



LANDBANK

SERVING THE NATION

SUPPLEMENTAL/BID BULLETIN NO. 1
For LBP-HOBAC-ITB-GS-20220907-01

PROJECT : **Generator Sets for the following LANDBANK Offices:**

Lot 1 - Baguio Corporate Center

Lot 2 - Digos Branch

Lot 3 - Cotabato Branch

Lot 4 - Calapan Branch

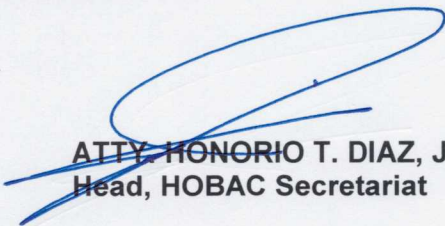
IMPLEMENTOR : **HOBAC Secretariat Unit**

DATE : **November 10, 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 Bill of Quantities (Annex E-4), Schedule of Prices for Goods Offered from within the Philippines and Abroad (Form No. 2), Schedule of Requirements (Section VI) and Checklist of Bidding Documents (Item 11 of Technical Documents and Item 2 of the Financial Component) have been revised. Please see attached revised Annex E-4, Form No. 2 and specific sections of the Bidding Documents.
- 3) The submission and opening of bids is re-scheduled on **November 25, 2022** at 10:00 A.M. through videoconferencing using Microsoft (MS) Teams.


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

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	Delivered, Weeks/Months
1	Generator Sets for Four (4) LANDBANK Offices LANDBANK Baguio Corporate Center	See attached Bill of Quantities (Annex E-1)	Within ninety (90) calendar days upon receipt of Notice to Proceed (NTP) and Advice from LANDBANK Project Management and Engineering Department (PMED) as to availability of project site.
2	LANDBANK Digos Branch	See attached Bill of Quantities (Annex E-2)	Within sixty (60) calendar days upon receipt of NTP and Advice from LANDBANK PMED as to availability of project site.
3	LANDBANK Cotabato Branch	See attached Bill of Quantities (Annex E-3)	Within sixty (60) calendar days upon receipt of NTP and Advice from LANDBANK PMED as to availability of project site.
4	LANDBANK Calapan Branch	See attached Bill of Quantities (Revised Annex E-4)	Within forty five (45) calendar days upon receipt of NTP and Advice from LANDBANK PMED as to availability of project site.

Delivery Sites and Contact Persons:

1. LANDBANK Baguio Corporate Center
No. 85, Harrison Road, Baguio City
Ms. Liza J. Melendez
(074) 443-4082; 442-2710
2. LANDBANK Digos Branch
LANDBANK Building, Rizal Avenue corner Estrada Street, Digos, Davao del Sur
Mr. Jojo S. Alcover
(082) 272-1995
3. LANDBANK Cotabato Branch
SK Pendutan Avenue, Poblacion 5, Cotabato City
Mr. Abdulkadil A. Alabat
(064) 421-4905; 421-1707
4. LANDBANK Calapan Branch
Filipiniana Complex, Barangay Sto. Niño, Calapan, Oriental, Mindoro
(043) 288-2470

Implementing Unit:

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

Contact Nos.:

8-522-0000 locals 2256, 2349 and 2250

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. _____ Page ___ of ___

1 Item	2 Description	3 Country of Origin	4 Quantity	5 Unit Price (EXW)	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	Generator Sets for Four (4) LANDBANK Offices	_____	One (1) Lot Refer to the Bill of Quantities (Annexes E-1 to Revised E-4) for detailed breakdown of components and the Contract Price	P N/A _____	P N/A _____	P N/A _____	P N/A _____	P N/A _____	P N/A _____

Note: Duly accomplished Bill of Quantities (Annexes E-1 to Revised E-4) shall be submitted. Non-submission of this document may be a ground for a "Failed" rating of the bid.

Please credit payment to:

_____ Name of Bidder
 _____ Signature over Printed Name of Authorized Representative
 _____ Position
 _____ Account Name:
 _____ Account Number:
 _____ LBP Branch:

Form No. 2

SCHEDULE OF PRICES
For Goods Offered from Abroad

Name of Bidder _____ Project ID No. _____ Page ___ of ___

1 Item	2 Description	3 Country of Origin	4 Quantity	5 Unit Price* CIF port of entry (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	Generator Sets for Four (4) LANDBANK Offices		One (1) Lot Refer to the Bill of Quantities (Annexes E-1 to Revised E-4) for detailed breakdown of components and the Contract Price	P N/A	P N/A	P N/A	P N/A	P N/A	P N/A

Note: Duly accomplished Bill of Quantities (Annexes E-1 to Revised E-4) shall be submitted. Non-submission of this document may be a ground for a "Failed" rating of the bid.

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.
 - **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. 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. Copy of Purchase Orders, contracts or other related documents to prove that the offered brand of Generator Set is being sold by the supplier in the Philippine market for at least five (5) years.
 15. List of at least five (5) different institutional clients with addresses, contact persons and contact details including Certificates of Completion/ Acceptance for the brand being offered.
 16. Certification that the supplier has the following requirements:
 - a. In-house/manufacture electrical and mechanical shop;
 - b. In-house/manufacture load bank (from 5 kW to 50 kW);
 - c. Parts inventory for consumables and emergency repair/major overhauling;
 - d. 24 hours service crew for emergency repair
 17. List of at least two (2) highly-trained technicians (regular employees) with their respective Curricula Vitae and Certificate of Employment.
 18. List of at least two (2) Service Centers with complete addresses and contact details, within the province of the project site.
 19. 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.
 20. Brochure or other official documents coming from the manufacturer indicating the specifications of the product being offered.
 21. Print-out of the specifications of the offered product posted in the manufacturer's website showing the URL (web address).
 22. Certification from the following, whichever is available:
 - Bureau of Product Standards (PS)
 - Underwriters Laboratories (UL)
 - Conformance European (CE)
 - ISO Certification

- **Post-Qualification Documents/Requirements – [The bidder may submit the following documents/requirements within five (5) calendar days after receipt of Notice of Post-Qualification]:**
 23. 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.
 24. Latest Income Tax Return filed manually or through EFPS.
 25. Original copy of Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission).
 26. Original copy of duly notarized Omnibus Sworn Statement (OSS) (sample form - Form No.6).
 27. 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. Dully filled out Bill of Quantities Form (Annexes E-1 to E-4) signed by the Bidder's authorized representative.

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: Generator Set for LANDBANK Calapan Branch
Location: Filipiniana Complex, Barangay Sto. Niño, Calapan, Oriental Mindoro

Item No.	Item Description	Qty.	Unit	Unit Cost	Total Cost
1	100 KVA, Single Phase, 80% p.f, 1800RPM, 240VAC Diesel Generating Unit	1.00	set	P _____	P _____
2	Installation, Testing and Commissioning	1.00	lot	_____	_____
3	Dismantling of Existing Unit	1.00	lot	_____	_____
4	Health and Safety Requirements (Antigen Test)	1.00	lot	_____	_____
5	Delivery Cost	1.00	lot	_____	_____
Total Cost (Inclusive of VAT)					P _____

Notes: 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.

For Health and Safety requirements, if same is not required by the LGU and/or End-user, the cost shall be deducted from the contract/PO. However, if required by the LGU and/or End-user, the Supplier shall submit result of Antigen test.

Name of the Supplier

Signature Over Printed Name of Authorized Representative

Position

Date

Revised E-4