



LANDBANK

SERVING
THE NATION

SUPPLEMENTAL/BID BULLETIN NO. 4
For LBP-HOBAC-ITB-GS-20221026-01(3)

PROJECT : **Three (3) Units 100HP Transfer Pump Assembly and Three (3) Units Variable Frequency Drive**

IMPLEMENTOR : **HOBAC Secretariat Unit**

DATE : **May 12, 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), Technical Specifications (Section VII), and Checklist of Bidding Documents [Item No. 12 of Technical Document and Other Documents to Support Compliance with Technical Specifications (Item Nos. 15 & 16)] have been revised. Please see attached revised Annexes D-1 to D-6 and specific sections of the Bidding Documents.
- 3) The submission and opening of bids is re-scheduled on May 19, 2023 at 10:00 A.M. through videoconferencing using Microsoft (MS) Teams.


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

Technical Specifications

Specifications	Statement of Compliance								
<table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th style="width: 20%; text-align: center; padding: 5px;">Quantity</th> <th style="text-align: center; padding: 5px;">Description</th> </tr> </thead> <tbody> <tr> <td style="text-align: center; padding: 5px;">3 units</td> <td style="padding: 5px;">100HP Transfer Pump Assembly</td> </tr> <tr> <td style="text-align: center; padding: 5px;">3 units</td> <td style="padding: 5px;">Variable Frequency Drive</td> </tr> <tr> <td style="text-align: center; padding: 5px;">1 lot</td> <td style="padding: 5px;">Dismantling, installation, materials and other consumables cost</td> </tr> </tbody> </table> <p>1. Scope of works, minimum specifications and other requirements per attached Revised Terms of Reference (TOR) - Annexes D-1 to D-6.</p> <p>2. The documentary requirements enumerated under Section III.D and Section IV of the TOR shall be submitted in support of the compliance of the Bid to the technical specifications and other requirements</p>	Quantity	Description	3 units	100HP Transfer Pump Assembly	3 units	Variable Frequency Drive	1 lot	Dismantling, installation, materials and other consumables cost	<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; margin-top: 20px;">Please state here either “Comply” or “Not Comply”</p>
Quantity	Description								
3 units	100HP Transfer Pump Assembly								
3 units	Variable Frequency Drive								
1 lot	Dismantling, installation, materials and other consumables cost								

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

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. Section VI – 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 envelope (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.

- **Other Documents to Support Compliance with Technical Specifications [must be submitted inside the first bid envelope (Eligibility and Technical Component)]**
14. Certificate of Inspection issued by the LANDBANK – Facilities Management Department.
 15. **Copy of five (5) purchase orders, contract agreement, sales invoice, billing statement, notice of award or notice to proceed to prove that the bidder has a minimum experience of five (5) years in the sales, design, fabrication and installation of transfer pumps.**
 16. **Copy of two (2) purchase orders, contract agreement, sales invoice, billing statement, notice of award or notice to proceed to prove that the bidder has a minimum experience of five (5) years in the sales, design, fabrication and installation of variable frequency drive.**
 17. Copies of employment certificate and corresponding license/competency certificate of the Electrical Engineer, Mechanical Engineer, Project Supervisor, Assistant Supervisor and Safety Officer.
 18. List of at least five (5) regular employed technicians with their respective curriculum vitae, certificate of employment and license.
 19. At least two (2) Certificates of Satisfactory Performance issued by at least three (3) major clients (e.g., BPOs, hospitals, banks, commercial establishments, condo, malls, government offices) using the brand being offered.
 20. Brochure or other official documents coming from the manufacturer indicating the technical specifications of the product being offered.
 21. Print-out Homepage of the manufacturer's website showing the URL (web address).
 22. Certification issued by the bidder 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.
 23. Certification from the following, whichever is available:
 - Underwriters Laboratories (UL)
 - Conformance European (CE)
 - ISO Certification
 24. 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.

○ **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 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.

TERMS OF REFERENCE

I. Name and Description of the Project:

One (1) lot Supply, Delivery and Installation of three (3) units brand new 100hp Transfer Pump- Motor Assembly and installation of three (3) units Variable Frequency Drive (VFD) for the supply of domestic water in the building located at pump room, basement, LANDBANK Plaza, Malate, Manila including the supply of technical expertise, labor, tools, materials and equipment.

II. Objectives of the Project:

- To replace the worn-out three (3) units 100hp Transfer Pump Assembly
- To ensure the continuous domestic water supply in LANDBANK Plaza Building
- To comply with The Energy Efficiency and Conservation Act (Republic Act No. 11285) specifically the use of VFD to reduce energy consumption during the operation of the pumps.
- To prevent water hammering after the refilling of domestic water which may cause damage of the parts of the pump

III. Project Details :

III. A Technical Specifications:

<p>Brand new triplex/ three (3) units Transfer Pump</p>	<ul style="list-style-type: none"> • Type : Horizontal End Suction Pump • Power Rating : 100 horsepower (hp) at minimum • Voltage : 440 to 480 Volts (min to max) • Hertz : 60HZ at 3600 Revolution Per Minute (RPM) • No. of Phase : Three (3) • Volume output 500 Gallon Per Minute (GPM) at minimum • Total Dynamic Head (TDH) : 135 meters at minimum • Casing : Cast Iron Steel Casing with Ingress Protection (IP)55 Class F Insulation • Coupling : Rubber type with coupling guard • Shafting : Stainless Steel (SS) • Mounted on fabricated steel baseplate • Bronze impeller • Mechanical Seal • Totally Enclosed Fan Cooled (TEFC)
<p>Brand new three (3) units Variable Frequency Drive (VFD)</p>	<ul style="list-style-type: none"> • Type : Motor Control Center (MCC) for 100hp Transfer Pump Assembly , 440 to 480 Volts, 60 HZ, 3600 RPM, three (3) phase • Unit Housing / Cabinet wall mounted with copper bus bar • Pilot light • ON/OFF push button • Individual motor starter • Control transformer • Float less relay

Supply Delivery and Installation of three (3) units Transfer Pump Assembly and Variable Frequency Drive

(VFD)	<ul style="list-style-type: none"> • Pressure Transmitter : 150 psi at minimum • Isolation magnetic contactor with thermal overload setting • Alternating relay • Control Transformer • National Electrical Manufactures Association (NEMA) 12 powder coated enclosure • On board features : <ul style="list-style-type: none"> - Operating status information - Pump Drive Process - Cascade function - Multi-leader function - Hand ,Off & Auto Selector Switch - Timer
Electrical	<ul style="list-style-type: none"> • Feeder line for controller 80mm square at minimum
Pressure Transmitter	<ul style="list-style-type: none"> • Heavy Duty • 150 psi at minimum • 4 to 20mA (min to max) • By-Pass Air Control (BAC)
Consumables ,tools & equipment	<ul style="list-style-type: none"> • Electrical tape, contact cleaner, bolts and nuts foot mount, rags, terminal lugs, etc. • Pipe Wrench, Flat / Philip Screw, Hammer, Crimping Tools, Spacer, etc. • Dial indicator or Laser type for pump alignment , multi tester, spacer, tachometer, A frame with chain block, etc.

III. B Scope of the Project

1. Scope of Works:	
Inspection	<ul style="list-style-type: none"> • Thorough and detailed inspection, verification, assessment of the condition and other details of the project.
Mobilization	<ul style="list-style-type: none"> • Mobilize of manpower including tools, materials and equipment
Dismantling Works	<ul style="list-style-type: none"> • Check all the water pipeline connections and valves such as gate valve, check valve, flanges, etc. • Shut off the gate valve of transfer pump assembly • Shut off the power supply • Dismantle the existing 3 units Transfer Pump assembly
Installation Works	<ul style="list-style-type: none"> • Position and install the brand new 3 units Transfer Pump assembly • Install pressure transmitter from on suction and return water pipe • Install / mount the VFD including the housing • Tap/layout electrical wires from VFD to pump control panel • Tap/layout electrical wires from VFD to transfer pump assembly • Check all water pipeline connections and valves • Cleaning and clearing/restoration of the affected areas

Supply Delivery and Installation of three (3) units Transfer Pump Assembly and Variable Frequency Drive (VFD)

Testing and Commissioning	<ul style="list-style-type: none"> • Testing and Commissioning
Work Completion	<ul style="list-style-type: none"> • Ninety (90) calendar days upon receipt of Notice To Proceed
Installation/Work Schedule	<ul style="list-style-type: none"> • Mondays to Sundays in coordination with FMD
Warranty	<ul style="list-style-type: none"> • Two (2) years warranty against factory/ manufacturing defects for other parts and faulty workmanship for Transfer Pump Assembly • Five (5) years warranty against factory/manufacturing defects for Variable Frequency Drive • All equipment, parts and components found defective within the warranty period shall be immediately replaced without additional cost to the Bank

III. C Terms and Conditions:

- a. All materials that will be supplied shall be new and approved products of reputable manufacturers
- b. No existing/old materials shall be re-used
- c. Modification of water pipelines, installation of check valves, rubber joints, gate valves, isolation valves and other appurtenances to make the system operational

III.D Submittals:

Item	Description	Submission Date
Product Brochure	<ul style="list-style-type: none"> • Detailed technical specifications and features of the transfer pump and VFD • Printout Homepage of the manufacturer's website showing URL (web address). 	Upon submission of bid proposal (part of Eligibility and Technical Component)
Guarantee Certificate	<ul style="list-style-type: none"> • 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 submission of bid proposal (part of Eligibility and Technical Component)
Breakdown with Costing	<ul style="list-style-type: none"> • Submission of breakdown costing 	Upon submission of bid proposal (part of Eligibility and Technical Component)
Factory and Acceptance Test Certification	<ul style="list-style-type: none"> • Actual activities undertaken in the performance of Factory Witness & Acceptance Test based on standard procedure 	Before the delivery of the units. Subject for inspection/ verification by FMD personnel/ representative

Supply Delivery and Installation of three (3) units Transfer Pump Assembly and Variable Frequency Drive

(VFD) Layout	<ul style="list-style-type: none"> Detailed drawing plans and layout 	Before start of the project subject for approval of the FMD Personnel
Service Report	<ul style="list-style-type: none"> Detailed service activity report from start to end (testing and commissioning) of the project. 	Upon conduct of services
Warranty Certificate	<ul style="list-style-type: none"> Two (2) years warranty against factory/ manufacturing defects for other parts and faulty workmanship for Transfer Pump Assembly Five (5) years warranty against factory/manufacturing defects for Variable Frequency Drive (VFD) 	Upon conduct of final testing and commissioning of the units
Operations and Maintenance Manual	<ul style="list-style-type: none"> Operations and Maintenance Manual 	Upon conduct of final testing and commissioning of the units
Certificate of Orientation	<ul style="list-style-type: none"> Individual Certificate of Attendance to be issued at FMD point person will attend orientation 	Upon conduct of final testing and commissioning of the units
As- built plan	<ul style="list-style-type: none"> Must be in blue print and duly signed and sealed by a Professional Mechanical Engineer 	Upon conduct of final testing and commissioning of the units

IV. Supplier Qualification Requirements:

Qualification	Documentary Requirement/s
1. Prior to the bidding proper, interested supplier must conduct inspection, verification, and overall project assessment.	<ul style="list-style-type: none"> Submit Certificate of Inspection (CI) issued by the LANDBANK - Facilities Management Department (FMD). Non-inspection/submission of CI will result to outright disqualification of the bid
2. Must have a minimum experience of five (5) years in the sales, design, fabrication and installation of transfer pumps and VFD	<ul style="list-style-type: none"> The following must be submitted as evidence by submission of any of the documents : <ul style="list-style-type: none"> ➤ For pump, copy of five (5) transaction/contract <ul style="list-style-type: none"> ○ Purchase Order/s (PO) ○ Contract agreement ○ Sales invoice ○ Billing statement ○ Notice of award/to proceed ➤ For VFD, copy of two (2) transaction/contract <ul style="list-style-type: none"> ○ Purchase Order/s (PO) ○ Contract agreement, ○ Sales invoice ○ Billing statement ○ Notice of award/to proceed <p>Note : Subject to final verification of FMD</p>

Supply Delivery and Installation of three (3) units Transfer Pump Assembly and Variable Frequency Drive

(VFD)	<p>3. Must have at least one (1) each of the following personnel:</p> <ul style="list-style-type: none"> • Electrical Engineer • Mechanical Engineer • Project Supervisor • Assistant Supervisor • Safety Officer 	<ul style="list-style-type: none"> • Submit copies of employment certificate and corresponding license / competency certificate
	<p>4. Must have highly trained technicians who are its regular employees</p>	<ul style="list-style-type: none"> • Submit at least five (5) names of regular employed technicians with a copy of license and or curriculum vitae
	<p>5. Must be satisfactorily rated by previous customers / clients</p>	<ul style="list-style-type: none"> • Submit at least two (2) Certificates of satisfactory performance issued by at least 3 major clients (e.g., BPOs, hospitals, banks, commercial establishments, condo, malls, government offices) using the brand being offered
	<p>6. The offered product or its manufacturer must be authorized and certified by the approving/governing body</p>	<ul style="list-style-type: none"> • European Conformity or Underwriters Laboratory (UL)
	<p>7. Must be authorized distributor and service center of the offered product.</p>	<ul style="list-style-type: none"> • 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.

V. Manner of Payment:

1. One-time payment payable upon full completion of the project
2. Payment shall be subject to LANDBANK's standard accounting and auditing rules and regulations

VI. Other Terms and Conditions:

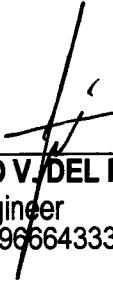
1. In line with the Bank's EMS program, the winning contractor/supplier shall be required to use the appropriate equipment, hand tools and personal protective gears and equipment during the implementation of the project.
2. The winning contractor/supplier/service provider shall:
 - a. Coordinate with FMD and TMG for schedules and project briefing. Work authorization permit must be secured from FMD prior to any mobilization.
 - b. Provide its workers with the required personal protective equipment and appropriate tools in the implementation of the project in compliance with EMS Program.
 - c. Conform to the provisions (latest edition) of the Philippine Mechanical, Electrical and Plumbing Codes and other applicable laws and regulations.
 - d. Be liable and solely responsible for any harm, damage and injury that may be incurred or suffered by its own crew/workers or any other person in the 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.
 - e. Be bounded by and shall strictly observe the Bank's existing rules and regulations with regards to the standard security policies and procedures while in the premises.

Supply Delivery and Installation of three (3) units Transfer Pump Assembly and Variable Frequency Drive (VFD)

VII. Contacts Persons:


For further information, you may get in touch with any of the undersigned at Tel Nos. (02) 8551-2200 and 8405-7360.

Prepared By :



ENRICO V. DEL ROSARIO
Engineer
CP No. 09666433306

Reviewed by:



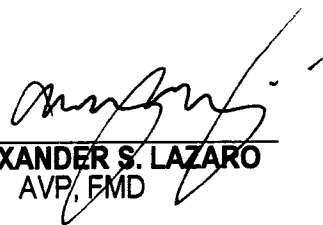
JULIUS C. ILAG
DC, EMT

Endorsed by:



RODRIGO P. OLBES
ADM, FSU

Noted by :



ALEXANDER S. LAZARO
AVP, FMD

REVISED ANNEX D-6