



LANDBANK

SERVING
THE NATION

**SUPPLEMENTAL/BID BULLETIN NO. 1
For LBP-HOBAC-ITB-GS-20230322-03**

PROJECT : 100,000 Pieces LANDBANK White Round Neck Shirt
IMPLEMENTOR : HOBAC Secretariat Unit
DATE : May 5, 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-4), Schedule of Requirements (Section VI), Technical Specifications (Section VII) and Checklist of Bidding Documents (Item Nos. 11 & 12 of Technical Component) have been revised. Please see attached revised Annexes D-1 to D-4 and specific sections of the Bidding Documents.
- 3) Responses to bidder's queries/clarifications per Annexes F.


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

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.

Description	Quantity	Delivered, Weeks/Months
LANDBANK White Round Neck Shirt	100,000 pieces	See Delivery Schedule per attached Revised Annexes D-2 & D-3
<p>Contact Person: MS. DARLENE B. CRISTOBAL Telephone No. 8522-0000 loc. 2686 Email: darlenebarcelon12@gmail.com</p>		

Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Technical Specifications

Specification	Statement of Compliance
	<p style="text-align: center;">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>
<p style="text-align: center;">100,000 pcs. LANDBANK White Round Neck T-shirt</p> <p>Terms of Reference per attached Revised Annexes D-1 to D-4.</p> <p>The Lowest Calculated Bidder must submit the following within seven (7) calendar days from the date of bidding:</p> <ul style="list-style-type: none"> a. Four (4) actual samples (2 pcs. Medium and 2 pcs. Large) with printed design; and b. PTRI Test Result for the samples. <p>Non-submission of the above documents may result in the post-disqualification of the bidder.</p>	<p>Please state here either “Comply” or “Not Comply”</p>

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Conforme:

Name of Bidder

Signature over Printed Name of
Authorized Representative

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, if applicable.

○ **Technical Documents**

10. Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission).
11. **Section VI – Revised Schedule of Requirements with signature of bidder's authorized representative.**
12. **Section VII – Revised 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 Components) 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.*

○ **Post-bidding Documents/Requirements – [The Lowest Calculated Bidder must submit the following documents/requirements within seven (7) calendar days from the date of bidding]:**

14. Four (4) actual samples (2 pcs. Medium and 2 pcs. Large)
15. PTRI Test Result for the samples.

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

1. Business Tax Returns per Revenue Regulations 3-2005 (BIR No.2550 Q) VAT or Percentage Tax Returns for the last two (2) quarters filed manually or through EFPS.
2. Latest Income Tax Return filed manually or through EFPS.
3. Original copy of Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission).
4. Original copy of duly notarized Omnibus Sworn Statement (OSS) (sample form - Form No.6).

5. Duly notarized Secretary's Certificate designating the authorized signatory in the Contract Agreement if the same is other than the bidder's authorized signatory in the bidding (sample form – Form No. 7).

Financial Component (PDF File)

- **The Financial Component shall contain the 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.

LANDBANK WHITE ROUND NECK T-SHIRT 2023

Specifications:

Material	:	CVC Comb Cotton 60% cotton (+/- 2% tolerance) 40% polyester (+/- 2% tolerance) 20 counts (+/- 1 tolerance) 44 spi (+/- 2 tolerance)
Make	:	round neck white t-shirt with $\frac{3}{4}$ " – 1" neck rib double edge sewing at the hemline and sleeves
Size	:	large – 21" x 29" (20" x 28" tolerance) medium – 20" x 28" (19" x 27" tolerance)
Sleeves	:	large – 8 1/2" with 1" folded hem medium – 8 1/4" with 1" folded hem
Neck back width	:	7"
Neck drop	:	3 1/2"
Printing	:	Silkscreen
Quantity	:	100,000 pieces (50,000 pcs. – large; 50,000 pcs.- medium)
Packaging	:	10 pieces per plastic pack (individually folded) 10 packs per huge transparent plastic bag

Note:

1. The samples must be PTRI-tested (c/o supplier) and compliant to the approved specifications. The supplier should submit four actual samples (2pcs Medium and 2pcs. Large) with printed design and PTRI test results within seven (7) calendar days from the date of bidding.
2. The submitted compliant samples will be signed-off by both the supplier and the end-user. One sample per size will be returned to the supplier while the other one will be retained by the end-user.
3. Random sampling of t-shirt from each batch of deliveries will be subject to PTRI testing at the expense of the Bank.
4. Any damaged or defective items should be immediately replaced by the supplier. Otherwise corresponding cost will be deducted from the final payment.

LANDBANK WHITE ROUND NECK T-SHIRT 2023

Timetable

Delivery Period	Breakdown (Estimate)
45 calendar days after receipt of NTP	> 1st Partial delivery – 40,000 pcs. For Visayas and Mindanao branches and lending centers
30 calendar days after 1 st partial delivery	> 2nd Partial delivery – 60,000 pcs. For Luzon branches and lending centers For NCR branches and head office units
	Grand Total 100,000 pcs.

NOTE:

1. Any additional packaging to be prescribed by the Bank's official courier shall also be applied. The corresponding cost should be shouldered by the supplier.
2. The items shall be delivered to the warehouse of the Bank's official courier or designated Bank units within the delivery period indicated in the timetable.

CCED will provide the schedule of delivery. Manner of delivery as follows:

- For Mindanao, Visayas and field units located in island provinces such as Basco Branch, Brooke's Point Branch, Coron Branch, Masbate Branch, Virac Branch, etc., the supplier will deliver the items to the warehouse of the Bank's official courier.
- CCED to advise the supplier which field units in Luzon will pick up from the supplier's warehouse and which will be sent thru the Bank's official courier.
- For NCR field units, the supplier will deliver directly to the following:

I. North NCR Branches

1. Office of the Group Head	19 th floor, LANDBANK Plaza 1598 M. H. del Pilar cor. Dr. J. Quintos Sts., Malate, Manila
2. Cluster A	LANDBANK Quezon City Hall Branch CTO West Wing Annex Building, Quezon City Hall Compound, Quezon City

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3. Cluster B	LANDBANK U.N. Ave. Branch Mezzanine Floor, Victoria Bldg. cor. L. M. Guerrero St., Ermita, Manila
4. Cluster C	LANDBANK Elliptical Road Branch LANDBANK Bldg., DA-BSWM Compound, Elliptical Road, Diliman, Quezon City
5. Cluster D	LANDBANK Quezon Avenue Branch No. 60 AGS Plaza, Quezon Avenue Quezon City

II. South NCR Branches

1. Office of the Group Head	Office of the Group Head, South NCR Branches Group, Robinsons Summit Center, Ayala Avenue, Makati City
2. Cluster A	LANDBANK Makati Business Center G/F Ayala Robinsons Summit Center Ayala Ave., Makati City
3. Cluster B	LANDBANK Pasig Capitol Branch No. 88 JS Gaisano Building, Shaw Blvd., Pasig City
4. Cluster C	LANDBANK Baclaran Branch LANDBANK Bldg., 714 Roxas Blvd. Baclaran, Parañaque City

- For head office-based units, the supplier will deliver at the 24th floor (c/o Corporate Communications and Events Department) or other designated floors.

LANDBANK 2023 White T-Shirt Design



Brand specification:

- 1 LANDBANK Logo and STN Typography
Dimension (H x W): 157mm x 254mm



- 2 LANDBANK Horizontal Logo
Dimension (H x W): 22mm x 162mm



Print color:

- CMYK = 80,0,100,0 | Pantone 355 C
- CMYK = 0,25,81,0 | Pantone 130 C

RESPONSES TO BIDDER'S QUERIES AND/OR SUGGESTIONS

DATE	May 4, 2023
PROJECT IDENTIFICATION NO.	ITB-GS-20230322-03
PROJECT NAME	100,000 Pcs. LANDBANK White Round Neck T-Shirt
PROPONENT UNIT/TECHNICAL WORKING GROUP	CCED-CEMU

ITEM NO.	PORTION OF BIDDING DOCUMENTS	QUERIES AND/OR SUGGESTIONS	LANDBANK's RESPONSES
1	Timetable of Delivery	Additional 30 calendar days for the 2 nd tranche	No changes on the delivery schedule
2	Addresses of Cluster offices for NCR (Timetable of delivery)		Number and addresses of clusters have changed; Please see the attached revised Annex

ANNEX F