



**SUPPLEMENTAL/BID BULLETIN NO. 2  
For LBP-HOBAC-ITB-GS-20201028-01**

<b>PROJECT</b>	:	<b>Structural Design Services for the following LANDBANK Office Buildings:</b>  <b>1) Alaminos (Pangasinan) 2) San Fernando (La Union) Records Center 3) Bayombong (Nueva Vizcaya) 4) San Fernando (Pampanga) Annex 5) Naval (Biliran) 6) Tagum (Davao del Norte) 7) U.P. Diliman 8) Calamba (Laguna) Operations Center 9) Lipa Accounting Center Records Room</b>
<b>IMPLEMENTOR</b>	:	<b>Procurement Department</b>
<b>DATE</b>	:	<b>January 15, 2021</b>

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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:

- 1) The prospective bidder/s who will participate in the bidding for the above project are encouraged to use the Bid Securing Declaration as Bid Security.
- 2) Submission of 2020 Mayor's/Business permit is acceptable for the above mentioned project. The official receipt as proof that the bidder has applied for its renewal within the period prescribed by the concerned local government unit or the renewed Mayor's/Business permit for FY 2021 shall be submitted as a post-qualification requirement in accordance with Section 34.2 of the Revised IRR of RA 9184.
- 3) The schedule for the site inspection at LANDBANK San Fernando (La Union) Records Center and San Fernando (Pampanga) Annex shall be coordinated with the Project Management and Engineering Department within five (5) calendar days prior to the proposed date of inspection.

Prospective bidders may send their formal letter request to the following authorized representatives:

- |                             |   |                            |
|-----------------------------|---|----------------------------|
| • Mr. Enrico DJ. Samaniego  | - | hensamaniego@yahoo.com     |
| • Mr. John Alben V. Mislang | - | ioannes29_sim@yahoo.com.ph |
| • Mr. Keizer John L. Cimat  | - | keizercimat@gmail.com      |

- 4) The Terms of Reference (Annex C), Technical Specifications (Section VII), and Checklist of the Bidding Documents (Item Nos. 8, 15, 16, 17, 18 & 22 of the

Eligibility and Technical Components) have been revised. Please see attached revised Annexes C-1 to C-9 and specific sections of the Bidding Documents.

- 5) The deadline for the submission of electronic bids for the above project is re-scheduled on **January 22, 2021** at **10:00 A.M.** Submission of physical bids (hard copy) shall **not** be accepted.

Bidder's Queries/Clarifications	LANDBANK Response/s
<p>6) The bidder/s are requesting for clarification/s on the following:</p> <ol style="list-style-type: none"> <li>1) Can the prospective bidder appoint more than one (1) Structural and Civil Engineer?</li> <li>2) Since this is a structural consultancy project, will corporations be allowed to participate in this bidding? The Civil Engineering (CE) Law allows only individuals, single proprietorships and partnerships in the practice of CE.</li> <li>3) Is a project involving structural assessment &amp; investigation, or architectural &amp; engineering design considered as a similar contract to this procurement project.</li> <li>4) Does the prospective bidder still need to initial/certify as "true copy" all the documents that it would send online?</li> <li>5) Per Item No. 14 of the Checklist of the Bidding Documents, the prospective bidder wishes to be clarified on this statement: "Copy of the Purchase Order, contracts or</li> </ol>	<ol style="list-style-type: none"> <li>1) The winning service provider may appoint more than one (1) Structural and Civil Engineer in the performance of this project as long as they will comply with all the documentary requirements stated under Item IV (Qualifications) of the Terms of Reference.</li> <li>2) This project is categorized under Goods and Services. Per Section 24.3.1.c of the 2016 IRR of RA 9184, corporations duly organized under the laws of the Philippines and with at least sixty percent (60%) of the outstanding capital stock belongs to the citizens of the Philippines are eligible to participate in the bidding.</li> <li>3) Completed projects involving structural assessment &amp; investigation or structural engineering design for building construction may be considered as similar contracts relative to this procurement project.</li> <li>4) Prospective bidders may sign all certified true copies of their Bidding Documents.</li> <li>5) The said requirement has been omitted per attached revised Checklist of the Bidding Documents.</li> </ol>

<p>other related documents to prove that the offered Diesel Generating Unit is being sold in the Philippine market for at least five (5) years”.</p> <p>6) Since the number of storeys for the ten (10) buildings varies from one (1) to four (4) storeys, but with the same schedule of one (1) month per building, will it be possible to extend the duration especially for three (3) to four (4) storey buildings.</p> <p>7) During the implementation stage, since the travel and incidental expenses will be reimbursed by LANDBANK, will the hotel accommodation and meals be included also, if necessary, during the inspection?</p>	<p>6) Per our Project Management and Engineering Department’s assessment, the thirty (30) calendar day-duration is sufficient for each project considering that the layout configurations of the buildings are all the same.</p> <p>7) Per Item No. 5 under Section III. Scope of Works of the revised TOR, for resolution of issues which may arise during the implementation stage that may require the structural design consultant to conduct ocular site inspection - the travel and incidental expenses incurred for the same shall be reimbursed by LANDBANK to the winning service provider including hotel accommodation, meal allowance and incidental expenses subject to evaluation of PMED.</p>
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**ALWIN I. REYES**  
Assistant Vice President  
Head, Procurement Department and  
HOBAC Secretariat



## Technical Specifications

<b>Specifications</b>	<b>Statement of Compliance</b>
	<p><b>Bidders must state below either “Comply” or “Not Comply” against each of the individual parameters of each Specification preferably stating the corresponding performance parameter of the product 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 applicable laws and issuances.</p>
<p><b>Structural Design Services for the following Nine (9) LANDBANK Buildings:</b></p> <ol style="list-style-type: none"> <li>1. Alaminos (Pangasinan) Office Building</li> <li>2. San Fernando (La Union) Records Center Building</li> <li>3. Bayombong (Nueva Viscaya) Office Building</li> <li>4. San Fernando (Pampanga) Annex Building</li> <li>5. Naval (Biliran) Office Building</li> <li>6. Tagum (Davao del Norte) Building</li> <li>7. UP Diliman Office Building</li> <li>8. Calamba (Laguna) Operations Center</li> <li>9. Lipa Accounting Center Records Room</li> </ol> <p><b>Scope of works, minimum specifications, and other requirements per attached Terms of Reference (Revised Annexes C-1 to C-9).</b></p>	<p><b>Please state here either “Comply” or “Not Comply”</b></p>

For current and past suppliers of structural design services 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).

The document/requirement below shall be included in the Technical Component PDF File:

Certificate of Satisfactory Performance and No Delayed Projects issued by the Head, PMED not earlier than thirty (30) calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of structural design services 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, Mr. Enrico DJ Samaniego at 24<sup>th</sup> Floor, (Tel. No. 8-522-0000 loc. 2256) and can be email at [keizercimatu@gmail.com](mailto:keizercimatu@gmail.com) at least five (5) working days prior to the submission of bid.

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

**Conforme**

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Name of Bidder

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Signature over Printed Name of  
Authorized Representative

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Position

## Checklist of Bidding Documents for Procurement of Goods and Services

The documents for each component should be arranged as per this Checklist. Kindly provide guides or dividers with appropriate labels.

### Eligibility and Technical Components (PDF File)

- ***The Eligibility and Technical Component shall contain documents sequentially arranged as follows:***
  - **Eligibility Documents – Class “A”**

#### Legal Eligibility Documents

1. Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages); or all of the following:
  - Registration Certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives, or any proof of such registration 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 Bureau of Internal Revenue (BIR).

#### Technical Eligibility Documents

2. Original 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 or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder. (sample form - Form No. 7).
3. Original duly notarized Omnibus Sworn Statement (OSS) (sample form - Form No.6).



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 (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, 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. Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission or Original copy of Notarized Bid Securing Declaration.
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 in lieu of its NFCC computation.
- **Eligibility Documents – Class “B”**
11. Duly signed 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.

12. For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos, Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
13. Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

○ **Technical Documents**

14. Copy of Certificate of Incorporation of the Engineering Design Firm duly authenticated by the corporate secretary.
15. **List of at least ten (10) most recent completed projects, from 2010 to 2019 for general structural design and investigation services for multi-storey building construction projects in diverse classification and usage in the Philippines, including project names, complete addresses and contact details, with corresponding copy of Purchase Orders and Certificate of Satisfactory Performance issued by the client for each completed projects.**
16. **Copy of updated/renewed Professional Regulation Commission (PRC) License and/or Certificate of Registration from PRC as Civil Engineer of the Principal Structural Engineer.**
17. **Certification from Association of Structural Engineers of the Philippines (ASEP) indicating at least regular membership, with good standing status of the Principal Structural Engineer.**
18. **List of at least ten (10) most recent completed projects handled by the Principal Structural Engineer from 2010 to 2019 for general structural design and investigation services for multi-storey building construction projects in diverse classification and usage in the Philippines, including project names, complete addresses and contact details, with corresponding copy of Purchase Orders or Contract Agreement for each completed projects.**
19. Documentary proof of the Licensed Structural Engineering Software being used, whichever is available, to wit:
  - 19.1 Copy of Official Receipt; or
  - 19.2 License Certificate with validity issued by the Engineering Software Distributor; or
  - 19.3 Notarized Certification of Authenticity



20. Updated/renewed PRC License as Civil Engineer of the authorized representative of the designing firm who will conduct the inspection.
  21. List of projects handled by the authorized representative of the designing firm with at least five (5) years relevant experience in the field of structural investigation in the Philippines as an inspector for structural inspection/implementation for general structural design and investigation services for multi-storey building construction projects in diverse classification and usage, with complete addresses and contact details.
  22. **Certificate of Appearance duly signed by the LANDBANK representative during the actual site inspection/verification for LANDBANK San Fernando La Union and San Fernando Pampanga Office Buildings.**
  23. Certificate of Satisfactory Performance issued by the Head, PMED not earlier than thirty (30) calendar days prior to the deadline of submission of bid (applicable only for current and past suppliers of structural design 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]:**
24. 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.
  25. Latest Income Tax Return filed manually or through EFPS.

**Financial Component (PDF File)**

- ***The Financial Component shall contain documents sequentially arranged as follows:***
  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)

## Technical Specifications

<b>Specifications</b>	<b>Statement of Compliance</b>
<p><b>Structural Design Services for the following Nine (9) LANDBANK Buildings:</b></p> <ol style="list-style-type: none"><li>1. Alaminos (Pangasinan) Office Building</li><li>2. San Fernando (La Union) Records Center Building</li><li>3. Bayombong (Nueva Viscaya) Office Building</li><li>4. San Fernando (Pampanga) Annex Building</li><li>5. Naval (Biliran) Office Building</li><li>6. Tagum (Davao del Norte) Building</li><li>7. UP Diliman Office Building</li><li>8. Calamba (Laguna) Operations Center</li><li>9. Lipa Accounting Center Records Room</li></ol> <p><b>Scope of works, minimum specifications, and other requirements per attached Terms of Reference (Revised Annexes C-1 to C-9).</b></p>	<p><b>Bidders must state below either “Comply” or “Not Comply” against each of the individual parameters of each Specification preferably stating the corresponding performance parameter of the product 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 applicable laws and issuances.</p> <p><b>Please state here either “Comply” or “Not Comply”</b></p>



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Signature over Printed Name of  
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  - 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
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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 in lieu of its NFCC computation.

o **Eligibility Documents – Class “B”**

11. Duly signed 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.

12. For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos, Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
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o **Technical Documents**

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19. Documentary proof of the Licensed Structural Engineering Software being used, whichever is available, to wit:
  - 19.1 Copy of Official Receipt; or
  - 19.2 License Certificate with validity issued by the Engineering Software Distributor; or
  - 19.3 Notarized Certification of Authenticity



20. Updated/renewed PRC License as Civil Engineer of the authorized representative of the designing firm who will conduct the inspection.
  21. List of projects handled by the authorized representative of the designing firm with at least five (5) years relevant experience in the field of structural investigation in the Philippines as an inspector for structural inspection/implementation for general structural design and investigation services for multi-storey building construction projects in diverse classification and usage, with complete addresses and contact details.
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**Financial Component (PDF File)**

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## TERMS OF REFERENCE

### HIRING OF SERVICES FOR THE STRUCTURAL DESIGN FOR NINE (9) LANDBANK CONSTRUCTION PROJECTS

#### I. GENERAL OBJECTIVE

To provide complete structural analysis and design for the planning and implementation of various LANDBANK construction projects.

#### II. BACKGROUND

The Project Management & Engineering Department (PMED) had identified nine (9) sites nationwide wherein LANDBANK Buildings will be constructed. These 9 LANDBANK buildings will have a total floor area of approximately 10,543 square meters. Please refer to the table below for the details of the proposed LANDBANK Buildings:

Region	Project Site	No. of Storey	Floor Area <sup>1</sup> (sq.m)
I	1. <b>Alaminos (Pangasinan)</b> Office Building with Records Center <i>Address: Brgy. Palamis, Alaminos, Pangasinan</i>	Two (2)	720.50
I	2. <b>San Fernando (La Union)</b> Records Center Building Construction <i>Address: Quezon Ave., San Fernando La Union 2500</i>	Two (2)	658.00
II	3. <b>Bayombong (Nueva Viscaya)</b> Office Building <i>Address: National Road, Sta. Rosa, Bayombong, Nueva Vizcaya</i>	Three (3)	1,350.00
III	4. <b>San Fernando (Pampanga)</b> Annex Building with Records Room <i>Address: Jose Abad Santos Ave., Dolores, City of San Fernando Pampanga</i>	Three (3)	930.50
VIII	5. <b>Naval (Biliran)</b> Office Building <i>Address: Naval LGU Compound, Brgy. P.J. Garcia, Naval, Biliran</i>	Two (2)	624.00
XI	6. <b>Tagum (Davao del Norte)</b> Office Building	Three (3)	1,500.00

<sup>1</sup> This is just an approximate floor area

	<i>Address: National Highway, Brgy. Visayan Village, Tagum City, Davao del Norte</i>		
NCR	<b>7. UP Diliman Office Building</b> <i>Address: E. Jacinto Ave, UP Diliman Campus, Quezon City</i>	Four (4) with Roofdeck	2,250.00
IV- A	<b>8. LANDBANK Calamba (Laguna)</b> Operations Center <i>Address: Provincial Road, Paciano Rizal, Calamba City</i>	Three (3)	2,100.00
IV- A	<b>9. Lipa Accounting Center</b> Records Room <i>Address: J.P. Laurel Highway, Marauoy, Lipa City, Batangas</i>	Two (2)	410.00
<b>TOTAL</b>			<b>10,543.00</b>

**III. SCOPE OF WORKS:**

The structural design consultant shall:

1. Attend preliminary meetings with LANDBANK officials/representative for the initial building design concept;
2. Prepare complete and detailed structural engineering analysis and design of the proposed building using applicable and acceptable licensed structural/engineering design computer software. The design analysis shall:
  - 2.1. Consider the climatic, historical hazards and geological conditions of the site;
  - 2.2. Conform to, but not limited to the following standards set by the:
    - a. National Structural Code of the Philippines (NSCP) 2015, 7<sup>th</sup> edition or its latest edition;
    - b. National Building Code of the Philippines, latest edition; and
    - c. Applicable Local Regulations and Ordinances.
  - 2.3. Be based on documents/data to be provided by the Bank such as, but not limited to, the following:
    - a. Complete set of approved and detailed architectural floor plans, elevations and site development plan;
    - b. Geotechnical soil sub-surface analysis/ investigation report; Topographic survey/map (if necessary);
    - c. Other documents/data as maybe justifiably required and deemed necessary.



- 2.4. Consider reinforced concrete materials for the structural system such as foundation, suspended slab, beams, columns and retaining wall (if needed). Furthermore, roof deck slab shall be design as composite slab using reinforced concrete and steel deck. These materials must be locally available and shall conform to the standards set forth by the American Standard and Testing of Materials (ASTM).
- 2.5. Consider economical design concept
- 3. Prepare, review and approve shop drawings as required during the implementation of the project
- 4. On a per project site basis, conduct one (1) site inspection during the planning / design preparation stage. Site inspection shall be carried out by the designing firm's authorized representative within three (3) calendar days upon receipt of the request (either formal letter or email) from LANDBANK PMED.
- 5. For resolution of issues which may arise during the implementation stage that may require the structural design consultant to conduct ocular site inspection, the travel and incidental expenses incurred for same shall be reimbursed by LANDBANK provided that the service provider must have a request from LANDBANK-PMED thru formal letter or email. Prior to travel, the service provider must also submit an Itinerary of Travel to LANDBANK-PMED for approval within three (3) days after the receipt of request for inspection. Further, for travel fare (air, land and sea), meals and hotel accommodations, the most economical and efficient mode / type shall be availed/ used. Reimbursement of same shall be subject to evaluation and recommendation of PMED.

Reimbursement of Travel Expenses shall be guided by these criteria:

<b>Area</b>	<b>Inspection Time (Max) including travel time</b>	<b>Mode of Transportation</b>	<b>Remarks</b>
Within Metro Manila	One (1) Day	Land (Expense of Service Provider)	N/A
Within 50 km radius outside Metro manila	One (1) Day	Land (Subject for Reimbursement to LANDBANK)	<ul style="list-style-type: none"><li>➤ Hotel accommodation are not required.</li><li>➤ Meal allowance shall cost a maximum of Php225.00 each person per day</li><li>➤ Incidental Expenses shall cost a maximum of</li></ul>

			Php150.00 each person per day
Outside 50 km radius outside metro manila	Three (3) Days	Most economical and efficient mode of transportation (Subject for Reimbursement to LANDBANK)	<ul style="list-style-type: none"> <li>➤ Hotel Accommodation shall cost a maximum of Php2,500.00 per night only.</li> <li>➤ Meal allowance shall cost a maximum of Php540.00 only each person per day.</li> <li>➤ Incidental Expenses shall cost a maximum of Php360.00 each person per day</li> </ul>

**IV. QUALIFICATIONS:**

The structural design consultant must be a juridical entity with the following minimum qualifications:

<b>Qualification Requirements</b>	<b>Documentary Requirements</b>
1. A recognized Engineering Design Firm, duly organized under the laws of the Philippines	<ul style="list-style-type: none"> <li>• Photocopy of the Certificate of Incorporation of the Engineering Design Firm duly authenticated by the corporate secretary.</li> </ul>
2. The designing firm must have at least ten (10) years-experience in providing general structural design and investigation services ( <i>steel, reinforced concrete, composite steel-concrete, etc.</i> ) for multi-storey building construction projects in diverse classification ( <i>e.g. residential, commercial, industrial, institutional, etc.</i> ) and usage ( <i>e.g. office, storage/warehouse, parking, condominium, apartment, etc.</i> ) in the Philippines	<ul style="list-style-type: none"> <li>• List of at least ten (10) most recent completed projects from 2010-2019 for general structural design and investigation services (<i>steel, reinforced concrete, composite steel-concrete, etc.</i>) for multistorey building construction projects in diverse classification (<i>e.g. residential, commercial, industrial, institutional, etc.</i>) and usage (<i>e.g. office, storage/warehouse, parking, condominium, apartment, etc.</i>) in the Philippines for the last ten (10) years indicating the name of the projects with complete address and contact details, with corresponding copy of Contract Agreement or Purchase Order and Certificate of Satisfactory Performance issued by the client /office for each completed project</li> </ul>
3. The designing firm must also have a minimum of ten (10) completed contracts/projects in the Philippines for the last ten (10) years	

<p>4. The Principal Structural Engineer of the designing firm must be a licensed Civil Engineer of the Professional Regulation Commission (PRC)</p>	<ul style="list-style-type: none"> <li>• Photocopy of updated/renewed PRC License and/or Certificate of Registration from PRC as Civil Engineer</li> </ul>
<p>5. The Principal Structural Engineer/s of the designing firm must be a bona fide member/s (at least regular membership) of the Association of Structural Engineers of the Philippines (ASEP), in good standing</p>	<ul style="list-style-type: none"> <li>• Certification from ASEP indicating at least regular membership, with good standing status</li> </ul>
<p>6. The Principal Structural Engineer of the designing firm must have at least ten (10) years-experience in providing general structural design and investigation services (<i>steel, reinforced concrete, composite steel-concrete, etc.</i>) for multi-storey building construction projects in diverse classification (<i>e.g. residential, commercial, industrial, institutional, etc.</i>) and usage (<i>e.g. office, storage/warehouse, parking, condominium, apartment, etc.</i>) in the Philippines</p> <p>7. The Principal Structural Engineer of the designing firm must also have a minimum of ten (10) completed contracts/projects in the Philippines for the last ten (10) years.</p>	<ul style="list-style-type: none"> <li>• List of at least ten (10) most recent completed projects for general structural design and investigation services (<i>steel, reinforced concrete, composite steel-concrete, etc.</i>) for multi-storey building construction projects in diverse classification (<i>e.g. residential, commercial, industrial, institutional, etc.</i>) and usage (<i>e.g. office, storage/warehouse, parking, condominium, apartment, etc.</i>) in the Philippines for the last ten (10) years handled by the Principal Structural Engineer, indicating the name of the projects with complete address and contact details, with corresponding copy of Contract Agreement or Purchase Order for each completed projects.</li> </ul>
<p>8. The designing firm must be using a Licensed Structural Engineering Software (preferably STAAD)</p>	<ul style="list-style-type: none"> <li>• Documentary proof of the Licensed Structural Engineering Software being used, whichever is available, to wit:             <ul style="list-style-type: none"> <li>✓ Copy of Official Receipt (OR); or</li> <li>✓ License Certificate with validity issued by the Engineering Software Distributor; or</li> <li>✓ Notarized Certification of Authenticity</li> </ul> </li> </ul>
<p>9. The authorized representative of the designing firm that will conduct the inspection should be a PRC license Civil Engineer with at least five (5) years relevant experience in the field of structural investigation and have the authorization to the following:</p>	<ul style="list-style-type: none"> <li>• Copy of updated/renewed PRC License as Civil Engineer</li> <li>• List of projects showing at least five (5) years relevant experience in the field of structural investigation in the Philippines as inspector for structural inspection/ implementation for general</li> </ul>



<ul style="list-style-type: none"> <li>✓ Provide Site Instructions, recommendations during inspection;</li> <li>✓ Answer the contractor and sub-contractors queries regarding the implementation of structural design;</li> <li>✓ Approved the concrete pouring request during inspection; and</li> <li>✓ Perform present checking and analysis of the actual design vs. design recommendation</li> </ul>	<p>structural design and investigation services (<i>steel, reinforced concrete, composite steel-concrete, etc.</i>) for multi-storey building construction projects in diverse classification (<i>e.g. residential, commercial, industrial, institutional, etc.</i>) and usage (<i>e.g. office, storage/warehouse, parking, condominium, apartment, etc.</i>), with complete address and contact details</p>
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**V. SITE INSPECTION PRIOR TO BIDDING**

**NOTE:** *The section V is intended for the project number 2 (San Fernando La Union) and 4 (San Fernando Pamapanga) only.*

<i>Qualification Requirements</i>	<i>Documentary Requirements</i>
<ol style="list-style-type: none"> <li>1. Site Inspection/Verification prior to Bidding               <ol style="list-style-type: none"> <li>1.1 ) Schedule of inspection to be coordinated with the Project Management and Engineering Department (PMED) five (5) days prior to the proposed date of inspection. Same shall be covered by a formal letter (hard-copy or e-copy/ email) and shall contain the date of inspection, personnel who will conduct inspection and the list of equipment to be used.</li> <li>1.2 ) Inspection of the prospective bidder/s shall be limited to the entire Ground Floor portions of the 2<sup>nd</sup> Floor (except the TMG offices at the rear portion) and the entire 3<sup>rd</sup> Floor.</li> <li>1.3 ) Maximum of three (3) personnel shall be allowed to conduct site inspection</li> <li>1.4 ) Only one (1) Prospective Bidder shall be allowed per day to conduct site inspection</li> <li>1.5 ) Prospective Bidder/s shall secure</li> </ol> </li> </ol>	<ul style="list-style-type: none"> <li>• Certificate of appearance duly signed by the Landbank Representative during the actual site inspection/verification for each project</li> </ul>

<p>copy (hard copy or e-copy) of Certificate of appearance from PMED prior to the date of inspection and have it signed to Landbank Representative on the date of inspection and shall be subject to the COVID-19 health / safety protocols of the Bank.</p> <p>1.6 ) All equipment to be used during the site inspection shall be cleared and duly approved by LANDBANK prior to inspection.</p>	
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**VI. MANPOWER REQUIREMENT**

The Consultant shall employ a technical team made up of the following personnel during the contract implementation:

Particular	Years of Experience Required
Structural Engineer	At least 10 years
Civil Engineer	At least 5 years

**VII. DURATION**

On a per project site basis, the preparation of complete detailed engineering analysis and design services of the structural design consultant shall have a duration of thirty (30) calendar days which shall commence upon receipt of the Notice to Proceed and complete set of architectural drawings and geotechnical investigation report from LANDBANK/PMED for the particular project.

**VIII. DELIVERABLES**

The structural design consultant shall submit the following:

DESCRIPTION	SUBMISSION
<b>A. During preparation of Detailed Design</b>	
A.1 Design Criteria/ Assumption	Within seven (7) calendar days upon receipt of the NTP
A.2 Two sets of draft detailed structural plans/ drawings on standard 20" x 30" sheets which include but not limited to the following: <ul style="list-style-type: none"> <li>• General Notes</li> <li>• Complete Structural Plans, details or shop drawing as needed in the implementation which includes</li> </ul>	Within thirty (30) calendar days upon receipt and acceptance of all required data and documents to be provided by LANDBANK PMED on a per project site

<p>slabs/steel deck, beams, girders, columns, footings/foundations, trusses, stairs retaining walls, shear walls and piles (if any)</p> <ul style="list-style-type: none"> <li>• Elevation plans (for framing of columns and beams)</li> <li>• Load Maps</li> <li>• Design Summary/Schedule of reinforcements of Structural Members</li> <li>• Other required LANDBANK/ BSP-standard details requested by LANDBANK PMED (e.g. parapets and vaults)</li> </ul>	
<p>A.3 One set Structural Design Computation</p>	
<p>A.4 Eleven (11) sets, signed &amp; sealed (1 original , 10 blueprint/photocopy) of the following:</p> <ul style="list-style-type: none"> <li>• Complete and detailed structural plans/drawings on standard 20" x 30" sheets</li> <li>• Signed and sealed Structural Design Computations</li> <li>• Signed and sealed Structural Notes and Technical Design Specifications</li> </ul>	<ul style="list-style-type: none"> <li>• Within five (5) calendar days upon approval and request of LANDBANK PMED on a project site</li> </ul>
<p>A.5 Soft copy of structural plans (CAD file)</p>	
<p><b>B. During Project Implementation</b></p>	
<p>B.1 Inspection Report</p>	<p>On a per project basis, within five (5) working days from the actual project site inspection.</p>

**IX. DOCUMENTS AND SERVICES TO BE PROVIDED BY PMED**

The following services and facilities will be provided by the LBP to the Consultants.

- Data. The LBP/PMED will provide the Consultants with access to all available data, information, maps, drawings and internal documents relevant to the consulting services such as (i) Geotechnical Investigation Report; (ii) Architectural Plans; (iii) Location Plan/Map; (iv) Topographic Survey/Map, if necessary;.
- Access. The LBP will assist the Project Consultant in arranging visits to project sites.



**X. PAYMENT SCHEDULE**


Payment shall be done on a per project site basis and the consultancy/design fee shall be paid to the consultant based on the submission and approval/ acceptance of the following outputs/deliverables:

- (a) 15 % of the consultancy/design fee for specific project site set out in the Price Schedule as mobilization fee.
- (b) 40% of the consultancy/design fee for specific project site set out in the Price Schedule as payment upon submission of two (2) sets draft detailed structural plans/ drawings on standard 20" x 30" sheets and one set of structural design computation.
- (c) 25% of the consultancy/design fee for specific project site set out in the Price Schedule as payment upon submission of soft copy of structural plans (CAD files) and eleven (11) sets, signed and sealed (1 original , 10 blueprint/ photocopy) of the following: (i) complete and detailed structural plans/drawings on standard 20" x 30" sheets; (ii) signed and sealed Structural Design Computation; and (iii) signed and sealed Structural Notes and Technical Design Specifications
- (d) 20% of the consultancy/design fee for specific project site set out in the Price Schedule as payment during the conduct of site inspection during the implementation/construction stage.

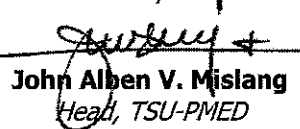
**XI. LIQUIDATED DAMAGES**

- One Tenth of One Percent of the consultancy/design fee of specific project shall be deducted for each day of delay from the required duration of submission of all pre-construction and legal documents.

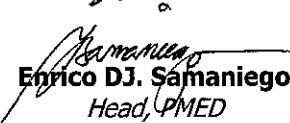
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