



LANDBANK

SERVING THE NATION

SUPPLEMENTAL/BID BULLETIN NO. 1
For LBP-HOBAC-ITB-CW-20220929-01(2)

PROJECT : **Replacement of Windbreakers at the 35th Floor, LANDBANK Plaza Headquarters, Malate, Manila**

IMPLEMENTOR : **HOBAC Secretariat Unit**

DATE : **January 13, 2023**

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-6), Specifications (Section VI), Bill of Quantities (Section VIII and Annex F), Checklist of Bidding Documents (Items 10 and 12 of the Technical Documents, Items 15 and 16 of Other Documents to Support Compliance with Technical Requirements, and Item 2 of Financial Component) have been revised. Please see attached revised Annexes D-1 to D-6 and F, and specific sections of the Bidding Documents.
- 3) Responses to Bidder's Queries (Annex G).


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

Section VI. Specifications

Name of Projects	Work Completion (Number of calendar days to start upon receipt of Notice to Proceed)								
<p>Replacement of Windbreakers at the 35th Floor, LANDBANK Plaza Headquarters, Malate, Manila</p> <p>Scope of works, working drawings and other requirements are stated in the following annexes:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 30%;">Annexes D-1 to D-6</th> <th>Revised Terms of Reference</th> </tr> </thead> <tbody> <tr> <td>Annex D-3</td> <td>Work Experience and Equipment Requirements</td> </tr> <tr> <td>Annexes E-1 to E-3</td> <td>Detailed Drawings</td> </tr> <tr> <td>Annex F</td> <td>Revised Bill of Quantities</td> </tr> </tbody> </table> <p>The documentary requirements enumerated in the Revised Section IV (Submittals) and Section V (Contractor Qualification Requirement) of the Terms of Reference in Annex D shall be submitted in support of the compliance of the Bid to the technical specifications and other requirements.</p> <p>Non-submission of the above documents may result in the post-disqualification of the bidder.</p>	Annexes D-1 to D-6	Revised Terms of Reference	Annex D-3	Work Experience and Equipment Requirements	Annexes E-1 to E-3	Detailed Drawings	Annex F	Revised Bill of Quantities	<p>One Hundred Twenty (120) calendar days</p>
Annexes D-1 to D-6	Revised Terms of Reference								
Annex D-3	Work Experience and Equipment Requirements								
Annexes E-1 to E-3	Detailed Drawings								
Annex F	Revised Bill of Quantities								

Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Section VIII. Bill of Quantities

Name of Project: Replacement of Windbreakers at the 35th Floor, LANDBANK Plaza Headquarters, Malate, Manila	
Annex F	Revised Bill of Quantities

Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Checklist of Bidding Documents for Procurement of Infrastructure Projects

The documents for each component should be arranged as per this Checklist. Kindly provide guides or dividers with appropriate labels.

Eligibility and Technical Component (PDF)

- 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 in case of a corporation, partnership, or cooperative; 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 No. 7).

- 3. Statement of the prospective bidder of all its ongoing government and private contract, 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. 3).

- 4. Statement of the prospective bidder identifying its Single Largest Completed Contract (SLCC) similar to the contract to be bid. The statement shall include all information required in the PBDs prescribed by the GPPB (sample form – Form No. 4)

- include all information required in the PBDs prescribed by the GPPB;

- the statement shall be supported by the Owner’s Certificate of Acceptance (OCA) issued by the owner other than the contractor (refer to the Note in Form No. 4 for the required information to be indicated in OCA) or Contractors Performance Evaluation System (CPES) Rating, which must be satisfactory. For contracts with the private sector, an equivalent document shall be submitted.

- 5. Valid Philippine Contractors Accreditation Board (PCAB) License or Special PCAB License in case of Joint Venture and registration for the type and cost of the contract for this Project

Financial Eligibility Documents

6. 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.
7. The prospective bidder's computation for its Net Financial Contracting Capacity (sample form No. 5)

○ **Eligibility Documents - Class "B"**

8. Duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence or 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. 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, provided, that the partner responsible to submit the NFCC shall likewise submit the statement of all its ongoing contracts and Audited Financial Statements.

○ **Technical Documents**

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

10. Section VI – Revised Specifications with conformity of bidder.

11. Section VII – Drawings with conformity of bidder.

12. Section VIII – Revised Bill of Quantities

13. Project Requirements, which shall include the following:

- a. Organizational chart for the contract to be bid.
- b. List of contractor's key personnel to be assigned to the contract to be bid with the following supporting documents:
 - Curriculum Vitae
 - Certified photo copy of Professional Regulation Commission (PRC) ID of PRC Board Certificate
 - Employment Certificate
- c. Safety and Health Officer Certificate of Training in BOSH and COSH.

- d. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be (Annex D-3).

14. 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 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)].**

15. List of contractor's key personnel to be assigned to the project with the following supporting documents:

- **Civil Engineer:**
 - Curriculum Vitae
 - Certified copy of Professional Regulation Commission (PRC) ID or PRC Board Certificate
 - Employment Certificate
- **Safety and Health Officer – Certificate of Training in BOSH and COSH**
- **Welder – SMAW NC I Certificate and Certificate of Employment**
- **Foreman – SMAW NC II Certificate and Certificate of Employment**

16. List of contractor's key equipment.

17. Documents of at least one (1) completed project related to the installation of aluminum composite panels for buildings (e.g. Contracts, Purchase Orders, Official Receipts, etc.).

18. Certificate of Satisfactory Performance from at least two (2) previous clients/customers.

19. Certificate of Inspection issued by LANDBANK FMD.

20. Copy of PCAB License with a minimum Size Range of Small A, License Category C & D and specialization category of GB-1 Category C & D valid within the duration of the project and by the time of submission of bid/proposal.

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

21. 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
22. Latest Income Tax Return filed manually or through eFPS
23. Manpower Schedule
24. Construction Method
25. Equipment Utilization Schedule
26. PERT/CPM or other acceptable tools of project scheduling
27. Construction Schedule and S-curve
28. Original copy of Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission).
29. Original copy of duly notarized Omnibus Sworn Statement (OSS) (sample form - Form No.6).
30. 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 Component (PDF File)

- **The Financial Component shall contain documents sequentially arranged as follows:**
 1. Duly filled out Financial Bid Form signed by the bidder's authorized representative (sample form – Form No. 1)
 2. Duly signed Bid Prices in the **Revised Bill of Quantities**
 3. Detailed estimates, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid
 4. Cash flow by quarter or payment schedule

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.

TERMS OF REFERENCE**I. Project Description:**

One (1) Lot – Supply, Delivery and Installation (SDI) including technical supervision, labor, materials and equipment for the Proposed Replacement of Windbreakers at the 35th floor, LANDBANK Plaza Headquarters, Malate, Manila

II. Objective:

The building's windbreaker is made of steel frames and Aluminum Composite Panel (ACP). Inspections were conducted by a structural consultant; the inspection revealed that the windbreaker panels are inadequately designed to resist winds up to 350kph, as evident on the damages observed. Restoration and replacement of the existing Windbreaker is necessary to ensure safety while providing aesthetics for the building.

III. Project Details:**1. Scope of Works**

- a. Perform survey/ocular inspection to verify actual site condition for the needed details and scope of works required in the implementation of the project.
- b. Mobilization
- c. Hauling of materials from Ground floor to 35th Floor.
- d. Installation of board-up at work areas but not limited to the following, safety nets, riggings and cordoning, if necessary.
- e. Dismantling/Demolition Works:
 - i. Installation of Scaffoldings.
 - ii. Dismantling of existing aluminum composite panels under the supervision of safety officer at all times.
 - iii. Dismantling and removal of existing steel frames.
- f. Steel Works :
 - i. Rehabilitation, removal of rust and painting of the existing steel structure that is bolted to the concrete.
 - ii. Fabrication/installation and welding on site of new 6m length **G.I.** angle bars (25mm x 25mm x 5mm Thk., 50mm x 50mm x 6mm Thk. and 75mm x 75mm x 6mm) for the supports and steel frame of the Windbreakers.
 - iii. Installation of new Aluminum composite panels (ACP).

CLASS D

- g. Paint Works:
 - i. Application of one (1) coat of epoxy primer and two (2) coats of QDE enamel finish (Color: Silver) on the exposed metal surfaces.
- h. Cleaning/hauling works (Note: All dismantled materials on site shall be turned over to FMD-PSO for safekeeping. However, all waste material/debris to be pulled out by the contractor, with the recommendation of FMD Engineer-in-Charge of the project, shall be properly documented and approved (i.e. PTS, waste material report, etc.).
- i. Disposal of debris/waste certified by FMD shall be at the expense of the contractor.
- j. Joint Inspection and punch listing/rectification on completed works shall be undertaken once the project is 90% complete.
- k. Turn-over and acceptance of project.
- l. Demobilization

2. Project Duration

One Hundred Twenty Days (120) calendar days reckon from the date receipt of the Notice to Proceed (NTP).

Note: A pre-construction meeting shall be conducted prior to the start of the project.

IV. Submittals:

Particulars	Description	Submission Period
Contractor's General Liability Insurance (CGLI) and Contractor's All Risk Insurance (CARI)	Full CGLI and CARI coverage for the entire duration of the project.	Upon receipt of Notice to Proceed or before actual implementation of project.

CLASS D

<p>List of Contractor's Key Personnel:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Position</th> <th style="width: 70%;">Years of Experience</th> </tr> <tr> <th></th> <th>Relative Experience</th> </tr> </thead> <tbody> <tr> <td>Project/Civil Engineer</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Safety and Health Officer</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Foreman</td> <td style="text-align: center;">8</td> </tr> <tr> <td>Welder</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Scaffold Erector</td> <td style="text-align: center;">5</td> </tr> </tbody> </table>	Position	Years of Experience		Relative Experience	Project/Civil Engineer	5	Safety and Health Officer	5	Foreman	8	Welder	5	Scaffold Erector	5	<ul style="list-style-type: none"> • List of key personnel assigned for the project (Civil Engineer) with the following documents: <ul style="list-style-type: none"> ○ Curriculum Vitae ○ Certified copy of Professional Regulation Commission (PRC) ID or PRC Board Certificate ○ Employment Certificate • Safety and Health Officer-Certificate of training in BOSH and COSH • Welder - SMAW NC I certificate and certificate of employment. • Foreman - SMAW NC II certificate and certificate of employment. 	<p>Upon submission of bid proposal (part of Eligibility and Technical Component)</p>
Position	Years of Experience															
	Relative Experience															
Project/Civil Engineer	5															
Safety and Health Officer	5															
Foreman	8															
Welder	5															
Scaffold Erector	5															
<p>List of Contractor's Key Equipment:</p> <ul style="list-style-type: none"> - Welding Machine - Drilling Machine - Lifting Equipment - Grinding machine - Portable Plasma Cutting Machine 		<p>Upon submission of bid proposal (part of Eligibility and Technical Component)</p>														
<p>Warranty Certificate</p>	<p>Two (2) years on supplied materials and against overall faulty workmanship effective upon turn-over & final acceptance.</p>	<p>Upon project turn-over and acceptance</p>														
<p>As-built Plans</p>	<p>Duly signed and sealed as-built plans in hard (blueprint) and digitized copy.</p>	<p>Upon project turn-over and acceptance.</p>														
<p>Clearances / Permits</p>	<p>Clearances / permits as may be required by government agencies relative to the project.</p>	<p>Prior to implementation of the project.</p>														

V. Contractor Qualification Requirement:

Qualification requirement	Documentary requirement
1. Must be a registered contractor engaged in the services for installation of exterior aluminum composite panel of buildings or any vertical structure with a minimum of five (5) years active experience.	Submission of related project documents (e.g. previous/present contracts, Purchase Orders, Official receipt, etc.) of at least one (1) project completed in installation of aluminum composite panels for buildings.
2. Must be satisfactorily rated by at least two (2) previous clients/customers.	Certificates of Satisfactory Performance from each of the previous clients/customers.
3. Must conduct pre-inspection, verification and over-all project assessment seven (7) calendar days prior to opening of bid.	Certificate of Inspection issued by LANDBANK-FMD
4. Must have a PCAB License with a minimum Size Range of Small B, License Category C & D and specializations category listed below: <ul style="list-style-type: none"> • GB-1 Category C & D 	PCAB license valid (not expired) within the project duration of the project and by the time of submission of bid/proposal to Procurement Department.

VI. Manner of Payment:

1. All payments shall be subject to LANDBANK's standard accounting and auditing rules and regulation.

VII. Terms and Conditions:

1. All installations shall be based on the FMD-provided plan and specifications/details. Any changes in the plan shall be coordinated with FMD for approval prior to any implementation.
2. The contractor/supplier/service provider shall:
 - a. Ensure no old steel frame materials and aluminum composite panel shall be re-used for the project.

CLASS D

- b. Coordinate with FMD for schedules and project briefing. Work authorization permit must be secured from FMD prior to any mobilization. Work schedule is from 8:00 AM to 5:00PM from Monday to Sunday (including holiday), provided it will not cause any disruption in the operation of the Bank, otherwise, work schedules shall be adjusted accordingly.
- c. Deploy competent technicians/workers with vast experience and expertise in the entire undertaking and implementation of the project.
- d. Provide its workers with the required personal protective equipment (PPE) and appropriate tools in the implementation of the project in compliance with the Environmental Management System (EMS) Program of the Bank in accordance with the requirement of ISO 14000.
- e. Be liable and solely responsible for any harm, damage and injury that may be incurred or suffered by its own crew/workers or any person during implementation of the project and to any damage to the Bank's property arising from the acts whether partial, contributory or due entirely to the fault, negligence and/or dishonesty of its workers in the course of their duties.
- f. Maintain cleanliness at all times. It shall be responsible for the collection and proper disposal - outside of the Bank premises, of all waste materials resulting from any activity related to the implementation of the project, in compliance with the Bank's Environmental Management System (EMS) Program and the requirements of the covering policies, rules and regulations of the Department of Environment and Natural Resources (DENR) and the Environmental Management Bureau (EMB).
- g. Be bounded by and shall strictly observe the existing rules and regulations with regards to the standard security policies and procedures while inside the Bank's premises.

CLASS D

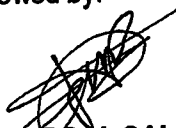
VIII. Contacts Persons:

For further information, you may get in touch with any of the undersigned at Tel Nos. (02) 522-000 locals 7360, 2323, 2196 and 8442.

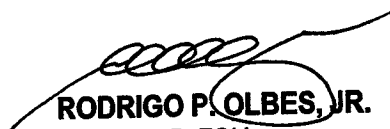
Prepared by:


BRYAN NATHANIEL Y. CAULAN
Engineer, FAD, FMD-FSU


Reviewed by:


EDGARBO V. CALDERON
DC, FAD, FMD-FSU

Endorsed by:


RODRIGO P. OLBES, JR.
ADM, FMD-FSU

Approved by:


RAMON M. REMILLANO
AVP, FMD

PROJECT : Proposed Replacement of the 35th Floor Windbreakers
LOCATION : LANDBANK PLAZA

BILL OF QUANTITIES

ITEM / SCOPE OF WORKS					
		Qty.	Unit	Unit Cost	Total Cost
I. CIVIL / ARCHITECTURAL WORKS					
A. GENERAL REQUIREMENTS					
1.0	Temporary Facilities and Utilities	1.00	lot		
Sub-total					
B. DISMANTLING/DEMOLITION WORKS					
1.0	Installation of the ff:				
	a. Scaffoldings	1.00	lot		
	b. Safety nets and safety harness	100.00	ln.m.		
2.0	Dismantling				
	a. Aluminum Composite Panels including the Steel Frame	1.00	set		
Sub-total					
C. STEEL WORKS/INSTALLATION WORKS					
1.0	Fabrication and Installation of 6mm-thk Aluminum Composite Panel (ACP) for the Windbreakers with the following accessories per approved plan	900.00	sq.m.		
	a. 25mm x 25mm x 5mm Thk. G.I. angle bar - 6m Length (A36)				
	b. 50mm x 50mm x 6mm Thk. G.I. angle bar - 6m Length (A36)				
	c. 75mm x 75mm x 6mm Thk. G.I. angle bar - 6m Length (A36)				
	d. Backer Rod with Structural Silicon Sealant				
	e. 4.0mm THK. Aluminum Composite Panels (ACP)				
	f. Polyurethane Liquid Expanding foam				
	g. Welding rod , NSS-361L				
	h. Portable Plasma Cutting Machine				
	i. 20mm-dia bolts with nuts and washers				
	j. 3/16mm x 75mm Metal Screws				
Sub-total					
D. PAINTING WORKS					
1.0	Removal of rust and existing painting of steel structure that is bolted to the concrete	1.00	lot		
2.0	Painting of steel bracket/structure that is bolted to the concrete is bolted to the concrete	120.00	sq.m.		
	a. Sandpaper #100				
	b. Application of Epoxy Primer & QDE (Black)				
	c. Paint Thinner				
	d. Paint Brush #2				
	e. Steel Brush				
	f. Other supplies				
Sub-total					
II. PERMITS					
1.0	Permit				
	a. Building Permit	1.00	lot		
	b. Brgy. Clearance	1.00	lot		
	c. Zoning Permit	1.00	lot		
	d. BFP Clearance	1.00	lot		
	e. Sign Permit	1.00	lot		
2.0	Occupancy permit				
	a. Certificate of Occupancy	1.00	lot		
	b. Fire Code Fee	1.00	lot		
	c. Fire Safety Inspection Certificate	1.00	lot		
Sub-total					
TOTAL					

Note: The Bidder shall fill in rates and prices for all items of the Bill of Quantities. Bids not addressing or 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 a "0" (zero) for the said item would mean that it is being offered for free.

Name of Contractor/Bidder

Signature Over Printed Name of Authorized Representative

Project Identification Number	LBP-HOBAC- ITB-CW-20220929-01(2)
Project Name	Replacement of Windbreakers at 35 th Floor, LANDBANK Plaza, Headquarters, Malate, Manila
Subject	Responses to Bidder's Queries/Clarifications

ITEM NO.	PORTION OF BIDDING DOCUMENTS	QUERIES AND/OR SUGGESTIONS	LANDBANK'S RESPONSES
1.	TOR (Section III.1.f. Steel Works)	<p>ACP thickness: 4mm is the std available locally. 6mm is available on indent purchase</p> <p>3x3x6mm stainless structural bracing to 3x3x6mm BI or GI angle bars instead</p> <p>1x1x5mm stainless angle bar framing to 1x1x4mm BI or GI angle bar</p>	<p>Adopt 4mm thick ACP, since it is the one available locally/commercially.</p> <p>75x75x6mm GI angle bar shall be used for the project.</p> <p>25x25x5mm GI angle bar shall be used for the project.</p>
1.	TOR (Section IV. Submittals)	I would like to clarify the List of Contractor's Key Personnel stated in your bidding documents posted on PhilGeps Under Annexes CLASS D if Carpenter is one of the required personnel.	Carpenters are not included in the List of key personnel.

ANNEX G