

SUPPLEMENTAL/BID BULLETIN NO. 1
For LBP-HOBAC-ITB-GS-20200122-01

PROJECT : **One (1) Lot Supply, Delivery and Installation of Lightning Arrester at LANDBANK Plaza Building**

IMPLEMENTOR : **Procurement Department**

DATE : **February 12, 2020**

This Supplemental/Bid Bulletin is issued to modify, amend and/or clarify certain items in the Bid Documents. This shall form an integral part of the Bid Documents.

Modifications, amendments and/or clarifications:

- 1) The Terms of Reference (Annex A), ITB Clause 5.4 of Section III (Bid Data Sheet), Clause 10.3 of Section V (Special Conditions of Contract), Section VII (Specifications) and the Checklist of the Bidding Documents (Item Nos. 5, 8, 15 & 16 of the Eligibility and Technical Documents) have been revised. Please see attached revised Annexes A-1 to A-5 and specified sections of the Bidding Documents.

2)

Bidder's Queries/Clarifications	LANDBANK Responses
<p>A prospective bidder clarified on the following:</p> <ol style="list-style-type: none"> 1) Whether resume of technicians may be submitted in lieu of the required National Certificate (NC) II. 2) Whether a Manager's Check with an amount equivalent to at least ten percent (10%) of the bid amount/ABC or a committed Line of Credit may be submitted in lieu of the Net Financial Contracting Capacity (NFCC) computation. 3) Whether bidders have to itemize all materials in the Schedule of Prices (Bid Form No. 2). 4) Whether the costs to be indicated in the Bill of Quantities (BOQ) should be VAT included. 	<ol style="list-style-type: none"> 1) Submission of NC II is no longer required per attached revised Terms of Reference. 2) Per Section 25.2.a.iv of the 2016 Revised IRR of RA 9184, either the NFCC computation or a committed Line of Credit with at least 10% of the ABC is allowed to be submitted. 3) No. Prospective bidders are required to submit a detailed cost breakdown using the Annex B of the Bidding Documents. 4) Yes. All costs indicated in the BOQ and Bid Forms should be inclusive of all applicable taxes.


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

Bid Data Sheet

ITB Clause	
1.1	<p>The Procuring Entity is LAND BANK OF THE PHILIPPINES (LANDBANK).</p> <p>The name of Contract is One (1) Lot Supply, Delivery, and Installation of Lightning Arrester for LANDBANK Plaza Building.</p> <p>The identification number of the Contract is LBP-HOBAC-ITB-GS-20200122-01.</p>
1.2	<p>The lot and reference is:</p> <p>One (1) Lot Supply, Delivery, and Installation of Lightning Arrester for LANDBANK Plaza Building.</p>
2	<p>The Funding Source is:</p> <p>The Government of the Philippines (GOP) through the Corporate Budget for the contract approved by the LANDBANK Board of Directors for 2019 in the amount One Million One Hundred Eighty Five Thousand Pesos Only (P1,185,000.00).</p> <p>One (1) Lot Supply, Delivery, and Installation of Lightning Arrester for LANDBANK Plaza Building.</p>
3.1	<p>No further instructions.</p>
5.1	<p>Bidders should have no negative dealing with LANDBANK or its subsidiaries.</p>
5.2	<p>Foreign bidders, falling under ITB Clause 5.2 (b) and/or doing business in the Philippines may participate in this Project provided they meet the requirements under Section 23.4.1.2 of the Revised IRR of RA 9184.</p>
5.4	<p>In view of the determination by LANDBANK that the imposition of the provisions of Section 23.4.1.3 of the IRR of RA 9184 will likely result to failure of bidding, the bidders should comply with the following requirements:</p> <ul style="list-style-type: none">a) Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least fifty percent (50%) of the ABC for this Project; andb) The largest of these similar contracts must be equivalent to at least twenty five percent (25%) of the ABC as required above. <p>For this purpose, similar contracts shall refer to contracts involving supply, delivery and installation of lightning arrester.</p> <p>Bidders must submit proof of their respective Single Largest</p>

	<p>The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the GOODS' final destination and the absence of heavy handling facilities at all points in transit.</p> <p>Transportation –</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the Contract Price.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit. Risk and title to the Goods will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Patent Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
10.3	<p>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.</p> <p>The following documentary requirements for payment shall be submitted:</p> <ul style="list-style-type: none"> • Sales Invoice/Billing Statement/Statement of Account. • Delivery Receipt with signature and printed name of LANDBANK employee who received the delivery and actual date of receipt of items. • Warranty Certificate specifying the period covered by warranty.
10.4	Not applicable.
10.5	Payment using LC is not allowed.
11.3	Maintain 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

Specifications

Specifications	Statement of Compliance
<p style="text-align: center;">Specifications</p>	<p style="text-align: center;">Statement of Compliance</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>One (1) Lot Supply, Delivery, and Installation of Lightning Arrester for LANDBANK Plaza Building</p> <ul style="list-style-type: none"> • Scope of the project and other requirements per attached Revised Terms of Reference and Proposed Lay-out – Annexes A-1 to A-5. • For current and past suppliers of Portable Load Bank 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 Certificate of Satisfactory Performance). • The bidder must be compliant with the following requirements: <ul style="list-style-type: none"> a) Must have a minimum of five (5) year experience in the sales/installation/commissioning of lightning arrester. b) Must be a certified Supplier and/or Contractor of the offered product brand. c) Must conduct pre-inspection, verification and overall 	<p style="text-align: center;">Please state here either “Comply” or “Not Comply”</p>

<p>project assessment.</p> <p>d) Must be employing the following personnel:</p> <ul style="list-style-type: none">➤ Registered Electrical Engineer;➤ Safety Officer;➤ Technicians <p>• The following documents shall be submitted inside the eligibility/technical envelope:</p> <p>a) Copy of purchase orders, contracts or other equivalent documents covering a five (5) year period prior to bidding schedule as proof that the bidder has a minimum active experience of five (5) years in the field of installation and commissioning of lightning arrester.</p> <p>b) Certification from the manufacturer evidencing that the bidder is an authorized distributor or contractor of the brand being offered.</p> <p>c) Certificate of Inspection issued by the Head, Facilities Management Department.</p> <p>d) Certificate of Employment and:</p> <ul style="list-style-type: none">➤ Valid Professional Regulation Commission (PRC) license for Registered Electrical Engineer;➤ Certificate of Construction Safety and Health (COSH) Training for Safety Officer; and <p>e) Certificate of Satisfactory Performance issued by the Head, Facilities Management Department not earlier than 30 calendar days prior to the deadline of submission of bid shall be submitted (applicable only for current and past suppliers of Lightning Arrester for LANDBANK). The Certificate shall still be subject to verification during post-qualification of bid.</p> <p>Note: Certificate of Satisfactory Performance shall be requested in writing from the Head of FMD at 25th floor, LANDBANK Plaza Building (Contact No.: 8405-7360), 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, the aggregate amount of at least two (2) similar contracts should be equivalent to at least fifty percent (50%) of the ABC and the largest of these similar contracts must be equivalent to at least twenty five percent (25%) of the ABC as required above 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 equivalent documents covering a five (5) year period prior to bidding schedule as proof that the bidder has a minimum active experience of five (5) years in the field of installation and commissioning of lightning arrester.
13. Certification from the manufacturer evidencing that the bidder is an authorized distributor or contractor of the brand being offered.
14. Certificate of Inspection issued by the Head, Facilities Management Department.
15. **Certificate of Employment and Valid Professional Regulation Commission (PRC) license for Registered Electrical Engineer and Certificate of Construction Safety and Health (COSH) Training for Safety Officer**
16. Certificate of Satisfactory Performance issued by the Head, Facilities Management Department not earlier than 30 calendar days prior to the deadline of submission of bid shall be submitted (applicable only for current and past suppliers of Lightning Arrester 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 the Head of FMD at 25th floor, LANDBANK Plaza Building (Contact No.: 8405-7360), at least five (5) working days prior to the submission of bid.

○ **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)
3. Duly filled out Annex B.

TERMS OF REFERENCE

I. Project Description:

One (1) Lot – Supply, Delivery and Installation (SDI) of **Lightning Arrester** for the LANDBANK Plaza building to replace the existing old unit, including provision of technical supervision, labor, materials, tools, equipment, testing and commission.

II. Objective:

To ensure safety of the electrical equipment, building and personnel from the electric surges and damaging effects of lightning.

III. Project Details:

III.1 Technical Specifications:

Description	Quantity	Specifications
1.) Lightning arrester / Lightning Terminal	1 lot	<ul style="list-style-type: none"> • Type : Early Steamer Emission • Radius of protection : 107 meters (minimum) • Mounting height : Five (5) meters above building • Weight : Two (2) kilograms • Max impulse : 40 kA • Material : High Quality Anti-corrosive and Conductive
2.) Conventional Air Terminal	2 units	<ul style="list-style-type: none"> • Material : Copper • Height : 0.6 to 1.20 meters
3.) Lightning Carrier/ Carrier Conductor	1 lot	<ul style="list-style-type: none"> • Material : Bare copper wire • Size: 60 mm² • Loop Size: 1.8 meters
4.) Ground Rod	1 lot	<ul style="list-style-type: none"> • Length: 2.4 meters • Diameter: 0.02 meters • Material : Copper clad • Connection to Cable/Conductor : Exothermic Welded
5.) Lightning Surge Counter	1 lot	<ul style="list-style-type: none"> • Maximum Count: 999,999 strikes before resetting • Material: Alloy Cast (Heavy Duty)
6.) Roughing-ins	1 lot	<ul style="list-style-type: none"> • Material: PVC • Size: ¾ inch diameter

III.2 Scope of the Project:

- a. Conduct survey/ocular inspection to verify actual site condition for the needed details required in the implementation of the project.
- b. Securing permits from Office of the Building Officials (OBO) and other Government organizations.
- c. Preparation of working/implementation plan and layout diagram.
- d. Mobilization of manpower and equipment / test instruments and Board-up/security of every work area for safety.
- e. Removal/dismantling of the worn-out/old Lightning Arrester.

Revised Annex A-1

- f. Installation of roughing-ins and support from roof deck going to basement.
- g. Excavation for the ground well.
- h. Installation of Lightning Carrier/Carrier Conductor and termination with ground rod.
- i. Marking and tagging of all installations.
- j. Preparations of as-built plan/layout diagram.
- k. Comprehensive Testing and Commissioning.
- l. Final Joint Inspection and Acceptance Testing.
- m. Cleaning and demobilization.
- n. Provision of One (1) year Warranty on installed instruments and devices, workmanship and supplied materials.
- o. Conduct preventive maintenance and services during the warranty period which includes the following:
 - Ohmic Resistance Test.
 - Partial Discharge Detection.
 - Other test required as per manufacturer (if any).

III.3 Contract Period:

Sixty (60) calendar days to commence upon receipt of Notice to Proceed (NTP).

III.4 Submittals:

Particulars	Description	Submission Date
a. Material Breakdown	Breakdown of all materials / devices with corresponding cost.	To be included in the bid documents
b. Product Brochure	Brochure of the lightning arrester including parts/components	-do-
c. Contractor's All Risk Insurance (CARI) policy certificate	Full CARI coverage for the entire duration of the project.	Upon issuance if Notice to Proceed and before actual implementation of project.
d. Detailed working plans and layout/diagram	Copies of plans and layout must be in blue print – subject to final approval of FMD	Prior to actual implementation of the project.
e. GANTT Chart	Chart showing project schedules	-do-
f. Clearances/Permits	Clearances/permits as may be required by Government Agencies relative to the project.	-do-
g. Personnel and Equipment List	List of personnel and assigned for the project implementation and electrically-operated tools/equipment with corresponding power rating.	-do-
h. Daily Activity Report	Report of activities conducted.	On daily basis until completion of the project.

i. Comprehensive Test Result	Report on the result of the comprehensive testing/s conducted which include. <ul style="list-style-type: none"> • Resistance Test • Ground Resistance Test • Continuity Test 	Upon completion of the project.
j. As Built Plan / Layout diagram	Duly signed and sealed as-built plan/layout diagram on the entire system (blueprint) and digitized /soft copy in Flash Drive/ USB (e.g. CAD, JPEG, PDF)	-do-
k. Warranty Certificate	One (1) year warranty certification to commence upon turn-over and acceptance of the project.	Upon project turn-over and acceptance.
l. Operation and Maintenance Manual	System Operation and Maintenance Manual. (if available)	-do-
m. Preventive Maintenance Program	Pro-forma template for the conduct and implementation of Preventive Maintenance Program.	Prior to expiration of warranty.

IV. Supplier Qualification Requirements:

Qualification Requirement	Documentary Requirement
1. Must have a minimum of five (5) years of experience in the business of sales/installation/commissioning of electrical equipment and electrical works.	<ul style="list-style-type: none"> • Purchase Orders, Contracts or equivalent documents covering a five-year period prior to building schedule.
2. Must be a Certified Supplier and/or Contractor of the of the offered product brand.	<ul style="list-style-type: none"> • Certification from Product Manufacturer or Distributor.
3. Must conduct pre-inspection, verification and overall project assessment.	<ul style="list-style-type: none"> • Certificate of inspection issued by LANDBANK-FMD
4. Must be employing the following personnel for the undertaking and implementation of the project: <ul style="list-style-type: none"> • Registered Electrical Engineer • Safety Officer • Technicians 	<ul style="list-style-type: none"> • Certificates of Employment • PRC license (for REE) • COSH Training Certificate (for Safety Officer)

V. Manner of Payment:

1. Ninety Seven percent (97%) of the total Contract Price payable upon issuance of turn-over and acceptance certificate/document by LANDBANK – Facilities Management Department.
2. Remaining Three percent (3%) of the total Contract Price (Retention Fee) payable after a year following the date of project completion.
3. All payments shall be subject to LANDBANK's standard accounting and auditing rules and regulations.

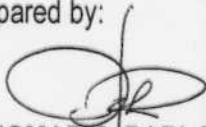
VI. Other Terms and Conditions:

1. The winning contractor/supplier/service provider shall :
 - a. Coordinate with FMD for schedules and project briefing. Work authorization permit must be secured from FMD prior to any mobilization. Work schedule is from 6:00 PM to 4:00 AM during weekdays and from 8:00 AM to 5:00 PM during weekends and holidays, provided that it will not cause any disruption in the operation of Bank, otherwise, adjustments in schedules shall be made accordingly.
 - b. Provide its workers with the required personal protective equipment and appropriate tools in the implementation of the project in compliance with the requirement of Environmental Management System (EMS) Program in accordance with ISO 14000 standards.
 - c. Be liable and solely responsible for any harm, damage and injury that may be incurred or suffered by its own crew/workers or any other person in the implementation of the project and to any damage to the Bank's property arising from the acts whether partial, contributory or due entirely to the fault, negligence and/or dishonesty of its workers in the course of their duties.
 - d. Maintain cleanliness at all times. It shall be responsible for the collection and proper disposal - outside of the Bank premises, of all waste materials resulting from any activity related to the implementation of the project, in compliance with the requirements of the covering policies, rules and regulations of the Department of Environment and Natural Resources (DENR) and the Environmental Management Bureau (EMB).
 - e. Be bounded by and shall strictly observe the Bank's existing rules and regulations with regards to the standard security policies and procedures while in the premises.

VII. Contacts Persons:

For further information, you may get in touch with any of the following personnel of the Facilities Management Department at telephone nos. 8551-2200 local 7439 or 2196 & 8405-7439

Prepared by:



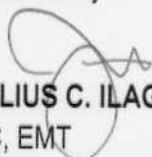
JEHOMAR S. PABLO
Engineer , EMT

Endorsed by:



RODRIGO P. OLBES JR.
ADM, FMD-FSU

Checked by:

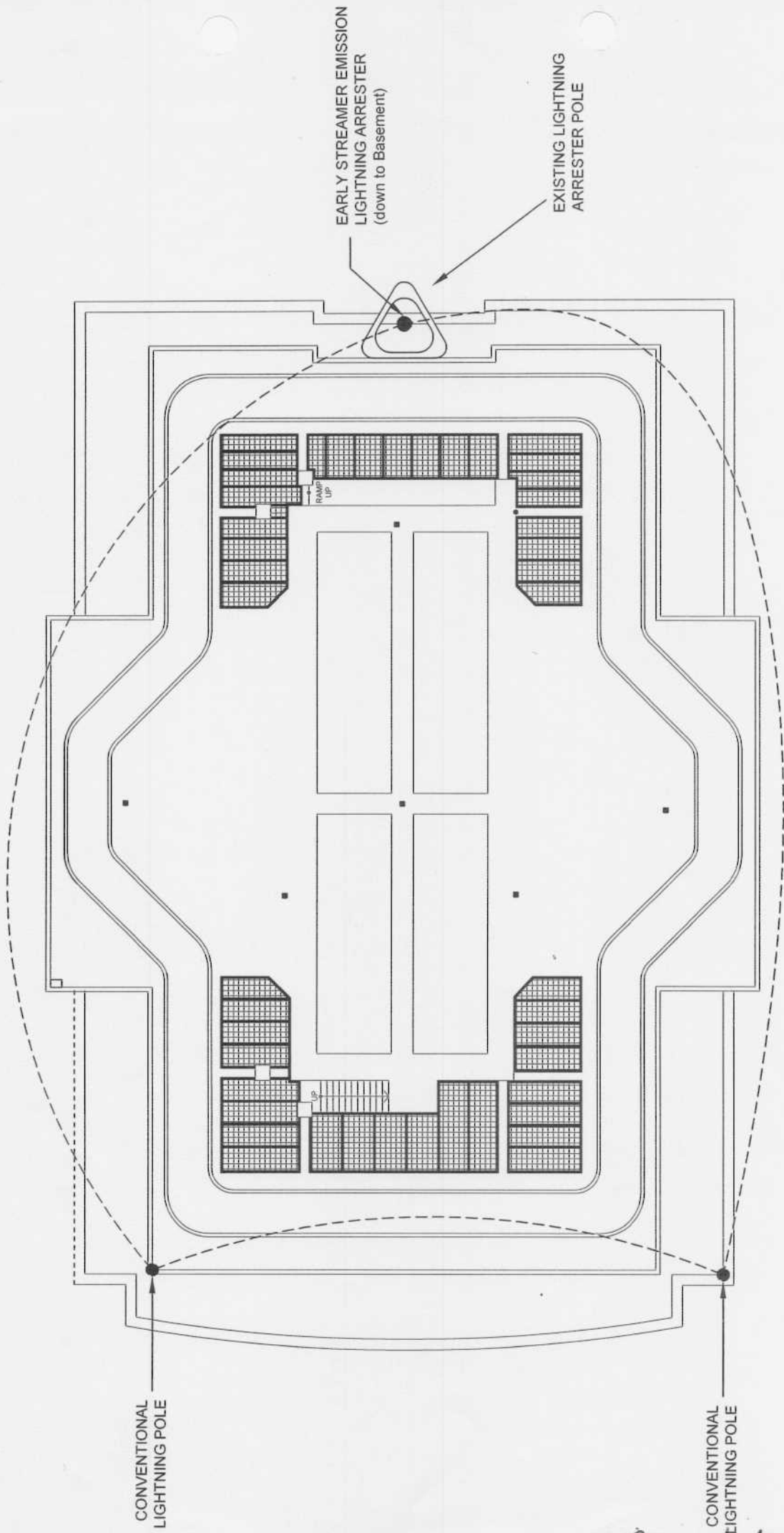


JULIUS C. ILAG
DC, EMT

Approved by:



RAMIL P. REMILLANO
Department Head, FMD



PROPOSED Lightning Arrester LAY-OUT