



LANDBANK

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BID BULLETIN NO. 2
For LBP-HOBAC-ITB-GS-20170105-01

PROJECT : One (1) Lot Supply, Delivery, Installation, Testing and Commissioning of Various Airconditioning Units at LANDBANK Sta. Maria Branch, Bohol Accounting Center and Cebu Lapu-Lapu Extension Office


IMPLEMENTOR : Procurement Department

DATE : March 2, 2017

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:

- Item E of the Terms of Reference (Annex A), Section VII (Specifications) and the Checklist of the Bidding Documents have been revised. Please see attached revised Item E of Annex A and the indicated sections of the Bidding Documents.
- The deadline of submission and the schedule of opening of eligibility/technical and financial documents/proposals for the above project is re-scheduled to **March 9, 2017, 11:00 A.M.** at the Procurement Department, 25th Floor, LANDBANK Plaza Building, 1598 M. H. Del Pilar corner Dr. Quintos Streets, Malate, Manila.


MA. VICTORIA C. VIRAY
Officer-In-Charge
Procurement Department

E. Qualification and Documentary Requirements:

Qualification Requirement	Documentary Requirement
1. The quoted brand of prospective ACU contractor shall be in the Philippine market for a minimum of ten (10) years	Submission of related documents (e.g. previous Purchase Orders or Contracts)
2. The ACU contractor shall provide Satisfactory Service to its customers	a) List of Clients with addresses, contact persons and telephone numbers. b) Certificate of satisfactory Performance from at least five (5) large institutional clients (e.g. fastfoods, BPOs, hospitals, funeral parlor, banks, and government offices) using the brand being offered by the prospective ACU contractor (with minimum of four (4) units installed).
3. The ACU contractor shall have highly trained technicians who are its regular employees	List of at least three (3) highly trained technicians (regular employees) with their respective bio-data
4. The quoted brand should have a nationwide network of service centers with 24/7 Customer Care Center.	List of Customer Contact Center and at least twenty (20) service centers in key cities of the country (with complete addresses and contact numbers). a. NCR and Luzon – 10 b. Visayas – 5 c. Mindanano – 5
5. The ACU contractor must be an authorized distributor of the offered product	Manufacturer's Authorization or Back-to-Back Certification
6. The offered product must have brochures showing the product complete specifications	Official brochure of the offered brand/model (colored computer print-outs shall not be allowed)
7. The specifications of the offered product shall be verifiable from the website of the manufacturer	Print-out of the Homepage of manufacturer's website showing the URL (web address). The offered products and its technical specifications must be in the manufacturer's website.
8. The offered product or its manufacturer must be authorized and certified by the approving/governing body	Bureau of Product Standards (PS), Underwriters Laboratories (UL), European Conformity (CE) or ISO certifications, whichever is available

Specifications

Item No.	Specification	Statement of Compliance
1	<p>One (1) Lot Supply, Delivery, Installation, Testing and Commissioning of Airconditioning Units complete with standard accessories per manufacturer's standards at the following LANDBANK Offices :</p> <p>LANDBANK Sta Maria Branch</p> <p>Two (2) units – 3.0 TR (36,000 BTU/HR) Split Type, Floor Mounted (Inverter Type)</p> <p>One (1) unit – 2.0 TR (21,000 BTU/HR) Split Type, Wall Mounted (Inverter Type)</p> <p>Installation of electrical wirings (3-3.5mm² THHN wire stranded in 20mm dia. PVC pipe to be connected at Panelboard "PP-8" 40 Amps 2P branch circuit breaker</p>	<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> <p>Please state here either "Comply" or "Not Comply"</p>

	<p>Drain pipes for the additional unit and the 3.0 TR ACU to be relocated (use 32mm dia. PVC pipe pipes)</p> <p>Dismantling of existing units</p> <p>2 LANDBANK Bohol Accounting Center</p> <p>One (1) unit – 3.0 TR (34,000 BTU/HR) Split Type, Ceiling Mounted (Inverter Type)</p> <p>Installation of electrical wirings tap to existing spare of branch circuit breaker at PP panel board; drain pipe; and restoration of affected areas</p> <p>Dismantling of existing unit</p> <p>3 LANDBANK Cebu Lapu-lapu Extension Office</p> <p>One (1) unit – 3.0 TR (34,000 BTU/HR) Split Type, Ceiling Mounted (Inverter Type)</p> <p>Dismantling of existing unit</p> <p>Minimum specifications, working drawings and lay out per attached Annexes A-1 to A-10 for item 1, B-1 to B-9 for item 2 and C-1 to C-9 for item 3.</p> <p>The following documents shall be submitted inside the eligibility/technical envelope:</p> <ol style="list-style-type: none"> a) Brochures or other equivalent documents indicating the specifications of the items being offered. b) Certificate of satisfactory performance or equivalent document issued by the client with whom the bidder has completed its single largest contract. c) Certificate of satisfactory performance issued by the Head, Project Management and Engineering Department for bidders with existing or completed contracts with LANDBANK. d) Manufacturer's Authorization or back-to-back certification to prove that the bidder is an authorized seller/distributor of the offered product. 	
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<p>e) Copy of purchase orders or contracts as proof that the offered brand/model of ACU has been in the Philippine market for at least ten (10) years.</p> <p>f) List of clients with addresses, contact persons and telephone numbers.</p> <p>g) Certificate of satisfactory performance issued by at least five (5) large institutional clients e.g. fastfoods, BPOs, hospitals, funeral parlor, banks and government offices) using the brand being offered by the prospective ACU contractor [with minimum of four (4) units installed].</p> <p>h) List of at least three (3) highly-trained technicians (regular employees) with their respective bio-data.</p> <p>i) List of Customer Contact Center and at least ten (10) service centers in the National Capital Region (NCR) & Luzon and five (5) in Visayas [with complete addresses and contact numbers].</p> <p>j) Print-out of the Homepage of manufacturer's website showing the URL (web address). The offered products and its technical specifications must be in the manufacturer's website.</p> <p>k) Bureau of Product Standards (PS), Underwriters Laboratories (UL), European Conformity (CE) or ISO certifications, whichever is available.</p> <p>Bidders which fail to submit these certifications/documents shall be automatically disqualified.</p> <p>The winning bidder must affix a sticker/tag/label with company name and after-sales contact numbers or equivalent form of marking on each of the airconditioning units.</p>	<p>Please state here either "Comply" or "Not Comply"</p>
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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)

For a prospective bidder without PhilGEPS Certificate of Registration (Platinum Membership), the following Class "A" Eligibility Documents must be submitted:

1. Registration certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives, or any proof of such registration;
2. Mayor's/Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located or the equivalent document for Exclusive Economic Zones or Areas;

In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post qualification requirement in accordance with Section 34.2 of the 2016 Revised IRR of R.A. 9184;

3. Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.

• **Technical / Financial Documents**

- 3.b 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.c 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).
- 3.d 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.e The prospective bidder's computation for its Net Financial Contracting Capacity (sample form - Form No. 5).
- 3.f Brochures or any other documents indicating the specifications of the items being offered.
- 3.g Certificate of satisfactory performance or equivalent document issued by the client with whom the bidder has completed its single largest contract.
- 3.h Certificate of satisfactory performance issued by the Head, Project Management and Engineering Department for bidders with existing or completed contracts with LANDBANK.
- 3.i Manufacturer's Authorization or back-to-back certification to prove that the bidder is an authorized seller/distributor of the offered product.
- 3.j Copy of purchase orders or contracts as proof that the offered brand/model of ACU has been in the Philippine market for at least ten (10) years.**
- 3.k List of clients with addresses, contact persons and telephone numbers.**
- 3.l Certificate of satisfactory performance issued by at least five (5) large institutional clients (e.g.) fastfoods, BPOs, hospitals,**

funeral parlor, banks and government offices) using the brand being offered by the prospective ACU contractor [with minimum of four (4) units installed].

- 3.m **List of at least three (3) highly-trained technicians (regular employees) with their respective bio-data.**
- 3.n **List of Customer Contact Center and at least ten (10) service centers in the National Capital Region (NCR) & Luzon and five (5) in Visayas [with complete addresses and contact numbers].**
- 3.o **Print-out of the Homepage of manufacturer's website showing the URL (web address). The offered products and its technical specifications must be in the manufacturer's website.**
- 3.p Bureau of Product Standards (PS), Underwriters Laboratories (UL), European Conformity (CE) or ISO certifications, whichever is available.
- 3.q 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.
- 4. Bid security in the prescribed form, amount and validity period (ITB Clause 18.1 of the Bid Data Sheet);
- 5. Schedule VI - Schedule of Requirements with signature of bidder's authorized representative.
- 6. 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. 2550 Q) VAT or Percentage Tax Returns for 2nd and 3rd Quarters of 2016;
 - 7.b Valid and current PhilGEPS Registration Certificate or PhilGEPS Registration Number [if the bidder will not submit a PhilGEPS Registration Certificate (Platinum Membership)]; and

7.c Income Tax Return for 2015

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)