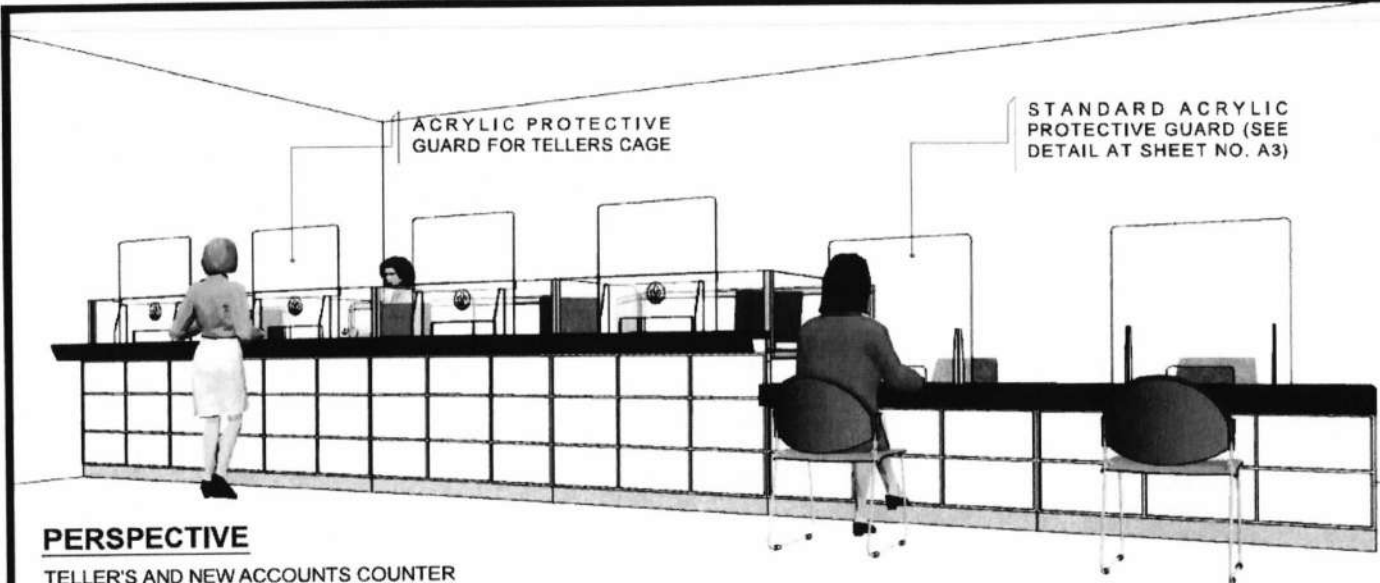


Revised Annex  
D-99

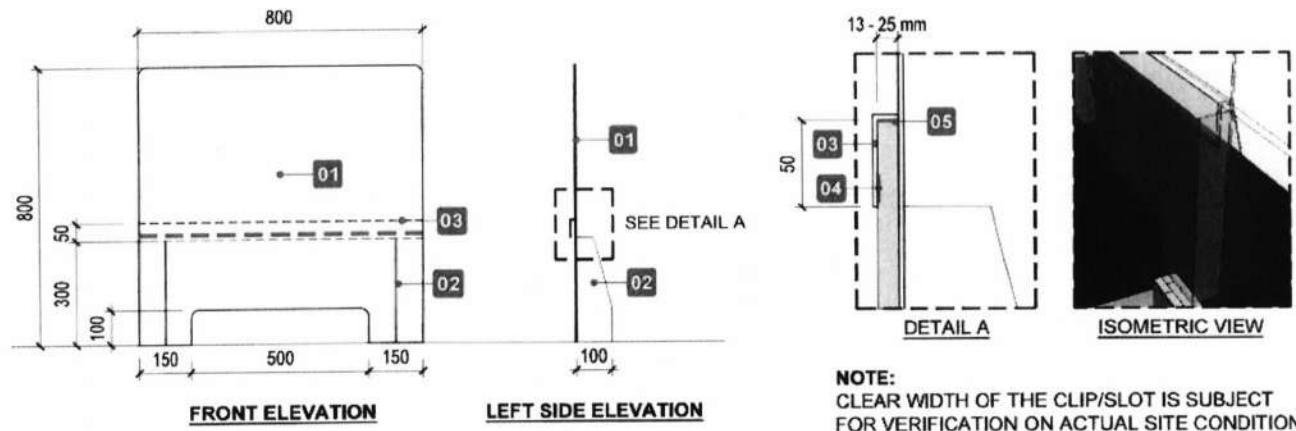


ACRYLIC PROTECTIVE GUARD FOR TELLERS CAGE

STANDARD ACRYLIC PROTECTIVE GUARD (SEE DETAIL AT SHEET NO. A3)

**PERSPECTIVE**

TELLER'S AND NEW ACCOUNTS COUNTER



**NOTE:**  
CLEAR WIDTH OF THE CLIP/SLOT IS SUBJECT FOR VERIFICATION ON ACTUAL SITE CONDITION.

**DESCRIPTION/ SPECIFICATION**

- 01- 3MM THK ACRYLIC WITH 100MM X 300MM OPENING
- 02- 3MM THK ACRYLIC STAND
- 03- 3MM THK ACRYLIC CLIP/SLOT
- 04- HEAVY DUTY DOUBLE ADHESIVE TAPE 3M BRAND OR EQUIVALENT (FOR GLASS PARTITION)
- 05- HEAVY DUTY DOUBLE ADHESIVE TAPE 3M BRAND OR EQUIVALENT (FOR GRILLS)

**NOTE:**

CONNECTIONS AND EDGES SHALL BE NEAT AND SMOOTH.  
COVER THE WHOLE LENGTH OF THE ACRYLIC CLIP/SLOT WITH DOUBLE SIDED ADHESIVE TAPE

**ACRYLIC PROTECTIVE GUARD GENERAL NOTES/ TERMS OF REFERENCE:**

- a. SUPPLIER TO SUBMIT WARRANTY CERTIFICATE OF THREE (3) MONTHS AGAINST ANY DEFECT IN PRODUCT AND WORKMANSHIP FROM THE SUPPLIER.
- b. SUPPLIER TO SUBMIT DETAILED DRAWINGS PRINTED ON A4 SIZE PAPER WITH THE SUPPLIER'S OFFICIAL LETTERHEAD AND MOCK-UP UNIT TO PMED FOR POST QUALIFICATION EVALUATION.
- c. SUPPLIER TO COORDINATE WITH THE END-USER ON THE SCHEDULE OF MOBILIZATION/ DELIVERY OF THE SAID ITEM.
- d. SUPPLIER IS RESPONSIBLE FOR THE VERIFICATION/ ADJUSTMENT OF DIMENSION BASED ON ACTUAL SITUATION.
- e. SUPPLIER TO SUBMIT (AS PART OF THE DOCUMENTARY REQUIREMENTS) TO PMED THE PHOTOS OF ACTUAL INSTALLED ITEMS. (CLOSE-UP AND FULL VIEW OF THE SAID ITEM)

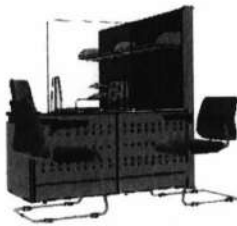
DOUBLE SIDED TAPE COVERAGE

REVISION DATE:

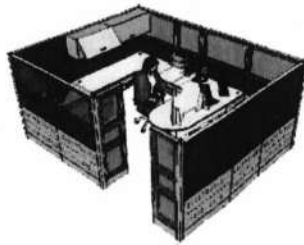
**ACRYLIC PROTECTIVE GUARD FOR TELLERS CAGE**

TELLER'S CAGE WITH FULL GLASS PARTITION

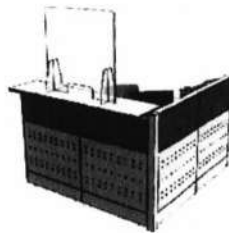
<p><b>LANDBANK OF THE PHILIPPINES</b> PROJECT MANAGEMENT &amp; ENGINEERING DEPT. 1598 M.H. DEL PILAR ST., CORNER DR. QUINTOS ST., MALATE, MANILA</p>	<p>TITLE:</p> <p><b>ACRYLIC PROTECTIVE GUARD FOR BANK FRONTLINERS (TELLER'S CAGES)</b></p> <p>LANDBANK STANDARD DETAILS AND SPECIFICATIONS</p>	<p>RECOMMENDING APPROVAL:</p> <p><i>Enrico D.J. Samaniego</i> <b>ENRICO D.J. SAMANIEGO</b> HEAD, PMED</p>	<p>SHEET CONTENT:</p> <p>PERSPECTIVE DETAILS DESCRIPTION SPECIFICATIONS GENERAL NOTES</p>	<p>DESIGN : PMED</p> <p>DRAWN : PMED</p> <p>DATE : 16 FEB 2021</p> <p>CHECKED : J. MISLANG</p> <p>DATE :</p>	<p>SHEET NO:</p> <p style="text-align: center; border: 1px solid black; border-radius: 50%; padding: 10px;">A 1</p>
	<p>REVISION DATE:</p>				



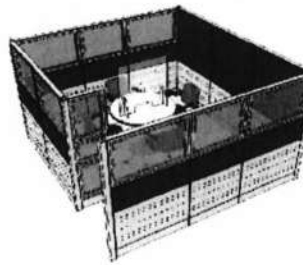
**BRANCH OPERATION OFFICER (BOO) WORKSTATION**



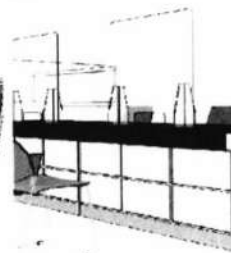
**MANAGER'S CUBICLE**



**EXECUTIVE ASSISTANT (EA) WORKSTATION**



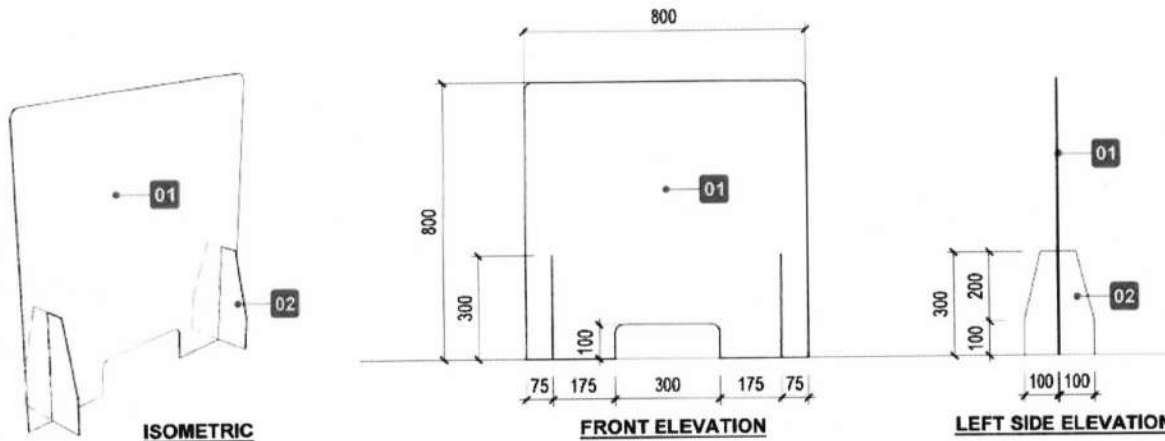
**SPECIAL CLIENTS**



**NEW ACCOUNTS COUNTER**

**PERSPECTIVE**

STANDARD ACRYLIC PROTECTIVE GUARD



**STANDARD ACRYLIC PROTECTIVE GUARD**

**DESCRIPTION/ SPECIFICATION**

- 01- 3MM THK ACRYLIC WITH 100MM X 300MM OPENING
- 02- 3MM THK ACRYLIC STAND

**NOTE:**  
CONNECTIONS AND EDGES SHALL BE NEAT AND SMOOTH.

**ACRYLIC PROTECTIVE GUARD GENERAL NOTES/ TERMS OF REFERENCE:**

- a. SUPPLIER TO SUBMIT WARRANTY CERTIFICATE OF THREE (3) MONTHS AGAINST ANY DEFECT IN PRODUCT AND WORKMANSHIP FROM THE SUPPLIER.
- b. SUPPLIER TO SUBMIT DETAILED DRAWINGS PRINTED ON A4 SIZE PAPER WITH THE SUPPLIER'S OFFICIAL LETTERHEAD AND MOCK-UP UNIT TO PMED FOR POST QUALIFICATION EVALUATION.
- c. SUPPLIER TO COORDINATE WITH THE END-USER ON THE SCHEDULE OF MOBILIZATION/ DELIVERY OF THE SAID ITEM.
- d. SUPPLIER IS RESPONSIBLE FOR THE VERIFICATION/ ADJUSTMENT OF DIMENSION BASED ON ACTUAL SITUATION.
- j. SUPPLIER TO SUBMIT (AS PART OF THE DOCUMENTARY REQUIREMENTS) TO PMED THE PHOTOS OF ACTUAL INSTALLED ITEMS. (CLOSE-UP AND FULL VIEW OF THE SAID ITEM)

Revised Annex D-35

REVISION/DATE:

 <p><b>LANDBANK OF THE PHILIPPINES</b> PROJECT MANAGEMENT &amp; ENGINEERING DEPT. 1598 M.H. DEL PILAR ST., CORNER DR. QUINTOS ST., MALATE, MANILA</p>	TITLE:	RECOMMENDING APPROVAL:	SHEET CONTENT:	DESIGN : PMED	SHEET NO.:
	<p><b>ACRYLIC PROTECTIVE GUARD FOR BANK FRONTLINERS (TYPICAL/STANDARD)</b></p> <p>LANDBANK STANDARD DETAILS AND SPECIFICATIONS</p>	 <b>ENRIQUE D.J. SAMANIEGO</b> HEAD, PMED	PERSPECTIVE DETAILS DESCRIPTION SPECIFICATIONS GENERAL NOTES	DRAWN : PMED DATE : 16 FEB 2021 CHECKED : J. MISLANG DATE :	<div style="border: 1px solid black; border-radius: 50%; width: 40px; height: 40px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <div style="text-align: center;"> <p><b>A</b></p> <p><b>2</b></p> </div> </div>



**DETAILED ELEVATION**

SCALE 1:80 M

**TERMS OF REFERENCE/ GENERAL NOTES:**

- a. SUPPLIER MUST BE AN AUTHORIZED CONVERTER OF THE BRAND OF TRANSLUCENT FILM AND SHOULD PROVIDE CERTIFICATION FROM THE MANUFACTURER (I.E. 3M OR AVERY, ETC.).
- b. SUPPLIER TO SUBMIT WARRANTY CERTIFICATE FOR 3 YEARS FOR THE ITEM.
- c. SUPPLIER SHALL PROVIDE A PROOF OF EACH MATERIAL FOR APPROVAL PRIOR TO SIGNAGE PRODUCTION.
- d. FINAL STICKER APPLICATION SHOULD NOT HAVE ANY VISIBLE AIR POCKETS OR BUBBLES.

- e. SUPPLIER TO SUBMIT SHOP DRAWINGS AND MOCK-UP UNIT TO PMED FOR POST QUALIFICATION EVALUATION PRIOR TO PRODUCTION/ FABRICATION. SAME MUST BE PRINTED ON A4 SIZE PAPER WITH THE SUPPLIER'S OFFICIAL LETTERHEAD.
- f. WRITTEN DIMENSION ON THE DRAWINGS SHALL HAVE PRECEDENCE OVER SCALED DIMENSIONS.
- g. SUPPLIER TO SUBMIT (AS PART OF THE DOCUMENTARY REQUIREMENTS) TO PMED THE PHOTOS OF ACTUAL INSTALLED ITEMS. (CLOSE-UP AND FULL VIEW OF THE SAID ITEMS)

**FONT GUIDE**

**WE HELP YOU GROW.** ARIAL BLACK 75 mm-150 mm

**DESCRIPTION/ SPECIFICATION**

01- PERFORATED STICKERS TWO-WAY VISION (LAMINATED)

**COLOR GUIDE**

01- GOLD GOLD (PANTONE NO. 130C)  
02- WHITE OPAQUE WHITE (PANTONE NO.11-06 TCX)



**BLOW-UP DETAIL**

SCALE 1:25 M

NOTE: APPROVED PER MANCOM RESOLUTION NO. 2020-(05)-33

D-96 Revised Annex

 <p><b>LAND BANK OF THE PHILIPPINES</b> PROJECT MANAGEMENT &amp; ENGINEERING DEPT. 1596 M.H. DEL PILAR ST., CORNER DR. QUINTOS ST., MALATE, MANILA</p>	<p>PROJECT TITLE:</p> <p><b>LANDBANK STANDARD ONE (1) - METER WIDE GLASS FACADE STRIP STICKER</b></p>	<p>APPROVED BY:</p> <p><i>Enrico D.J. Samaniego</i> <b>ENRICO D.J. SAMANIEGO</b> HEAD, PMED</p>	<p>SHEET NO:</p> <p>DETAILED ELEVATION BLOW-UP DETAIL FONT GUIDE COLOR GUIDE DESCRIPTION/ SPECIFICATION TERMS OF REFERENCE/ GENERAL NOTES</p>	<p>DESIGN: PMED-TSU</p> <p>DRAWN: A.EBORA</p> <p>DATE: June 23, 2020</p> <p>CHECKED: M.PADUA</p> <p>REVIEWED: J. MISLANG</p>	<p>SHEET NO:</p> <p><b>A-1</b></p> <p>1-SSS-01</p>
	<p>LANDBANK STANDARD DETAILS AND SPECIFICATIONS</p>				

# MOUNTED SIGNS WITH ACRYLIC INSERTS

8"

R

10.5"



US DOLLAR  
EXCHANGE RATE

BUYING

P

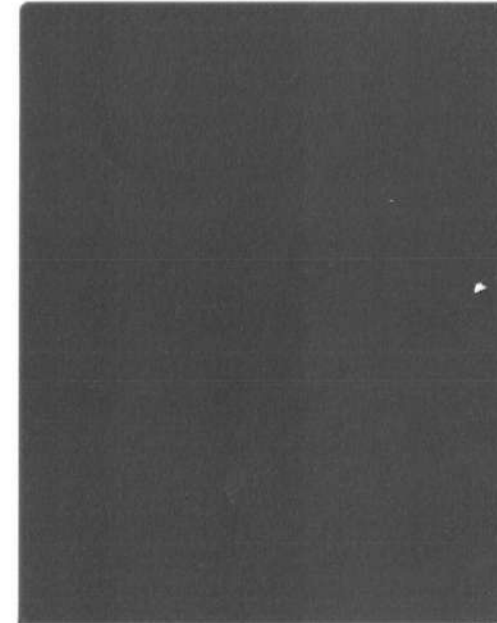
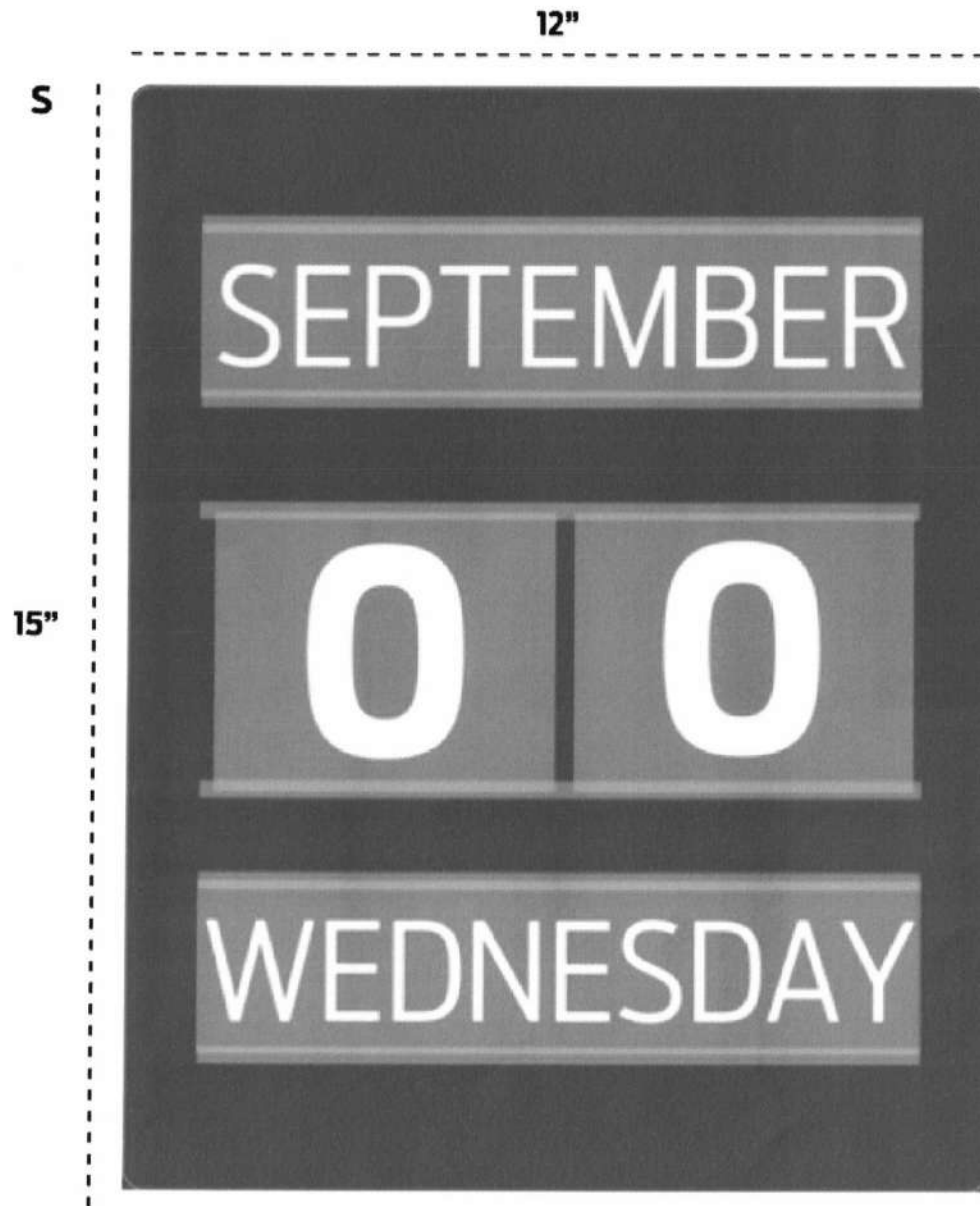
SELLING

P

*Artwork for printing*

Revised Annex  
D-27

# MOUNTED SIGNS WITH ACRYLIC INSERTS



Artwork for printing

Revised Annex  
D-98

**STANDEE 2 (with inserts)**

8"

T

**INITIAL MINIMUM DEPOSIT AND MAINTAINING BALANCE**

Regular Savings Passbook	Php	10,000
ESP Account	Php	20,000
Regular ATM Savings	Php	500
Payroll Accounts (ATM)	Php	100
Current Account - with ATM access)	Php	5,000
Current Account - Regular	Php	5,000
Current Account - Commercial	Php	10,000
HYSA (Government/Private entity)	Php	1,000,000
Dollar Time Deposit	\$	1,000
Dollar Passbook (SA)	\$	100

*(To earn interest - balance should be \$500)*

10.5"

**INITIAL MINIMUM DEPOSIT AND MAINTAINING BALANCE**

Regular Savings Passbook	Php	
ESP Account	Php	
Regular ATM Savings	Php	
Payroll Accounts (ATM)	Php	
Current Account - with ATM access)	Php	
Current Account - Regular	Php	
Current Account - Commercial	Php	
HYSA (Government/Private entity)	Php	
Dollar Time Deposit	\$	
Dollar Passbook (SA)	\$	

*(To earn interest - balance should be \$500)*

**Artwork for printing**

Revised Annex  
D-39



**NAMEPLATE (For Frontliners)  
Standeer 1 - with customized inserts**

6"

U

2.8"



Revised Annex  
D-40

**STANDEES 2**

**V**

**REQUIREMENTS IN ACCOUNT OPENING**

**Individual Account**

1. Two (2) pcs. "x1" latest picture (not computer scanned)
2. Any one (1) of the following photo bearing IDs:

- Passport (including those issued by foreign governments)
- Driver's License
- PRC ID
- NBI Clearance
- Police Clearance
- Postal ID
- Voter's ID
- TIN
- Barangay Certification
- GSIS UMID
- SSS Card
- Senior Citizen Card
- OMWA ID
- OPW ID
- Seaman's Book
- ACR/Immigrant Certificate of Registration
- Government Office and GOCC ID (e.g., AFP, HDMF IDs)
- ID issued by NCDA
- DSWD Certification
- BP ID
- Company IDs issued by private entities or institutions registered with or supervised or regulated either by the BSP, SEC or IC
- Philhealth Insurance Card ng Bayan

**Corporate Accounts**  
*(Please Inquire from New Accounts Area)*

**10"**

**6"**

**W**

**FOR CHECK  
ENCASHMENT**

**PLEASE WRITE AT THE  
BACK OF THE CHECKS**

1. PRINTED NAME
2. SIGNATURE OVER THE PRINTED NAME
3. COMPLETE ADDRESS
4. TELEPHONE NUMBER/  
CELLPHONE NUMBER
5. AT LEAST ONE (1) VALID ID

**8"**

**6"**

Revised Annex

D-41



**WALL HANG (BACK-TO-BACK)**

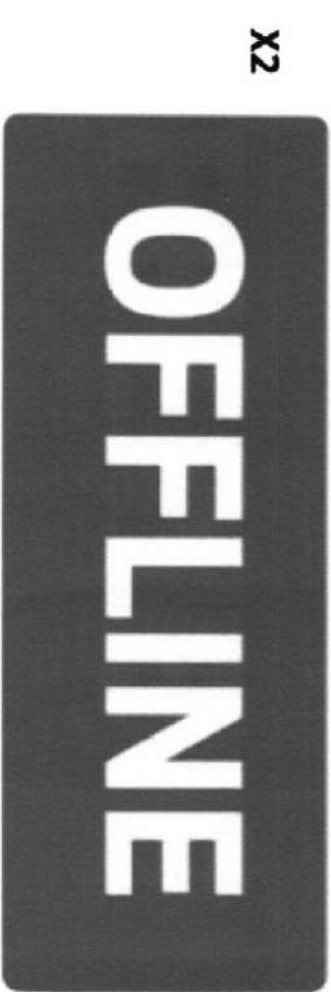
6"

6"



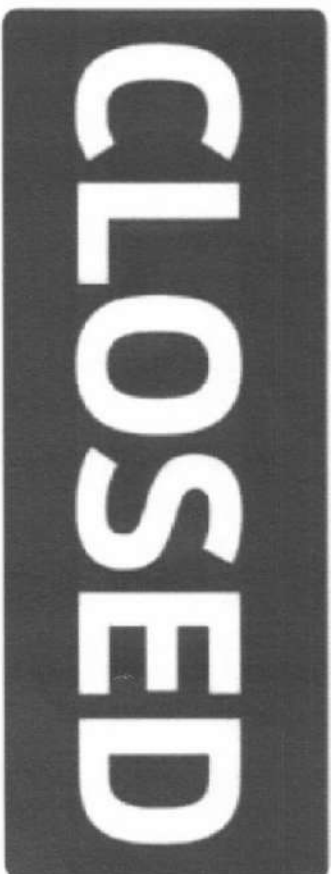
2.5"

2.5"



X2

Y2



Revised Amca  
D-42

**Sample Chain**



Specification:

- 2 pcs. (max per branch)
- Stainless steel ball chain #3 (94 balls per foot)
- Ball diameter: 3/32" (2.4mm)
- with two (2) key rings on both ends
- Length: 12 inches

**Sample Suction Cup Hook/Hanger**



**SIDE**

Specification:

- 2 pcs. (max per branch)
- Size: 7/8" in diameter
- Transparent silicon cup
- Stainless steel hook

**BASICS**  
Size: 3.5" x 12"

12"

**A**  
3.5"  
**NEW ACCOUNTS**

**B**  
**VERIFICATION  
COUNTER**

**C**  
**PUBLIC ASSISTANCE  
& COMPLAINTS DESK**

**D**  
**SPECIAL  
LANE**  


**E**  
**COUNT YOUR MONEY  
BEFORE LEAVING  
THE COUNTER**




**F**  
**RESTRICTED AREA**

Revised Annex  
D-43

G

6"





**SEATS FOR**

-  **PREGNANT WOMEN**
-  **SENIOR CITIZENS**
-  **PERSONS WITH DISABILITY**

8"

H

12"

-  **TURN OFF MOBILE PHONES**
-  **FIREARMS & OTHER DEADLY WEAPONS NOT ALLOWED**
-  **NO SMOKING**
-  **TRANSACT ONLY WITH AUTHORIZED EMPLOYEES**

11"

Revised Annex  
p 41

8"



12"



Revised Annex  
D-415



6"

01

2.5"

**PUSH**

02

**PULL**

8"

P

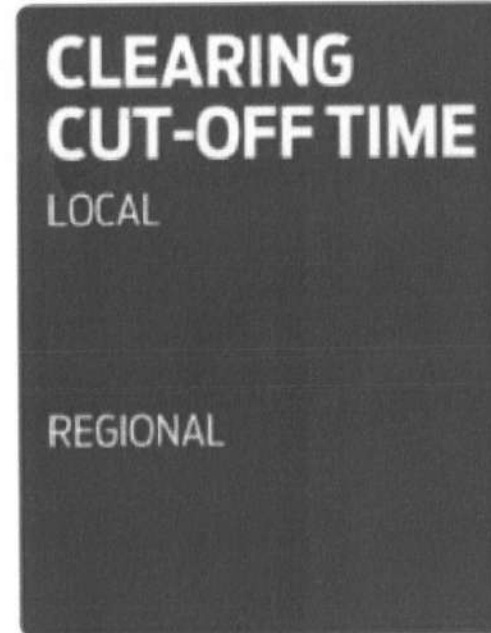
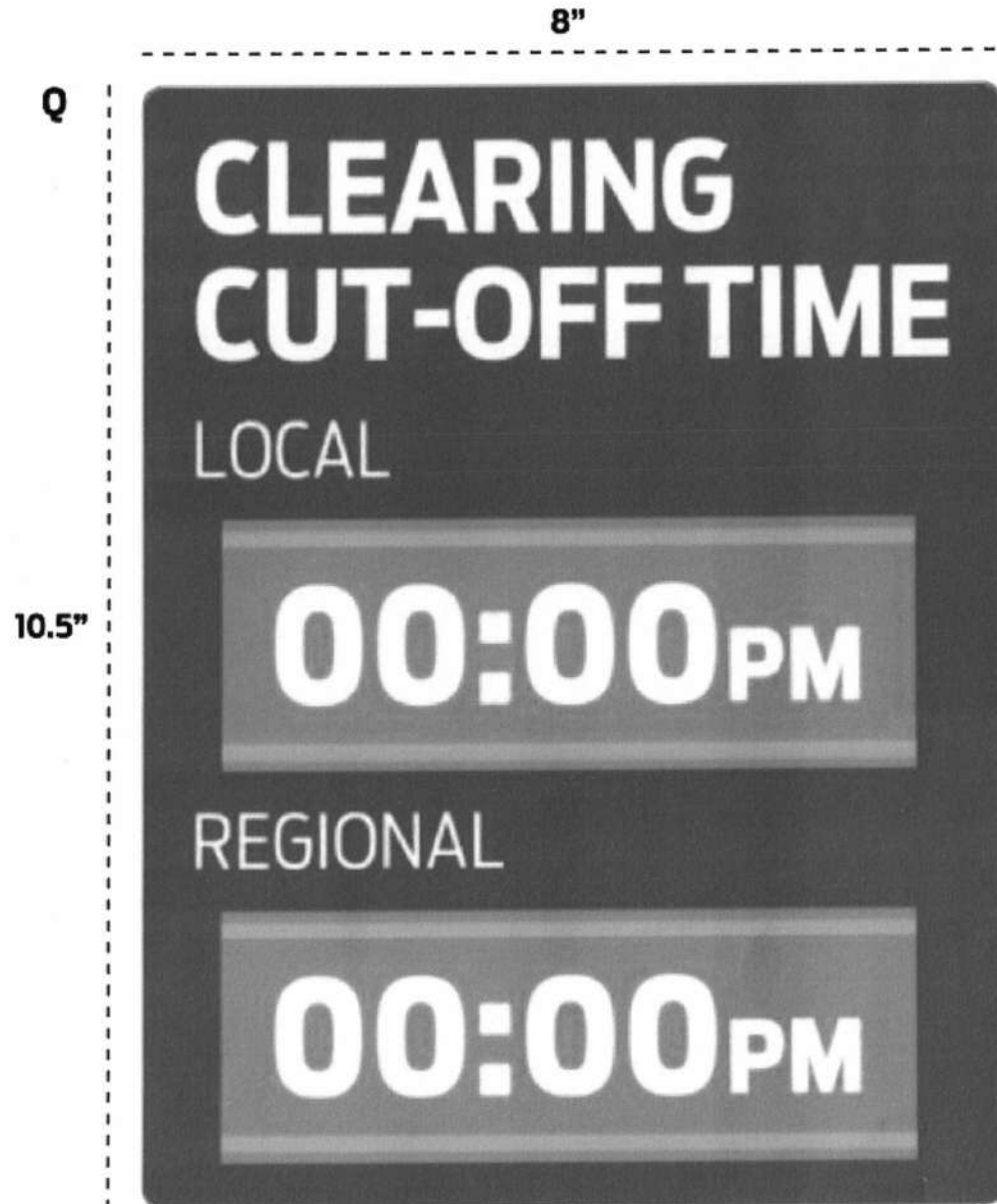
3.09"



**NAME SURNAME**  
POSITION

Revised AnnCA  
D-46

MOUNTED SIGNS WITH ACRYLIC INSERTS



*Artwork for printing*

Revised AMPX  
D-47



# FLOOR GUIDE

Z

12"

30"

**LANDBANK**

**FIRST FLOOR**  
Lucena Branch  
ATMs

**SECOND FLOOR**  
Government  
Servicing Center  
Lending Center  
Property  
Valuation  
and Credit  
Information  
Department (PVCID)

**THIRD FLOOR**  
Accounting  
Center  
Field Legal Office  
COA Auditors

**1**

**LANDBANK**

**SECOND FLOOR**  
Government  
Servicing Center  
Administration of Collateral Payments  
of Payments Fees  
- BR  
- STRIBR  
- LTD STRACCOM  
- PURCET/PURPS  
- DUBO SKA SEA  
- SARIFC  
- SHFC  
- UP MANILA ING  
- TMG PMP  
- Visa Card Remittance  
- PNC Contribution  
- UPICAT  
- PHILDEPS/DBM Procurement  
- PCIO  
- SSI  
- MHA  
  
- CPC Dept. PMP Bureau of Tax,  
DAG, BAMP

**THIRD FLOOR**  
Lending Center  
Property Valuation  
and Credit  
Information  
Department (PVCID)

**THIRD FLOOR**  
Accounting  
Center  
Field Legal Office  
COA Auditors

**2**

**LANDBANK**

**THIRD FLOOR**  
Accounting  
Center  
Field Legal Office  
COA Auditors

**3**

**Notes:**

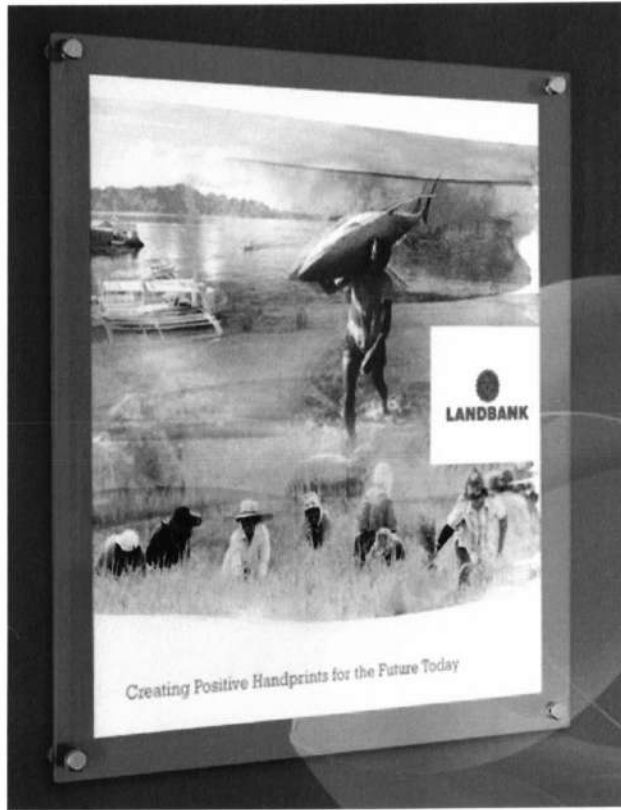
Directory may vary per branch

Supplier shall customize directory layout per branch accordingly

Layered file of the design will be provided by CAD

Revised Annex  
D-48

## Acrylic Poster Frames

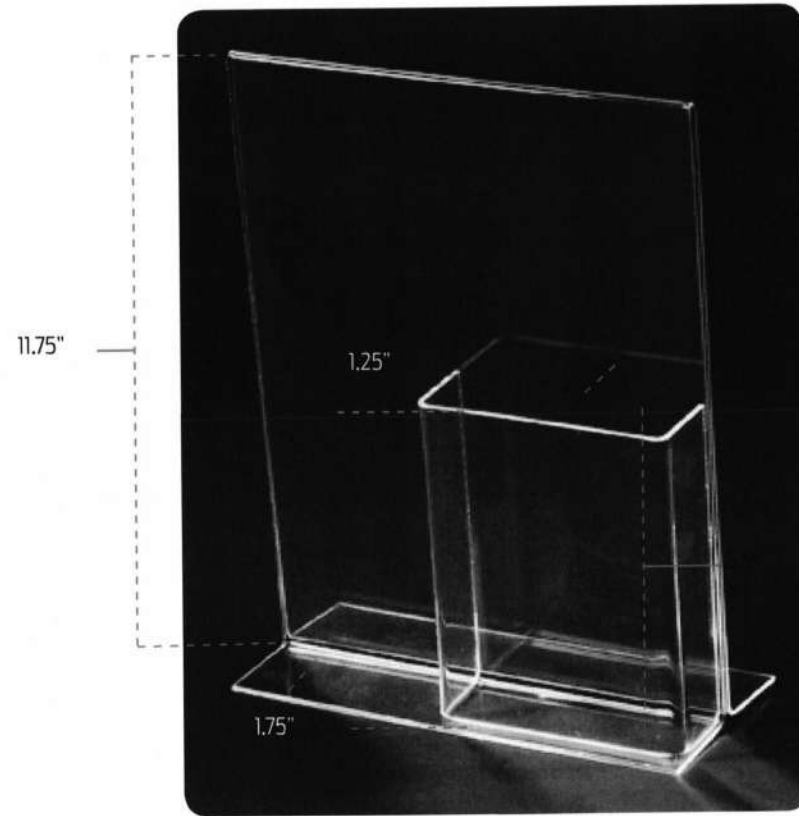


### Specification:

- A) Size: Height – 27" x width – 21"
- B) Material: 3mm thick per clear acrylic; 6mm thick when overlapped
- C) Anchorage: With six (6) 15x40mm peg screws and screw caps (3 per side)
- D) Supplier shall provide one (1) prototype for approval of CAD prior to mass fabrication
- E) Actual material shall have no visible marks of glue and any other markings/stains

## Acrylic A4 Poster and Brochure Holder

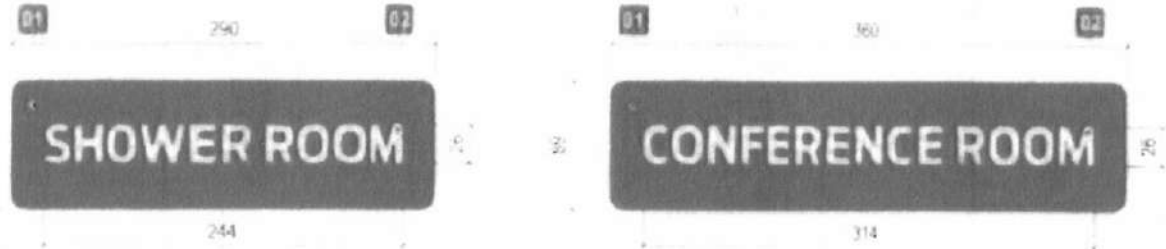
(For promotional and special notices)



### Specification:

- A) Material: 3mm molded clear acrylic
- B) Holders' Size: To fit A4 size paper (for the poster holder/base)  
To fit 4" x 8.5" brochure (for the brochure holder)
- C) Actual material shall have no visible marks of glue and any other markings/stains

Revised Annex  
D-49

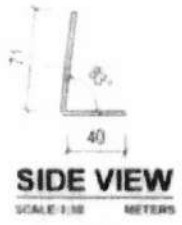


**FRONT VIEW**  
SCALE 1:5 METERS

**1 INDOOR SIGNAGES (BASICS)**  
A-1

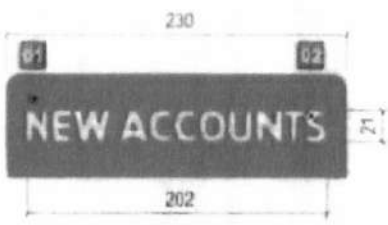


**FRONT VIEW**  
SCALE 1:5 METERS



**SIDE VIEW**  
SCALE 1:50 METERS

**2 INDOOR SIGNAGES (STANDEES)**  
A-1



**FRONT VIEW**  
SCALE 1:5 METERS

**COLOR GUIDE CLASS D**

01 - GREEN	VIVID GREEN (PANTONE NO 355C)
02 - WHITE	WHITE (PANTONE NO 11-06 TCX)

**FONT GUIDE**

SHOWER ROOM	ANTENNA CONDENSED BOLD	26 mm
CONFERENCE ROOM	ANTENNA CONDENSED BOLD	26 mm
NEW ACCOUNTS	ANTENNA CONDENSED BOLD	21 mm
VERIFICATION COUNTER	ANTENNA CONDENSED BOLD	21 mm
CUSTOMER CARE DESK	ANTENNA CONDENSED BOLD	21 mm

- INDOOR SIGNAGE GENERAL NOTES/ TERMS OF REFERENCE:**
- SUPPLIER MUST BE AN AUTHORIZED CONVERTER OF THE BRAND OF TRANSLUCENT FILM AND SHOULD PROVIDE CERTIFICATION FROM THE MANUFACTURER (I.E 3M OR AVERY ETC.)
  - SUPPLIER TO SUBMIT WARRANTY CERTIFICATE FOR 3 YEARS FOR THE ITEM
  - SUPPLIER SHALL PROVIDE A PROOF OF EACH MATERIAL FOR APPROVAL PRIOR TO SIGNAGE PRODUCTION
  - FINAL STICKER APPLICATION SHOULD NOT HAVE ANY VISIBLE AIR POCKETS OR BUBBLES
  - SUPPLIER TO SUBMIT SHOP DRAWINGS AND MOCK-UP UNIT TO PMED FOR POST QUALIFICATION EVALUATION PRIOR TO PRODUCTION. FABRICATION SAME MUST BE PRINTED ON A4 SIZE PAPER WITH THE SUPPLIER'S OFFICIAL LETTERHEAD
  - WRITTEN DIMENSION ON THE DRAWINGS SHALL HAVE PRECEDENCE OVER SCALED DIMENSIONS
  - SUPPLIER TO SUBMIT (AS PART OF THE DOCUMENTARY REQUIREMENTS) TO PMED THE PHOTOS OF ACTUAL INSTALLED ITEMS (CLOSE UP AND FULL VIEW OF THE SAID ITEMS)
  - SUPPLIER SHALL ALSO PROVIDE CHAIN FOR ALL HANGING INDOOR SIGNAGE

- SPECIFICATIONS:**
- REVERSED DIGITAL COLORED PRINTING ON AVERY FROSTED STICKER MOUNTED ON 3mm ACRYLIC WITH WHITE BACKING

Revised  
 D-50  
 Annex  
 OPERATE AFFAIRS DEPT  
 1/60/2020  
 11:11 AM

VIVIAN M. CAÑO  
 Assistant for Project  
 Corporate Affairs Department



**LAND BANK OF THE PHILIPPINES**  
PROJECT MANAGEMENT & ENGINEERING DEPT  
159 M.H. DEL PILAR ST. CORNER OR. QUINTOS ST. MALATE, MANILA

**PROJECT TITLE:** LANDBANK MALOLOS HIGHWAY OFFICE BUILDING INDOOR SIGNAGES  
**LANDBANK INDOOR SIGNAGES DETAILS AND SPECIFICATIONS**

**APPROVED BY:** ENRICO D.J. SARANIEGO  
HEAD, PMED

**SHEET CONTENT:** INDOOR SIGNAGES (BASICS AND STANDEES) COLOR GUIDE FONT GUIDE INDOOR SIGNAGE GENERAL NOTES/ TERMS OF REFERENCE SPECIFICATIONS

**DESIGN:** PMED-TSO  
**DRAWN:** A. TORRA  
**DATE:** 1/60/2020  
**REVIEWED:** M. PADUA  
**REVIEWED:** J. MELANG

**SHEET NO:** A-1  
1/01