



LANDBANK
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SUPPLEMENTAL/BID BULLETIN NO. 1
For LBP-HOBAC-ITB-GS-20210317-01

PROJECT : **LANDBANK EMV Contactless Scheme Cards with Personalization, Kitting Services and Collaterals**

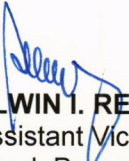
IMPLEMENTOR : **Procurement Department**

DATE : **April 12, 2021**

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:

- The Terms of Reference (Annex D), Schedule of Requirements (Section VI), Technical Specifications (Section VII), and Checklist of the Bidding Documents (Item Nos. 4, 11, 12 & 17.1 to 17.7 of the Eligibility and Technical Components) have been revised. Please see attached revised Annexes D-1 to D-17 and specific sections of the Bidding Documents.


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

Schedule of Requirements

The delivery schedule/contract period expressed as weeks/months/years stipulates hereafter a delivery/performance period which is the period within which to deliver the goods or perform the services in the project site/s.

Lot No.	Description	Quantity	Delivered, Weeks/Months
1	LANDBANK EMV Contactless Scheme Cards with Personalization, Kitting Services and Collaterals	7,255,000 pcs.	See Delivery Schedule per attached Annex D-3, letter F of the TOR.

Delivery Site:
Cards & ATM Management Department
11th Floor, LANDBANK Plaza Building, 1598 M.H. del Pilar corner Dr. J. Quintos Streets, Malate, Manila

Contact Person:
Ms. Marissa B. Pineda
AVP/Head
Cards & ATM Management Department

Contact Nos.
8522-0000 loc. nos. 4211, 4069, 4173, 4069, 7182
8405-7182

Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Technical Specifications

Specification	Statement of Compliance
<p>LANDBANK EMV Contactless Scheme Cards with Personalization, Kitting Services and Collaterals</p> <p>1. Specifications and other terms and conditions per attached Revised Annexes D-1 to D-17.</p> <p>2. For current and past suppliers of EMV Cards for LANDBANK, they must have satisfactory performance in their dealings with LANDBANK for the past twelve (12) months (reckoned from the date of issuance of the Certificate of Satisfactory Performance).</p> <p>A Certificate of Satisfactory Performance issued by the Head, Cards and ATM Management Department (CAMD) not earlier than 10 calendar days prior to the deadline of submission of bids. The Certificate shall still be subject to verification during post-qualification of bid.</p>	<p>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</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>Please state here either “Comply” or “Not Comply”</p>

<p>Note: The Certificate of Satisfactory Performance shall be requested in writing from Ms. Marissa B. Pineda, Head of CAMD (Contact No. 8522-0000 loc. 7626 or email thru gesantiago123@gmail.com) at 28th Floor, LANDBANK Plaza Building, at least five (5) working days prior to the submission of bid.</p> <p>Non-submission of the above-mentioned document/requirement may result in bidder's disqualification.</p>	
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Conforme:

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

Checklist of Bidding Documents for Procurement of Goods and Services

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. 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. 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).

4. **Statement of the prospective bidder identifying its Single Largest Completed Contract (SLCC) similar to the contract to be bid within the relevant period as provided in the Bidding Documents. The statement shall include all information required in the sample form (Form No. 4).**

Financial Eligibility Documents

5. 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.
6. 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"**

7. 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.
8. 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.
9. Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

o **Technical Documents**

10. Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission).
11. **Revised Section VI – Schedule of Requirements with signature of bidder's authorized representative.**

12. **Revised Section VII – Specifications with response on compliance and signature of bidder’s authorized representative.**
13. Duly Notarized Omnibus Sworn Statement (OSS) (sample form - Form No.6).
14. Current and valid accreditation certificate issued by VISA and MasterCard for EMV Card Production and Personalization or equivalent document.
15. Certificate of Satisfactory Performance from at least two (2) Universal/Commercial Banks in the Philippines for Card Production, Personalization and Kitting Services or equivalent document involving completed contracts for the last three (3) years.
16. Certificate of Satisfactory Performance issued by the Head, Cards and ATM Management Department (CAMD) not earlier than 10 calendar days prior to the deadline of submission of bids.
17. **Notarized Self-certification attesting acceptance of the following terms and conditions:**
 - 17.1. **Delivers multiple scheme cards;**
 - 17.2. **Production of cards with maximum of twenty (20) designs;**
 - 17.3. **Production of card collaterals with maximum of ten (10) designs;**
 - 17.4. **Capacity to accept and personalize the first batch of embossing file within fifteen (15) calendar days after the approval of FIME or from any accredited Card Payment Reviewer and Card design approval of MasterCard or VISA and instruction from the Bank, whichever comes last;**
 - 17.5. **Capacity to print PIN using the PIN Offset File in the card carrier (if the card is Mastercard); and**
 - 17.6. **Card Personalization Bureau is located in the Philippines and Payment Card Industry Card Production (PCI CP) compliant.**
 - 17.7. **Capacity to personalize and deliver 100,000 EMV cards on the 3rd banking day upon receipt of embossing file.**
18. Documented Business Continuity Plan with VISA and MasterCard accredited site.
19. List and contact details of the Key Personnel for Card Production, Personalization and Kitting Services.
- **Post-Qualification Documents – [The bidder may submit the following documents within five (5) calendar days after receipt of Notice of Post-Qualification]:**
 20. 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.

21. Latest Income Tax Return filed manually or through EFPS.
22. Original copy of Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission).
23. Original copy of duly notarized Omnibus Sworn Statement (OSS) (sample form – Form No. 6).

Financial Component (PDF File)

- **The Financial Component shall contain the 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).