



**LANDBANK**

**SUPPLEMENTAL/BID BULLETIN NO. 1  
For LBP-HOBAC-ITB-GS-20191203-01**

**PROJECT** : **Three (3) Years License Subscription for the Existing  
Axway Cross File Transfer**

**IMPLEMENTOR** : **Procurement Department**

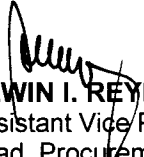
**DATE** : **February 12, 2020**

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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:

- GCC Clause 10.3 of Section V (Special Conditions of Contract), Section VII (Specifications) and the Checklist of the Bidding Documents (Item No. 8 of the Eligibility and Technical Documents) have been revised. Please see attached revised specific sections of the Bidding Documents.

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

## Special Conditions of Contract

GCC Clause	
1.1(g)	The Procuring Entity is LAND BANK OF THE PHILIPPINES (LANDBANK).
1.1(i)	The Supplier is _____.
1.1(j)	<p>The Funding Source is:</p> <p>The Government of the Philippines (GOP) through LANDBANK's Corporate Budget for the contract approved by the LANDBANK Board of Directors for 2019 in the total amount of Four Million Thirty Thousand Pesos Only (PhP4,030,000.00).</p>
1.1(k)	The Project Site is indicated in Section VI, Schedule of Requirements.
2.1	No further instructions.
5.1	<p>The Procuring Entity's address for Notices is:</p> <p>Procurement Department                      Land Bank of the Philippines                      25th Floor, LANDBANK Plaza Building                      1598 M.H. Del Pilar corner Dr. J. Quintos Streets                      1004 Malate, Manila                      Telephone (+632) 8-522-0000 or 8-551-2200local 7370                      Fax (02) 8-528-8587                      Email lbphobac@mail.landbank.com</p> <p>The Supplier's address for Notices is:</p> <p>_____</p>
6.2	No further instruction.
10.3	<p><b>Payment shall be through direct credit to the winning bidder's deposit account with LANDBANK. The winning bidder is required to maintain a deposit account with LANDBANK's Cash Department or any of its Branches.</b></p> <p><b>The following documentary requirements for payment shall be submitted:</b></p> <ul style="list-style-type: none"> <li>• <b>Sales Invoice/Billing Statement/Statement of Account.</b></li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Delivery Receipt with signature and printed name of LANDBANK employee who received the delivery and actual date of receipt of items.</b></li> <li>• <b>Warranty Certificate specifying the period covered by the warranty.</b></li> </ul>
10.4	Not applicable.
10.5	Payment using LC is not allowed.
11.3	Maintain the GCC Clause.
13.4(c)	Expiration of performance security should be six (6) months after the last date of delivery/end of contract for staggered deliveries, multi-year contracts and for contracts with adjustment in implementation date, whichever is applicable. In any case, the winning bidder shall cause the extension of the validity of its performance security at no cost to LANDBANK.
16.1	No further instructions.
17.3	<p>The warranty period shall be three (3) years after acceptance by the LANDBANK's authorized representative of the delivered/installed goods.</p> <p>The required amount of warranty security shall be three percent (3%) of every progress payment or three percent (3%) of the total Contract Price if in the form of retention money or special bank guarantee, respectively.</p> <p>The warranty security fee shall be released after one (1) year from acceptance of the delivered items, provided, the goods supplied are free from patent and latent defects and all the conditions imposed under the contract has been fully met.</p>
17.4	No further instructions.
21.1	If the bidder is a joint venture, all partners to the joint venture shall be jointly and severally liable to the procuring entity.

# Specifications

Specification	Statement of Compliance
<p><b>Three (3) Years License Subscription for the Existing Axway Cross File Transfer</b></p> <p>For current and past suppliers of information technology hardware and/or software for LANDBANK, they must have satisfactory performance in their dealings with LANDBANK for the past twelve (12) months (reckoned from the date of issuance of the Certificate of Satisfactory Performance).</p> <p><b>A. Specifications:</b></p> <ul style="list-style-type: none"> <li>▪ One (1) Axway Transfer CFT License for up to Two (2) Application Instances (Active) with Three (3) Years Warranty Support</li> </ul>	<p><b>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.</b></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><b>Please state here either “Comply” or “Not Comply”</b></p>

- Nineteen (19) Axway Transfer CFT End Point License for up to One (1) Application Instance (Active) with Three (3) Years Warranty Support
- The bidder must:
  - ✓ be an authorized reseller/distributor of the brand being offered
  - ✓ have a local helpdesk to provide 24/7 technical assistance
  - ✓ have at least one (1) installed base in the Philippines of the same brand being offered

**B. Documentary Requirements**

The following documents shall be submitted inside the First Envelope:

1. Certification from the distributor or principal as an authorized reseller/distributor of the brand being offered.
2. Detailed escalation procedure and support with contact details.
3. List of at least one (1) installed base in the Philippines of the same brand being offered including client name, contact person, complete address and contact details. *(Note: LANDBANK will sign a Non-Disclosure Agreement, if necessary)*
4. 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 Head of NOD at 16th floor, LANDBANK Plaza Building with contact number 8-522-0000 local 7600, at least five**

<p><b>(5) working days prior to the submission of bid.</b></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. **Section VII – Revised 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 distributor or principal as an authorized reseller/distributor of the brand being offered.
  13. Detailed escalation procedure and support with contact details.



14. List of at least one (1) installed base in the Philippines of the same brand being offered including client name, contact person, complete address and contact details.
  15. 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).
- **Post-Qualification Documents – [The bidder may submit the following documents within five (5) calendar days after receipt of Notice of Post-Qualification]:**
16. Business Tax Returns per Revenue Regulations 3-2005 (BIR No.2550 Q) VAT or Percentage Tax Returns for the last two (2) quarters filed manually or through EFPS.
  17. 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)