



**LANDBANK**  
WE HELP YOU GROW.

**SUPPLEMENTAL/BID BULLETIN NO. 2**  
**For LBP-HOBAC-ITB-CW-20210316-01**

**PROJECT** : **Building Construction/Renovation of the following  
LANDBANK Branches:**

**Lot 1 - Odiongan (Romblon)**  
**Lot 2 - Balintawak (Pagadian)**  
**Lot 3 - Plaza Libertad (Iloilo)**  
**Lot 4 - Puerto Cagayan De Oro**

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

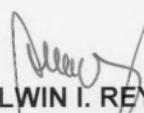
**DATE** : **May 28, 2021**

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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 bidder/s are encouraged to use the Bid Securing Declaration as Bid Security.
- 2) The Terms of Reference (Annex D), Bill of Quantities for LANDBANK Odiongan (Romblon) Branch (Annex E), Specifications (Section VI), Contract Agreement (Form No. 2), Statement of Bidder's Single Largest Completed Contract (Form No. 4), and Checklist of the Bidding Documents (Item Nos. 4 & 10 of the Eligibility & Technical Components and Item No. 2 of the Financial Component) have been revised. Please see attached revised Annexes D-1 to D-22, E-1 to E-10 and specific sections of the Bidding Documents.
- 3) The pictures of project sites are attached as Annexes D-10 to D-22 for your reference.
- 4) The deadline for the submission of electronic bids for the above project is re-scheduled on **June 4, 2021** at **10:00 A.M.** Submission of physical bids (hard copy) shall **not** be accepted.

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

## Section VI. Specifications

Name of Project	Work Completion (Number of calendar days to start within seven [7] calendar days after receipt of Notice to Proceed)										
<p>Building Construction/Renovation of the following LANDBANK Branches:</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Lot No.</th> <th style="width: 85%;">Branch</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>LANDBANK Odiongan Branch</td> </tr> <tr> <td style="text-align: center;">2</td> <td>LANDBANK Balintawak (Pagadian) Branch</td> </tr> <tr> <td style="text-align: center;">3</td> <td>LANDBANK Plaza Libertad Branch</td> </tr> <tr> <td style="text-align: center;">4</td> <td>LANDBANK Puerto CDO Branch</td> </tr> </tbody> </table> <p>Scope of works, working drawings and other requirements per attached <b>Revised Terms of Reference with pictures of project sites (Annexes D-1 to D-22), Bill of Quantities (Annexes E-1 and E-31), Work Experience and Equipment Requirements (Annexes F-1 to F-4) and Blue Prints (electronic file - Annex G).</b></p> <p>The following documents shall be submitted in support of the compliance of the Bid to the technical specifications and other requirements:</p> <ul style="list-style-type: none"> <li>• Certified copy of Philippine Contractors Accreditation Board (PCAB) Registration Certificate with at least Category "C &amp; D" and size range of Small B (PCAB Classification: General Building/GB-1).</li> <li>• Certified copy of current General Information Sheet (GIS) with Documentary Stamp Tax (DST) from the Securities and Exchange Commission (SEC).</li> <li>• List of at least five (5) completed projects for similar projects undertaken during the last five (5) years, accompanied by a certified true copy of Purchase Orders or Contract Agreements and Certificates of Satisfactory Performance for said projects, with the following details: Name of project, location of project, type of project, duration of project and contact person and number</li> <li>• List of key personnel assigned with the following supporting documents: Curriculum Vitae, Certified photocopy of Professional Regulation commission (PRC) ID or PRC Board Certificate and Employment Certificate.</li> </ul> <p>Non-submission of the above documents may result in the post-disqualification of the bidder.</p>	Lot No.	Branch	1	LANDBANK Odiongan Branch	2	LANDBANK Balintawak (Pagadian) Branch	3	LANDBANK Plaza Libertad Branch	4	LANDBANK Puerto CDO Branch	<p>Lot 1 – Three hundred (300) calendar days</p> <p>Lot 2 – Two hundred ten (210) calendar days</p> <p>Lot 3 – One hundred twenty (120) calendar days</p> <p>Lot 4 – Ninety (90) calendar days</p>
Lot No.	Branch										
1	LANDBANK Odiongan Branch										
2	LANDBANK Balintawak (Pagadian) Branch										
3	LANDBANK Plaza Libertad Branch										
4	LANDBANK Puerto CDO Branch										

**Conforme:**

\_\_\_\_\_

Name of Bidder

\_\_\_\_\_

Signature Over Printed Name of  
Authorized Representative

\_\_\_\_\_

Position

## Form No. 2

### CONTRACT AGREEMENT

THIS AGREEMENT, made this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_ between [name and address of PROCURING ENTITY] (hereinafter called the "Entity") and [name and address of Contractor] (hereinafter called the "Contractor").

WHEREAS, the Entity is desirous that the Contractor execute [*Name and identification number of contract*] (hereinafter called "the Works") and the Entity has accepted the Bid for [*contract price in words and figures in specified currency*] by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, *viz.*:
  - a. Philippine Bidding Documents (PBDs);
    - i. Drawings/Plans;
    - ii. Specifications;
    - iii. Bill of Quantities;
    - iv. General and Special Conditions of Contract; and
    - iv. Supplemental or Bid Bulletins, if any
  - b. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;  
  
Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (*e.g.*, Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
  - c. Performance Security;
  - d. Notice of Award of Contract; and the Bidder's conforme thereto; and
  - e. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract

execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.

3. In consideration for the sum of *[total contract price in words and figures]* or such other sums as may be ascertained, *[Named of the bidder]* agrees to *[state the object of the contract]* in accordance with his/her/its Bid.
4. The *[Name of the procuring entity]* agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

**IN WITNESS** whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

*[Insert Name and Signature]*  
*[Insert Signatory's Legal Capacity]*  
for:  
*[Insert Procuring Entity]*

*[Insert Name and Signature]*  
*[Insert Signatory's Legal Capacity]*  
for:  
*[Insert Name of Supplier]*

#### ACKNOWLEDGMENT

**BEFORE ME**, a Notary Public in and for the City of \_\_\_\_\_, personally came and appeared \_\_\_\_\_ with ID No. \_\_\_\_\_, in his capacity as \_\_\_\_\_, known to me and to me known to be the same person who executed the foregoing instrument as his free and voluntary act and deed, and he acknowledged before me that he is acting as representative of said institution and that he has the authority to sign in his capacity.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal this \_\_\_\_\_ day of \_\_\_\_\_ 2021 at the City of \_\_\_\_\_.

**NOTARY PUBLIC**

Doc. No. \_\_\_\_\_;  
Page No. \_\_\_\_\_;  
Book No. \_\_\_\_\_;  
S. of \_\_\_\_\_.

**Form No. 4**

**Statement of Bidder's Single Largest Completed Contract Similar to the Contract to be Bid**

Business Name : \_\_\_\_\_  
Business Address : \_\_\_\_\_

Name of Contract	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	a. Amount at Award b. Amount at Completion c. Duration	a. Date Awarded b. Contract Effectivity c. Date Completed

Note:

This statement must be accompanied with a copy of Owner's Certificate of Acceptance issued by the project owner other than the contractor or CPES Rating. For Owner's Certificate of Acceptance, the following information must be indicated 1) Name of project owner that issued the certificate; 2) Name of Contractor/Constructor; 3) Name of Contract; and 4) Contract Duration. For CPES rating, a final rating of at least satisfactory is required. For contracts with private sector, an equivalent document shall be submitted.

Submitted by : \_\_\_\_\_  
(Printed Name & Signature)  
Designation : \_\_\_\_\_  
Date : \_\_\_\_\_

\*Bidder can re-format the table, provided, all the required information are consistent with the original form.

## Checklist of Bidding Documents for Procurement of Infrastructure Projects

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

### Eligibility and Technical Component (PDF)

- 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.

- In cases of recently expired mayor's/business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit: Provided, That the renewed permit shall be submitted as a post-qualification requirement in accordance with Section 34.2 of this IRR; and

- Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.

- Technical Eligibility Documents

- 2. Duly notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; 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 No. 7).

3. Statement of the prospective bidder of all its ongoing government and private contract, 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 relevant period as provided in the Bidding Documents. The statement shall include all information required in the PBDs prescribed by the GPPB. (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. The statement shall include all information required in the PBDs prescribed by the GPPB (sample form – Form No. 4)
  - include all information required in the PBDs prescribed by the GPPB;
  - the statement shall be supported by the Owner's Certificate of Acceptance (OCA) issued by the owner other than the contractor (refer to the Note in Form No. 4 for the required information to be indicated in OCA) or Contractors Performance Evaluation System (CPES) Rating, which must be satisfactory. For contracts with the private sector, an equivalent document shall be submitted.**
5. Valid Philippine Contractors Accreditation Board (PCAB) License or Special PCAB License in case of Joint Venture and registration for the type and cost of the contract for this Project

Financial Eligibility Documents

6. 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.
  7. The prospective bidder's computation for its Net Financial Contracting Capacity (sample form No. 5)
- o **Eligibility Documents - Class "B"**
8. Duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence or 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. 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 the 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.

o **Technical Documents**

9. Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission).

**10. Revised Section VI – Specifications with conformity of bidder.**

11. Section VII – Drawings with conformity of bidder.

12. Project Requirements, which shall include the following:

- a. Organizational chart for the contract to be bid.
- b. List of key personnel that will be assigned to the project per Annexes F-1 to F-4.
- c. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be (per Annexes F-1 to F-4)

13. Duly notarized Omnibus Sworn Statement (OSS) (sample form - Form No.6).

o **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. Latest Income Tax Return filed manually or through eFPS

16. Manpower Schedule

17. Construction Method

18. Equipment Utilization Schedule

19. PERT/CPM or other acceptable tools of project scheduling

20. Construction Schedule and S-curve

21. Original copy of Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission).



22. Original copy of duly notarized Omnibus Sworn Statement (OSS) (sample form - Form No.6).

**Financial Component (PDF File)**

- **The Financial Component shall contain documents sequentially arranged as follows:**
  1. Duly filled out Financial Bid Form signed by the bidder's authorized representative (sample form – Form No. 1)
  2. **Duly signed Bid Prices in the Bill of Quantities (Annexes E-1 to E-31)**
  3. Detailed estimates, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid
  4. Cash flow by quarter or payment schedule