



LANDBANK

SERVING
THE NATION

**SUPPLEMENTAL/BID BULLETIN NO. 1
For LBP-HOBAC-ITB-GS-20220216-01**

PROJECT : Air-Conditioning Units for Three (3) LANDBANK Offices
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) The Terms of Reference (Annexes D-1 to D-17, Bill of Quantities (Annexes G1 to G3), Schedule of Requirements (Section VI), Technical Specifications (Section VII), Schedule of Prices (For Goods Offered from Within the Philippines and from Abroad) and Checklist of Bidding Documents (Items 11 & 12 of Technical Documents and items 2 & 13 of Financial Component) have been revised. Please see attached revised Annexes D-1 to D-17, G1 to G3 and specific sections of the Bidding Documents.
- 3) The submission and opening of bids is re-scheduled on **April 22, 2022 at 10:00 A.M.** thru videoconferencing using MS Teams.


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

Terms of Reference for the procurement of Air-conditioning Unit (ACU)

TERMS OF REFERENCE

A. Name and Description of the Project:

One (1) lot – Supply, Delivery, Installation, Testing and Commissioning of Air-conditioning Units, complete with standard accessories per manufacturer’s standards for LANDBANK Northern Isabela Lending Center.

B. Objective of the Project:

1. To properly ventilate the Office area.
2. To maintain the corporate image of the Bank.
3. To provide a conducive banking and working area.

C. Scope of the Project and Delivery Time/Completion:

1. Supply, delivery and installation	<ul style="list-style-type: none"> ➢ Mobilization of manpower and equipment/tools at 2nd Floor, VTU Building Barangay Baligatan, Ilagan, Isabela ➢ Four (4) units of 3.0TR Ceiling Mounted, split type air-conditioning unit (Inverter Type) ➢ Provide Health Safety protocols as per required by the Local Government Unit (LGU) (e.g. Swab test, certificates, etc.) ➢ Installation, testing and commissioning ➢ Installation of the following electrical works <ul style="list-style-type: none"> a. 50AT, 2P bolt-on Circuit breaker b. 3.5mm sq THHN wire and 20 mm dia EMT Pipes c. 1" PVC drain Pipe ➢ Cleaning-up works and demobilization ➢ For technical specifications: <ul style="list-style-type: none"> • 2.0TR Wall Mounted, split type air-conditioning unit (Inverter Type) – see attachment 1 • 3.0TR Floor Mounted, split type air-conditioning unit (Inverter Type) – see attachment 2 • 3.0TR Ceiling Mounted, split type air-conditioning unit (Inverter Type) – see attachment 3 • 5.0TR Floor Mounted, split type air-conditioning unit (Inverter Type) – see attachment 4
2. Installation Schedule	Monday to Sunday or per coordination with end-user/s
3. Delivery and Installation Period	Thirty (30) calendar days upon receipt of Notice to Proceed (NTP) and Advice from PMED as to availability of project site
4. I. General Notes II. Qualification and Documentary Requirements III. Billing Requirements IV. Payment Terms 5. Refrigerant Pipe Insulation Details, Schematic Piping Diagram and Electrical Riser Diagram 6. Start-up Data Sheet	<p>See Annex A</p> <p>See Annex B</p> <p>See Annex C</p>

Prepared by:

Renzo Marion R. Romero
RENZO MARION R. ROMERO
Engineer, North NCRBG

Reviewed by:

Richard Michael B. Dimapilis
RICHARD MICHAEL B. DIMAPILIS
Team Leader, North NCRBG

Approved by:

Emrico D.J. Samaniego
EMRICO D.J. SAMANIEGO
Head, PMED

Terms of Reference for the procurement of Air-conditioning Unit (ACU)

TERMS OF REFERENCE

A. Name and Description of the Project:

One (1) lot – Supply, Delivery, Installation, Testing and Commissioning of Air-conditioning Units, complete with standard accessories per manufacturer’s standards for LANDBANK Sogod Branch including dismantling of existing units.


B. Objective of the Project:

1. To properly ventilate the Office area.
2. To maintain the corporate image of the Bank.
3. To provide a conducive banking and working area.


C. Scope of the Project and Delivery Time/Completion:

<p>1. Supply, delivery and installation</p>	<ul style="list-style-type: none"> ➤ Mobilization of manpower and equipment/tools at LANDBANK Sogod Branch, New Bus Terminal Building, zone III, Sogod, Southern Leyte ➤ Two (2) units of 3.0TR Floor Mounted, split type air-conditioning unit (Inverter Type) ➤ Installation, Testing and Commissioning ➤ Provide Safety and Health Protocols as per required by the Local Government Unit (LGU) and building administration (e.g. Swab test, Certificate, etc.) ➤ Dismantling of existing units ➤ Cleaning-up works and demobilization ➤ For technical specifications: ➤ 2.0TR Wall Mounted, split type air-conditioning unit (Inverter Type) – see attachment 1 ➤ 3.0TR Floor Mounted, split type air-conditioning unit (Inverter Type) – see attachment 2 ➤ 3.0TR Ceiling Mounted, split type air-conditioning unit (Inverter Type) – see attachment 3 ➤ 5.0TR Floor Mounted, split type air-conditioning unit (Inverter Type) – see attachment 4
<p>2. Installation Schedule</p>	<p>Monday to Sunday or per coordination with end-user/s</p>
<p>3. Installation Period</p>	<p>Thirty (30) calendar days upon receipt of Notice to Proceed (NTP) and advice from PMED as to availability of project site</p>
<p>4. I. General Notes II. Qualification and Documentary Requirements III. Billing Requirements IV. Payment Terms 5. Refrigerant Pipe Insulation Details, Schematic Piping Diagram and Electrical Riser Diagram 6. Start-up Data Sheet</p>	<p>See Annex A</p> <p>See Annex B</p> <p>See Annex C</p>


Prepared by:


 CHRISTOPHER R. ODAD
 Engineer, MBG

Reviewed by:


 RICHARD MICHAEL B. DIMAPILIS
 Team Leader, North-NCRBG

Approved by:


 ENRICO D.J. SAMANIEGO
 Head, PMED

TERMS OF REFERENCE

A. Name and Description of the Project:

One (1) lot – Supply, Delivery, Installation, Testing and Commissioning of Air-conditioning Units, complete with standard accessories per manufacturer’s standards for LANDBANK FTI Branch.


B. Objective of the Project:

1. To properly ventilate the Office area.
2. To maintain the corporate image of the Bank.
3. To provide a conducive banking and working area.

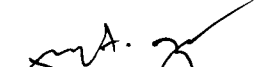
C. Scope of the Project and Delivery Time/Completion:

1. Supply, delivery and installation	<ul style="list-style-type: none"> ➤ Mobilization of manpower and equipment/tools at Lot 55 Ground Floor, Old Administration Building, FTI Complex, Taguig ➤ Two (2) units - 3.0TR Floor Mounted, split type air-conditioning unit (Inverter Type) ➤ Provide Health and Safety Protocols as per required by the Local Government Unit (LGU) (e.g. Swab test, Certificates, etc.) ➤ Installation, testing and commissioning ➤ Dismantling and Hauling out of existing units to LANDBANK Antipolo Warehouse ➤ Cleaning-up works and demobilization ➤ For technical specifications: <ul style="list-style-type: none"> • 2.0TR Wall Mounted, split type air-conditioning unit (Inverter Type) – see attachment 1 • 3.0TR Floor Mounted, split type air-conditioning unit (Inverter Type) – see attachment 2 • 3.0TR Ceiling Mounted, split type air-conditioning unit (Inverter Type) – see attachment 3 • 5.0TR Floor Mounted, split type air-conditioning unit (Inverter Type) – see attachment 4
2. Installation Schedule	Monday to Sunday or per coordination with end-user/s
3. Installation Period	Fourteen (14) calendar days upon receipt of Notice to Proceed (NTP) and Advice from PMED as to availability of project site
4. I. General Notes II. Qualification and Documentary Requirements III. Billing Requirements IV. Payment Terms	See Annex A
5. Refrigerant Pipe Insulation Details, Schematic Piping Diagram and Electrical Riser Diagram	See Annex B
7. Start-up Data Sheet	See Annex C


Prepared by:


MELVIN C. ATIENZA
Engineer, South NCRBG

Reviewed by:


JERALD R. MADRIGAL
Team Leader, South NCRBG

Approved by:


ENRICO D.J. SAMANIEGO
Head, PMED

Attachment 1

2.0 TR Wall Mounted (Inverter Type)

Features	LBP SPECIFICATIONS
Fan Coil Application Type	Wall Mounted
Cooling Capacity, minimum	20,000 Btu/hr <i>or</i> 21,000 kJ/hr <i>or</i> 5.83 kW (whichever of the three)
Energy Efficiency Ratio (EER), minimum	9.76 Btu/W-hr <i>or</i> 10.3 kJ/W-hr <i>or</i> 2.86 W/W-hr (Whichever of the three)
Air-Flow (Hi/Mid/Lo), minimum	(988/776/562) CMH <i>or</i> (16/12/9) CMM <i>or</i> (581/456/330) CFM (Whichever of the three)

Features	Unit	LBP SPECIFICATIONS
Power Supply	V-Hz	220-240, 60
Phase	Ø	single
System Power Input, max	Watts	2,600
Sound Pressure Level (Indoor), max	dB(A)	65
Compressor Type		Scroll/Rotary
Refrigerant		R-410A/R-32
Controls		remote

3.0 TR Floor Mounted (Inverter Type)

Features	LBP SPECIFICATIONS
Fan Coil Application Type	Floor Mounted
Cooling Capacity, minimum	34,000 Btu/hr <i>or</i> 35,800 kJ/hr <i>or</i> 9.90 kW (whichever of the three)
Energy Efficiency Ratio (EER), minimum	9.76 Btu/W-hr <i>or</i> 10.3 kJ/W-hr <i>or</i> 2.86 W/W-hr (Whichever of the three)
Air-Flow (Hi/Mid/Lo), minimum	(1410/1140/562) CMH <i>or</i> (23/19/14) CMM <i>or</i> (829/670/494) CFM (Whichever of the three)

Features	Unit	LBP SPECIFICATIONS
Power Supply	V-Hz	220-240, 60
Phase	Ø	single
System Power Input, max	Watts	3,900
Sound Pressure Level (Indoor), max	dB(A)	65
Compressor Type		Scroll/Rotary
Refrigerant		R-410A/R-32
Controls		remote

3.0 TR Ceiling Mounted (Inverter Type)

Features	LBP SPECIFICATIONS
Fan Coil Application Type	Ceiling Mounted
Cooling Capacity, minimum	34,000 Btu/hr <i>or</i> 35,800 kJ/hr <i>or</i> 9.90 kW (whichever of the three)
Energy Efficiency Ratio (EER), minimum	9.76 Btu/W-hr <i>or</i> 10.3 kJ/W-hr <i>or</i> 2.86 W/W-hr (Whichever of the three)
Air-Flow (Hi/Mid/Lo), minimum	(1200/1080/960) CMH <i>or</i> (20/18/16) CMM <i>or</i> (706/635/565) CFM (Whichever of the three)

Features	Unit	LBP SPECIFICATIONS
Power Supply	V-Hz	220-240, 60
Phase	Ø	single
System Power Input, max	Watts	3,900
Sound Pressure Level (Indoor), max	dB(A)	65
Compressor Type		Scroll/Rotary
Refrigerant		R-410A/R-32
Controls		remote

5.0 TR Floor Mounted (Inverter Type)

Features	LBP SPECIFICATIONS
Fan Coil Application Type	Floor Mounted
Cooling Capacity, minimum	55,000 Btu/hr <i>or</i> 58,000 kJ/hr <i>or</i> 16.0 kW (whichever of the three)
Energy Efficiency Ratio (EER), minimum	9.76 Btu/W-hr <i>or</i> 10.3 kJ/W-hr <i>or</i> 2.86 W/W-hr (Whichever of the three)
Air-Flow (Hi/Mid/Lo), minimum	(2200/1900/1500) CMH <i>or</i> (36/31/25) CMM <i>or</i> (1294/1118/882) CFM (Whichever of the three)

Features	Unit	LBP SPECIFICATIONS
Power Supply	V-Hz	220-240, 60
Phase	Ø	three
System Power Input, max	Watts	5,600
Sound Pressure Level (Indoor), max	dB(A)	65
Compressor Type		Scroll/Rotary
Refrigerant		R-410A/R-32
Controls		remote

I. General Notes

1. Piping, Electrical and Accessories

- a. Refer to Annex B for refrigerant pipe insulation detail, schematic piping diagram and electrical riser diagram;
- b. Refrigerant piping shall be TYPE-M, Hard Drawn Seamless Copper using the standard pipe size recommended by the manufacturer;
- c. Pipes shall be anchored, plumbed and parallel to the building's vertical and horizontal lines. Pipe hangers and supports shall be of the type as specified. Pipe sleeves thru walls and wall penetrations, roofs and floors shall be provided by the supplier/installer. The gap between the pipe and the pipe sleeves must be provided with water proofing and sealant;
- d. All piping shall be leak tested with pressure of at least 1.5 times the designed working pressure;
- e. Refrigerant suction line shall be insulated with pre-moulded elastomeric rubber insulation 15 mm thick for 3.0 TR and below, and 25 mm thick for 5.0 TR up to 10 TR. Insulation installed outdoor shall be provided with weather proof coating;
- f. Without additional cost to the bank, the supplier/installer shall supply and install the following components/parts if not included in the unit's standard accessories (for split-type units with capacities of 2.0 TR and above)
 - Liquid Line Filter Drier, Flare-type
 - Magnetic Contactor with External Thermal Overload
 - On-Delay Timer
 - Plug-in type High and Low Pressure Switches
- g. Provide NEMA type, UL listed bolt-on circuit breakers for FCU and ACCU
- h. Use EMT for electrical pipes and stranded THHN wires for feeder lines;
- i. Use color blue, schedule 40 PVC pipe for drain lines using the appropriate size recommended by the manufacturer, but not less than 1 inch in diameter.

2. Other Requirements:

- a. Prospective ACU contractors are encouraged to inspect, verify and assess the existing condition, location and details of the project;
- b. All equipment, units and parts/components to be supplied shall be brand new, clean and approved products of reputable manufacturers;
- c. All works shall conform to the provisions (latest edition) of the Philippine Mechanical, Electrical and Building Codes, the Clean Air Act, Environmental Laws and other applicable laws and regulations;
- d. In line with the Bank's Environmental Management System (EMS) program and being an ISO 14001 certified institution, the winning ACU contractor is required to use appropriate equipment, hand tools and personal protective gears and equipment (gloves, rubber boots, masks, etc.) during the installation, repair or maintenance activities;
- e. All equipment shall be installed in approximate location as shown in the mechanical plans;
- f. Any proposed change or deviation from the original mechanical plans or specifications either initiated by the ACU contractor, the end-user or due to actual site condition, must be submitted to LBP-PMED in the form of shop drawing for approval prior to implementation;

Terms of Reference for the procurement of Air-conditioning Unit (ACU)

- g. The winning ACU contractor should coordinate his works closely with the works of other trades concerned;
- h. Installation of works shall be done in neat workmanship and like manners. All improperly set works, rough finishes or other works not in accordance with the approved plans and specifications as determined by the LBP-PMED engineer or technical representatives shall be removed and replaced within seven (7) calendar days by the ACU contractor at no extra cost;
- i. No existing/old materials shall be re-used; e.g., circuit breakers, electrical and mechanical controls, materials and components, refrigerant pipes, fittings, insulations, etc., unless otherwise specified in the scope of works or technical specifications;
- j. The ACU contractor shall provide all the necessary components or accessories, e.g., brackets, pedestals, clamps, fasteners, air deflectors, etc., to ensure the safe, normal and efficient operation of the installed ACUs;
- k. The ACU contractor shall properly account and turn-over all dismantled/replaced materials to the branch head or its authorized representative/s;
- l. The ACU contractor shall exercise extreme caution and be responsible in the delivery, safe hauling/transfer of supplies, tools, equipment and/or chemicals to prevent damage to bank properties and employees. The corresponding cost to repair or replace the bank equipment, facilities or including part and components damaged or lost by the ACU contractor or its workers during the course of the project shall be deductible/chargeable to the ACU contractor;
- m. The ACU contractor shall be liable for any harm, damage or injury that may be sustained or suffered by its own crew/workers while in the performance of their duties/job under this project;
- n. The ACU contractor shall be held directly responsible for any injury to person and/or damage to bank's property arising from the act, whether partial, contributory, or due entirely to the fault, negligence and/or dishonesty of the contractor's personnel in the course of their duties;
- o. The ACU contractor shall maintain cleanliness of all workplace at all times. They shall clean the affected areas immediately after each workday;
- p. The ACU contractor is required to submit the names of its worker/s who will conduct or inspect the installation. As maybe required, identification cards shall be presented;
- q. The ACU contractor or its foreman/engineer shall coordinate with the Branch Head or its authorized representative to discuss the necessary preparations and work activities prior to implementation of this project;
- r. The ACU contractor shall strictly observe the Bank's existing rules and regulations and shall be subject to the latter's standard security policies and procedures while inside its premises;
- s. Payment of construction bond (if applicable) shall be charged on the account of the ACU contractor;
- t. Should the ACU contractor fails to provide the required warranty servicing within the warranty period per submitted schedule of activities, the ACU contractor agrees, without invalidating the provisions of the warranty that the Bank may opt to contract the services of another ACU contractor/installer for the servicing of the equipment and components. The corresponding cost that will be incurred for the servicing shall be deducted from the ACU contractor's retention money;
- u. Included in the bids or tender and warranty are the cost of consumables, basic replacement of parts, servicing and other incidental expenses of the ACU contractor or its authorized representatives, such as traveling expenses, lodging, food, etc.

II. Qualification and Documentary Requirements:

Qualification Requirement	Documentary Requirement
1. The quoted brand of prospective ACU contractor must be in the Philippine market for a minimum of five (5) years and must be comparable to the type of Airconditioning Unit being procured (Split type, Variable Refrigerant Flow, etc.)	Copy of purchase orders, contracts or other related documents to prove that the offered brand of ACU has been in the Philippine market for at least five (5) years prior to deadline for the submission of bids.
2. The ACU contractor must have satisfactorily completed/ installed a minimum of four (4) units of ACU using the brand being offered to at least five (5) different institutional clients in the Philippines.	List of at least five (5) different institutional clients with addresses, contact persons and contact details including Certificate of Completion/Acceptance.
3. The ACU contractor must have highly trained technicians who are its regular employees.	List of at least 3 highly trained technicians (regular employees) with their respective Curriculum Vitae, Certificate of Employment and National Certificate II (NC II) for Refrigeration and Air-conditioning Servicing issued by TESDA
4. The quoted brand must have 24/7 Customer Contact Center	List of at least two (2) Service Centers within the province of the project site.
5. The ACU contractor must be an authorized distributor of the offered product.	Manufacturer's Authorization or Back-to-Back Certification to prove that the bidder is an authorized seller/ distributor of the offered product and/or other supporting documents to satisfy the said requirements.
6. The offered product must have brochures or any other official documents	Brochure or any other official documents coming from the manufacturer showing the specifications of the offered product
7. The brand model and specifications of the offered product shall be verifiable from the website of the manufacturer.	Print-out of the Homepage of manufacturer's /brand owner's website showing the URL (web address).
8. The offered product or its manufacturer must be authorized and certified by the approving/governing body.	Bureau of Product Standards (PS), Underwriters Laboratories (UL), European Conformity (CE) or ISO certifications, whichever is available.

Terms of Reference for the procurement of Air-conditioning Unit (ACU)

III. Billing Requirements

Document	Description	Due Date of Submission
1. Start Up Data Sheet (Annex D)	Duly accomplished form showing the electrical and mechanical parameters of the air-conditioning unit/s	Upon Completion
2. Seven (7) sets of As-built plans and Bill of Materials (signed and sealed by PME)	Complete Mechanical As-built plans and Bill of Materials of the installed air-conditioning units	Upon Completion
3. Schedule of Maintenance/Monitoring Activities	The ACU contractor shall provide the standard warranty servicing for all installed equipment and its components (checking and general cleaning of the unit at least three times within the warranty period, every four (4) months after the unit/s has been installed) or earlier as the need arises. The schedule of said activities and the names of authorized representatives shall be submitted to the Branch Head or its authorized representative prior to servicing	Upon Completion
4. Warranty Certificate with inclusive dates	One (1) year warranty for the unit and five (5) years warranty for compressor against factory/manufacturing defects on equipment, components and parts supplied and against faulty workmanship to commence upon receipt of final turn-over and acceptance documents. All equipment, parts and components found defective during and within the warranty period shall be immediately replaced without additional cost to the Bank	Upon Completion
5. Guarantee Certificate	Certificate that the spare parts and components including the aftersales services/supports that may be required by the bank to ensure the continuous and normal operation of the equipment shall be available in the next five (5) years from the date of commissioning	Upon Completion
6. Manuals	Operation and Preventive Maintenance Manual	Upon Completion
7. Pictures	Pictures showing angles on the left, front and right	Upon Completion
8. Certificate of Training	Certificate that the contractor conducted familiarization seminar/training to orient the end-user on the basic concept, functions and operation of the equipment installed. Said certificate must be duly noted by the end-user or its authorized representative.	Upon Completion


Terms of Reference for the procurement of Air-conditioning Unit (ACU)

IV. Payment Terms:

1. Request for payment for every completed project/installation shall be entertained after the final turn-over and acceptance of the project and upon submission of complete billing documents required by the Procurement Department;
2. Manner of Payment shall be based on the following:

Deliverables	Documents to be Submitted	Percentage of Payment
• Upon 100% completion and acceptance of the project	Documents as required in item III. Billing Requirements	97%
• Retention fee: After 1 year of final turnover of the project	Service Reports that the contractor conducted the warranty servicing	3%
TOTAL		100%


Prepared by:


RENZ MARION R. ROMERO
Engineer, North NCRBG, PMED

Reviewed by:


RICHARD MICHAEL B. DIMAPILIS
SPDS/Team Leader, North-NCRBG

Approved by:

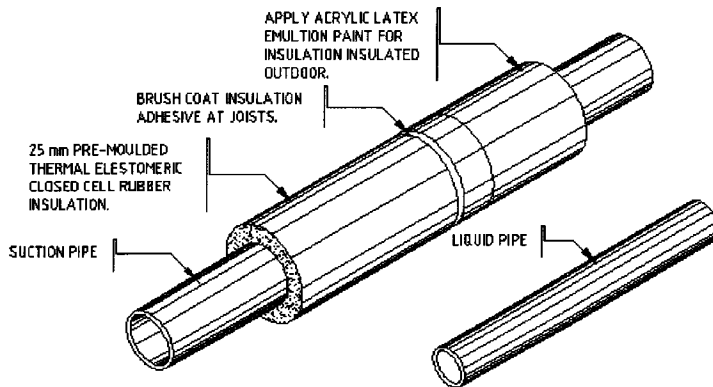

ENRICO D.J. SAMANIEGO
HEAD, PMED

Terms of Reference for the procurement of Air-conditioning Unit (ACU)

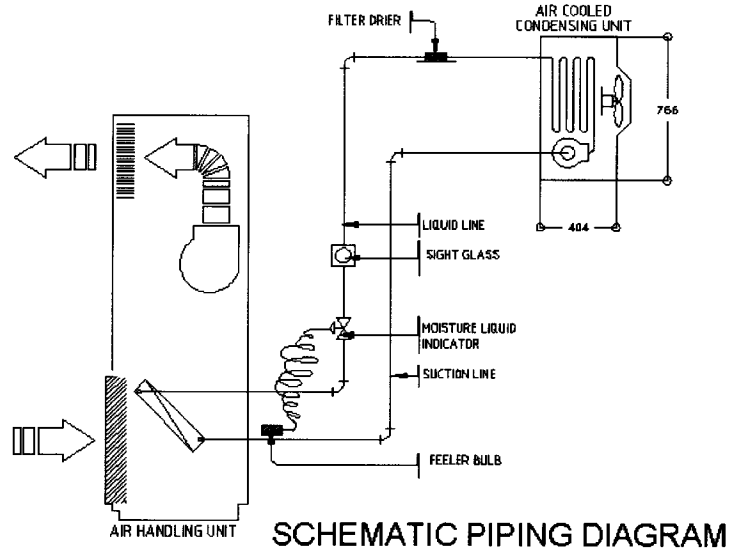
ANNEX B

NOTE:

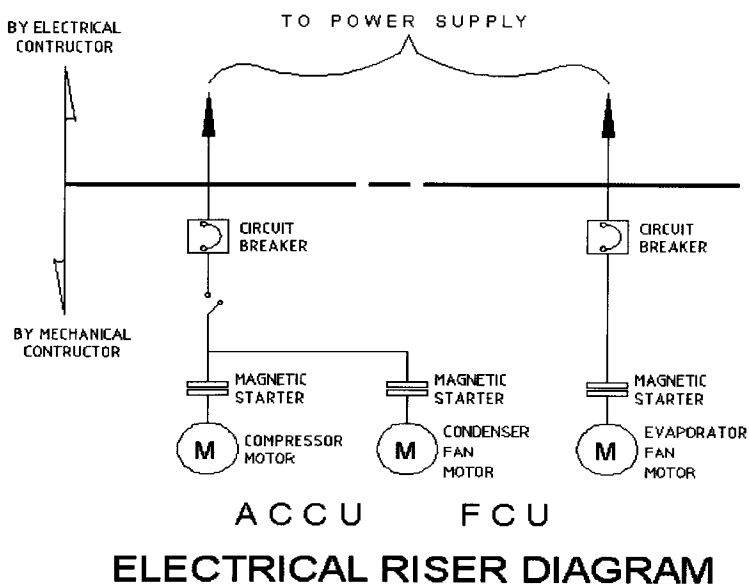
1. ADHESIVE AND LATEX PAINT SHOULD BE COMPATIBLE TO INSULATION USED.
2. CONDENSATE DRAIN PIPE INSULATION SHALL BE OF SIMILAR MATERIAL BUT 19 mm THK.



REFRIGERANT PIPE INSULATION DETAIL



SCHEMATIC PIPING DIAGRAM



ANNEX C

LANDBANK OF THE PHILIPPINES

PROJECT MANAGEMENT AND ENGINEERING DEPARTMENT

NAME OF THE BRANCH : P.O. NO. _____
LOCATION :
DATE :

START - UP DATA SHEET

SUPPLIER'S DATA:

Name of Supplier: _____
Address: _____
Contact Person: _____ Tel.No.: _____

INSTALLATION DATA:

Technician In-charge: _____ Accreditation No: _____
Date Started: _____ Date Finished: _____ Start-up Date: _____
FCU Model No: _____ ACCU Model No: _____
FCU Serial No: _____ ACCU Serial No: _____

OPERATING DATA:

Suction Line Temperature: _____ Suction Line Pressure: _____
Discharge Line Temperature: _____ Discharge Line Pressure: _____
FCU Intake Air Temperature: _____ FCU Discharge Air Temp.: _____
ACCU Intake Air Temperature: _____ ACCU Discharge Air Temp.: _____
Room Temperature: _____ Ambient Temperature: _____

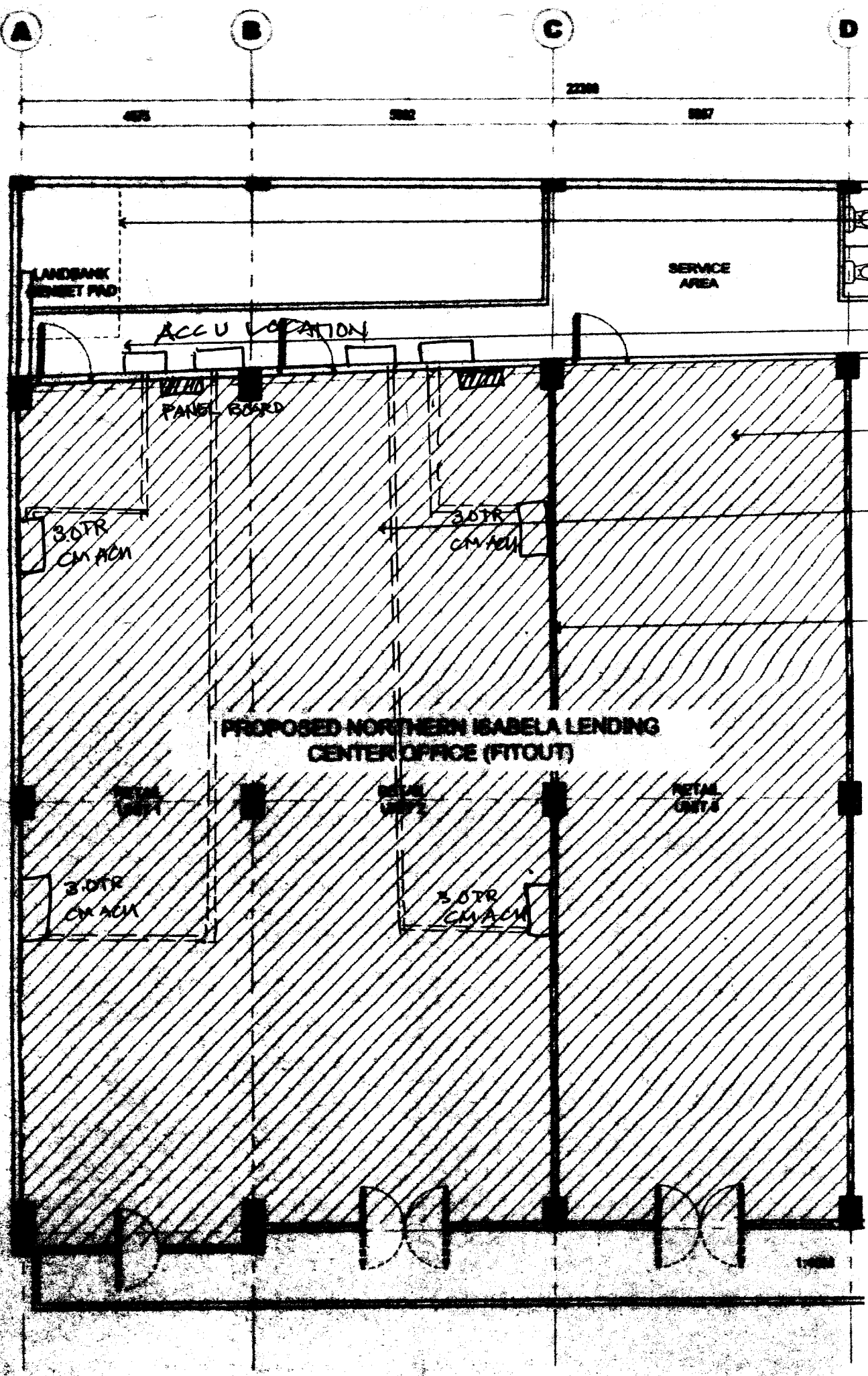
ELECTRICAL PARAMETERS:

Power Supply (Voltage), L1-L2: _____ L2-L3: _____ L3-L1: _____
Overall Ampere Readings, L1: _____ L2: _____ L3: _____
Current Draws, Compressor: _____ ACCU Fan Motor: _____ FCU Fan Motor: _____

OTHER INSTALLATION DATA

Refrigerant Piping:
Suction Diameter: _____ Length: _____ Insulation Thickness: _____
Discharge Diameter: _____ Length: _____ Insulation Thickness: _____
Drain Line:
Drain Line Diameter: _____ Length: _____ Insulation Thickness: _____
Electrical Lines:
Feeder Line Conduit Diameter: _____ Feeder Line Wire Size: _____ Length: _____
Control Line Conduit Diameter: _____ Control Line Wire Size: _____ Length: _____
Circuit Breaker: _____

Technician's Signature over Printed Name: _____



PROPOSED NORTHERN ISABELA LENDING CENTER OFFICE (FITOUT)

LANDBANK SIGNET PAD

SERVICE AREA

ACCU LOCATION

PANEL BOARD

3.0TR
CMACH

3.0TR
CMACH

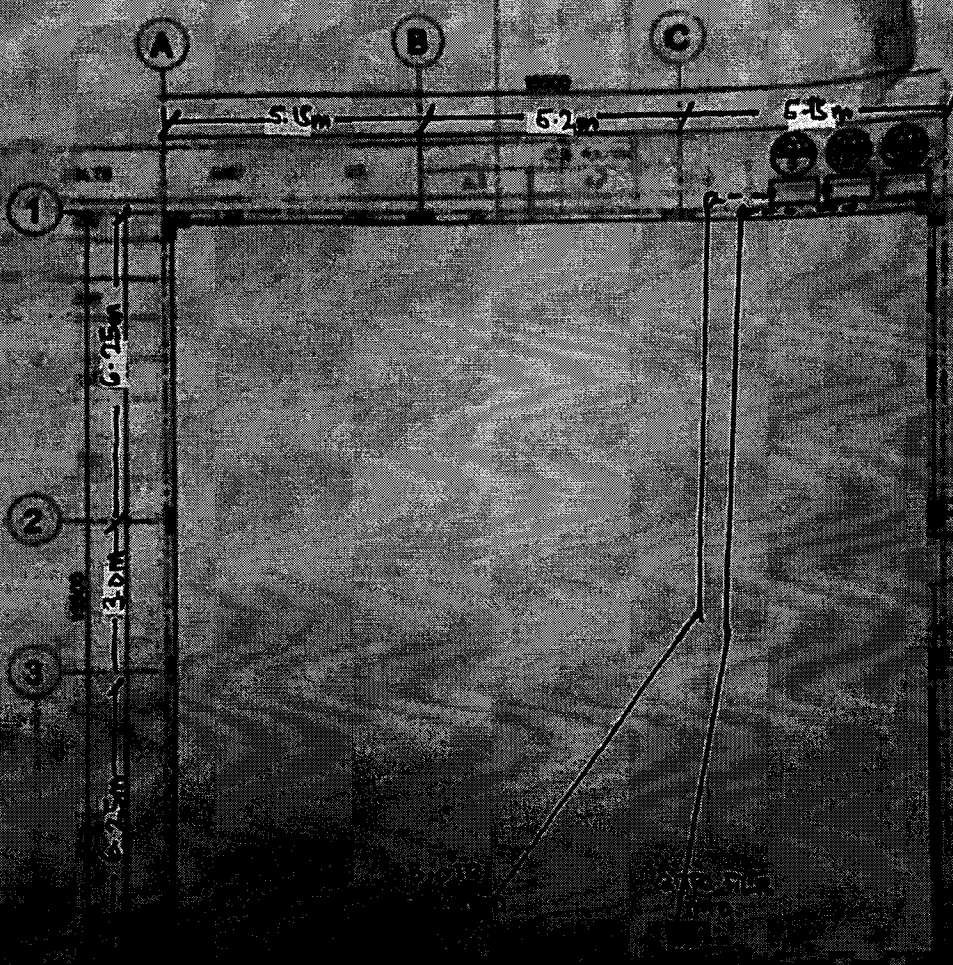
3.0TR
CMACH

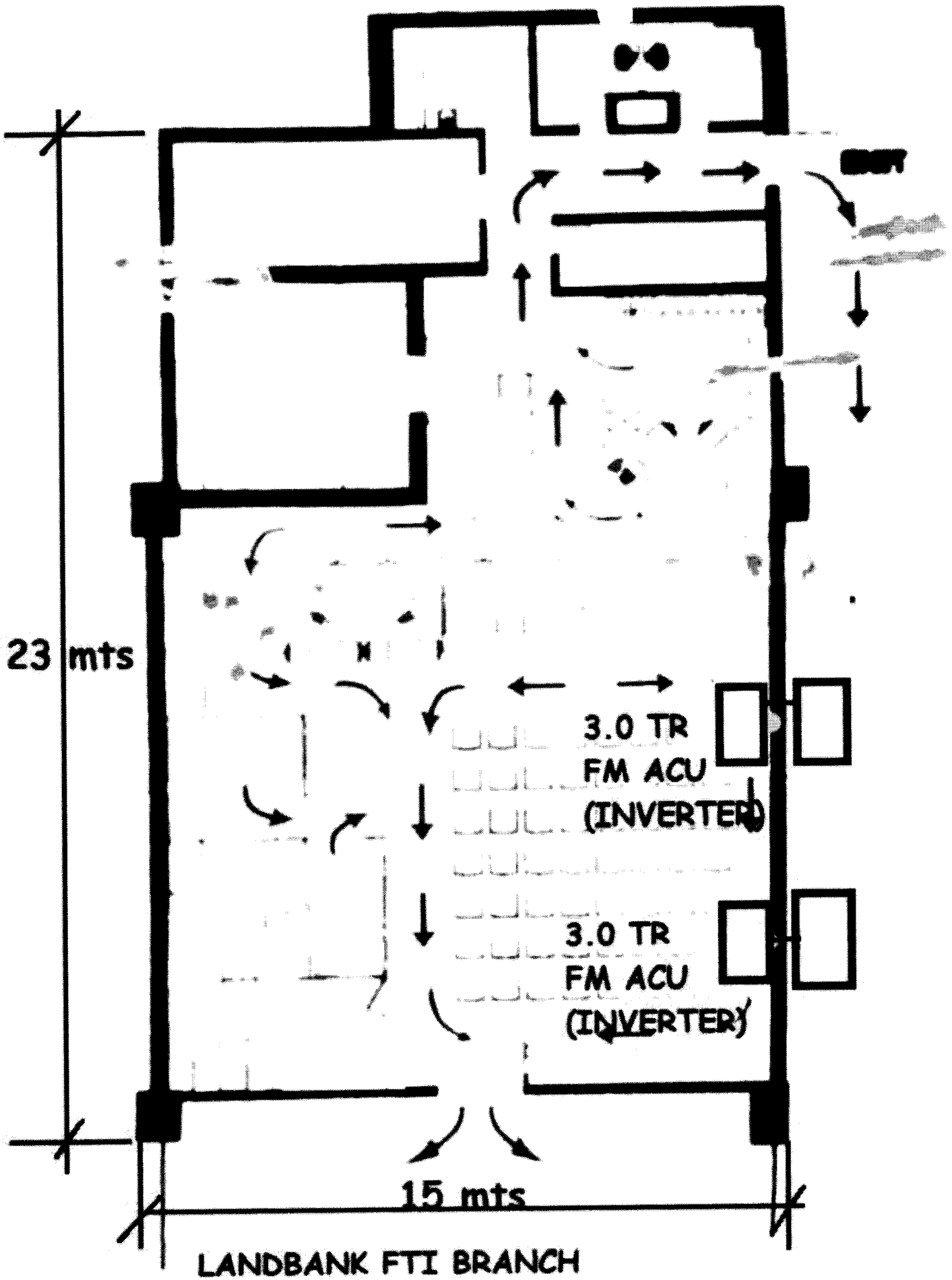
3.0TR
CMACH

METAL CURTAIN

1988

PLAN





BILL OF QUANTITIES

Project: LANDBANK North Isabela Lending Center
Location: 2nd Floor, VTU Building, Barangay Baligatan, Ilagan, Isabela

Item No.	Item Description	Qty.	Unit	Unit Cost	Total Cost
	Supply, Delivery, Installation, Testing and Commissioning of New ACUs including Electrical Works				
	3.0 TR Ceiling-Mounted (Inverter)	4	sets		
	Installation Cost	4	sets		
	Electrical Works				
	50AT, 2P, Ckt Breaker	4	sets		
	20mm dia EMT pipes	12	lengths		
	3.5mm sq THHN wire	150	mtrs		
	1" PVC drain pipe	8	lengths		
	Delivery Cost	1	lot		
	Health and Safety Protocol Cost (Swab Test, Medical Certificates & etc.)	4	pax		
	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

BILL OF QUANTITIES

Project: LANDBANK Sogod Branch
Location: New Terminal Bus Building, Zone III, Sogod, Southern Leyte

Item No.	Item Description	Qty.	Unit	Unit Cost	Total Cost
	Supply, Delivery, Installation, Testing and Commissioning of New ACUs including Dismantling of Existing Units				
	3.0 TR Floor-Mounted (Inverter)	2	sets		
	Dismantling Cost	2	sets		
	Delivery Cost	1	lot		
	Installation Cost	1	lot		
	Health and Safety Protocol Cost (Swab Test, Medical Certificates & etc.)	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

BILL OF QUANTITIES

Project: LANDBANK FTI Branch
Location: Lot 55 Ground Floor, Old Administration Building, FTI Complex, Taguig

Item No.	Item Description	Qty.	Unit	Unit Cost	Total Cost
	Supply, Delivery, Installation, Testing and Commissioning of New ACUs including Dismantling of Existing Units				
	3.0 TR Floor-Mounted (Inverter)	2	sets		
	Dismantling and Hauling out of existing unit	2	sets		
	Installation Cost	1	lot		
	Delivery Cost	1	lot		
	Health and Safety Protocol Cost (Swab Test, Medical Certificates & etc.)	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

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.

Item Number	Description	Quantity	Delivered, Weeks/Months
1	Air-Conditioning Units for Three (3) LANDBANK Offices 1. Northern Isabela Lending Center 2. Sogod Branch 3. FTI Branch	One (1) Lot See attached Bill of Quantities per Revised Annex G-1 See attached Bill of Quantities per Annex G-2 See attached Bill of Quantities per Annex G-3	Within thirty (30) calendar days upon receipt of Notice to Proceed and Advice from LANDBANK Project Management and Engineering Department (PMED) as to availability of project site. Within thirty (30) calendar days upon receipt of Notice to Proceed and Advice from LANDBANK PMED as to availability of project site. Within fourteen (14) calendar days upon receipt of Notice to Proceed and Advice from LANDBANK PMED as to availability of project site.

Delivery Sites:

Please see attached Annex F.

Contact Person:

Mr. Enrico DJ Samaniego

Head, LANDBANK Project Management and Engineering Department

Contact Nos.:

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

Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Technical Specifications

Specifications	Statement of Compliance
<p style="text-align: center;">Air-Conditioning Units for Three (3) LANDBANK Offices</p> <ol style="list-style-type: none"> 1. Scope of works, minimum specifications, and other requirements per attached Terms of Reference (Revised Annexes D-1 to D-17) and Bill of Quantities (Revised Annexes G-1 to G-3). 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: <ol style="list-style-type: none"> 2.1 Purchase Orders, contracts or other related documents to prove that the offered brand of Air-conditioning Unit has been in the Philippine market for at least five (5) years prior to the deadline of submission of bid. 	<p style="text-align: center;">Please state here either “Comply” or “Not Comply”</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>

- 2.2 List of at least five (5) different institutional clients in the Philippines with addresses, contact persons and contact details including Certificates of Completion/Acceptance.
- 2.3 List of at least three (3) highly-trained technicians (regular employees) with their respective Curricula Vitae, Certificate of Employment and National Certificate II (NC II) for Refrigeration and Air-conditioning Servicing issued by Technical Education and Skills Development Authority (TESDA).
- 2.4 List of at least two (2) Service Centers within the province of the project site.
- 2.5 Manufacturer's authorization or back-to-back certification as an authorized seller/distributor of the product being offered and/or other supporting documents to satisfy the said requirement.
- 2.6 Brochure or other official documents coming from the manufacturer indicating the specifications of the product being offered.
- 2.7 Print-out of the manufacturer's homepage website showing the URL (web address).
- 2.8 Certification from the following, whichever is available:
 - Bureau of Product Standards (PS)
 - Underwriters Laboratories (UL)
 - Conformance European (CE)
 - ISO 9001 Certification

Non-submission of the above documents/requirements may result in the post-disqualification of the bidder.	
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Conforme:

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

Form No. 2

SCHEDULE OF PRICES

For Goods Offered from Within the Philippines

Name of Bidder _____ **Project ID No. LBP-HOBAC-ITB-GS-20220216-01**

1	2	3	4	5	6	7	8	9	10
Lot No.	Description	Country of Origin	Quantity	Unit Price (EXW)	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
1	Air-Conditioning Units for Three (3) LANDBANK Offices	_____	One (1) Lot (See attached Bill of Quantities for the breakdown of components, Revised Annexes G-1 to G-3)	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____

Note: Price breakdown should be submitted using the attached Bill of Quantities Form (Revised Annexes G-1 to G-3).

Please credit payment to:

Name of Bidder

Account Name: _____

Signature over Printed Name of
Authorized Representative

Account Number: _____

LBP Branch: _____

Position

Form No. 2

SCHEDULE OF PRICES
For Goods Offered from Abroad

Name of Bidder _____ Project ID No. LBP-HOBAC-ITB-GS-20220216-01

1 Lot No.	2 Description	3 Country of Origin	4 Quantity	5 Unit Price* (specify port) or CIP named place (specify border point or place of destination)	6 Transportation and Insurance and all other costs incidental to delivery, per item	7 Sales and other taxes payable if Contract is awarded, per item	8 Cost of Incidental Services, if applicable, per item	9 Total Price, per unit (col 5+6+7+8)	10 Total Price delivered Final Destination (col 9) x (col 4)
1	Air- Conditioning Units for Three (3) LANDBANK Offices	_____	One (1) Lot (See attached Bill of Quantities for the breakdown of component s, Revised Annexes G-1 to G- 3)	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____

Note: Price breakdown should be submitted using the attached Bill of Quantities Form (Revised Annexes G-1 to G-3).

Please credit payment to:

Name of Bidder

Account Name: _____

Signature over Printed Name of
Authorized Representative

Account Number: _____

Position

LBP Branch: _____

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. Purchase Orders, contracts or other related documents to prove that the offered brand of Air-conditioning Unit has been in the Philippine market for at least five (5) years prior to the deadline of submission of bid.
15. List of at least five (5) different institutional clients in the Philippines with addresses, contact persons and contact details including Certificates of Completion/ Acceptance.
16. List of at least three (3) highly-trained technicians (regular employees) with their respective Curricula Vitae, Certificate of Employment and National Certificate II (NC II) for Refrigeration and Air-conditioning Servicing issued by Technical Education and Skills Development Authority (TESDA).
17. List of at least two (2) Service Centers within the province of the project site.
18. Manufacturer's authorization or back-to-back certification as an authorized seller/distributor of the product being offered and/or other supporting documents to satisfy the said requirement.
19. Brochure or other official documents coming from the manufacturer indicating the specifications of the product being offered.
20. Print-out of the manufacturer's homepage website showing the URL (web address).

21. Certification from the following, whichever is available:

- Bureau of Product Standards (PS)
- Underwriters Laboratories (UL)
- Conformance European (CE)
- ISO 9001 Certification

○ **Post-Qualification Documents/Requirements – [The bidder may submit the following documents within five (5) calendar days after receipt of Notice of Post-Qualification]:**

22. 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.

23. Latest Income Tax Return filed manually or through EFPS.

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

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

26. 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).

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 Bill of Quantities signed by the Bidder's authorized representative (Revised Annexes G-1 and G-2).

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.