



SUPPLEMENTAL/BID BULLETIN NO. 2

**For LBP-HOBAC-ITB-GS-20190823-01; ITB-GS-20191011-01; ITB-GS-20191104-01;
ITB-GS-20191107-01; ITB-GS-20191113-02; ITB-GS-20191119-01;
ITB-GS-20191119-02; ITB-GS-20191125-01 and
ITB-GS-20191125-02**

PROJECT : Various Projects
IMPLEMENTOR : Procurement Department
DATE : December 23, 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:

- Section VII (Specifications) and the Checklist of the Bidding Documents have been revised. Please see attached revised specific sections for each of the above-mentioned projects.

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

Specifications

Specification	Statement of Compliance
<p>Supply and Delivery of 10,600 Pieces Ribbon for Tally Dascom 2610 Dot Matrix Printer</p> <p>Specifications:</p> <p>Manufacturer: : Tally DASCOM Ribbon Part No. : 99004L Machine Model Type : 2610 Capacity : 15 million characters Packaging : One (1) piece per box</p> <p>For current and past suppliers of Dot Matrix Printer Ribbon for LANDBANK, they must have satisfactory performance in their completed contracts starting in November 2018 onwards.</p> <p>The following documents shall be submitted inside the eligibility/technical envelope:</p> <ol style="list-style-type: none"> 1. Manufacturer's authorization or back-to-back certifications evidencing that the supplier is an 	<p>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> <p>Please state here either "Comply" or "Not Comply"</p>

authorized distributor/reseller of Tally Dascom 2610 Dot Matrix Printer ribbons. In case of back-to-back certifications, the relationship of the bidder up to the manufacturer/brand owner should be clearly established.

- The actual body of ribbon must have the printed logo of the brand/manufacture "Tally"
- The box/package of the ribbon indicated the part number and model of the ribbon.

2. Certificate of Satisfactory Performance issued by the Head, Facilities Management Department (FMD) not earlier than thirty (30) calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of printer consumables for LANDBANK). The Certificate shall still be subject to verification during post qualification of bid.

Note: Certificate of Satisfactory Performance shall be requested in writing from DM Ramil P. Remillano of FMD at 25th Floor, LANDBANK Plaza Building with contact number 8-522-0000 local 7751, at least five (5) working days prior to the submission of bid.

Non-submission of the above mentioned documents may result in bidder's disqualification.

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. 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. Manufacturer's authorization or back-to-back certification evidencing that the supplier is an authorized distributor/reseller of Tally Dascom 2610 Dot Matrix Printer ribbons. In case of back-to-back certification the relationship of the bidder up to the manufacturer/brand owner should be clearly established.
13. **Certificate of Satisfactory Performance issued by the Head, Facilities Management Department (FMD) not earlier than 30 calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of printer consumables for LANDBANK).**

○ Post-Qualification Documents – [The bidder may submit the following documents within five (5) calendar days after receipt of Notice of Post-Qualification]:

14. 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.
15. Latest Income Tax Return 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)

Specifications

Lot No.	Specification	Statement of Compliance
	<p>Three (3) years Preventive Maintenance Services of One (1) Unit 550 KVA "EATON 9395" Uninterruptible Power Supply</p> <p>Scope of work, specifications and other requirements per attached Annexes A-1 to A-4.</p> <p>Specifications:</p> <ul style="list-style-type: none"> • Daily monitoring. • Weekly checking of batteries and UPS Parameters. 	<p>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> <p>Please state here either "Comply" or "Not Comply"</p>

- Semi-annual checking and testing of General cleaning UPS room, UPS Circuit breakers, battery and EATON 9395 UPS.
- Annual checking and testing of the Dry Type Transformer, Maintenance Bypass Panel and EATON 9395 UPS components.
- On-call emergency and special assistance with 24/7 availability during the contact period.
- Deliverables of comprehensive warranty parts in case of equipment failure/breakdown and provide a service unit if parts are not delivered within 48 hours without any additional cost.

For current and past suppliers of uninterruptible power supply (UPS) and UPS maintenance services for LANDBANK, they must have satisfactory performance in their completed contracts starting in November 2018.

Qualifications of the bidder:

- Must have a minimum of five (5) years of experience in the business of installation and preventive maintenance of EATON UPS
- Must have a Platinum Membership as a Certified Preventive Maintenance/Service Provider by EATON Company
- Must be employing the following personnel for the undertaking and implementation of the project:
 - Registered Electrical Engineer or Electronics Engineer with training for EATON 9395 UPS maintenance and troubleshooting.
 - Technicians with training for 9395 UPS maintenance and troubleshooting.
- Must conduct pre-inspection verification and overall project assessment.

The following documents shall be submitted inside the First Envelope:

- a) Copy of purchase orders, contracts or other related documents to prove that the bidder has more than five (5) years of experience in the business of installation and preventive maintenance of EATON UPS
- b) Certification of Platinum Membership from EATON Company

- c) List of at least one (1) Registered Electrical Engineer or Electronics Engineer and at least Two (2) Technicians with training for EATON 9395 UPS maintenance and troubleshooting with the following documentary requirements:

Electrical Engineer	Technician
Certificate of Employment	Certificate of Employment
PRC license	Certificate from EATON
Certificate from EATON of the seminars and trainings attended.	of the seminars and trainings attended.

- d) Certificate of Inspection issued by LANDBANK – Facilities Management Department
- e) **Certificate of Satisfactory Performance issued by the Head, Facilities Management Department (FMD) not earlier than 30 calendar days prior to the deadline of submission of bid [applicable only for the current and past suppliers of uninterruptible power supply (UPS) and UPS maintenance services for LANDBANK]. The certificate shall still be subject to verification during post-qualification bid.**

Note: Certificate of Satisfactory Performance shall be requested in writing from Mr. Ramil P. Remillano of FMD at 25th Floor, LANDBANK Plaza Building with contact number 8-522-0000 local 2196 , at least five (5) working days prior to submission of bid.

Non-submission of the above documents may result in disqualification.

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 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 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. 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. Copy of purchase orders, contracts or other related documents to prove that the bidder has more than five (5) years of experience in

the business of installation and preventive maintenance of EATON UPS.

13. Certification of Platinum Membership from EATON Company.
14. List of at least one (1) Registered Electrical Engineer or Electronics Engineer and at least Two (2) Technicians with training for EATON 9395 UPS maintenance and troubleshooting with the following documentary requirements:

Electrical Engineer	Technician
Certificate of Employment	Certificate of Employment
PRC license	Certificate from EATON of the seminars and trainings attended.
Certificate from EATON of the seminars and trainings attended.	

15. Certificate of Inspection issued by LANDBANK – Facilities Management Department.
 16. **Certificate of Satisfactory Performance issued by the Head, Facilities Management Department (FMD) not earlier than 30 calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of uninterruptible power supply and UPS maintenance services for LANDBANK).**
- Post-Qualification Documents – [The bidder may submit the following documents within five (5) calendar days after receipt of Notice of Post-Qualification]:
 22. 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.
 23. 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)

Specifications

Specification	Statement of Compliance
<p>Two (2) Lots Supply, Delivery and Installation of Signages, ATM Acrylic Frame Panels, ATM Sunshades, ATM Acrylic Enclosures, Merchandising Materials, Glass Panel Stickers and Parking Delineators at Thirty (30) LANDBANK Branches</p>	<p>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> <p>Please state here either “Comply” or “Not Comply”</p>
<p>Specifications and other requirements per attached Annexes A-1 to A-68.</p> <p>For current and past suppliers of signages for LANDBANK, they must have satisfactory performance in their completed contracts starting in November 2018 onwards.</p> <p>The following documents shall be submitted inside the eligibility/technical envelope:</p> <ul style="list-style-type: none"> a) Certification from the film manufacturer or back-to-back certification, evidencing that the bidder is an authorized converter/fabricator of the brand being offered. b) Certificate of Satisfactory Performance issued by the Head, Project Management & Engineering Department (PMED) not earlier than thirty (30) calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of signages for LANDBANK). The Certificate shall still be subject to verification during the post-qualification of bid. 	

<p>NOTE: Certificate of Satisfactory Performance shall be requested in writing from Mr. Enrico DJ. Samaniego, of PMED at 24th floor, LANDBANK Plaza Building (Tel. No.: 8405-7362), at least five (5) working days prior to the submission of quotation.</p> <p>c) Detailed Technical Specifications (showing dimensions and type of materials that will be used) printed on the bidder's official letterhead and signed by authorized representative.</p> <p>d) Shop Drawings (showing detailed dimensions with reference to the overall design of the item) printed on the bidder's official letterhead and signed by authorized representative.</p>	<p>Please state here either "Comply" or "Not Comply"</p>
<p>The lowest calculated bidder must submit mock-ups/samples using LED lights within ten (10) calendar days after the bidding date for evaluation/post-qualification. Bidders whose offered products have previously been evaluated by LANDBANK and found to be complying may no longer be required to comply with this requirement.</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 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 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. 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. Certification from the film manufacturer or back-to-back certification, evidencing that the bidder is an authorized converter/fabricator of the brand being offered.

13. **Certificate of Satisfactory Performance issued by the Head, Project Management and Engineering Department not earlier than thirty (30) calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of signage for LANDBANK). The Certificate shall still be subject to verification during the evaluation of bid.**

NOTE: Certificate of Satisfactory Performance shall be requested in writing from Mr. Enrico DJ. Samaniego, of PMED at 24th floor, LANDBANK Plaza Building (Tel. No.: 8405-7362), at least five (5) working days prior to the submission of quotation.

14. Detailed Technical Specifications (showing dimensions and type of materials that will be used) printed on the bidder's official letterhead and signed by authorized representative.
15. Shop Drawings (showing detailed dimensions with reference to the overall design of the item) printed on the bidder's official letterhead and signed by authorized representative.
16. The lowest calculated bidder must submit mock-ups/samples using LED lights within ten (10) calendar days after the bidding date for evaluation/post-qualification. Bidders whose offered products have previously been evaluated by LANDBANK and found to be complying may no longer be required to comply with this requirement.
- Post-Qualification Documents – [The bidder may submit the following documents within five (5) calendar days after receipt of Notice of Post-Qualification]:
 17. 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.
 18. 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)

Specifications

Specification	Statement of Compliance								
<p>Supply and Delivery of 143,600 Pieces Document Envelope with Logo</p> <p>For current and past suppliers of office supplies for LANDBANK, they must have satisfactory performance in their completed contracts starting in November 2018 onwards.</p> <p>Specifications:</p> <table border="1" data-bbox="272 1704 863 1854"> <tr> <td>Size</td> <td>252.015mm x 381.475</td> </tr> <tr> <td>Color</td> <td>Solid Black</td> </tr> <tr> <td>Stock</td> <td>Kraft, 140 gsm</td> </tr> <tr> <td>Packaging</td> <td>100 pieces per pack</td> </tr> </table>	Size	252.015mm x 381.475	Color	Solid Black	Stock	Kraft, 140 gsm	Packaging	100 pieces per pack	<p>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> <p>Please state here either “Comply” or “Not Comply”</p>
Size	252.015mm x 381.475								
Color	Solid Black								
Stock	Kraft, 140 gsm								
Packaging	100 pieces per pack								

The PDF file of the design may be obtained from LANDBANK Procurement Department c/o Ms. Charm Florido at 8-522-0000 loc. 2452

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

- **Certificate of Satisfactory Performance issued by the Head, Facilities Management Department (FMD) not earlier than 30 calendar days prior to the deadline of submission of bid (applicable only to current and past suppliers of office supplies for LANDBANK). This Certificate shall still be subject to verification during the post-qualification of bid.**

Note: Certificate of Satisfactory Performance shall be requested in writing from DM Ramil P. Remillano of FMD at 25th Floor, LANDBANK Plaza Building, at least five (5) working days prior to the submission of bid.

- The lowest calculated bidder must submit sample on the bidding date for evaluation/approval.

Non-submission of said sample may result in bidder's post-disqualification.

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

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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).
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6. Bid security in the prescribed form, amount and validity period (ITB Clause 18.1 of the Bid Data Sheet).
7. 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 issued by the Head, LANDBANK Facilities and Management Department not earlier than 30 calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of Continuous Forms for LANDBANK). The Certificate shall still be subject to verification during the post-qualification of bid.**
 13. The lowest calculated bidder must submit sample on the bidding date for evaluation/approval.

- **Post-Qualification Documents – [The bidder may submit the following documents within five (5) calendar days after receipt of Notice of Post-Qualification]:**
 15. 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.
 16. Latest Income Tax Return 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)

Specifications

Specification	Statement of Compliance				
	<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>				
<p style="text-align: center;">Supply and Delivery of 12,000 Boxes Continuous Form</p> <p>For current and past suppliers of office supplies for LANDBANK, they must have satisfactory performance in their completed contracts starting in November 2018 onwards.</p> <p>Specifications:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 20%; padding: 2px;">Size</td> <td style="padding: 2px;">2 ply plain, 280 x 241mm</td> </tr> <tr> <td style="padding: 2px;">Others</td> <td style="padding: 2px;">Carbonless, white bond or equivalent</td> </tr> </table>	Size	2 ply plain, 280 x 241mm	Others	Carbonless, white bond or equivalent	<p>Please state here either “Comply” or “Not Comply”</p>
Size	2 ply plain, 280 x 241mm				
Others	Carbonless, white bond or equivalent				

Stock	55 gsm with crimping and side perforations and sprocket holes in both left hand and right hand margin, size in inches (11" x 9 ½")
Thickness	0.062mm min
Packaging	1,000 sets per box
<p>The following documents shall be submitted inside the eligibility/technical envelope:</p> <ul style="list-style-type: none"> • Certificate of Satisfactory Performance issued by the Head, Facilities Management Department (FMD) not earlier than 30 calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of office supplies for LANDBANK). This Certificate shall still be subject to verification during the post-qualification of bid. <p>Note: Certificate of Satisfactory Performance shall be requested in writing from DM Ramil P. Remillano of FMD at 25th Floor, LANDBANK Plaza Building, at least five (5) working days prior to the submission of bid.</p> <ul style="list-style-type: none"> • Bidders must submit sample (three (3) sets) of the actual product on the bidding date. Non-submission of said sample may result in bidder's disqualification. 	

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. 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 issued by the Head, LANDBANK Facilities and Management Department not earlier than 30 calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of Continuous Forms for LANDBANK). The Certificate shall still be subject to verification during the post-qualification of bid.**
 13. Bidders must submit sample (three (3) sets) of the actual product on the bidding date.
- **Post-Qualification Documents – [The bidder may submit the following documents within five (5) calendar days after receipt of Notice of Post-Qualification]:**
 14. 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.
 15. Latest Income Tax Return 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)

Specifications

Specification	Statement of Compliance
<p>One (1) Year Maintenance of Various Existing Cisco Equipment, Blade Servers and Hitachi Storage</p> <p>For current and past suppliers of Information Technology hardware and/or software for LANDBANK, they must have satisfactory performance in their completed contracts starting in November 2018 onwards.</p>	<p>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> <p>Please state here either “Comply” or “Not Comply”</p>

A. Specifications

1. Existing Cisco Equipment, Blade Servers and Hitachi Storage, to wit:

- 2 units Cisco NEXUS 2232PP
- 21 units Cisco NEXUS 2248TP
- 21 units Cisco 3850-24T-E
- 2 units Cisco Unified Computing System (UCS)
- 12 units Cisco Blade Servers
- 2 units Hitachi Storage

Inclusive of the following:

- 24/7 Telephone Support and Corrective Services
- Semi-Annual Preventive Maintenance Services

2. The bidder must have certified local engineers to provide 24/7 technical support services within the maintenance period, to wit:

- 3 Cisco Certified Internetwork Experts
- 2 Cisco Certified Design Professionals
- 2 Cisco Certified Network Professionals
- 2 Cisco Certified Network Associates
- 2 Cisco Certified Network Associate Data Centers
- 1 Cisco Data Center Unified Computing Design Specialist
- 4 Cisco Hyper Flex for Systems Engineers

Others specifications and requirements per attached Annex A-1 and A-2.

B. Documentary Requirements

The following documents shall be submitted inside the First Envelope:

1. List of certified local engineers with manufacturer's unexpired certifications and technical resume, to wit:

- 3 Cisco Certified Internetwork Experts
- 2 Cisco Certified Design Professionals
- 2 Cisco Certified Network Professionals
- 2 Cisco Certified Network Associates
- 2 Cisco Certified Network Associate Data Centers
- 1 Cisco Data Center Unified Computing Design Specialist
- 4 Cisco Hyper Flex for Systems Engineers

<p>2. Certificate of Satisfactory Performance issued by the Head, Network Operations Department not earlier than 30 calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of Information Technology hardware and/or software for LANDBANK). The Certificate shall still be subject to verification during the post-qualification of bid.</p> <p>Note: Certificate of Satisfactory Performance shall be requested in writing from Mr. Enrique L. Sazon Jr. of NOD at 16th floor, LANDBANK Plaza Building with contact number 8522-0000 loc. 7168, at least five (5) working days prior to the submission of bid.</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.

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 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 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. 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. List of certified local engineers with manufacturer's unexpired certifications and technical resume, to wit:

- 3 Cisco Certified Internetwork Experts
- 2 Cisco Certified Design Professionals
- 2 Cisco Certified Network Professionals
- 2 Cisco Certified Network Associates
- 2 Cisco Certified Network Associate Data Centers
- 1 Cisco Data Center Unified Computing Design Specialist
- 4 Cisco Hyper Flex for Systems Engineers

13. Certificate of Satisfactory Performance issued by the Head, Network Operations Department not earlier than 30 calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of Information Technology hardware and/or software for LANDBANK). The Certificate shall still be subject to verification during the post-qualification of bid.

○ Post-Qualification Documents – [The bidder may submit the following documents within five (5) calendar days after receipt of Notice of Post-Qualification]:

14. 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.

15. 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)

Specifications

Specification	Statement of Compliance
<p>One (1) Lot Supply, Delivery and Installation of Signages, Acrylic Frame Panels and Sunshades at Ten (10) LANDBANK Branches</p> <ul style="list-style-type: none">• Specifications and other requirements per attached Annexes A-1 to A-22.• For current and past suppliers of signages for LANDBANK, they must have satisfactory performance in their completed contracts starting in November 2018 onwards.• The following documents shall be submitted inside the First Envelope:<ul style="list-style-type: none">a) Certification from the film manufacturer or back-to-back certification, evidencing that	<p>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> <p>Please state here either “Comply” or “Not Comply”</p>

the bidder is an authorized converter/
fabricator of the brand being offered.

- b) Certificate of Satisfactory Performance issued by the Head, Project Management and Engineering Department not earlier than 30 calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of signages for LANDBANK). The Certificate shall still be subject to verification during the post-qualification bid.**

Note: Certificate of Satisfactory Performance shall be requested in writing to Mr. Enrico DJ. Samaniego of PMED at 24th Floor, LANDBANK Plaza Building (Contact No. : 8405-7362) at least five (5) working days prior to the submission of bid.

- c) Detailed Technical Specifications (showing dimensions and type of materials that will be used) printed on the bidder's official letterhead and signed by authorized representative.
- d) Shop Drawings (showing detailed dimensions with reference to the overall design of the item) printed on the bidder's official letterhead and signed by authorized representative.
- The lowest calculated bidder must submit mock-ups/samples using LED lights within ten (10) calendar days after the bidding date for evaluation/post-qualification. Bidders whose offered products have previously been evaluated by LANDBANK and found to be complying may no longer be required to comply with this requirement.

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 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 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. 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. Certification from the film manufacturer or back-to-back certification, evidencing that the bidder is an authorized converter/fabricator of the brand being offered.

13. **Certificate of Satisfactory Performance issued by the Head, Project Management and Engineering Department not earlier than thirty (30) calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of signage for LANDBANK). The Certificate shall still be subject to verification during the evaluation of bid.**

NOTE: Certificate of Satisfactory Performance shall be requested in writing from Mr. Enrico DJ. Samaniego, of PMED at 24th floor, LANDBANK Plaza Building (Tel. No.: 8405-7362), at least five (5) working days prior to the submission of quotation.

14. Detailed Technical Specifications (showing dimensions and type of materials that will be used) printed on the bidder's official letterhead and signed by authorized representative.
15. Shop Drawings (showing detailed dimensions with reference to the overall design of the item) printed on the bidder's official letterhead and signed by authorized representative.
16. The lowest calculated bidder must submit mock-ups/samples using LED lights within ten (10) calendar days after the bidding date for evaluation/post-qualification. Bidders whose offered products have previously been evaluated by LANDBANK and found to be complying may no longer be required to comply with this requirement.
- Post-Qualification Documents – [The bidder may submit the following documents within five (5) calendar days after receipt of Notice of Post-Qualification]:
 17. 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.
 18. 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)

Specifications

Specification	Statement of Compliance
	<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>
<p style="text-align: center;">Supply, Delivery, Installation and Configuration of Cisco ASR 1004 Core Routers</p> <p>For current and past suppliers of information technology hardware and/or software for LANDBANK, they must have satisfactory performance in their completed contracts starting in November 2018 onwards.</p> <p>A. Specifications:</p> <ul style="list-style-type: none"> ▪ Two (2) Units Cisco ASR 1004 Core Routers ▪ Three (3) Years for On-Site Technical Support ▪ Three (3) Years Semi-Annual Health Check Reports 	<p>Please state here either “Comply” or “Not Comply”</p>

- Training for ten (10) LANDBANK personnel
- The bidder must:
 - ✓ have a local sales and technical offices in the Philippines for the brand being offered, likewise, the manufacturer of the brand being offered must also have a local sales and technical offices in the Philippines for guaranteed support
 - ✓ have at least two (2) installed base with Systems Network Architecture (SNA) implementation plus Voice/ Gatekeeper implementation
 - ✓ have an expertise in installation, implementation and configuration of Multiprotocol Label Switching (MPLS) and Internet Protocol Virtual Private Network (IPVPN) connectivity
 - ✓ have an expertise in routing, switching, and security configurations
 - ✓ have a certified local engineers to support the installation, configuration and 24/7 uptime services, to wit:
 - Three (3) Certified Internetwork Experts
 - Two (2) Certified Design Professionals
 - Two (2) Certified Network Professionals
 - Two (2) Certified Network Associates
 - ✓ have all equipment cross-enrolled to the manufacturer and with Service Level Support of 24/7/4
 - ✓ have a local helpdesk/service desk to provide 24/7 technical assistance
 - ✓ have a dedicated Project Manager, locally employed with at least two (2) years of work experience

Minimum specifications and other requirements per attached Annexes A-1 to A-3.

B. Documentary Requirements

The following documents shall be submitted inside the First Envelope:

1. Duly filled-out Terms of Reference signed in all pages by the authorized representative/s of the bidder.
2. List of local sales and technical offices in the Philippines for the brand being offered with contact person/s, complete addresses and contact details.
3. List of at least two (2) installed base with SNA implementation plus Voice/ Gatekeeper implementation including company name with contact person and contact details.
4. Manufacturer's certificate as a Gold Level Partner of the brand being offered.
5. List of certified local engineers including technical resume and unexpired certifications, to wit:
 - Three (3) Certified Internetwork Experts
 - Two (2) Certified Design Professionals
 - Two (2) Certified Network Professionals
 - Two (2) Certified Network Associates
6. Certification that all equipment will be cross-enrolled to the manufacturer and with Service Level Support of 24/7/4.
7. Escalation and support plan procedure.
8. Curriculum vitae/resume of the Project Manager including list of at least six (6) handled projects, with company and project name, and contact details.
9. **Certificate of Satisfactory Performance issued by the Head, Network Operations Department (NOD) not earlier than 30 calendar days prior to the deadline of submission of bid (applicable only for current and past**

<p>suppliers of information technology hardware and/or software for LANDBANK). The Certificate shall still be subject to verification during the post-qualification of bid.</p> <p>Note: Certificate of Satisfactory Performance shall be requested in writing from VP Enrique L. Sazon, Jr. Head of NOD at 16th floor, LANDBANK Plaza Building with contact number 8-522-0000 local 7600, at least five (5) working days prior to the submission of bid.</p> <p>Non-submission of the above mentioned documents may result in bidder's disqualification.</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.

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 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 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. 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.
- o **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.

o **Technical Documents**

12. Duly filled-out Terms of Reference signed in all pages by the authorized representative/s of the bidder.
13. List of local sales and technical offices in the Philippines for the brand being offered with contact person/s, complete addresses and contact details.
14. List of at least two (2) installed base with SNA implementation plus Voice/ Gatekeeper implementation including company name with contact person and contact details.
15. Manufacturer's certificate as a Gold Level Partner of the brand being offered.
16. List of certified local engineers including technical resume and unexpired certifications, to wit:
 - Three (3) Certified Internetwork Experts
 - Two (2) Certified Design Professionals
 - Two (2) Certified Network Professionals
 - Two (2) Certified Network Associates
17. Certification that all equipment will be cross-enrolled to the manufacturer and with Service Level Support of 24/7/4.
18. Escalation and support plan procedure.
19. Curriculum vitae/resume of the Project Manager including list of at least six (6) handled projects, with company and project name, and contact details.
20. **Certificate of Satisfactory Performance issued by the Head, Network Operations Department (NOD) not earlier than 30 calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of information technology hardware and/or software for LANDBANK).**

o Post-Qualification Documents – [The bidder may submit the following documents within five (5) calendar days after receipt of Notice of Post-Qualification]:

21. 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.
22. Latest Income Tax Return 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)

Specifications

Specification	Statement of Compliance
	<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>
<p style="text-align: center;">Supply, Delivery, Installation and Configuration of Database Firewall with Three (3) Years Warranty</p> <p>For current and past suppliers of information technology hardware and/or software for LANDBANK, they must have satisfactory performance in their completed contracts starting in November 2018 onwards.</p> <p><i>A. Specifications:</i></p> <ul style="list-style-type: none"> ▪ Database Firewall with Three (3) Years Warranty, inclusive of the following: <ul style="list-style-type: none"> ✓ Database Firewall Appliance with Three (3) Years Annual Premium Support 	<p>Please state here either “Comply” or “Not Comply”</p>

<ul style="list-style-type: none">✓ Management Server Appliance with Three (3) Years Annual Premium Support✓ Three (3) Years 24/7 On-site Support Services▪ The bidder must:<ul style="list-style-type: none">✓ be an authorized reseller of the product being offered✓ have at least two (2) certified local information technology support engineers to support the installations, configurations and 24/7 uptime services✓ have a local helpdesk to provide 24/7 technical assistance✓ have a dedicated Project Manager to oversee the project✓ have at least two (2) installed base in the Philippines for the product being offered <p>Minimum specifications and other requirements per attached Annexes A-1 to A-15.</p> <p><i>B. Documentary Requirements</i></p> <p>The following documents shall be submitted inside the First Envelope:</p> <ol style="list-style-type: none">1. Duly filled-out Terms of Reference signed in all pages by the authorized representative/s of the bidder.2. Notarized Manufacturer's Certification as authorized reseller of the product being offered.3. List of at least two (2) local information technology support engineers with curricula vitae and Database Firewall Technical Certification.4. Detailed escalation procedure and support including contact details.5. Curriculum vitae/resume of the Project Manager.	
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6. List of at least two (2) installed base in the Philippines for the product being offered, with client name, contact person, complete addresses and contact details.

7. **Certificate of Satisfactory Performance** issued by the Head, Network Operations Department (NOD) not earlier than 30 calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of information technology hardware and/or software for LANDBANK). The Certificate shall still be subject to verification during the post-qualification of bid.

Note: Certificate of Satisfactory Performance shall be requested in writing from VP Enrique L. Sazon Jr., Head of NOD at 16th floor, LANDBANK Plaza Building with contact number 8-522-0000 local 7600, at least five (5) working days prior to the submission of bid.

Non-submission of the above mentioned documents may result in bidder's disqualification.

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

Technical Eligibility Documents

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

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- **Eligibility Documents – Class "B"**
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- **Technical Documents**
12. Duly filled-out Terms of Reference signed in all pages by the authorized representative/s of the bidder.

13. Notarized Manufacturer's Certification as authorized reseller of the product being offered.
 14. List of at least two (2) local information technology support engineers with curricula vitae and Database Firewall Technical Certification.
 15. Detailed escalation procedure and support including contact details.
 16. Curriculum vitae/resume of the Project Manager.
 17. List of at least two (2) installed base in the Philippines for the product being offered, with client name, contact person, complete addresses and contact details.
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Second Envelope – Financial Component

- **The Second Envelope shall contain the following:**
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 2. Duly filled out Schedule of Prices signed by the bidder's authorized representative (sample form - Form No.2)