

SUPPLEMENTAL/BID BULLETIN NO. 1
For LBP-GIBAC-ITB-GS-20240703-01

PROJECT : **Lot 1 – 10,000 Pieces LANDBANK Proprietary eCard with Photo Card Personalization**
Lot 2 – 424,000 Pieces LANDBANK Scheme EMV Card with Personalization, Kitting Services and Collaterals

IMPLEMENTOR : **GI-BAC Secretariat**

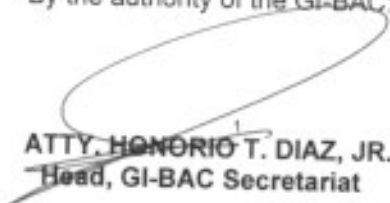
DATE : **October 10, 2024**

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:

- The Terms of Reference (Annexes D-1 to D-34 and E-1 to E-35), Schedule of Requirements (Section VI), Technical Specifications (Section VII), and Checklist of Bidding Documents (Item Nos. 11 & 12 of Technical Documents and Item Nos. 15 & 20 of Other Documents to Support Compliance with Technical Specifications) have been revised. Please see attached revised Annexes D-1 to D-34 and Annexes E-1 to E-35 and specific sections of the bidding documents.

By the authority of the GI-BAC:



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

Lot No.	Description	Quantity	Delivery Period
1	LANDBANK Proprietary eCard with Photo Card Personalization	10,000 Pieces	See Item F. Delivery Schedule (Annex D-3 for Lot 1, and Annex E-3 for Lot 2) of the revised Terms of Reference (TOR) .
2	LANDBANK Scheme EMV Card with Personalization, Kitting Services and Collaterals	424,000 Pieces	
Delivery Site and Contact Details: See Item G. Delivery Site and Contact Persons (Annexes D-3 & D-4 for Lot 1, and Annexes E-3 & E-4 for Lot 2) of the revised TOR .			

Conforme:

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

Technical Specifications

Specifications	Statement of Compliance						
<p style="text-align: center;">Various LANDBANK Cards</p> <table border="1" data-bbox="204 1227 794 1507"> <thead> <tr> <th data-bbox="204 1227 284 1294">Lot No.</th> <th data-bbox="284 1227 794 1294">Item Description</th> </tr> </thead> <tbody> <tr> <td data-bbox="204 1294 284 1406">1</td> <td data-bbox="284 1294 794 1406">10,000 Pieces LANDBANK Proprietary eCard with Photo Card Personalization</td> </tr> <tr> <td data-bbox="204 1406 284 1507">2</td> <td data-bbox="284 1406 794 1507">424,000 Pieces LANDBANK Scheme EMV Card with Personalization, Kitting Services and Collaterals</td> </tr> </tbody> </table> <p>Notes:</p> <ol style="list-style-type: none"> 1. Revised Terms of Reference (TOR) per attached revised Annexes D-1 to D-34 for Lot 1 and Annexes E-1 to E-35 for Lot 2. 2. The qualifications and documentary requirements enumerated under Item E. Qualifications and Documentary Requirements of the revised TOR (revised Annexes D-1 to D-3 for Lot 1, 	Lot No.	Item Description	1	10,000 Pieces LANDBANK Proprietary eCard with Photo Card Personalization	2	424,000 Pieces LANDBANK Scheme EMV Card with Personalization, Kitting Services and Collaterals	<p style="text-align: center;">Please state here either "Comply" or "Not Comply"</p>
Lot No.	Item Description						
1	10,000 Pieces LANDBANK Proprietary eCard with Photo Card Personalization						
2	424,000 Pieces LANDBANK Scheme EMV Card with Personalization, Kitting Services and Collaterals						

Bidders must signify their compliance to the Technical Specifications/revised Terms of Reference by stating below either "Comply" or "Not Comply"

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.

and Annexes E-1 to E-3 for Lot 2) shall be submitted in support of the compliance of the Bid to the technical specifications and other requirements.

Non-submission of the above requirements may result in the post-disqualification of the bidder.

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:

o **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.
- o **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 or Domestic Entity.
 - o **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. **Revised 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 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.

- o **Other Documents to Support Compliance with Technical Specifications [must be submitted inside the first bid envelope (Eligibility and Technical Component)].**

For Lot 1:

14. Current and valid Accreditation Certificate issued by Visa and MasterCard for EMV Card Production and Personalization or equivalent document
15. **Certificate of Satisfactory Performance:**
 - a. For New Bidder:
 - Certification of Satisfactory Performance issued in 2024 by at least three (3) universal/Commercial banks in the Philippines with which the bidder has ongoing or completed contracts from 2022 to 2024
 - b. For Existing Suppliers (both for Scheme or Non-Scheme cards):
 - Certification of Satisfactory Performance issued in 2024 by at least two (2) Universal/Commercial Banks in the Philippines with ongoing or completed contracts for Card Production with Personalization or equivalent document/s from 2022 to 2024
 - Notarized Self- certification with No Unsatisfactory performance with LANDBANK from 2020 to 2024
16. Notarized Self-certification attesting the acceptance of the following Terms and Conditions:
 - a) Bidder will deliver proprietary cards;
 - b) Bidder will produce fifty (50) eCard designs;
 - c) Bidder can accept and personalize the first batch of the embossing file within twenty (20) calendar days after the approval of FIME and card design approval of the Bank, whichever comes last;
 - d) Bidder is capable of personalize the details in the face and the chip of the card based on the submitted embossing file and card variables (e.g., picture, signature, QR code);
 - e) Bidder has a Card Personalization Bureau which is located in the Philippines;
 - f) Bidder is compliant with Payment Card Industry – Card Production (PCI-CP); and
 - g) Bidder will safely keep in its vault the remaining unused EMV card body with LANDBANK design based on the card production schedule provided by the Bank for up to three (3) years or upon the exhaustion of the contract inventory, whichever comes first, and ensure the cards are properly insured at no additional cost to the Bank.
17. Documented Business Continuity Plan (BCP) with Visa and MasterCard accredited site.

18. List and contact details of the Key Personnel for Card Production and Personalization.

For Lot 2:

19. Current and valid Accreditation Certificate issued by Visa and MasterCard for EMV Card Production and Personalization or equivalent document
20. **Certificate of Satisfactory Performance:**
 - a. For New Bidder:
 - Certification of Satisfactory Performance issued in 2024 by at least three (3) Universal/Commercial banks in the Philippines with which the bidder has ongoing or completed contracts from 2022 to 2024
 - b. For Existing Suppliers (both for Scheme or Non-Scheme cards):
 - Certification of Satisfactory Performance issued in 2024 by at least two (2) Universal/Commercial Banks in the Philippines with ongoing or completed contracts for Card Production with Personalization or equivalent document/s from 2022 to 2024
 - Notarized Self-Certification with No Unsatisfactory Performance with LANDBANK from 2020 to 2024
21. Notarized Self-certification attesting the acceptance of the following Terms and Conditions:
 - a) Bidder will deliver Scheme EMV cards;
 - b) Bidder will produce ten (10) designs;
 - c) Bidder has the capacity to accept and personalize the first batch of the embossing file within twenty (20) calendar days after the approval of CCPV Reviewer and card design approval of the Bank and MasterCard/Visa, whichever comes last;
 - d) Bidder is capable of personalize the details in the face and the chip of the card based on the submitted embossing file and card variables, if applicable (e.g., QR code);
 - e) Bidder has a Card Personalization Bureau which is located in the Philippines;
 - f) Bidder is compliant with Payment Card Industry – Card Production (PCI-CP); and
 - g) Bidder will safely keep in its vault the remaining unused EMV card body with LANDBANK design based on the card production schedule provided by the Bank for up to three (3) years or upon the exhaustion of the contract inventory, whichever comes first, and ensure the cards are properly insured at no additional cost to the Bank.

22. Documented Business Continuity Plan (BCP) with Visa and MasterCard accredited site.
 23. List and contact details of the Key Personnel for Card Production and Personalization.
- o **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.