



**LANDBANK**

SERVING THE NATION

**SUPPLEMENTAL/BID BULLETIN NO. 4  
For LBP-HOBAC-ITB-GS-20220215-02**

**PROJECT** : Lot 3 – 350 Units Multi-Function Printer  
Lot 5 – 125 Units Document Scanner

**IMPLEMENTOR** : HOBAC Secretariat

**DATE** : May 13, 2022

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This Supplemental/Bid Bulletin is issued to modify, amend and/or clarify certain items in the Bid Documents. This shall form an integral part of the Bid Documents.

Modifications, amendments and/or clarifications:

- 1) The bidder/s are encouraged to use the Bid Securing Declaration as Bid Security.
- 2) Technical Specifications (Section VII) and Checklist of the Bidding Documents (Item No. 12 of Technical Documents) have been revised. Please see attached revised Annexes D-7 and D-8 and specific sections of the Bidding Documents.

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

## Section VII - Technical Specifications

Specifications	Statement of Compliance
<b>Document Scanner and Various Printers</b>	
Lot 1 - 215 units Thermal Card Printer with Card Personalization Software	Please state here either "Comply" or "Not Comply"
Lot 2 - 415 units Dot Matrix Printer (136 columns)	Please state here either "Comply" or "Not Comply"
<b>Lot 3 - 350 units Multi-Function Printer</b>  <b>Minimum technical specifications and other requirements per attached Revised Annexes D-7 and D-8</b>	<b>Please state here either "Comply" or "Not Comply"</b>
Lot 4 - 590 units Passbook Printer	Please state here either "Comply" or "Not Comply"
<b>Lot 5 -125 units Document Scanner</b>  <b>Minimum technical specifications and other requirements per attached Annexes D-11 and D-12</b>	<b>Please state here either "Comply" or "Not Comply"</b>
Lot 6 - 260 units Dot Matrix Printer (80 columns)	Please state here either "Comply" or "Not Comply"

**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.



1. The Manufacturer's Authorization (Form No. 9) or its equivalent document and the following documentary requirements enumerated in the Technical Specifications/Terms of Reference shall be submitted in Eligibility and Technical Component to support the compliance of the Bid to the technical specifications and other requirements:

Lot No.	Item Nos.	Annexes
1	a, b.1, b.2, b.3 & g	D-3 and D-4
2	a.1, a.2, a.3, & d.1	D-5 and D-6
3	a.1, a.2, a.3, & d.1	<b>Revised D-7 and D-8</b>
4	a.1, a.2, a.3, & d.1	D-9 and D-10
5	a.1, a.2, a.3, & d.1	D-11 and D-12
6	a.1, a.2, a.3, & d.1	D-13 and D-14

Non-submission of the above documents may result in the post-disqualification of the bidder.

2. **Bidder with Lowest Calculated Bid must provide one (1) demo unit within five (5) calendar days after the date of opening of bids for evaluation. Delivery will be at the Ground Floor/Lobby, LANDBANK Plaza Building during banking days from 8:00 A.M. TO 5:00 P.M. Please coordinate your delivery with Ms. Catharine P. Zulueta of the Systems Implementation Department (SID) at 8405-7288.**

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

Conforme:

\_\_\_\_\_  
Name of Bidder

\_\_\_\_\_  
Signature over Printed Name of  
Authorized Representative

\_\_\_\_\_  
Position

**Conforme:**

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Name of Bidder

---

Signature over Printed Name of  
Authorized Representative

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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 envelopes (Eligibility and Technical Component), only the above 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)]**

For lot no. 1 only:

14. Certificate of Satisfactory Performance showing at least two (2) years experience in providing or managing Thermal Card Printer with the required software program from at least one (1) commercial bank in the Philippines.

For lot nos. 1 to 6:

15. Brochures or other official documents coming from the manufacturer indicating the complete specifications of the offered brand/model.
16. List of names with resume of the service technicians.
17. List of service center with complete address, contact person and contact details.
18. List of local parts center/depot/reseller where spare parts will be available, with complete address, contact person, and contact details for the following areas.
  - 17.1 Region I or Cordillera Administrative Region – preferably in La Union and/or Pangasinan
  - 17.2 Region II – preferably in Santiago City
  - 17.3 NCR or Regions III or IV – preferably in National Capital Region
  - 17.4 Bicol and Samar – preferably in Legazpi
  - 17.5 Regions VI or VII or Leyte – preferably in Cebu City
  - 17.6 Mindanao – preferably in Davao City
19. Manufacturer's authorization (sample form - Form No. 9) or its equivalent document, confirming that the bidder is authorized to provide the equipment and consumables supplied by the manufacturer, including any warranty obligations and after sales support as may be required.

- **Post-Qualification Documents/Requirements – [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).

**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 Schedule of Prices signed by the Bidder's authorized representative (sample form - Form No.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.***



## TECHNICAL SPECIFICATIONS

Equipment: <b>Multi-function Printer (for DOBS)</b>	Code:
Date Prepared: <b>May 12, 2022</b> (Revised)	

Particulars	Specifications
<b>PRINTING</b>	
Speed	Up to 40ppm (Letter)
Time to first Page	As fast as 7.2 seconds
Print Resolution	Black: 2400 (2400 x 600 dpi), 600 x 600 dpi
Memory	Standard: 512 MB
Recommended Monthly Page Volume	Up to 4000 pages
Maximum Monthly Duty Cycle	Up to 80000 pages per month
Compatibility	Must work with LANDBANK's existing Digital On-Boarding System (DOBS)
<b>COPYING</b>	
Copy Speed	Up to: Black: 40ppm (Letter)
Time to first copy	Less than 10 seconds
<b>SCANNING</b>	
Scanner Type / ADF Scan Flatbed scanner	Flatbed scanner with ADF / DADF (single pass Duplex)
A4/Ltr Duplex Scan Speed	Up to: Black: 92 / 96 sides/images per minute Color: 40 / 42 sides/images per minute
A4/Ltr Simplex Scan Speed	Up to: Black: 46 / 48 sides/images per minute Color: 20 / 21 sides/images per minute
ADF Paper Input Capacity	Up to: 50 pages 20 lb or 75 gsm bond
<b>SUPPLIES</b>	
Cartridge	Estimated Yield up to: Standard 3,000 pages
Imaging Unit	Estimated Yield up to: Standard 30,000
<b>PAPER HANDLING</b>	
Included Paper Handling	50-Sheet Multipurpose Feeder, Integrated Duplex, 150-Sheet Output Bin, 250-Sheet Input
Optional Paper Handling	550-Sheet Tray
Paper Input Capacity	Up to 900 pages or 20 lb or 75 gsm bond
Paper Output Capacity	Up to 150 pages 20 lb or 75 gsm bond
Media Types Supported	Paper Labels, Card Stock, Plain Paper, Envelopes Refer to the Paper & Specialty Media Guide
Media Sizes Supported	A6, 7 3/4 Envelope, 9 Envelope, JIS-B5, A4, Legal, A5, Letter, Executive, DL Envelope, Folio, 10 Envelope
<b>General Information</b>	
Standard Ports	Gigabit Ethernet (10/100/1000), USB Compatible with USB 2.0 Specification (Type B)
Noise Level	Operating: Up to 59 dBA (Print/Copy/Scan)
Specified Operating Environment	Recommended Temperature: 10 to 32 Degrees Celsius; Humidity: Up to 80% Relative Humidity
Weight	17.8 kg or lighter

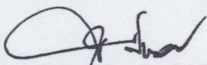
Revised Annex 0-7

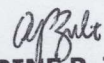


**Additional requirements:**

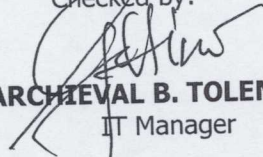
Qualification Requirement	Documentary Requirement
<p>a. Principal/Dealer must have at least one (1) service center or service technician &amp; authorized reseller of consumables in the following areas:</p> <ol style="list-style-type: none"> <li>1. Region I or CAR – (preferably La Union, Pangasinan)</li> <li>2. Region II – (Preferably Santiago City)</li> <li>3. NCR or Region III or IV –(preferably NCR)</li> <li>4. Bicol or Samar – (preferably Legazpi)</li> <li>5. Region VI or VII or Leyte- (preferably Cebu City)</li> <li>6. Mindanao – (preferably Davao City)</li> </ol> <p>In case only service engineers are available in the above listed areas, at least one (1) service center must be located in NCR, Visayas and Mindanao.</p>	<p>a.1 List of names of the service technicians with resume.</p> <p>a.2 List of service centers' locations, contact persons and telephone numbers.</p> <p>a.3 List of local parts center/depot/reseller for the mentioned areas with complete address and contact details where spare parts will be available.</p>
<p>b. Service for repair /replacement of parts.</p> <p>c. Four (4) years warranty</p> <p>d. Bidder must be an authorized dealer of the product/brand.</p> <p>e. Contact details of the supplier on the units.</p> <p>f. Compatibility</p> <p>g. All units must be brand new.</p>	<p>b.1 Repair/replacement of parts must be accomplished within 48 hours upon.</p> <p>b.2 The service for repair must be done onsite.</p> <p>c.1. All parts of the multi-function printer must be covered by the warranty except consumables and under the following conditions: damages caused by fire, earthquake, flood, spilling of food and drinks, roof leakage, civil disturbance, and accidental dropping of the unit. And shall commence upon delivery of the unit at LBP warehouse.</p> <p>d.1. Certification from the Manufacturer that the bidder is an authorized dealer of the product/brand.</p> <p>e.1. Each equipment must have a <b>Sticker</b> containing the contact number of the supplier for the repair or any issues concerning the unit.</p> <p>f. Should be compatible with existing <b>Digital On-Boarding Systems (DOBS)</b> of the Bank. "Plug and Play", after installation of the Driver.</p>

Prepared by:

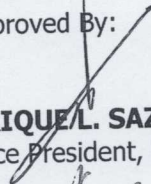
  
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Revised Annex D-8