

**SUPPLEMENTAL/BID BULLETIN NO. 1  
For LBP-ICTBAC- ITB-GS-20241220-01**

**PROJECT:** Supply and Delivery of New LBP-LRA Kiosk Server with Three (3) Years Warranty and Support Services

**DATE:** 17 January 2025

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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. Response to prospective bidder/s queries/clarifications per attached Annexes H-1 to H-2.
2. Section VII. Technical Specifications (pages 41-42), Checklist of the Bidding Documents (pages 63-66) and Terms of Reference (Annexes D1 – D3) have been revised. Copies of said revised portions of the Bidding Documents are herein attached.
3. The Bidder/s are reminded that the deadline of Bid Submission and is on 24 January 2025 at 10:00 AM. **Late bids will not be accepted.**
4. The bidder/s is/are encouraged to use the Bid Securing Declaration as Bid Security.
5. The prospective bidders are reminded that only the current/updated Certificate of PhilGEPs Registration (Platinum Membership) shall be accepted during the opening of bids. **Expired Certificate or any of the Eligibility Documents listed in Annex "A" shall be a ground for failure of the bidder** pursuant to the provisions of the 2016 Revised Implementing Rules and Regulations (RIRR) of RA 9184.

Valid and current Certificate of PhilGEPs Registration (Platinum Membership), in three (3) pages, including Annex "A" or the List of Class "A" Eligibility Documents **required** to be uploaded and maintained current and updated in PhilGEPs in accordance with **Section 8.5.2. of the IRR of RA 9184.**

Sections 23.1(a)(ii) and 24.1(a)(ii) of the 2016 RIRR of RA No. 9184 provides that **in case the latest/updated Mayor's Permit is still not available, the prospective**

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bidder must submit their recently expired Mayor's Permit together with the official receipt (OR) to the PhilGEPs as proof that the prospective bidder has applied for renewal within the prescribed period by the concerned local government unit for the purpose of updating the PhilGEPs Certificate of Registration (Platinum Membership). The prospective bidder should then secure/obtain from the PhilGEPs its current/updated Certificate of PhilGEPs Registration (Platinum Membership) in three (3) pages, including Annex "A" or the List of Class "A" Eligibility Documents.



**SVP MARILOU L. VILAFRANCA**  
Chairperson, ICT-BAC

# Technical Specifications

<b>Specifications</b>	<b>Statement of Compliance</b>
<p><b>Supply and Delivery of New LBP-LRA Kiosk Server with Three (3) Years Warranty and Support Services</b></p> <ol style="list-style-type: none"><li>1. Minimum technical specifications and other requirements per attached <b>Revised Annexes D-1 and D-3</b>.</li><li>2. The documentary requirements enumerated in <b>Revised Annexes D-1 to D-2</b> of the Terms of Reference shall be submitted in support of the compliance of the Bid to the technical specifications and other requirements.</li></ol> <p>Non-submission of the above documents may result in the post-disqualification of the bidder.</p>	<p><b>Bidders must signify their compliance to the Technical Specifications/Terms of Reference by stating below either "Comply" or "Not Comply"</b></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><b>Please state here either "Comply" or "Not Comply"</b></p>

**Conforme:**

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Name of Bidder

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Signature over Printed Name of  
Authorized Representative

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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 Component (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.

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. 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 envelopes (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)]**
  14. **Revised Technical Specifications and Terms of Reference duly accomplished and signed in all pages by the authorized representative/s of the bidder.**
  15. Securities and Exchange Commission (SEC) Registration as proof that the bidder has at least ten (10) years of existence in the IT industry.
  16. Manufacturer's authorization (sample form - Form No. 9) or its equivalent document, confirming that the bidder is authorized to provide the brand/services being offered and consumables supplied by the manufacturer, including any warranty obligations and after sales support as may be required.
  17. List of at least two (2) installed base in the Philippines of the same product or solution wherein one (1) is a Universal or Commercial Philippine Bank and one (1) from Financial Services Industry and must have supplied atleast ten (10) servers (same with the product being offered) with client name, address, contact person, contact number and email address.
  18. Certificate of Satisfactory Performance from two (2) companies other than LANDBANK with the same product/services being offered including contact numbers and email addresses.
  19. Detailed Escalation Procedure and Support Plan Flow Chart.
  20. Business Continuity Plan that will support the operations of a Commercial or Universal Bank and List of Updated Technical Support (including names, contact numbers and email addresses).
- **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. Original copy of Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission).

24. Original copy of duly notarized Omnibus Sworn Statement (OSS) (sample form - Form No.6).
25. 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).
  3. Duly filled out Bill of Quantities Form signed by the bidder's authorized representative (Annex E)

***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.***



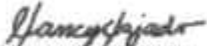
**Minimum Technical Specifications and Terms of Reference  
Supply and Delivery of new LBP-LRA Kiosk Server with Three (3) Years Warranty**

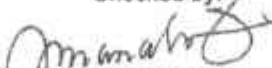
Requirements		Compliance
1	Processor	at least 5th Gen Intel Xeon
2		at least 16 core
3	Memory	atleast 32GB RAM
4	Storage	2 x 300GB RAID 1
5	Network	2 x 1GbE Adapter
6	I/O Ports	at least 3x USB 3.0 ports
7	OS Compatibility	<b>Compatible with Windows Server 2022 and higher. Provided Operating system should be licensed and activated.</b>
8	Power Supply	Dual, Hot Plug 800W Power Supply Redundant
9	System Fan	2 Standard Fan
10	Form Factor	maximum of 4u Tower type
11	Monitor	At least 18.5" or 19.5" flat LED monitor (wide or non-wide), TN, HD, 60Hz, minimum of 200 nits.
12	Accessories	USB connected optical mouse & 103-keys keyboard
13	Others	<ul style="list-style-type: none"> <li>• Bios, monitor, keyboard, mouse &amp; other accessories must be of same brand with the server.</li> <li>• With server remote, server management (out-of-band management).</li> <li>• Brand name should be etched in the motherboard</li> </ul>
<b>Warranty and Support and Services</b>		
14	Three (3) years warranty on parts, labor & onsite support. No additional cost on Landbank if parts used for replacement are higher in specs.	
<b>Other Requirements</b>		
15	The bidder must comply with the requirements in relation to the Third Party/Vendor Assessment conducted by the Bank internal and external audit such as Bangko Sentral ng Pilipinas (BSP), Commission on Audit (COA), etc.	
16	The Manufacturer must have local sales, local parts depot and technical office in the Philippines for the guaranteed support. Must submit the list of the contact person, address, contact number, email address.	
17	Product being offered must be in existence of at least ten (10) years in the Philippines and the unit model is in current catalogue and verifiable in the manufacturer's website (with manufacturer's certification)	
18	The vendor must have a local helpdesk to provide 24x7 technical assistance including holidays. Must provide detailed escalation procedure and support including contact number and email addresses.	
19	Bidder/Manufacturer must have Service Centers or centralized onsite support in the following areas to provide warranty services within three (3) years: Metro Manila, Cebu, Davao, Bacolod, and Cagayan de Oro. Warranty services for the replacement of parts in these areas must be accomplished within 48 hours upon receipt of notice. Onsite support for head office PCs and walk-in or onsite support for provincial service centers. List of Service Centers in the aforementioned areas must be provided together with their addresses and contact numbers or a certification from the manufacturer that the bidder and the manufacturer can comply with the warranty service requirements, in case of centralized onsite support.	
20	<b>One (1) demo unit must be submitted by the lowest calculated bidder within three (3) days upon the receipt of notice of Post Qualification. Land Registration Authority (LRA) application must work with the demo unit.</b>	
<b>Bidder's Eligibility Requirements</b>		

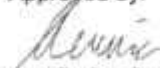
Revised Annex D-1

21	Securities and Exchange Commission (SEC) Registration as proof that the bidder has at least ten (10) years of existence in the IT industry.	
22	The vendor must be an authorized reseller of the brand being offered. Manufacturer's authorization or equivalent document confirming that the bidder is authorized to provide the brand being offered, including any warranty obligations and after sales support as may be required.	
23	The bidder must have at least two (2) installed base in the Philippines of the same product or solution, wherein (1) is a universal or commercial Philippine bank and (1) from Financial Services Industry and must have supplied atleast 10 servers (same with the product being offered). Project client name, address, contact person, contact number and email address must be included.	
24	The bidder must submit Certificate of Satisfactory Performance from two (2) companies other than LANDBANK with the same product being offered including contact numbers and email addresses.	
25	The bidder must submit the Detailed Escalation Procedure and Support Plan Flow Chart. The bidder must have a local HelpDesk to provide 24 x 7 technical assistance.	
26	The bidder must submit Business Continuity Plan (BCP) that will support the operations of a Commercial or Universal Bank and List of Updated Technical Support (including names, contact numbers and email addresses).	
<b>Delivery/Contract Period</b>		
27	Delivery must be completed within sixty (60) calendar days after the receipt of Notice to Proceed. Units must be delivered in Antipolo Warehouse.	
<b>Payment Terms and Conditions</b>		
28	<p>Payment for servers shall be made after the completion of delivery.</p> <p>Pursuant to Malacañang Executive Order No. 170 (Re: Adoption of Digital Payments for Government Disbursements and Collections) issued on 12 May 2022, directing all government agencies to utilize safe and efficient digital disbursement in the payment of goods, services and other disbursements, all payments for this Contract shall be through direct credit to the supplier's deposit account with LANDBANK. Thus, the supplier shall maintain a deposit account with any LANDBANK Branch where the proceeds of its billings under this Contract shall be credited.</p> <p>The following documentary requirements for payment shall be submitted:</p> <ul style="list-style-type: none"> <li>- Sales Invoice/Billing Statement/Statement of Account.</li> <li>- Delivery Receipt with printed name and signature of LANDBANK employee who received the delivery and actual date of receipt of items, if applicable</li> <li>- Warranty Certificate specifying the period covered by the warranty, if applicable</li> <li>- Summary of Service Reports, Summary of Preventive Maintenance Activities, Recommendations, Status of Action Items for each payment milestones.</li> <li>- Updated Tax Clearance in accordance with Malacañang Executive Order No. 398, series of 2005 and BiR Regulations No. 17-2024.</li> </ul> <p>The Supplier shall be paid within sixty (60) calendar days after the submission of sales invoice or claim and complete documentary requirements.</p>	
<b>Liquidated Damages</b>		
29	If the winning bidder fails to delivery 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.	
<b>Pre-Termination/Termination of Contract</b>		

30	<p>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.</p> <p>In addition to the grounds under the said Guidelines for Contract Termination, Unsatisfactory Performance by the service provider within the contract duration shall be likewise be ground for Pre-Termination/Termination of contract.</p>	
<b>Contact Person/s</b>		
31	<p>Name: Nancy R. Mojado          Email Address: nmojado@landbank.com          Contact Number: (8) 522-0000 local 4875</p>	
	<p>Name: Albert H. Frizzle          Email Address: afrizzle@landbank.com          Contact Number: (8) 522-0000 local 7500</p>	

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**RESPONSES TO BIDDER'S QUERIES AND/OR SUGGESTIONS**

<b>DATE</b>	17 January 2025
<b>PROJECT IDENTIFICATION NO.</b>	LBP- ICTBAC-ITB-GS-20241220-01
<b>PROJECT NAME</b>	Supply and Delivery of New LBP-LRA Kiosk Server with Three (3) Years Warranty and Support Services
<b>PROPONENT UNIT/TECHNICAL WORKING GROUP</b>	Property Valuation Services Department/ Field Office Network Management Department

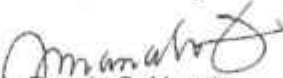
<b>TOR ITEM NO.</b>	<b>PORTION OF BIDDING DOCUMENTS</b>	<b>QUERIES AND/OR SUGGESTIONS</b>	<b>LANDBANK'S RESPONSES</b>
10	Maximum of 4u Tower Type	Can we position at Maximum a 5U unit? The Reason is that most brands that have 4U below use Pentium instead of intel Xeon.	<i>We are limiting to 4u due to limited space in LRA extension offices. Note that this should be <b>Tower Type</b>.</i>
20	One (1) demo unit must be submitted by the lowest bidder (20) calendar days after bidding. Land Registration Authority application must be work with the demo unit.	Do we need to provide an actual unit that is the same as the proposal or can we provide at least lower / older model with same capabilities as the proposed?	<i>Yes. The unit should be the same as the proposal.</i>
		Is there a criterion that we need to follow after we provided the unit?	<i>LRA Application should work with the proposed server.</i>
		How long does the Landbank would use the Demo unit?	<i>It will be used for 7 days from the delivery of demo unit.</i>
23	The bidder must have at least two (2) installed base in the Philippines of the same product or solution, wherein (1) is a universal or commercial Philippine bank and (1) from Financial Services Industry and must have supplied at least 10 servers (same with the product being offered). Project client name, address, contact person, contact number and email address must be included.	Can we still include projects that we have offered Same Type of product but an older Model?	<i>We will stick with the requirement which is same as the product being offered.</i>
27	Delivery must be completed within sixty (60) calendar days after the receipt of Notice to Proceed. Units must be	Since we are going to deliver everything to the Antipolo warehouse, does this mean that Landbank will perform the distribution & Installation of the Units to the head office & the Regional	<i>Yes.</i>

	delivered in Antipolo Warehouse.	offices?	
Bill of Quantities		May we request to identify all the regional LBP-LRA Extension Offices?	<b>6 LBP LRA Extension Offices:</b> Cagayan Pampanga Laguna Cebu or Iloilo Davao Koronadal

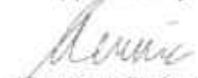
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