

**SUPPLEMENTAL/BID BULLETIN NO. 1
For LBP-GIBAC-ITB-CW-20240529-01**

PROJECT : **Proposed LANDBANK GSIS Branch Re-layout**
IMPLEMENTOR : **GI-BAC Secretariat**
DATE : **July 11, 2024**

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 Bid Data Sheet (ITB Clauses 5.2, 15.1.2 and 15.1.6) and Special Conditions of the Contract (Other Provisions). Please see attached revised specific sections of the bidding documents.
- 3) Responses to bidder's queries/clarifications per Annexes G-1 to G-4

By the authority of the GI-BAC:



ATTY. HONORIO T. DIAZ, JR.
Head, GI-BAC Secretariat

Bid Data Sheet

ITB Clause	
5.2	<p>In view of the determination by LANDBANK that the imposition of the provisions of Section 23.4.2.4 of IRR of RA 9184 will likely result to failure of bidding/monopoly that will defeat the purpose of public bidding, the Bidder should comply with the following requirements:</p> <ul style="list-style-type: none">a. The Bidder must have completed a contract that is similar to this Project, the value of which, adjusted to current prices using the PSA's CPI, must be equivalent to at least fifty percent (50%) of the ABC of this Project.<li style="text-align: center;">orb. The Bidder must have completed at least two (2) contracts similar to this Project, the aggregate amount of which, adjusted to current prices using the PSA's CPI, must be equivalent to at least fifty percent (50%) of the ABC for this Project, and the largest of these similar contracts must be equivalent to at least twenty five percent (25%) of the ABC for this Project. <p>A contract shall be considered similar to this Project if it involves <u>general contractor/fit-out contractor</u>. Moreover, it must have been completed within five (5) years prior to the set deadline for the submission and receipt of bids.</p>
7.1	Subcontracting is not allowed.
10	<p>The electronic bid shall consist of two identical copies of archived/compressed files (Copy 1 and Copy 2). The archived/compressed files shall be labelled with bidder's assigned short name, last seven (7) digits of the bidding reference number including the parenthesis if there are any, and bid copy number, each separated with a dash sign. Thus, for a project with bidding reference number LBPGIBAC-ITB-GS-20200819-01(2) that XYZ Company wants to bid on, the archived/compressed files shall be labelled as XYZ-081901(2)-C1 (for Copy 1) and XYZ-081901(2)-C2 (for Copy 2). Copy 1 shall serve as the primary file while Copy 2 shall be the backup file. The archived/compressed files shall be generated using either WinZip, 7-zip or WinRAR and password-protected.</p> <p>The above mentioned archived/compressed files shall contain the Technical Component and Financial Component files in PDF format. These PDF files shall be labelled with bidder's assigned short name, last seven (7) digits of the bidding reference number including the parenthesis if there are any, and the word "Tech" or "Fin" in the case of the Technical Component and Financial Component, respectively, each separated with a dash sign. Thus, using the above example, the</p>

15.1

The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:

Form of Bid Security	Minimum Amount of Bid Security (PhP)
a. Cash or cashier's/ manager's check issued by a Universal or Commercial Bank;	PhP 62,314.46
b. Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank; Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank; and	
c. Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security	PhP 155,786.15

1. If bid security is in the form of cash, the required amount shall be remitted to any LANDBANK Branch or through the LANDBANK online payment platform Link.BizPortal. The bidder shall first secure an electronic PAO from LANDBANK - Procurement Department. If the bidder opts to pay at any LANDBANK Branch, the electronic PAO shall then be printed in two (2) copies and presented to the LANDBANK Teller together with the money. The LANDBANK Teller shall issue a machine validated Official Receipt (OR) evidencing payment of the bid security.

If the bidder opts to pay through the LANDBANK Link.BizPortal, the steps to follow are found in Annex A of the Bidding Documents. The Payment Confirmation shall serve as proof of payment of the cash bid security.

2. ***If bid security is in the form of cashier's/manager's check, the check should be payable to LAND BANK OF THE PHILIPPINES.***
3. If in the form of bank draft/guarantee, the bidder may use the standard format of the issuing Bank, provided the Project Identification No. and Name of the Project are indicated.
4. If in the form of Standby Letter of Credit, it may be secured through LANDBANK Corporate Banking Department 2 (CBD 2) and Small and Medium Enterprises – Market Lending Department 2 (SME-MLD 2) with the following contact details:

(a) CBD 2 - 18th Floor, LANDBANK Plaza Building
Telephone No. 8-405-7345 local 2117

	<p>Obligee in the re-bidding which liability shall in no case exceed the amount of the bond"; or</p> <p>(b) "That the amount of liability of the Surety under this bond is limited to the actual loss or damage sustained and duly proven by the Obligee."</p> <p>6. If in the form of Bid Securing Declaration, the attached form (Form No. 8) must be used.</p> <p>A scanned copy of the bid security (i.e. LANDBANK Official Receipt and/or Payment Confirmation and/or Manager's/Cashier's Check and/or Bank Draft/Guarantee and/or Surety Bond and/or Bid Securing Declaration) shall be included in the Eligibility and Technical Proposal/Documents. The prospective bidder shall prepare and upload a scanned copy of the receipt of cash payment or other forms of bid security (i.e., Manager's Check, Bank draft/guarantee or irrevocable letter of credit, Surety bond), together with the electronic bid. The original copy of the bid security shall be submitted to the LANDBANK - BAC Secretariat Unit during post qualification. Failure to enclose the required bid security in the form and amount prescribed shall automatically disqualify the bid concerned.</p>
20	<p>This shall include all of the following documents:</p> <ul style="list-style-type: none"> • 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 • Latest Income Tax Return filed manually or through eFPS • Manpower Schedule • Construction Method • Equipment Utilization Schedule • PERT/CPM or other acceptable tools of project scheduling • Construction Schedule and S-curve • Original copy of Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission). • Original copy of duly notarized Omnibus Sworn Statement (OSS) (sample form - Form No.6). • 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.
21	No further instructions.

Other Provisions

1. Pre-termination/Termination of Contract shall be governed by the guidelines on Termination of the Contract per Annex "I" of the 2016 Revised Implementing Rules and Regulations

In addition to the grounds under the said Guidelines for Contract Termination the following are also grounds for pre-termination/termination:

- Failure by the service provider to perform its obligation thereon;
- Unsatisfactory Performance by the service provider within the contract duration

If the winning bidder fails to deliver any or all of the goods and/or services within the period/s specified in this Contract, the Bank shall, without prejudice to its other remedies under this Contract and under the Applicable Law, deduct from the contract price, as liquidated damages, a sum equivalent to one-tenth of one percent (0.001) of the price of the unperformed portion of the goods and/or services for each day of delay based on the approved contract. LANDBANK need not prove that it has incurred actual damages to be entitled to liquidated damages. Such amount shall be deducted from any money due or which may become due to Supplier. In case the total sum of liquidated damages reached ten percent (10%) of the total contract price, LANDBANK may rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid.

RESPONSES TO BIDDER'S QUERIES AND/OR SUGGESTIONS

DATE	July 09, 2024
PROJECT IDENTIFICATION NO.	GIBAC-ITB-CW-20240529-01
PROJECT NAME	LANDBANK GSIS Branch Relayout
PROponent UNIT/TECHNICAL WORKING GROUP	Project Management and Engineering Department

ITEM NO.	PORTION OF BIDDING DOCUMENTS	QUERIES AND/OR SUGGESTIONS	LANDBANK's RESPONSES
1.	Technical Eligibility Documents	<p>We are asking concerning about the SLCC. It is stated that the delivery of furniture/equipment needed for the scope would be materials generally of computer hardware aside from the CCTV, office table and chairs. As the project is listed within PhilGeps as a project for civil works, most contractors would not be able to provide some of the listed equipment within the BOQ. A similar scope to that our company has for the SLCC only contains supplies for air conditioners, office tables and chairs. We ask if this would be enough for the SLCC with similar scope.</p>	<ul style="list-style-type: none"> ➤ Yes, the mentioned OFEs for SLCC is complying. ➤ However, we are also requiring to submit a list of five (5) latest completed construction projects covering the following OFEs to qualify: <ul style="list-style-type: none"> • Systems furniture; • Office furniture; • Rollerblinds; • Steel cabinets; • Chairs; and • CCTV
2.	Terms of Reference (TOR)	<p>Furthermore, we are also asking concerning the PAR for the five (5) completed projects. We would like to know who would be responsible for signing such forms.</p> <p>As some of our completed projects are with LANDBANK and DPWH.</p> <ul style="list-style-type: none"> • For LANDBANK would it be signed by the PMED or the Branch Head; and • For DPWH, would it be signed by the Engineer, End-user or the Mayor of the project location. <p>As for our other projects which were done in farther locations such as Iloilo and Davao, would it need to be an original sign or would a scanned copy be sufficed.</p>	<ul style="list-style-type: none"> ➤ The duly accomplished Performance Assessment Report (PAR) shall be signed by the Owner/Representative (e.g., Implementing Unit) of the project. ➤ The PAR shall be signed by the Head, PMED. ➤ The PAR shall be signed by the Authorized Representative of the Engineering Department. ➤ Scanned copy of the duly signed PAR is acceptable.

ANNEX G-1

3.	Bill of Quantities (BOQ)	The basic cleaning and relocation of the air conditioner is included in the miscellaneous works section but at the same time is also entailed in replacement of conditioner covered which can be seen specifically in Plan A2/22. This caused uncertainty on our staff over the course of action to be taken, will we replace the AC's or just clean and relocate them?	➤ All six (6) existing Air-conditioning Units (ACUs) will be re-used and all are subject for general cleaning. Only one unit of the six ACUs is subject for relocation. Please refer to the attached layout.
4.	Terms of Reference (TOR)	What distinguishes the Project Engineer (PE) in charge from the Civil Engineer on this section if they do differ, what would be the potential requirements?	➤ For this project, the Project-Engineer-In-Charge (PEIC) and Civil Engineer has the same qualification. Thus, the PEIC in Exhibit 2 of the TOR has been deleted.

Prepared by:


RENERRIO D. FRONDA
 Team Leader, South NCRBG Team

Approved by:


ENRICO D.J. SAMANIEGO
 Head, PMED

ANNEX G-2

Contractor :
 Address :

List of Employed Experienced Professionals Assigned for the Project

Name of the Project :
 Address of the Project :

Description	Name	PRC License No.*	Employment Record*
a. Architect			
b. Civil Engineer			
c. Electrical Engineer			

* Please attach the following:
 > Curriculum Vitae
 > PRC ID
 > Employment Certification

Submitted by :
 Designation :
 Date :

ANNEX G-3

