



LANDBANK

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**SUPPLEMENTAL/BID BULLETIN NO. 1
For LBP-HOBAC- ITB-GS-20211129-01**

PROJECT : **Various Signages and Merchandising Materials for the following LANDBANK Offices:**
Lot 1 - Davao Corporate Center
Lot 2 - Catbalogan Branch

IMPLEMENTOR : **Procurement Department**

DATE : **February 4 , 2022**

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) In view of the lifting of the suspension of the implementation of the mandatory submission of PhilGEPS Certificate of Platinum Registration and Membership in competitive bidding and limited source bidding per GPPB Resolution No. 15-2021 effective January 1, 2022, **bidders are required to submit their PhilGEPS Certificate of Registration (Platinum Membership) during bid submission, in lieu of the Class "A" eligibility documents, which were uploaded and maintained current and updated in PhilGEPS.** Failure by the prospective bidder to submit a PhilGEPS Certificate of Platinum Registration and membership with current and updated Class Eligibility Documents shall result in its automatic disqualification.
- 3) The Terms of Reference (Annexes D-1 to D-50), Bill of Quantities (Annexes E-1 to E-4), Bid Data Sheet (Section III), Schedule of Requirements (Section VI), Technical Specifications (Section VII), Schedule of Prices for Goods Offered from Within the Philippines & Abroad (Form No. 2) and Checklist of Bidding Documents (Item Nos. 1, 11, 12 & 14 to 18 of Eligibility & Technical Components and Item Nos. 2 & 3 of Financial Component) have been revised. Please see attached revised Annexes D-1 to D-50 and specific sections of the Bidding Documents.


ATTY. HONORIO T. DIAZ, JR.
Head, HOBAC Secretariat

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Bid Data Sheet

ITB Clause		
5.3	A contract shall be considered similar to this Project if it involves supply, delivery and installation of signages and/or merchandising materials. Moreover, it must have been completed within five (5) years prior to the set deadline for the submission and receipt of bids.	
7	Subcontracting is not allowed.	
12	The price of the Goods shall be quoted DDP specified delivery site/s or the applicable International Commercial Terms (INCOTERMS) for this Project.	
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:	
	Form of Bid Security	Minimum Amount of Bid Security
	(a) Cash or cashier's/ manager's check issued by a Universal or Commercial Bank;	
	(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	Lot 1 - PhP 21,108.00 Lot 2 - PhP 19,768.00
	(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 - PhP 52,770.00 Lot 2 - PhP 49,420.00

1. If bid security is in the form of cash, the required amount shall be remitted to any LANDBANK Branch or through the LANDBANK online payment platform Link.BizPortal. The bidder shall first secure an electronic PAO from LANDBANK - Procurement Department. If the bidder opts to pay at any LANDBANK Branch, the electronic PAO shall then be printed in two (2) copies and presented to the LANDBANK Teller together with the money. The LANDBANK Teller shall issue a machine validated Official Receipt (OR) evidencing payment of the bid security.

If the bidder opts to pay through the LANDBANK Link.BizPortal, the steps to follow are found in Annex A of the Bidding Documents. The Payment Confirmation shall serve as proof of payment of the cash bid security.

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 that the Project Title and Project Identification Number are indicated therein.
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
Telephone No. 8-405-7345 local 2117
(For Assets 1 Billion and up)
 - (b) SME-MLD 2 - 18th Floor, LANDBANK Plaza Building
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 No. 8-710-7114
(Every Tuesday and Thursday)

	<p>(b) 12th Floor, SSHG Law Center Bldg. 105 Paseo de Roxas, Legaspi Village Makati City Telephone Nos. 8-812-4911 and 8-867-1064</p> <p>Surety bonds with the following or similar conditions/phrases shall not be accepted:</p> <p>(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</p> <p>(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."</p> <p>6. If in the form of Bid Securing Declaration, the attached Form No. 8 of the Bidding Documents must be used.</p> <p>7. A scanned copy of the bid security (i.e. LANDBANK Official Receipt and/or and/or Payment Confirmation and/or Manager's/Cashier's Check and/or Bank Draft/Guarantee and/or Surety Bond and/or Bid Securing Declaration) shall be included in the Eligibility and Technical Proposal/Documents. In the case of cashier's/manager's check bid security, the physical check must be delivered to and received by LANDBANK-Procurement Department not later than 5:00 P.M. of the following banking day after the opening of bids. In the case of the other forms of bid security, the physical document must be submitted to LANDBANK-Procurement Department during the post-qualification stage.</p>
15	<p>The electronic bid shall consist of two identical copies of archived/compressed files (Copy 1 and Copy 2). The archived/compressed files shall be labelled with bidder's assigned short name, last seven (7) digits of the bidding reference number including the parenthesis if there are any, and bid copy number, each separated with a dash sign. Thus, for a project with bidding reference number LBPHOBAC-ITB-GS-20200819-01(2) that XYZ Company wants to bid on, the archived/compressed files shall be labelled as XYZ-081901(2)-C1 (for Copy 1) and XYZ-081901(2)-C2 (for Copy 2). Copy 1 shall serve as the primary file while Copy 2 shall be the backup file. The archived/compressed files shall be generated using either WinZip, 7-zip or WinRAR and password-protected.</p> <p>The above mentioned archived/compressed files shall contain the Technical Component and Financial Component files in PDF format. These PDF files shall be labelled with bidder's assigned short name, last seven (7) digits of the bidding reference number including the parenthesis if there are any, and the word "Tech"</p>

	<p>or "Fin" in the case of the Technical Component and Financial Component, respectively, each separated with a dash sign. Thus, using the above example, the archived/compressed files XYZ-081901(2)-C1 and XYZ-081901(2)-C2 shall both contain the PDF files labelled XYZ-081901(2)-Tech and XYZ-081901(2)-Fin.</p> <p><u>All the required documents for each component of the bid shall be in one (1) PDF file and sequentially arranged as indicated in the Checklist of Bidding Documents.</u> The documents must be signed by the authorized signatory/ies when required in the form.</p> <p><u>The archived file and the PDF files shall be assigned with a different password</u> and these passwords shall be disclosed by the bidder only upon the instruction of HOBAC during the actual bid opening. The passwords for Copy 1 and Copy 2 shall be the same.</p> <p>Electronic bids that are not assembled, labelled and password-protected in accordance with these procedures shall not be rejected/disqualified but the Bidder or its duly authorized representative shall acknowledge such condition of the bid as submitted. The HOBAC/LANDBANK shall assume no responsibility for the non-opening or premature opening of the contents of the improperly assembled, labelled and password-protected electronic bid.</p> <p>In case of modification of bid, a modified version of Copy 1 and Copy 2 of the bid (archived/compressed) files shall be uploaded to the SFTF. The qualifier "Mod" and a numeric counter indicating the number of times that the bid had been modified shall be added at the end of the filenames of both the archived and PDF files. Using again the earlier example, the sample labels and contents of the modified bid shall be as follows: a) First Modification: XYZ-081901(2)-C1-Mod1 and XYZ-081901(2)-C2-Mod1 containing XYZ-081901(2)-Tech-Mod1 and XYZ-081901(2)-Fin-Mod1, and b) Second Modification: XYZ-081901(2)-C1-Mod2 and XYZ-081901(2)-C2-Mod2, containing XYZ-081901(2)-Tech-Mod2 and XYZ-081901(2)-Fin-Mod2]. Only the latest modified bid shall be opened while the rest of the superseded bids will be rejected.</p>
16	<p>All bids shall be submitted electronically on or before the 10:00 A.M. deadline on February 11, 2022. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.1. Only electronic bids that are successfully uploaded to the Secure File Transfer Facility of LANDBANK on or before the deadline shall be accepted. The procedures that will be followed in the submission and opening of electronic bids are described in the Detailed Procedures in Submission and Opening of Electronic Bids per attached Annexes C-1 to C-7. The electronic bid shall be submitted by uploading the same in the LBP SFTF (please refer to the Guide in Accessing LBP Secure File Transfer Facility per attached Annexes C-4 to C-7).</p> <p><u>Electronic bids received after the set deadline basing on the date and time on</u></p>

	<p><u>the electronic folders of bidders shall not be accepted by the HOBAC.</u> Thus, bidders are requested to upload their electronic bids at least two (2) hours before the set deadline.</p> <p>The prospective bidder shall receive an acknowledgement receipt via email after successful uploading of its/his/her electronic bid. If no email is received within one (1) hour after successful uploading, the bidder shall call the HOBAC Secretariat at (02) 8522- 0000 local 2609 to confirm whether the submission has been received, and if so, request for the acknowledgment of receipt of the electronic bid.</p>
17	<p>On the bid opening date, the bidder shall confirm its/his/her participation in the online meeting with the HOBAC Secretariat at least one (1) hour before the scheduled meeting. The bidder shall be able to log in into MS Teams and join the Waiting Room of the HOBAC meeting. A maximum of two (2) accounts/connections per participating interested bidder shall be allowed to join the meeting.</p> <p>Projects with participating bidders in attendance shall be given priority in the queuing.</p> <p>Upon the instruction of the HOBAC Chairperson to start the bid opening activity, the HOBAC Secretariat connects the participating bidder/s to the videoconferencing/group calling session. The HOBAC Secretariat shall record the session and act as Moderator of the meeting all throughout.</p> <p>In case a bidder cannot connect to the videoconferencing via MS Teams application, the HOBAC Secretariat shall contact the bidder concerned through its registered mobile phone/landline telephone up to a maximum of three (3) call attempts with five (5) minutes interval after each call attempt. A text message advising the bidder that the public bidding has already started will also be sent by the HOBAC Secretariat. If the HOBAC Secretariat still cannot contact the bidder after the said allowable call attempts or the bidder is unable to contact the HOBAC Secretariat to provide the passwords needed to open its electronic bids when required by the HOBAC, the bidder concerned shall be disqualified from further participating in the bidding process.</p> <p>Once the connections are in place, the HOBAC, with the assistance of the HOBAC Secretariat, retrieves the archived file from the LBP SFTF and opens the same. The Technical Proposal shall be opened first. Upon instruction from the HOBAC, the bidder concerned shall disclose the passwords for the archived file and the PDF file of the Technical Component.</p> <p>The HOBAC then determines the eligibility and compliance with the technical</p>

requirements of the specific bidder using a nondiscretionary "pass/fail" criterion. Only bidders that have been rated "Passed" shall be allowed to participate in the succeeding stages of the bidding process.

The HOBAC, with the assistance of the HOBAC Secretariat, shall then open the Financial Components of those bidders that have been rated "Passed". Upon instruction from the HOBAC, the bidder concerned shall disclose the password for its/his Financial Component.

In case an archived/PDF file fails to open due to a wrong password, the specific bidder shall be allowed to provide the HOBAC with passwords up to five (5) times only. The same number of attempts shall apply to Copy 2 of the bid, in case there is a need to open it. If the archived/PDF file still could not be opened after the maximum allowable attempts or due to technical issues, the bidder concerned shall be disqualified from further participating in the bidding process. Thus, the bidders are encouraged to test their electronic bids and ensure that they are free from technical errors prior to uploading of the same to the SFTF.

The HOBAC, with the assistance of the HOBAC Secretariat, conducts bid evaluation and ranking of the bids. The results of bid evaluation and ranking shall be recorded in the Abstract of Bids, which shall be signed by the HOBAC Members and Observers. The result of evaluation and ranking shall also be announced to the participants.

The retrieval and opening of the electronic bids, page-by-page review of documents and the results of the bid evaluation and ranking shall be shown to the participants through the screen sharing feature of MS Teams.

The access of the bidders to the videoconferencing/calling session shall be terminated once the Chairperson has declared that the bid opening activity for a specific project has been finished.

19.3	<p>The lot and reference is:</p> <p>Various Signages and Merchandising Materials for LANDBANK Davao Corporate Center and Catbalogan Branch with Project Identification Number LBP-HOBAC-ITB-GS-20211129-01.</p> <p>The Goods are grouped in lots listed below:</p>							
	<table border="1"> <thead> <tr> <th style="text-align: center;">Lot No.</th> <th style="text-align: center;">Branch/Office</th> <th style="text-align: center;">Approved Budget for the Contract</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">LANDBANK Davao Corporate Center</td> <td style="text-align: center;">PHP 1,055,400.00</td> </tr> </tbody> </table>	Lot No.	Branch/Office	Approved Budget for the Contract	1	LANDBANK Davao Corporate Center	PHP 1,055,400.00	
Lot No.	Branch/Office	Approved Budget for the Contract						
1	LANDBANK Davao Corporate Center	PHP 1,055,400.00						

2	LANDBANK Catbalogan Branch	988,400.00
Total		PHP 2,043,800.00

Bidders shall have the option of submitting a proposal in any or all lots and; evaluation and contract award will be undertaken on a per lot basis. Lots shall not be divided further into sub-lots for the purpose of bidding, evaluation and contract award.

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	Delivery Weeks/Months
1	LANDBANK Davao Corporate Center	refer to Bill of Quantities (Revised Annexes E-1 & E-2)	Within thirty (30) calendar days upon receipt of Notice to Proceed (NTP) and Advice from Project Management and Engineering Department (PMED) as to availability of project site.
2	LANDBANK Catbalogan Branch	refer to Bill of Quantities (Revised Annexes E-3 & E-4)	Within thirty (30) calendar days upon receipt of NTP and Advice from PMED as to availability of project site.

Project Sites and Contact Persons:

Lot 1 – LANDBANK Davao Corporate Center
#7 Palm Drive, Corner Olive Road, Bajada, Davao City, Davao Del Sur
Mr. Camilo C. Leyba
Tel. No. (082) 296-8483

Lot 2 – LANDBANK Catbalogan Branch
Nachura Building, Rizal Avenue, Catbalogan City, Samar
Mr. Christopher R. Marco
Tel. No. (055) 543-8983

Implementing Unit:

Mr. Enrico DJ Samaniego
Head, LANDBANK Project Management and Engineering Department

Contact Nos.:

8-522-0000 locals 2200, 2496, 2250 and 2323

Technical Specifications

Specifications	Statement of Compliance 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. 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.
Lot 1 - Various Signages and Merchandising Materials for LANDBANK Davao Corporate Center	Please state here either “Comply” or “Not Comply”
Lot 2 - Various Signages and Merchandising Materials for LANDBANK Catbalogan Branch	Please state here either “Comply” or “Not Comply”

1. Specifications and other requirements per attached Revised Annexes D-1 to D-50.

2. The following documents shall be submitted in the Eligibility and Technical Component to support the compliance of the Bid to the technical specifications and other requirements:

2.1 List of at least five (5) most recent completed projects in the Philippines for the last three (3) years indicating the name of the projects with complete address and contact details supported by copies of Contract Agreement and/or Purchase Order from said clients for each completed project.

2.2 LTO Official Receipt (OR) and Certificate of Registration (CR) or other documents showing proof of ownership of the required vehicle.

2.3 Product brochures or other official documents

2.4 Detailed drawings printed on the supplier's official letterhead and signed by authorized representative to include the following (per item/type of unit) for post qualification evaluation:

2.4.1. Model Name and Type

2.4.2. Perspective/Photo of the item

2.4.3. Drawing/Sketch views with dimensions/measurements (Plan/Top View, Front Elevation, Right Elevation, Rear Elevation).

2.4.4. Complete description of the items including parts and

Please state here either
"Comply" or "Not Comply"

components	
<p>3. For new suppliers/bidders, submit material samples of the parts/components of the items and mock-up unit as basis of evaluation during the post qualification process.</p> <p>3.1 Material samples shall be submitted within three (3) calendar days upon receipt of request from PMED.</p> <p>3.2 Mock-up unit shall be submitted within fourteen (14) calendar days upon receipt of request from PMED.</p> <p>4 List of at least five (5) different clients (with contacts persons, numbers and addresses) with whom the supplier has previously completed projects/contracts from the last three (3) years.</p> <p>Non-submission of the above documents/requirements may result in the post-disqualification of the bidder.</p>	

Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Note: Price breakdown should be submitted using the attached Bill of Quantities Form (Revised Annexes E-1 to E-4).

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

Please credit payment to:

Account Name: _____

Account Number: _____

LBP Branch: _____

Note: Price breakdown should be submitted using the attached Bill of Quantities Form (Revised Annexes E-1 to E-4).

Name of Bidder

Please credit payment to:

Account Name: _____

Signature over Printed Name of
Authorized Representative

Account Number: _____

LBP Branch: _____

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).**

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.

○ **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.

○ **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).

Note: During the opening of the first bid envelope (Eligibility and Technical Component) only the above mentioned documents will be checked by the BAC if they are all present using a non-discretionary "pass/fail" criterion to determine each bidder's compliance with the documents required to be submitted for eligibility and the technical requirements.

○ **Other Documents to Support Compliance with Technical Specifications [must be submitted inside the first bid envelope (Eligibility and Technical Component)]**

14. List of at least five (5) most recent completed projects in the Philippines for the last three (3) years indicating the name of the projects with complete address and contact details supported by copies of Contract Agreement and/or Purchase Order from said clients for each completed project.
15. LTO Official Receipt (OR) and Certificate of Registration (CR) or other documents showing proof of ownership of the required vehicle.

16. Product brochures or other official documents

17. Detailed drawings printed on the supplier's official letterhead and signed by authorized representative to include the following (per item/type of unit) for post qualification evaluation:

17.1 Model Name and Type

17.2 Perspective/Photo of the item

17.3 Drawing/Sketch views with dimensions/measurements (Plan/Top View, Front Elevation, Right Elevation, Rear Elevation).

17.4 Complete description of the items including parts and components

18. List of at least five (5) different clients (with contacts persons, numbers and addresses) with whom the supplier has previously completed projects/contracts from the last three (3) years.

○ **Post-Qualification Documents – [The bidder may submit the following documents/requirements 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).

24. Duly notarized Secretary's Certificate designating the authorized signatory in the Contract Agreement if the same is other than the bidder's authorized signatory in the bidding (sample form - Form No. 7).

25. To be submitted within three (3) calendar days upon receipt of request from PMED:

25.1 Material samples

26. To be submitted within fourteen (14) calendar days upon receipt of request from PMED:

26.1 Mock-up unit

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 Revised Schedule of Prices signed by the Bidder's authorized representative (sample form - Form No.2).
3. Duly filled out Revised Bill of Quantities signed by the Bidder's authorized representative (Annexes E-1 to E-4).

Note: The forms attached to the Bidding Documents may be reproduced or reformatted provided the information required in the original forms and other requirements like signatures, if applicable, are complied with in the submittal

BILL OF QUANTITIES

Project: LANDBANK Davao Corporate Center Building
Location: #7 Palm drive, Corner Olive Road, Bajada, Davao City, Davao Del Sur

Item No.	Item Description	Qty.	Unit	Unit Cost	Total Cost
	Supply, Delivery and Installation of the following:				
1.0	Horizontal signage with digital timer switch 38.1mL x 0.80mH	1	unit		
2.0	Vertical Signage - with 2 pylon post	1	unit		
3.0	Acrylic Frame Panel	3	units		
4.0	Parking delineator	13	units		
5.0	NVR Enclosure	1	unit		
	Various Indoor Signages				
6.0	Bulletin Board (Wall Mounted)	1	unit		
7.0	Brochure Rack	1	unit		
8.0	Acrylic Poster Holder	6	units		
9.0	Acrylic Transaction Bins	2	units		
10.0	Acrylic Teller Number Standees	7	units		
11.0	Glass Panel Sticker				
	W1-14m	1	unit		
	W2-10.3m	1	unit		
	W3-2.90m	1	unit		
	W4-2.90m	2	units		
12.0	Sticker cut-out for main door	1	unit		
13.0	Various Merchandising Materials				
	> New Accounts (A)	1	unit		
	> Verification Counter (B)	1	unit		
	> Customer Care Desk ©	1	unit		
	> Special Lane (D)	1	unit		
	> Count your money before leaving the counter (E)	1	unit		
	> Restricted Area (F)	1	unit		
	> Seats for Pregnant Women, Sr. Citizen & PWD (G)	1	unit		
	> Bank Reminders (H)	1	unit		
	> Fire Extinguisher (I)				
	Lower Ground Floor	5	units		
	Upper Ground Floor	5	units		
	Second Floor	5	units		
	Third Floor	5	units		
	Fourth Floor	5	units		
	> Fire Exit (J)				
	Basement	1	unit		
	Lower Ground Floor	1	unit		
	Upper Ground Floor	1	unit		
	Second Floor	1	unit		
	Third Floor	1	unit		
	Fourth Floor	1	unit		
	> Fire exit directional (K)				
	Basement	1	unit		
	Lower Ground Floor	1	unit		
	Upper Ground Floor	1	unit		
	Second Floor	1	unit		
	Third Floor	1	unit		
	Fourth Floor	1	unit		
	> Restroom (L)				
	Basement	1	unit		
	Lower Ground Floor	1	unit		
	Upper Ground Floor	1	unit		
	Second Floor	1	unit		
	Third Floor	1	unit		
	Fourth Floor	1	unit		
	> Ladies Room (M)				
	Basement	1	unit		
	Lower Ground Floor	1	unit		
	Upper Ground Floor	1	unit		
	Second Floor	1	unit		
	Third Floor	1	unit		
	Fourth Floor	1	unit		

Revised Annex

Item No.	Item Description	Qty.	Unit	Unit Cost	Total Cost
	> Gentlemen's Room (N)				
	Basement	1	unit		
	Lower Ground Floor	1	unit		
	Upper Ground Floor	1	unit		
	Second Floor	1	unit		
	Third Floor	1	unit		
	Fourth Floor	1	unit		
	> Push / Pull (O)				
	Basement	1	unit		
	Lower Ground Floor	1	unit		
	Upper Ground Floor	1	unit		
	Second Floor	1	unit		
	Third Floor	1	unit		
	Fourth Floor	1	unit		
	> Nameplate - cubicle signage (P)				
	Lower Ground Floor (AC, FIELD, LEGAL, AOC)	3	units		
	Upper Ground Floor (Branch)	1	unit		
	Third Floor (EMBG, MLG, LC, LOFU)	4	units		
	WITH ACRYLIC INSERTS				
	> Clearing cut off time (Q)	1	unit		
	> US dollar exchange rate (R)	1	unit		
	> Calendar (S)	1	unit		
	> Initial Minimum deposits and maintaining balance (T)	1	unit		
	STANDEE 1 with CUSTOMIZED INSERTS				
	> Nameplate for frontliners (U)	12	units		
	STANDEE 2				
	> Requirements in Account Opening (V)	1	unit		
	> For check encashment (W)	1	unit		
	WALL HANG (back-to-back)				
	> Online/Offline (X)	1	unit		
	> Open/Closed (Y)	1	unit		
14.0	Floor Guide Directory				
	Basement	1	unit		
	Lower Ground Floor	1	unit		
	Upper Ground Floor	1	unit		
	Second Floor	1	unit		
	Third Floor	1	unit		
	Fourth Floor	1	unit		
15.0	Installation Cost	1	lot		
16.0	Delivery Cost	1	lot		
17.0	Safety Health Protocol	1	lot		
	Total Cost (Inclusive of VAT)				

Note: The Bidder shall fill in rates and prices for all items of the Bill of Quantities. Bids not addressing of providing all of the required items in the Bill of Quantities shall be considered non-responsive and, thus, automatically disqualified. In this regard, where a required item is provided, but no price is indicated, the same shall be considered as non-responsive, but specifying "0" (zero) for the said item would mean that it is being offered for free.

Conforme:

Name of the Bidder

Signature Over Printed Name of Authorized Representative

Position

Date

Revised Annex

BILL OF QUANTITIES

Project: LANDBANK Catbalogan Branch
 Location: Nachura Building, Rizal Avenue, Catbalogan, Samar

Item No.	Item Description	Qty.	Unit	Unit Cost	Total Cost
	A. Supply, Delivery and Installation of the following:				
1.0	Horizontal Signage with Digital Timer Switch (10.50mL x 0.80mH)	10.5	lm		
2.0	Vertical Signage (replacement of panagraphics ONLY including repainting of pylon post)	1	unit		
3.0	Flagpole including pedestal column	1	unit		
4.0	TTW-ATM Acrylic Frame Panel	4	units		
5.0	TTW-CDM Acrylic Frame Panel	1	unit		
6.0	TTW-ATM/CDM Acrylic Enclosure	5	units		
7.0	ATM Sunshade for single ATM unit (demountable type)	1	unit		
8.0	ATM Sunshade for two (2) ATM units (demountable type)	2	units		
9.0	NVR Enclosure	1	unit		
10.0	Parking Delineator	2	units		
11.0	Bulletin Board (Wall Mounted)	1	unit		
12.0	Brochure Rack	1	unit		
13.0	Acrylic Transaction Bins	2	units		
14.0	Acrylic Teller Number Standees	4	units		
15.0	Acrylic Protective Guard				
	15.10 For Teller's Cage	4	units		
	15.20 For Bank's Frontliners	7	units		
16.0	Glass Main Door Sticker Decals	1	unit		
17.0	Glass Panel Sticker	7	lm		
18.0	Merchandising Materials				
	Basic				
	18.1 Special Lane (D)	2	units		
	18.2 Count your money before leaving the counter (E)	3	units		
	18.3 Restricted Area (F)	1	unit		
	18.4 Seats for Pregnant Women, Sr. Citizen & PWD (G)	5	units		
	18.5 Bank Reminders (H)	2	units		
	18.6 Fire Extinguisher (I)	8	units		
	18.7 Fire Exit (J)	1	unit		
	18.8 Fire Exit Directional (K)	2	units		
	18.9 Restroom (L)	1	unit		
	18.10 Ladies Room (M)	1	unit		
	18.11 Gentlemen's Room (N)	1	unit		
	18.12 Push/Pull (O)	1	unit		
	18.13 Nameplate - Cubicle Signage (P)	3	units		
	With Acrylic Inserts				
	18.14 Clearing cut off time (Q)	2	units		
	18.15 US dollar exchange rate (R)	2	units		
	18.16 Calendar (S)	2	units		
	18.17 Initial Minimum deposits and maintaining balance (T)	2	units		
	Standee 1 with Custimized Inserts				
	18.18 Nameplate for frontliners (U)	9	units		
	Standee 2				
	18.19 New Accounts (A)	2	units		
	18.20 Verification Counter (B)	1	unit		
	18.21 Customer Care Desk ©	1	unit		
	18.22 Requirements in Account Opening (V)	2	units		
	18.23 For check encashment (W)	1	unit		
	Wall Hang (back-to-back)				
	18.24 Open/Closed (Y)	1	unit		
	Installation Cost	1	lot		
	Delivery Cost	1	lot		
	B. Dismantling of the following:				
	> Horizontal signage (10.50mL x 0.80mH)	1	lot		
	> Vertical signage (panagraphics ONLY)				
	> Flushed type signage (3 units)				
	Health & Safety Protocol	5	pax		
	<i>Note: Dismantles signages to be hauled at rear portion of the building</i>				
	Total Cost (Inclusive of VAT)				

Revised Annex

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Note: The Bidder shall fill in rates and prices for all items of the Bill of Quantities. Bids not addressing of providing all of the required items in the Bill of Quantities shall be considered non-responsive and, thus, automatically disqualified. In this regard, where a required item is provided, but no price is indicated, the same shall be considered as non-responsive, but specifying "0" (zero) for the said item would mean that it is being offered for free.

Conforme:

Name of the Bidder

Signature Over Printed Name of Authorized Representative

Position

Date