



LANDBANK

SERVING
THE NATION

**SUPPLEMENTAL/BID BULLETIN NO. 1
For LBP-HOBAC-ITB-CS-20210809-01(2)**

PROJECT : **Design Consultant for the Proposed LANDBANK Data Operations Center**

IMPLEMENTOR : **HOBAC Secretariat**

DATE : **April 12, 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) TPF 2 (Experience of the Firm/Consultant References), TPF 5 (Team Composition and Task) and Checklist of Bidding Documents (Item Nos. 3 & 6 of Technical Proposal) have been revised. Please see attached revised specific sections of the Bidding Documents.
- 3) The submission and opening of bids is re-scheduled on **April 29, 2022 10:00 A.M.** thru videoconferencing using MS Teams.


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

TPF 2. CONSULTANT'S REFERENCES

**Relevant Services Carried Out in the Last Ten (10) Years
 That Best Illustrate Qualifications**

Using the format below, provide information on each project for which your firm/entity, either individually, as a corporate entity, or as one of the major companies within an association, was legally contracted.

Project Name:		Country:
Location within Country:		Professional Staff Provided by Your Firm/Entity(profiles):
Name of Client:		No. of Staff:
Address:		No. of Staff-Months; Duration of Project:
Start Date (Month/Year):	Completion Date (Month/Year):	Approx. Value of Services (in Current Php):
Name of Associated Consultants, if any:		No. of Months of Professional Staff Provided by Associated Consultants:
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed:		
Narrative Description of Project:		
Description of Actual Services Provided by Your Staff:		

Consultant's Name: _____

TPF 5. TEAM COMPOSITION AND TASK

1. Technical/Managerial Staff		
Name	Position	Task

2. Support Staff		
Name	Position	Task

3. Where applicable, indicate relationships among the Consultant and any partner and/or subconsultant, the Procuring Entity, the Funding Source and other parties or stakeholders.

The following document shall be submitted in support of the compliance of the Bid to the TPF 5:

- Statement of Technical Competence of all Project Team Members as proof of compliance with the minimum requirements

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

Checklist of Eligibility Documents for Procurement of Consulting Services

Eligibility Documents (PDF File)

The following documents shall be the basis for the shortlisting of interested consultants who submitted their Expression of Interest.

○ **Eligibility Documents – Class “A”**

Legal Eligibility Documents

1. Eligibility Documents Submission Form
2. Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages).

Technical Eligibility Documents

3. Statement of the prospective bidder of all its ongoing and completed 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 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. 1). The duly signed form shall still be submitted even if the bidder has no on-going contract. Copy of Certificate of Satisfactory Performance issued by the Client must also be submitted as proof of satisfactory completion of completed contracts.
4. Company profile with at least ten (10) years of experience in designing, managing and operating data center.
5. Fully filled-out Firm Credentials Information Sheet with data listing the bidder's experience in Data Center Policy development and procedure frameworks based on regulations and code of conduct with at least four (4) data centers locally compliant with TIA-942 certified Rated III Certification (with TIA-942 Rated III Certification of Data Centers).
6. Notarized Curricula Vitae of Proposed Professional Staff with the following supporting documents:
 - 6.1 Project Manager/Team Leader
 - 6.1.1 Updated Project Management Professional Certification
 - 6.2 Professional Engineers [Quantity Surveyor and Civil, Mechanical (HVAC and Fire Protection), Electrical, Sanitary, Electronics & Communications Engineers]
 - 6.2.1 Certificate of Experience in Data Center Fit-out Projects for employer/s
 - 6.2.2 Certificate of membership from accredited professional institution/s (i.e. UAP, ASEP/ISSEP, etc.)

- 6.3 Professional Architect
 - 6.3.1 Valid Professional Regulations Commission – PRC ID
 - 6.3.2 Professional Tax Receipt
 - 6.4 Certified Data Center Professional and Certified Data Center Specialist
 - 6.4.1 Certification from a Conformity Assessment Body that is authorized under the official TIA-942 Accreditation Scheme that provides data center conformity audit services to ANSI/TIA-942
 - 6.5 Enterprise Architect
 - 6.5.1 Copy of Updated The Open Group Architecture Framework (TOGAF) certification
7. Statement of consultant/s's nationality and confirming that those who will actually perform the service are registered professionals (see sample form: Form No. 5 of the Bidding Documents)
8. 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 (see sample form - Form No. 3).

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.

○ **Eligibility Documents – Class "B"**

10. 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 the legal eligibility documents. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance.
11. 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.
12. Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

Checklist of Bidding Documents for Procurement of Consulting Services

Technical Proposal (PDF File)

The Technical Proposal shall contain documents sequentially arranged as follows (may include other documents as stated in the Bidding Documents):

1. 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 (see sample form - Form No. 3).
 2. TPF 1 – Technical Proposal Submission Form
 3. **Revised TPF 2 – Experience of the Firm/Consultant References**
 4. TPF 3 – Comments and Suggestions of Consultant on the Terms of Reference and on Data, Services, and Facilities to be Provided by the Procuring Entity
 5. TPF 4 – Description of the Methodology and Work Plan for Performing the Project
 - 4.1 Valid TIA-942 Certification for the current year
 - 4.2 ISO 27001:2013 Certification on Information Security Management System (ISMS)
 6. **Revised TPF 5 – Team Composition and Task**
 7. TPF 7 – Time Schedule for Professional Personnel
 8. TPF 8 – Activity (Work) Schedule
 9. Form No. 6 – Deliverable Items Summary
 10. Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission).
 11. Duly notarized Omnibus Sworn Statement (OSS) (sample form - Form No.2).
- Post-Qualification Documents – [The bidder may submit the following documents/requirements within five (5) calendar days after receipt of Notice of Post-Qualification]:

1. 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.
2. Latest Income Tax Return filed manually or through EFPS.
3. Original copy of Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission).
4. Original copy of duly notarized Omnibus Sworn Statement (OSS) (sample form - Form No.2).
5. 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.

Financial Proposal (PDF File)

The Financial Component shall contain documents sequentially arranged as follows:

1. FPF 1 – Financial Proposal Submission Form
2. FPF 2 – Summary of Costs
 - 2.1 Cost Breakdown Sheet based on Section F of the Terms of Reference
 - 2.2 Payment Milestones Sheet based on Section F of the Terms of Reference
3. FPF 3 – Breakdown of Price per Activity
4. FPF 4 – Breakdown of Remuneration per Activity
5. FPF 5 – Travel Expenses, Office Rent, Accommodation and Clerical Assistance per Activity per Activity
6. FPF 6 – Miscellaneous Expenses

“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.”