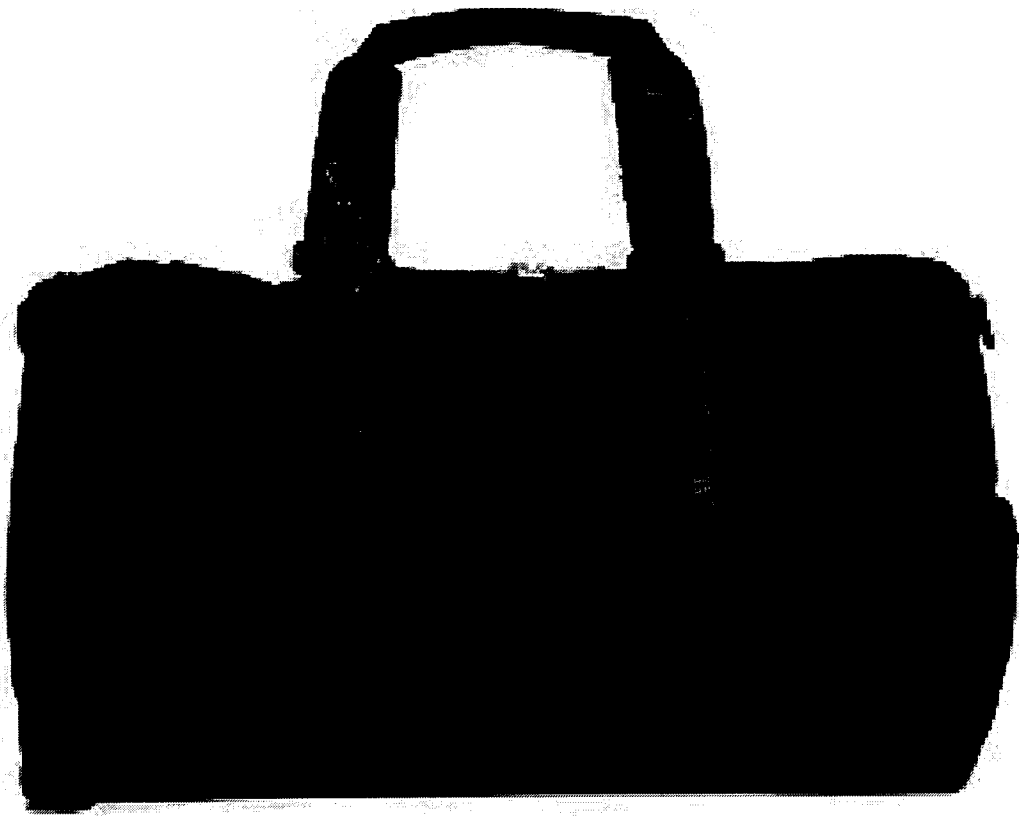




ANNEX C-2



ANNEX C-3



ANNEX D