

SUPPLEMENTAL/BID BULLETIN NO. 1 For LBP-HOBAC-ITB-GS-20190807-01

PROJECT

Supply, Delivery and Installation of Digital Corner Counter

at Various LANDBANK Offices in the following Areas:

Lot 1 - Luzon [Ninety Seven (97) Offices]

Lot 2 - Visavas [Forty (40) Offices]

Lot 3 - Mindanao [Forty Two (42) Offices]

IMPLEMENTOR

Procurement Department

DATE

March 6, 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 minimum specifications and working drawings (Annex A), ITB Clause 5.4 of Section III (Bid Data Sheet), Section VII (Specifications), Schedule of Prices (Bid Form No. 2) and the Checklist of the Bidding Documents (Item Nos. 5 & 8 of the Eligibility & Technical Components and Item No. 2 of the Financial Components) have been revised. Please see attached revised Annexes A-1 to A-4 and specific sections of the Bidding Documents.
- 2) The deadline of submission and the schedule of opening of eligibility/technical and financial documents/proposals for the above project is re-scheduled to **March 20, 2020, 10:00 A.M.** at the Procurement Department, 25th Floor, LANDBANK Plaza Building, 1598 M. H. Del Pilar corner Dr. Quintos Streets, Malate, Manila.

ALWIN I. REYES, CSSP Assistant Vice President

Head, Procurement Department and

HOBAC Secretariat

Bid Data Sheet

ITB Clause											
1.1	The Procuring Entity is LAND BANK OF THE PHILIPPINES (LANDBANK).										
	The name of the Contract is Supply, Delivery and Installation of Digital Corner Counter at Various LANDBANK Offices										
	The identification number of the Contract is LBP-HOBAC-ITB-GS-20190807-01										
1.2	The lot and	d reference is:									
	Supply, De LANDBAN	elivery and Installation of Digital Corner C IK Offices	counter at Various								
	Lot No.	Item Description									
	1 Supply, Delivery and Installation of Digital C Counter at Ninety Seven (97) LANDBANK Offic Luzon										
	2 Supply, Delivery and Installation of Digital Counter at Forty (40) LANDBANK Offices in Visay										
	3 Supply, Delivery and Installation of Digital Corne Counter at Forty Two (42) LANDBANK Offices in Mindanao										
2	The Fundi	ng Source is:									
	The Government of the Philippines (GOP) through the Corporate Budget for the contract approved by the LANDBANK Board of Directors for 2019 in the total amount of Twenty Eight Million Nine Hundred Twenty Seven Thousand Pesos Only (P28,927,000.00) broken down as follows:										
	Lot No.	Item Description	ABC								
	Supply, Delivery and Installation of Digital Corner Counter at Ninety Seven (97) LANDBANK Offices in Luzon										
	P7,055,000.00										

	Supply, Delivery and Installation of Digital Corner Counter at Forty Two (42) LANDBANK Offices in Mindanao						
	Project: Supply, Delivery and Installation of Digital Corner Counter to Various LANDBANK Offices.						
3.1	No further instructions.						
5.1	Bidders should have no negative dealings with LANDBANK or its subsidiaries.						
5.2	Foreign bidders, falling under ITB Clause 5.2 (b) and/or doing business in the Philippines may participate in this Project provided they meet the requirements under Section 23.4.1.2 of the Revised IRR of RA 9184.						
5.4	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:						
	 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; and The largest of these similar contracts must be equivalent to at least twenty five percent (25%) of the ABC as required above. 						
	For this purpose, similar contracts shall refer to contracts involving supply, delivery and installation of office furniture.						
	Bidders must submit proof of their respective Single Largest Completed Contract. Proofs shall be:						
	 Copy of the contract or purchase order; or Copy of official receipt/collection receipt or Certificate of Satisfactory Performance from bidder's client. 						
7	No further instructions.						
8.1	Subcontracting is not allowed.						
8.2	Not applicable.						
9.1	The Procuring Entity will hold a pre-bid conference for this Project on at Bidding Room, 25 th Floor, LANDBANK Plaza Building, 1598 M.H. Del Pilar corner Dr. J. Quintos Streets, Malate, Manila.						
10.1	The Procuring Entity's address is: Land Bank of the Philippines						
	25 th Floor, LANDBANK Plaza Building						

	1004 M	I.H. Del Pilar corner Dr. J. Quintos Streets lalate, Manila ndbank.com						
	Contac	t person :						
	Assista Head, I 1598 M 1004 M Tel. (+6 Fax (+6	win I. Reyes, CSSP tant Vice President , Procurement Department M.H. Del Pilar cor. Dr. J. Quintos Sts. Malate, Manila +632) 8-522-0000 or 8-551-2200 local 7370 +632) 8-528-8587 bac@mail.landbank.com						
12.1(a)	Bidders may still submit their Class "A" Eligibility Documents required to be uploaded and maintained current and updated in the PhilGEPS pursuant to Section 8.5.2 of the same IRR, or if already registered in the PhilGEPS under Platinum category, their Certificate of Registration and Membership in lieu of their uploaded file of Class "A" Documents, or a combination thereof. In case the bidder opted to submit their Class "A" Documents, the Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a post-qualification requirement to be submitted in accordance with Section 34.2 of the 2016 Revised IRR of RA 9184.							
12.1(a)(ii)	The statement of all ongoing government and private contracts (use Form No. 3) and Single Largest Completed Contract (use Form No. 4) similar to the contract to be bid shall include all such contracts within five (5) years prior to the deadline for the submission and receipt of bids.							
13.1	Bidders are required to use the Bid Form provided in Section VIII. Bid Form (use Form Nos.1 and 2).							
13.1(b)	No further	instructions.						
13.1(c)	No further	instructions.						
13.2	The Approved Budget for the Contract (ABC) is Twenty Six Million Eight Hundred Fifty Two Thousand Pesos Only (P26,852,000.00).							
	Lot No.	Item Description	ABC					
	1 Supply, Delivery and Installation of Digital Corner Counter at Ninety Seven (97) LANDBANK Offices in Luzon							
	2	Supply, Delivery and Installation of Digital Corner Counter at Forty (40) LANDBANK Offices in Visayas	P7,055,000.00					
	3	Supply, Delivery and Installation of Digital Corner Counter at Forty Two	P8,315,000.00					

	(42) LANDBANK Offices in Mindanao							
	Any bid with a financial component exceeding be accepted.	this amount shall not						
15.4(a)(iv)	Please refer to Clause 6.2 of the Special Conditions of the Contract for the incidental services required.							
15.4(b)	Please refer to Clause 6.2 of the Special Confor the incidental services required. The price quoted DDP specified delivery site/s.							
16.1(b)	The Bid Prices for the Goods supplied from ou shall be quoted in Philippine Pesos.	tside of the Philippines						
16.3	Not applicable.							
17.1	Bids will be valid until 120 calendar days from o	date of opening of bids.						
18.1	The bid security shall be limited to Bid Secur other form in accordance with the following min	-						
	Form of Bid Security Minimum Amount of Bid Security							
	(a) Cash or cashier's/ manager's check issued by a Universal or Commercial Bank	Let 1 P220 640 00						
	(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank; Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank; and							
	(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Lot 1 – P574,100.00 Lot 2 – P352,750.00 Lot 3 – P415,750.00						
	1. If bid security is in the form of cash, a bidded a Payment Acceptance Order (PAC) Procurement Department. The PAO shall any of the Tellers at the Cash Depart LANDBANK Plaza Building) together with the Cash Department Teller shall issue Official Receipt (OR) evidencing payment original and/or certified true copy of the Official enclosed in Bid Envelope No. 1 (Elig Proposal/Documents). The original official returned by the BAC Secretariat to the bid	then be presented to tment (Ground Floor, ne corresponding cash, a machine validated of the bid security. The official Receipt shall be gibility and Technical cial receipt shall be						

the opening of bids.

- 2. If bid security is in the form of cashier's/manager's check, the check should be payable to LAND BANK OF THE PHILIPPINES.
- 3. If in the form of bank draft/guarantee, the bidder may use the standard format of the issuing Bank, provided the ITB No. and Name of the Project are indicated.
- 4. If in the form of Standby Letter of Credit, it may be secured through LANDBANK Corporate Banking Department 2 (CBD 2) and Small and Medium Enterprises Market Lending Department 2 (SME-MLD 2) with the following contact details:
 - a) CBD 2 18th Floor, LANDBANK Plaza Building Ms. Erlin G. Del Rosario – Account Officer Telephone No. 8-405-7345 local 2117 (For Assets 1 Billion and up)
 - b) SME-MLD 2 18th Floor, LANDBANK Plaza Building Mr. Ronaldo Robles Account Officer Telephone No. 8-405-7431 local 7431 (For Assets below 1 Billion)
- 5. If in the form of surety bond, it should be issued by a surety or insurance company duly accredited by the Insurance Commission (IC) and has not been issued a cease and desist order by the IC or is currently not included in the list of blacklisted firms.

The surety bond may be secured through LANDBANK Insurance Brokerage, Inc. (LIBI) with the following contact details:

- (a) LIBI-Forex
 14th Floor, LANDBANK Plaza Building
 Telephone 8-710-7114
 (Every Tuesday and Thursday)
- (b) 12th Floor, SSHG Law Center Bldg. 105 Paseo de Roxas, Legaspi Village Makati City Telephones 8-812-4911 and 867-1064

Surety bonds with the following or similar conditions/phrases shall not be accepted:

- (a) "In case of default by the Principal, this bond shall only answer for the difference in the bid price of the winning bidder and that of the next lowest complying bidder or that of the new winning bidder in case of re-bidding plus necessary expenses incurred by the Obligee in the re-bidding which liability shall in no case exceed the amount of the bond": or
- (b) "That the amount of liability of the Surety under this bond is limited to the actual loss or damage sustained and duly proven by the Obligee."

	6. If in the form of Bid Securing Declaration, the attached form (Form No. 8) must be used.								
18.2	The bid security shall be valid until 120 calendar days from date of opening bids.								
20.3	Each Bidder shall submit two (2) sets of the Eligibility and Technical Component (First Envelope) and Financial Component (Second Envelope) of its bid labeled as "Original Copy 1" & "Original Copy 2".								
21	The address for submission of bids is:								
	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								
	The deadline for submission of bids is 10:00 A.M.,								
24.1	The place of bid opening is:								
	25 th Floor Bidding Room Procurement Department Land Bank of the Philippines LANDBANK Plaza Building 1598 M.H. Del Pilar corner Dr. J. Quintos Streets 1004 Malate, Manila								
	The date and time of bid opening is 10:00 A.M.,								
24.2	No further instructions.								
24.3	No further instructions.								
27.1	No further instructions.								
28.3 (a)	Grouping and Evaluation of Lots –								
	Partial bids are allowed. All Goods are grouped in lots listed below. Bidders shall have the option of submitting a proposal on any or all lots and evaluation and contract award will be taken on a per lot basis. Lots shall not be divided further into sub-lots for the purpose of bidding, evaluation, and contract award.								
	In all cases, the NFCC computation, if applicable, must be sufficient for all the lots or contracts to be awarded to the Bidder.								
	Lot No. Item Description ABC								
	1 Supply, Delivery and Installation of P11,482,000.00 Digital Corner Counter at Ninety Seven								

		(97) LANDBANK Offices in Luzon					
	2	Supply, Delivery and Installation of Digital Corner Counter at Forty (40) LANDBANK Offices in Visayas	P7,055,000.00				
	3	Supply, Delivery and Installation of Digital Corner Counter at Forty Two (42) LANDBANK Offices in Mindanao	P8,315,000.00				
28.4	No further	instructions.					
29.2	Certified true copy of Value Added Tax (VAT) or Percentage Tax (PT) Returns for the last two (2) quarters filed manually or through the BIR Electronic Filing and Payment System (EFPS). Only tax returns filed manually or through EFPS and taxes paid shall be accepted.						
32.4(f)	No additional requirement.						
33.2	If in the form of Standby Letter of Credit, it may be secured through LANDBANK Corporate Banking Department 2 (CBD 2) and Small and Medium Enterprises – Market Lending Department 2 (SME-MLD 2) with the following contact details:						
	(a) CBD 2 – 18 th Floor, LANDBANK Plaza Building Ms. Erlin G. Del Rosario – Account Officer Telephone No. 8-405-7345 local 2117 (For Assets 1 Billion and up)						
	(b) SME-MLD 2 - 18 th Floor, LANDBANK Plaza Building Mr. Ronaldo Robles – Account Officer Telephone No. 8-405-7431 local 7431 (For Assets below 1 Billion)						

Specifications

Quantity	Specifications	Statement of Compliance
		Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered.
		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).
Three (3)	Supply, Delivery and Installation of Digital Corner Counters at Various LANDBANK Offices	Please state here either "Comply" or "Not Comply"
Lots	Minimum specifications and working drawings per attached Revised Annexes A-1 to A-4.	
	A. The bidder must be compliant with the following requirements:	
	The bidder has satisfactorily performed at least five (5) completed contracts for the past five (5) years.	
	 For current and past suppliers of office furniture 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). 	
	B. The following documents shall be submitted inside the eligibility/technical envelope:	

- Brochures or other official documents coming from the manufacturer indicating the complete specifications of the offered office furniture.
- List of at least five (5) different clients (with contact persons, numbers and addresses) with whom the bidder has previously completed projects/ contracts for the last five (5) years supported with Certificates of Satisfactory Performance issued by the said clients.
- Certificate of Satisfactory Performance issued by the Head, Project Management and 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 office furniture 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 PMED at 24th Floor, LANDBANK Plaza Building (Tel. No.: 8405-7362), at least five (5) working days prior to the submission of bid.

- 4. The lowest calculated bidder must submit mock-up samples within fifteen (15) calendar days after the bidding date for post qualification. Bidders whose offered products have been previously evaluated by LANDBANK and found to be complying with the Bank's specifications may no longer be required to comply with this requirement. However, a certification from the bidder stating that its mock-up samples for this project have been previously approved by PMED must be submitted.
- 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.

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

Form No. 2

SCHEDULE OF PRICES

	····	p					
						No.	2 -
2-seater Digital Corner Counter Installation Cost Delivery Cost	2. Batasan	4-seater Digital Corner Counter Installation Cost Delivery Cost	1. South Harbor	North NCR Branches	Luzon Offices	Description Supply, Delivery and Installation of Digital Corner Counter at the following Offices:	2
					A/N	Country of Origin	3
1 set 1 set		1 set 1 set 1 set				Quantity	4
		ا ا				Unit price EXW per item	5
		P				I ransportation and Insurance and all other costs incident al to delivery, per item	6
		P				other taxes payable if Contract is awarded, per item	7
		о 				Cost of Incidental Services, if applicable , per item	8
						per unit (col 5+6+7+8)	9 Total Price
		P				delivered Final Destination (col 9) x (col 4)	10

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7. Ombudsman 2-seater Digital Corner Counter Installation Cost Delivery Cost	6. North Avenue 2-seater Digital Corner Counter Installation Cost Delivery Cost	5. NAPOCOR 2-seater Digital Corner Counter Installation Cost Delivery Cost	 Katipunan 2-seater Digital Corner Counter Installation Cost Delivery Cost 	3. EDSA NIA 2-seater Digital Corner Counter Installation Cost Delivery Cost Delivery Cost
1 set 1 set	1 set 1 set	1 set 1 set	1 set 1 set	1 set 1 set

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Delivery Cost 13. UN Avenue	12. Supreme Court2-seater Digital Corner CounterInstallation Cost	2-seater Digital Corner Counter Installation Cost Delivery Cost	2-seater Digital Corner Counter Installation Cost Delivery Cost 11. Malacañang Palace	2-seater Digital Corner Counter Installation Cost Delivery Cost 10. DOLE	8. Quezon City Hall 2-seater Digital Corner Counter Installation Cost Delivery Cost 9. BOC MICP
1 set	1 set	1 set 1 set	1 set	1 set 1 set	1 set
	1				

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18. G. Araneta	2-seater Digital Corner Counter Installation Cost Delivery Cost	17. España	2-seater Digital Corner Counter Installation Cost Delivery Cost	16. Caloocan Grace Park	2-seater Digital Corner Counter Installation Cost Delivery Cost	15. Binondo	2-seater Digital Corner Counter Installation Cost Delivery Cost	2-seater Digital Corner Counter Installation Cost Delivery Cost
	1 set		1 set		1 set		1 set	1 set 1 set
					1 1 1			
							1 1 1	

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2-seater Digital Corner Counter Installation Cost Delivery Cost	2. Balagtas	2-seater Digital Corner Counter Installation Cost Delivery Cost	1. Apalit	Central Luzon Branches	Sub-Total:	2-seater Digital Corner Counter Installation Cost Delivery Cost	20. Novaliches	2-seater Digital Corner Counter Installation Cost Delivery Cost	19. Malabon	Installation Cost Delivery Cost	Z-seater Digital Corner Counter
1 set 1 set		1 set				1 set		1 set		1 set	l set
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Dinalupihan	2-seater Digital Corner Counter Installation Cost Delivery Cost	7. Dau	2-seater Digital Corner Counter Installation Cost Delivery Cost	Concepcion (Tarlac)	2-seater Digital Corner Counter Installation Cost Delivery Cost	Clark	2-seater Digital Corner Counter Installation Cost Delivery Cost	4. Capas	2-seater Digital Corner Counter Installation Cost Delivery Cost	Camiling
an	al Corner C ost		al Corner C ost	on (Tarlac)	al Corner C st		al Corner C st		al Corner C »st	
	òunter		ounter		ounter	**************************************	ounter		ounter	
	1 set		1 set 1 set		1 set		1 set		1 set	

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13. Muñoz Science City 2-seater Digital Corner Counter	2-seater Digital Corner Counter Installation Cost Delivery Cost	2-seater Digital Corner Counter Installation CostDelivery Cost12. Mariveles	2-seater Digital Corner Counter Installation Cost Delivery Cost 11. Malolos Plaza	2-seater Digital Corner Counter Installation Cost Delivery Cost 10. Guimba	2-seater Digital Corner Counter Installation Cost Delivery Cost 9. Gapan
1 set	1 set	1 set	1 set 1 set	1 set 1 set	1 set 1 set
1					
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2-seater Digital Corner Counter Installation Cost	18. Sta. Maria	2-seater Digital Corner Counter Installation Cost Delivery Cost	17. San Isidro (Nueva Ecija)	2-seater Digital Corner Counter Installation Cost Delivery Cost	16. San Ildefonso	2-seater Digital Corner Counter Installation Cost Delivery Cost	15. Pulilan	2-seater Digital Corner Counter Installation Cost Delivery Cost	14. Palayan	Installation Cost Delivery Cost
1 set		1 set		1 set		1 set		1 set 1 set		1 set 1 set

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4. Baguio Naguillian	2-seater Digital Corner Counter Installation Cost Delivery Cost	3. Alicia	2-seater Digital Corner Counter Installation Cost Delivery Cost	2. Alaminos	2-seater Digital Corner Counter Installation Cost Delivery Cost	1. Agoo	North Luzon Branches	Sub-Total	2-seater Digital Corner Counter Installation Cost Delivery Cost	19. Talavera	Delivery Cost
	1 set		1 set		1 set				1 set		1 set
								P			

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2-seater Digital Corner Counter	9. Bontoc	2-seater Digital Corner Counter Installation Cost Delivery Cost	8. Binalonan	2-seater Digital Corner Counter Installation Cost Delivery Cost	7. Basco	2-seater Digital Corner Counter Installation Cost Delivery Cost	6. Bangued	2-seater Digital Corner Counter Installation Cost Delivery Cost	5. Bambang	2-seater Digital Corner Counter Installation Cost Delivery Cost
1 set		1 set		1 set		1 set		1 set		1 set
		1 1 1		1 1 1	***					

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2-seater Digital Corner Counter Installation Cost Delivery Cost	14. Carmen	2-seater Digital Corner Counter Installation Cost Delivery Cost	13. Candon	2-seater Digital Corner Counter Installation Cost Delivery Cost	12. Calasiao	2-seater Digital Corner Counter Installation Cost Delivery Cost	11. Cabagan (Isabela)	2-seater Digital Corner Counter Installation Cost Delivery Cost	10. Buguias	Installation Cost Delivery Cost
nter 1 set 1 set 1 set		nter 1 set 1 set 1 set		1 set 1 set 1 set	,	nter 1 set 1 set 1 set		nter 1 set 1 set 1 set		1 set
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20. Lingayen	2-seater Digital Corner Counter Installation Cost Delivery Cost	19. Laoag	2-seater Digital Corner Counter Installation Cost Delivery Cost	18. Lagawe	2-seater Digital Corner Counter Installation Cost Delivery Cost	17. La Trinidad	2-seater Digital Corner Counter Installation Cost Delivery Cost	16. Ilagan	2-seater Digital Corner Counter Installation Cost Delivery Cost	15. Cauayan (Isabela)
	1 set 1 set		1 set		1 set		1 set 1 set		1 set 1 set	

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25. San Carlos (Pangasinan) 2-seater Digital Corner Counter	2-seater Digital Corner Counter Installation Cost Delivery Cost	24. Roxas (Isabela)	2-seater Digital Corner Counter Installation Cost Delivery Cost	23. Narvacan	2-seater Digital Corner Counter Installation Cost Delivery Cost	22. Mangaldan	2-seater Digital Corner Counter Installation Cost Delivery Cost	21. Luna	2-seater Digital Corner Counter Installation Cost Delivery Cost
⇒ set	1 set		1 set		1 set 1 set		1 set		1 set 1 set
								,	

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2-seater Digital Corner Counter Installation Cost Delivery Cost	30. Santiago	2-seater Digital Corner Counter Installation Cost Delivery Cost	29. Sanchez Mira	2-seater Digital Corner Counter Installation Cost Delivery Cost	28. San Nicolas	2-seater Digital Corner Counter Installation Cost Delivery Cost	27. San Mateo Isabela	2-seater Digital Corner Counter Installation Cost Delivery Cost	26. San Isidro (Isabela)	Installation Cost Delivery Cost
1 set		1 set 1 set 1 set		1 set		1 set		1 set		1 set

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1 set	1 set	Sub-Total·	2-seater Digital Corner Counter Installation Cost Delivery Cost	35. Vigan	2-seater Digital Corner Counter Installation Cost Delivery Cost	34. Tuao (Cagayan)	2-seater Digital Corner Counter Installation Cost Delivery Cost	33. Tayug	2-seater Digital Corner Counter Installation Cost Delivery Cost	32. Tagudin	2-seater Digital Corner Counter Installation Cost Delivery Cost	31. Tabuk
			1 set		1 set		1 set		1 set		1 set	

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4-seater Digital Corner Counter Installation Cost Delivery Cost	5. Masbate	4-seater Digital Corner Counter Installation Cost Delivery Cost	4. Labo	4-seater Digital Corner Counter Installation Cost Delivery Cost	3. Catanauan (Quezon)	4-seater Digital Corner Counter Installation Cost Delivery Cost	2. Calamba City Hall	4-seater Digital Corner Counter Installation Cost Delivery Cost	1. Boac	South East Luzon Branches
1 set		1 set		1 set 1 set		1 set		1 set		
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2-seater Digital Corner Counter Installation Cost Delivery Cost	10. Atimonan	4-seater Digital Corner Counter Installation Cost Delivery Cost	9. Tabaco	4-seater Digital Corner Counter Installation Cost Delivery Cost	8. Sta. Cruz (Laguna)	4-seater Digital Corner Counter Installation Cost Delivery Cost	6. Pili 4-seater Digital Corner Counter Installation Cost Delivery Cost
1 set 1 set		1 set 1 set		1 set		1 set 1 set	1 set

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2-seater Digital Corner Counter Installation Cost Delivery Cost	15. Irosin	2-seater Digital Corner Counter Installation Cost Delivery Cost	14. Infanta	2-seater Digital Corner Counter Installation Cost Delivery Cost	13. Cataingan (Masbate)	2-seater Digital Corner Counter Installation Cost Delivery Cost	12. Candelaria	2-seater Digital Corner Counter Installation Cost Delivery Cost	II. Cabuyao
1 set 1 set 1 set		1 set 1 set		1 set 1 set 1 set		1 set 1 set		1 set 1 set	
1				1 1				1 1 1	

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2-seater Digital Corner Counter	21. San Andres	2-seater Digital Corner Counter Installation Cost Delivery Cost	20. Polangui	2-seater Digital Corner Counter Installation Cost Delivery Cost	19. Paseo de Sta. Rosa	2-seater Digital Corner Counter Installation Cost Delivery Cost	18. Nagcarlan (Laguna)	2-seater Digital Corner Counter Installation Cost Delivery Cost	17. Mulanay	2-seater Digital Corner Counter Installation Cost Delivery Cost
1 set		1 set		1 set 1 set		1 set		1 set		1 set 1 set
										1 1 1

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2. Caticlan	2-seater Digital Corner Counter Installation Cost Delivery Cost	1. Culasi	West Visayas Branches	2 Visayas Offices	Total:	Sub- Total	2-seater Digital Corner Counter Installation Cost Delivery Cost	23. Tigaon	2-seater Digital Corner Counter Installation Cost Delivery Cost	22. Sipocot	Installation Cost Delivery Cost
	1 set						1 set		1 set 1 set		1 set
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6. Janiuay 2-seater Digital Corner Counter Installation Cost Delivery Cost	5. San Carlos (Negros Occidental) 2-seater Digital Corner Counter Installation Cost Delivery Cost	4. Silay 2-seater Digital Corner Counter Installation Cost Delivery Cost	Estancia 2-seater Digital Corner Counter Installation Cost Delivery Cost	2-seater Digital Corner Counter Installation Cost Delivery Cost
1 set	1 set	1 set 1 set	1 set 1 set	1 set 1 set

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4-seater Digital Corner Counter	1. Tacloban Real	Sub-Total: East Visayas Branches	2-seater Digital Corner Counter Installation Cost Delivery Cost	10. Victoria	2-seater Digital Corner Counter Installation Cost Delivery Cost	Siquior (Larena)	2-seater Digital Corner Counter Installation Cost Delivery Cost	Sipalayan	2-seater Digital Corner Counter Installation Cost Delivery Cost	7. Cadiz
Corner Cou	\eal	Branches	Corner Cou		Corner Cou	rena)	Corner Cou		Corner Cou	
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Allen 2-seater Digital Corner Counter Installation Cost	5. Tagbilaran City Hall 4-seater Digital Corner Counter Installation Cost Delivery Cost	4. Mandaue 4-seater Digital Corner Counter Installation Cost Delivery Cost	3. Ormoc 4-seater Digital Corner Counter Installation Cost Delivery Cost	Cebu-Capitol 4-seater Digital Corner Counter Installation Cost Delivery Cost	Installation Cost Delivery Cost
1 set	1 set 1 set	1 set 1 set	1 set 1 set 1 set	1 set 1 set 1 set	1 set

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2-seater Digital Corner Counter Installation Cost	11. Banilad	2-seater Digital Corner Counter Installation Cost Delivery Cost	10. Bogo	Delivery Cost	2-seater Digital Corner Counter Installation Cost	9. Baybay	2-seater Digital Corner Counter Installation Cost Delivery Cost	8. Bantayan	2-seater Digital Corner Counter Installation Cost Delivery Cost	7. Balamban	Delivery Cost
1 set		1 set		- Set	1 set		1 set		1 set 1 set		1 set
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2-seater Digital Corner Counter Installation Cost Delivery Cost	2-seater Digital Corner Counter Installation Cost Delivery Cost 16. Dalaquete	Delivery Cost 15. Consolacion	14. Cebu BOC 2-seater Digital Corner Counter Installation Cost	2-seater Digital Corner Counter Installation Cost Delivery Cost	13. Carigara	2-seater Digital Corner Counter Installation Cost Delivery Cost	12. Calbayog	Delivery Cost
1 set 1 set	1 set 1 set	1 set		1 set 1 set		1 set 1 set		1 set
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22. Maasin	2-seater Digital Corner Counter Installation Cost Delivery Cost	21. Lapu Lapu EO	2-seater Digital Corner Counter Installation Cost Delivery Cost	20. Jagna	2-seater Digital Corner Counter Installation Cost Delivery Cost	19. Hilongos	2-seater Digital Corner Counter Installation Cost Delivery Cost	18. Guiuan	2-seater Digital Corner Counter Installation Cost Delivery Cost	17. Danao
	1 set 1 set		1 set 1 set		1 set 1 set		1 set		1 set	
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2-seater Digital Corner Counter Installation Cost	27. San Juan	2-seater Digital Corner Counter Installation Cost Delivery Cost	26. Naval	2-seater Digital Corner Counter Installation Cost Delivery Cost	25. Naga	2-seater Digital Corner Counter Installation Cost Delivery Cost	24. Moalboal	2-seater Digital Corner Counter Installation Cost Delivery Cost	23. Mandaue City Hall	2-seater Digital Corner Counter Installation Cost Delivery Cost
1 set		1 set		1 set		1 set		1 set		1 set

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Mindanao Offices West Mindanao Branches 1. Marawi	Total:	2-seater Digital Corner Counter Installation Cost Delivery Cost Sub-Total:	2-seater Digital Corner Counter Installation Cost Delivery Cost 30. Tubigon	2-seater Digital Corner Counter Installation Cost Delivery Cost 29. Toledo	Delivery Cost 28. Talibon
		1 set 1 set 1 set	1 set 1 set 1 set	1 set	1 set
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2-seater Digital Corner Counter Installation Cost	5. Calamba (Misamis Occidental)	2-seater Digital Corner Counter Installation Cost Delivery Cost	2-seater Digital Corner Counter Installation Cost Delivery Cost	2-seater Digital Corner Counter Installation Cost Delivery Cost3. Bongao	Delivery Cost 2. Aurora (Zamboanga del Sur)	4-seater Digital Corner Counter Installation Cost
1 set		1 set	1 set 1 set	1 set 1 set 1 set	1 set	1 set

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10. Kapatagan (Lanao Del Norte) 2-seater Digital Corner Counter	9. Jolo 2-seater Digital Corner Counter Installation Cost Delivery Cost	2-seater Digital Corner Counter Installation Cost Delivery Cost	7. Dapitan2-seater Digital Corner Counter Installation Cost Delivery Cost8. El Salvador City	6. Carmen Cagayan de Oro 2-seater Digital Corner Counter Installation Cost Delivery Cost	Delivery Cost
1 set	1 set 1 set	1 set 1 set	1 set 1 set	1 set 1 set	1 set

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15. Wao 2-seater Digital Corner Counter	14. Sindangan2-seater Digital Corner Counter Installation CostDelivery Cost	13. Quezon (Bukidnon) 2-seater Digital Corner Counter Installation Cost Delivery Cost	12. Puerto (Cagayan de Oro)2-seater Digital Corner Counter Installation Cost Delivery Cost	11. Liloy2-seater Digital Corner Counter Installation CostDelivery Cost	Installation Cost Delivery Cost
1 set	1 set 1 set	1 set 1 set 1 set	1 set 1 set 1 set	1 set 1 set 1 set	1 set

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3. Bayugan 2-seater Digital Corner Counter Installation Cost Delivery Cost	Bansalan Seater Digital Corner Counter Installation Cost Delivery Cost	2-seater Digital Corner Counter Installation Cost Delivery Cost	East Mindanao Branches 1. Alabel	Delivery Cost Sub-Total	2-seater Digital Corner Counter Installation Cost	16. Western Mindanao State University	Installation Cost Delivery Cost
1 set	1 set	1 set		1 set	1 set		1 set
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9. Dinagat Island	2-seater Digital Corner Counter Installation Cost Delivery Cost	8. Cotabato Capitol	2-seater Digital Corner Counter Installation Cost Delivery Cost	7. Claver	2-seater Digital Corner Counter Installation Cost Delivery Cost	6. Cabadbaran	2-seater Digital Corner Counter Installation Cost Delivery Cost	5. Buluan	2-seater Digital Corner Counter Installation Cost Delivery Cost	4. Bislig
	1 set 1 set 1 set		1 set		1 set		1 set		1 set	
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2-seater Digital Corner Counter	2-seater Digital Corner Counter Installation Cost Delivery Cost 14. Koronadal Highway	13. Kidapawan Amas	2-seater Digital Corner Counter Installation Cost Delivery Cost	12. Kabacan	2-seater Digital Corner Counter Installation Cost Delivery Cost	11. Gensan Gaisano	2-seater Digital Corner Counter Installation Cost Delivery Cost	Installation Cost Delivery Cost 10. Gensan Calumpang	2-seater Digital Corner Counter
1 set	1 set 1 set 1 set		1 set 1 set		1 set		1 set	1 set 1 set) set
									

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2-seater Digital Corner Counter Installation Cost Delivery Cost	19. Parang	2-seater Digital Corner Counter Installation Cost Delivery Cost	18. Matina	2-seater Digital Corner Counter Installation Cost Delivery Cost	17. Mati	2-seater Digital Corner Counter Installation Cost Delivery Cost	16. Malita	2-seater Digital Corner Counter Installation Cost Delivery Cost	15. Lebak	Installation Cost Delivery Cost
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25. Tagum Capitol	2-seater Digital Corner Counter Installation Cost Delivery Cost	24. Tacurong	2-seater Digital Corner Counter Installation Cost Delivery Cost	23. Surallah	2-seater Digital Corner Counter Installation Cost Delivery Cost	22. Samal Island	2-seater Digital Corner Counter Installation Cost Delivery Cost	21. Polomolok DOLE	2-seater Digital Corner Counter Installation Cost Delivery Cost	20. Polomolok
	1 set 1 set		1 set 1 set		1 set			n D	1 set	

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Total:	Sub-Total:	2-seater Digital Corner Counter Installation Cost Delivery Cost	26. Tupi	2-seater Digital Corner Counter Installation Cost Delivery Cost
		1 set 1 set		1 set 1 set
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Cinating Distablished Name of	Name of Bidder Account Name:	Please credit payment to:	Total:	Total:	1	Corner Counter

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. 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 Document

- 12. Brochures or other official documents coming from the manufacturer indicating the complete specifications of the offered brand/model.
- 13. List of at least five (5) different clients (with contact persons, numbers and addresses) with whom the bidder has previously completed projects/ contracts for the last five (5) years supported with Certificates of Satisfactory Performance issued by the said clients.
- 14. Certificate of Satisfactory Performance issued by the Head, Project Management and 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 office furniture for LANDBANK). The Certificate shall still be subject to verification during post-qualification of bid.
- 15. Certification from the bidder stating that its mock-up sample for this project has been previously approved by PMED (applicable only for previously approved mock-up sample).
- 16. 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.

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

- 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 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 Revised Schedule of Prices signed by the bidder's authorized representative (sample form Form No.2)