

SUPPLEMENTAL/BID BULLETIN NO. 1

PROJECT : **Various Office Furniture for LANDBANK San Miguel Avenue Branch under Project Identification No. LBP-GIBAC-ITB-GS-20250207-01**


IMPLEMENTOR : **Bids and Awards Committee for Goods and Infrastructure (GI-BAC)**

DATE : **March 20, 2025**

This Supplemental/Bid Bulletin is issued to modify, amend and/or clarify specific items in the Bidding Documents. It shall form an integral part of the Bidding Documents.

Modification, amendment and/or clarification:

- The Terms of Reference (Annexes D-1 to D-15), Bill of Quantities (Annex E), Schedule of Requirements (Section VI), Technical Specifications (Section VII), Schedule of Prices (For Goods Offered from within the Philippines and from Abroad) and Checklist of Bidding Documents (Item Nos. 11 and 12 of Technical Documents and Item No. 2 of Financial Component) have been revised. Please see attached revised Annexes D-1 to D-15 and specific sections of the Bidding Documents.


EMMANUEL G. HIO, JR.
Chairperson, GI-BAC

TERMS OF REFERENCE**A. Supply and Delivery of Office Furniture**

Procurement of Office Furniture for LANDBANK San Miguel Avenue Branch

B. Objective

To provide various Office Furniture for the use of LANDBANK San Miguel Avenue Branch

C. Project/Services Requirement

Requirement	Documentation
<p>1. The supplier must have at least three (3) years of experience in the supply, delivery and installation of office furniture - preferably banks - with at least five (5) completed projects / contracts from three (3) different clients in the Philippines.</p>	<p>a. List of at least five (5) contracts or purchase order or equivalent documents for completed projects during 2022, 2023, and 2024, with the following details:</p> <ol style="list-style-type: none"> 1. Name of Project 2. Location of Project 3. Type of Project 4. Duration of Project 5. Contact Persons and Numbers <p>b. Copy of Contract Agreement and/or Purchase Order issued by the said clients for each completed project.</p>
<p>2. Must have at least one (1) service delivery vehicle.</p>	<p>a. LTO Official Receipt (OR) and Certificate of Registration (CR).</p> <p>b. Other documents showing proof of ownership of the vehicle and/or right to use the vehicle.</p>
<p>3. The supplier must have detailed drawings indicating the complete specifications of the item.</p>	<p>a. Detailed drawings printed on the supplier's official letterhead and signed by authorized representative to include the following (per item / type of unit) for post qualification evaluation:</p> <ol style="list-style-type: none"> 1. Model Name and Type 2. Perspective / Photo of the item 3. Drawing / sketch views with dimensions / measurements (Plan / Top View, Front Elevation, Right Elevation, Left Side Elevation, Rear Elevation) 4. Complete description of the items including parts and components.

D. Scope of Project/Services

1. Supply, Delivery and Installation of various office furniture (see attached technical specification for reference).
2. Dismantling of old furniture and hauling to LANDBANK Antipolo warehouse

E. Delivery Schedule

Delivery of the items to the project site is 60 calendar days and shall commence upon the issuance of Notice of Advice by PMED.

Delivery Address: Unit 0104 G/F Hanston Square Bldg., 17 San Miguel Avenue, Ortigas Center, Pasig City

F. Payment Terms

1. One-time payment payable upon full completion of the project.
2. Payment shall be subjected to LANDBANK's standard accounting and auditing rules and regulations.
3. The winning supplier/contractor is required to maintain a deposit account with LANDBANK cash department or any of its branches. This directive is pursuant to Malacañang Executive Order No. 170 – Adoption of Digital Payments for Government Disbursement and Collections, directing all government agencies to utilize safe and efficient digital disbursement in the payment of goods, services and other disbursement.
4. Payment shall be through credit to the winning supplier's/contractor's deposit account with LANDBANK.
5. The supplier shall be paid within sixty (60) calendar days after the submission of billing or claim and documentary requirements.

G. Submittals of the Winning Bidder

1. For new suppliers and new item of the existing supplier the following are required to submit prior to fabrication and installation.
 - a. Material samples shall be submitted within three (3) calendar days upon issuance of Notice to Proceed (NTP).
 - b. Mock-up unit shall be submitted within ten (10) calendar days upon approval of the material samples.
2. Shop Drawing based on actual site condition is required for PMED Approval prior to installation.
3. The supplier shall provide a copy of the sales invoice to PMED prior to delivery. Upon delivery, the supplier is required to submit the delivery receipt and inspection report signed by the end-user within twenty-four (24) hours to PMED at email address: PMED@landbank.com

H. Warranty

The supplier shall submit a warranty certificate against any defect in product and workmanship, with validity of one (1) year from the issuance of the Certificate of Completion / Final Acceptance.

CLASS D

WARRANTY:

SUPPLIER'S WARRANTY / CERTIFICATION SHALL BE ONE (1) YEAR AGAINST ANY DEFECTS IN PRODUCT OR WORKMANSHIP.

SPECIFICATION:

- 01 - TOP / WORK SURFACE
- 25mm THK. MARINE PLYWOOD WITH 15mm THK. HIGH PRESSURE LAMINATE (HPL) FINISH (MACHINE PRESSED) WITH T-MOULDING EDGING.
 - COLOR: WOOD GRAIN PATTERN TO WALNUT AND BLACK FOR EDGING. (PROVIDE LAMINATE SAMPLE FOR APPROVAL.)
 - PROVIDE GROMMET (COLOR: BLACK).

02 - BASE / FRAMING

- 38MM X 38MM METAL STEEL SQUARE TUBE POWDER COATED FINISH.
- COLOR: GRAY (PROVIDE COLOR SWITCH FOR APPROVAL).
- PROVIDE RUBBER GLIDE FOOTING (COLOR: BLACK).
- PROVIDE 38MM X 50MM ALUMINUM CABLE TRAY (COLOR MATCH TO FRAMING) MOUNTED ON TABLE FRAMING (VERIFY ELECTRICAL TAPPING POINT CONNECTION).

03 - TAPERED LEG

- STAINLESS STEEL (SATIN FINISH).
- COLOR: GRAY (PROVIDE COLOR SWITCH FOR APPROVAL).
- PROVIDE RUBBER GLIDE FOOTING (COLOR: BLACK).

04 - MODESTY PANEL

- 12mm THK. MARINE PLYWOOD WITH 15mm THK. HIGH PRESSURE LAMINATE (HPL) FINISH (MACHINE PRESSED).
- COLOR: GRAY (PROVIDE LAMINATE SAMPLE FOR APPROVAL)
- GROOVE - 5MM X 5MM ALUMINUM U-CHANNEL (COLOR: SILVER).

05 - BUILT-IN MODULAR CABINET

- 19MM THK. MARINE PLYWOOD WITH 15mm THK. HIGH PRESSURE LAMINATE (HPL) FINISH (MACHINE PRESSED).
- TWO (2) DOORS, 120MM THK. MARINE PLYWOOD WITH 15mm THK. HG-H PRESSURE LAMINATE (HPL) FINISH.
- COLOR:

- DOORS - WOOD GRAIN PATTERN TO WALNUT WARMTH (PROVIDE LAMINATE SAMPLE FOR APPROVAL).
- CABINET OUTER SURFACE - GRAY (PROVIDE LAMINATE SAMPLE (OR APPROVAL).
- CABINET HANDLE - C-TYPE ALUMINUM HANDLE (COLOR: SILVER).

- FOOTING - SQUARE TUBE (COLOR: GRAY, WITH RUBBER GLIDE FOOTING).
- LOCK - CENTRAL LOCKING SYSTEMS WITH ANTI-TIP MECHANISM (INSTALLATION PER MANUFACTURER'S STANDARD).

06 - RACEWAY

- ALUMINUM POWDER COAT FINISH.
- COLOR PATTERN TO GRAY (PROVIDE COLOR SWITCH FOR APPROVAL).
- PROVIDE 2 CONVENIENCE OUTLET AND 2 DATA OUTLET.
- 100MM(H) X 50MM (W), POWDER COAT FINISH COLOR: GRAY (SUBJECT FOR APPROVAL).
- G.A. 18. 3mm PERFORATED TRAY.

07 - MODULAR CABINET (MVR ENCLOSURE)

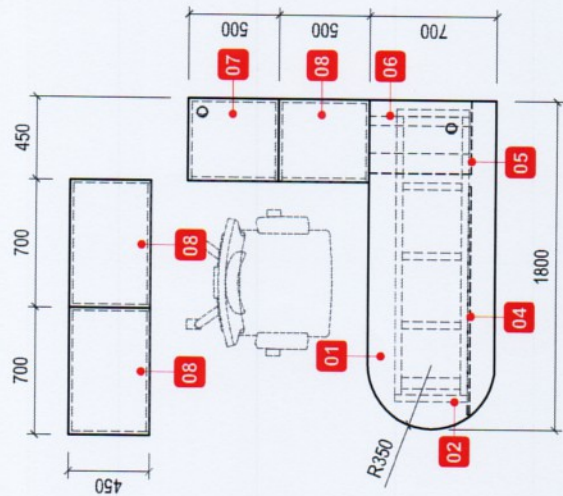
- SHELF AND DRAWER - 19MM THK. MARINE PLYWOOD WITH HIGH PRESSURE LAMINATE (HPL) FINISH (MACHINE PRESSED).
- (SEE LANDBANK STANDARD DRAWINGS FOR MODULAR CABINET).

08 - MODULAR CABINET

- 2- DRAWER FILING CABINET - 19MM THK. MARINE PLYWOOD WITH HIGH PRESSURE LAMINATE (HPL) FINISH (MACHINE PRESSED).
- (SEE LANDBANK STANDARD DRAWINGS FOR MODULAR CABINET - 50MM M AND MODULAR CABINET - 70.00MM).

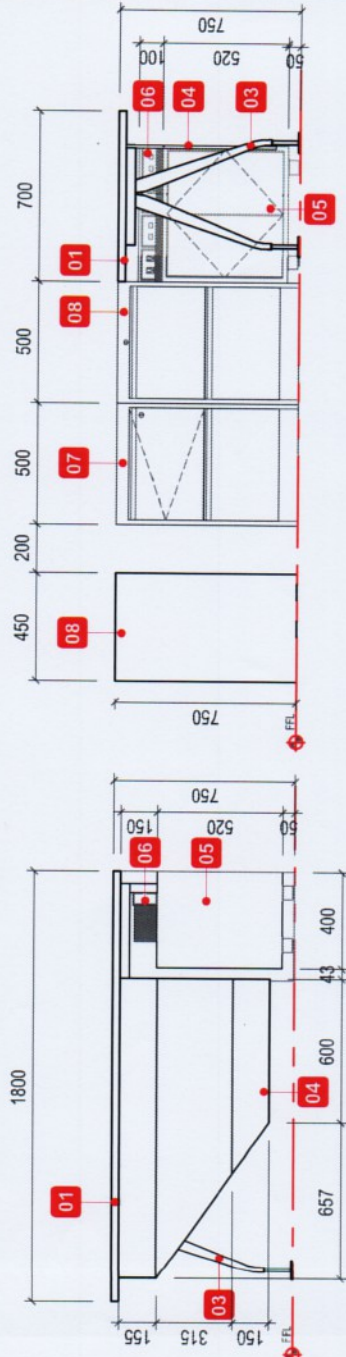
NOTES:

- SUPPLIER/ CONTRACTOR TO SUBMIT THE DETAILED DRAWINGS, SAMPLES / SWITCHES AND MOCK-UP FOR PENDING APPROVAL PRIOR TO FABRICATION.
- SUPPLIER/ CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB.



TOP VIEW

SCALE 1:40M



FRONT VIEW

SCALE 1:30M

LEFT-SIDE VIEW

SCALE 1:30M



PERSPECTIVE

<p>PROJECT MANAGEMENT & ENGINEERING DEPT. 109 MAL DEL PLAZA C., CORNER PR. BUNYOD ST., MANILA, PHILIPPINES</p>	<p>RECOMMENDED BY: <i>[Signature]</i> JOYANTO B. V. INSILANG TECHNICAL SUPPORT UNIT (TASU)</p>	<p>REVIEWED BY: <i>[Signature]</i> MARC SARAHLEEN DATE: 18 AUGUST 2024</p>	<p>DESIGNED BY: <i>[Signature]</i> MARC SARAHLEEN 2024 BRAND REFRESH</p>	<p>APPROVED BY: <i>[Signature]</i> DM ENRICO D.J. SAMANIEGO PROJECT MANAGEMENT AND ENGINEERING DEPARTMENT</p>	<p>SHEET CONTENT: PERSPECTIVE TOP VIEW FRONT VIEW LEFT-SIDE ELEVATION SPECIFICATIONS GENERAL NOTES</p>	<p>SHEET NO.: 1</p>
					<p>SHEET NO.: 1</p>	

Revised D-4

CLASS D

WARRANTY:

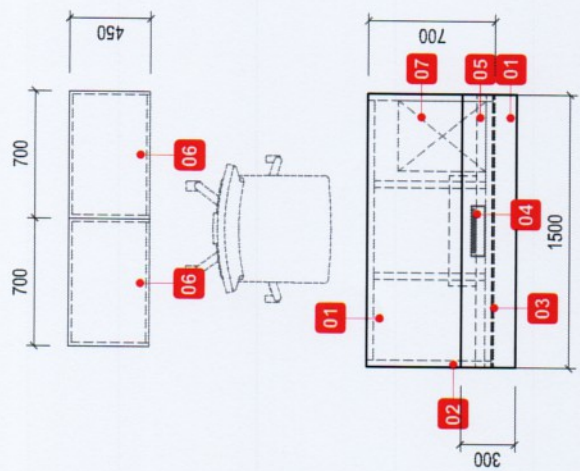
SUPPLIER'S WARRANTY/CERTIFICATION SHALL BE ONE (1) YEAR AGAINST ANY DEFECTS IN PRODUCT OR WORKMANSHIP.

SPECIFICATION:

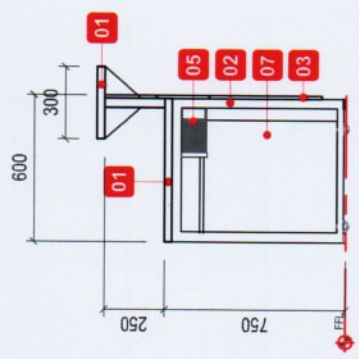
- 01 - TOP / WORK SURFACE / RECEIVING COUNTER
 - 25mm THK. MARINE PLYWOOD WITH 1.5mm THK. HIGH PRESSURE LAMINATE (HPL) FINISH (MACHINE PRESSED) WITH T-MOULDING EDGING.
 - COLOR: WOOD GRAIN PATTERN TO WALNUT AND BLACK FOR EDGING (PROVIDE LAMINATE SAMPLE FOR APPROVAL).
 - PROVIDE GROMMET (COLOR: BLACK).
- 02 - BASE / FRAMING
 - 38MM X 38MM METAL STEEL SQUARE TUBE POWDER COATED FINISH.
 - COLOR: GRAY (PROVIDE COLOR SWITCH FOR APPROVAL).
 - PROVIDE RUBBER GLIDE FOOTING (COLOR: BLACK).
 - PROVIDE 38MM X 50MM ALUMINUM CABLE TRAY (COLOR MATCH TO FRAMING) MOUNTED ON TABLE FRAMING (VERIFY ELECTRICAL TAPPING POINT CONNECTION).
- 03 - MODESTY PANEL
 - 12mm THK. MARINE PLYWOOD WITH 1.5mm THK. HIGH PRESSURE LAMINATE (HPL) FINISH (MACHINE PRESSED).
 - COLOR: GRAY (PROVIDE LAMINATE SAMPLE FOR APPROVAL).
 - GROOVE - 5MM X 5MM ALUMINUM U-CHANNEL (COLOR: SILVER).
- 04 - RECTANGULAR OUTLET COVER
 - ALUMINUM ALLOY.
 - COLOR: WHITE (SUBJECT FOR APPROVAL).
- 05 - RACEWAY
 - ALUMINUM POWDER COAT FINISH.
 - COLOR PATTERN TO GRAY (PROVIDE COLOR SWITCH FOR APPROVAL).
 - PROVIDE 2 CONVENIENCE OUTLET AND 2 DATA OUTLET.
 - 100MM(H) X 50MM (W), POWDER COAT FINISH COLOR: GRAY (SUBJECT FOR APPROVAL).
 - G.A. 1B, 3mm PERFORATED TRAY.
- 06 - MODULAR CABINET
 - 2-DRAWER FILING CABINET - 19MM THK. MARINE PLYWOOD WITH HIGH PRESSURE LAMINATE (HPL) FINISH (MACHINE PRESSED).
 - (SEE LANDBANK STANDARD DRAWINGS FOR MODULAR CABINET - 500MM AND MODULAR CABINET - 700MM).
- 07 - MOBILE CABINET
 - (SEE LANDBANK STANDARD DRAWINGS FOR MOBILE CABINET).

NOTES:

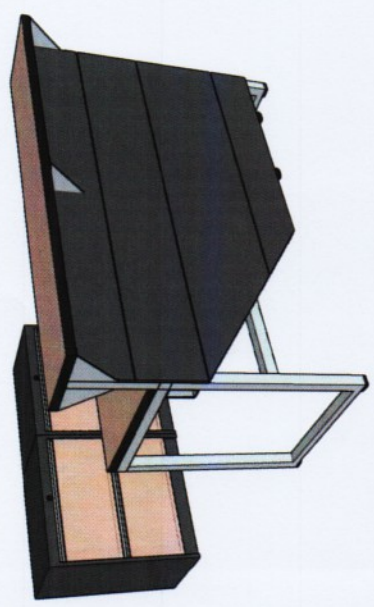
- SUPPLIER/ CONTRACTOR TO SUBMIT THE DETAILED DRAWING, SAMPLES/ SWITCHES AND MOCK-UP FOR PMED APPROVAL PRIOR TO FABRICATION.
- SUPPLIER/ CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB.



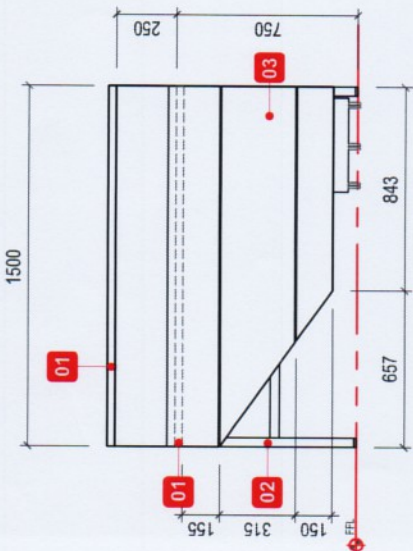
TOP VIEW
SCALE 1:40M



LEFT-SIDE VIEW
SCALE 1:30M



PERSPECTIVE



FRONT VIEW
SCALE 1:30M

APPROVED BY:

[Signature]
DM ENRICO DJ. SAMANIEGO
PROJECT MANAGEMENT
AND ENGINEERING DEPARTMENT

TITLE
STANDARD EXECUTIVE ASSISTANT'S (EA) WORKSTATION

REVISIONS:	2024 BRAND REFRESH
DESIGNED BY:	MARC/ SARANLEEN
REVIEWED BY:	JTB
DATE:	18 AUGUST 2024

RECOMMENDED BY:
[Signature]
JOHN ALBEN V. MISLAGO
TECHNICAL SUPPORT UNIT - AEMD

REVISIONS:
2024 BRAND REFRESH

LANDBANK
PROJECT MANAGEMENT & ENGINEERING DEPT.
158 MALI DEL PLAZA CT. CORNER P.R. BUNYOS ST., MARIKINA

SHEET NO.:	1
SHEET CONTENT:	PERSPECTIVE TOP VIEW FRONT VIEW LEFT-SIDE ELEVATION SPECIFICATIONS GENERAL NOTES

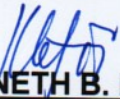
Revised D-5

I. Termination of Contract

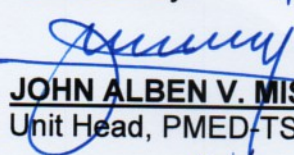
- a. Termination of Contract shall be governed by the Guidelines on Termination of Contracts per Annex "I" of the 2016 Revised Implementing Rules and Regulation.
- b. In addition to the grounds under the said Guidelines for Contract Termination the following are also grounds for termination:
 - 1. Failure by the service provider to perform its obligation thereon;
 - 2. Unsatisfactory Performance by the service provider within the contract duration.

J. Contact Person


Prepared by:


KENNETH B. BARRIENTOS
Engineer, PMED SNCRBG

Checked by:


JOHN ALBEN V. MISLANG
Unit Head, PMED-TSU
mc.

Approved by:


ENRICO D.J. SAMANIEGO
Department Head, PMED

CLASS D

WARRANTY:

SUPPLIER'S WARRANTY/CERTIFICATION SHALL BE ONE (1) YEAR AGAINST ANY DEFECT IN PRODUCT OR WORKMANSHIP.

SPECIFICATIONS:

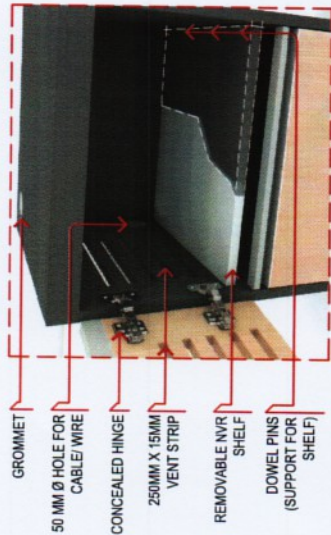
- 01 - CARCASS**
- 19MM THK MARINE PLYWOOD WITH HIGH PRESSURE LAMINATE (HPL) FINISH
 - COLOR: GRAY (SUBJECT FOR APPROVAL)
 - PROVIDE STIFFENER AND CORNER SUPPORT
 - PROVIDE VENT SLOTS AND HOLE WITH OPEN GROMMET FOR CABLE/WIRES (SEE LEFT SIDE ELEVATION)
 - PROVIDE GROMMET ON TOP
- 02 - NVR SHELF (FIRST LEVEL)**
- SHELF DOOR/FRONT: 19MM THK MARINE PLYWOOD WITH HIGH PRESSURE LAMINATE (HPL) FINISH AND CONCEALED HINGES
 - HPL: WOOD GRAIN TO PATTERN TO NATURAL OAK (SUBJECT FOR APPROVAL)
 - FINGER PULL: C-TYPE ALUMINUM HANDLE (SAME LENGTH AS SHELF FRONT) COLOR: GRAY
 - NVR SHELF: REMOVABLE 380MM X 380MM 19MM THK MARINE PLYWOOD WITH PAINT FINISH (COLOR: OFF-WHITE)
 - NVR SHELF SUPPORT: 6 PICES STEEL/STAINLESS STEEL DOWEL PINS (SEE DETAIL A)
 - LOCK: STAINLESS STEEL LOCKSET (INSTALLATION PER MANUFACTURER'S STANDARD)
- 03 - DRAWER (SECOND LEVEL)**
- DRAWER FACE: 19MM THK MARINE PLYWOOD WITH HIGH PRESSURE LAMINATE (HPL) FINISH AND CONCEALED HINGES
 - FINGER PULL: C-TYPE ALUMINUM HANDLE (SAME LENGTH AS SHELF FRONT) COLOR: GRAY
 - DRAWER: GA.18 COLD ROLLED METAL WITH BENDED SIDES ON POWDER COATED FINISH (COLOR: BLACK)
 - PROVIDE FULL EXTENSION SLIDES (ALL SIDES WITH BUILT-IN "ANTIREBOUND" FEATURES)

NOTES:

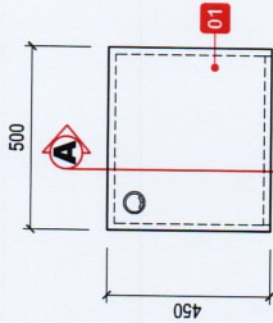
- CABINET CARCASS SHALL BE PROVIDED WITH STIFFENER/SUPPORT.
- CONNECTIONS AND EDGES SHALL BE NET AND FREE FROM BURRS.
- SUPPLIER TO SUBMIT DETAILED DRAWINGS, SAMPLES/SWATCHES & MOCK-UP FOR PMED APPROVAL PRIOR TO FABRICATION.
- SUPPLIER/CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS IN THE JOB.



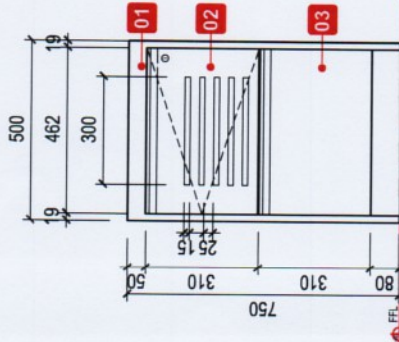
PERSPECTIVE



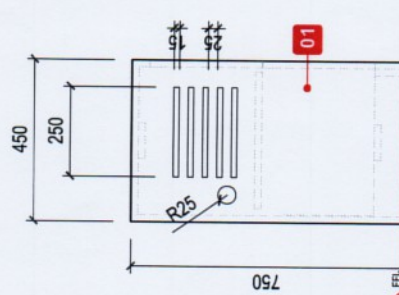
DETAIL - A



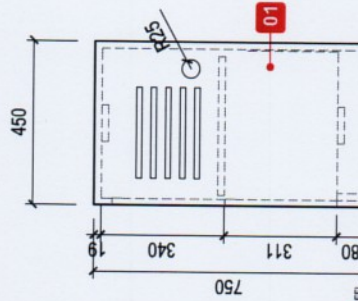
TOP VIEW
SCALE 1:20 MTS



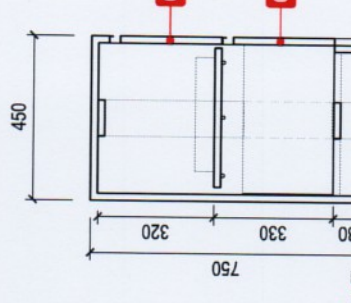
FRONT ELEVATION
SCALE 1:20 MTS



LEFT SIDE ELEVATION
SCALE 1:20 MTS



RIGHT SIDE ELEVATION
SCALE 1:20 MTS



SECTION - A
SCALE 1:20 MTS

RECOMMENDED BY:
JOHN ALBEN V. MISLANO
TECHNICAL SUPPORT UNIT PMED

REVIEWED BY: MOP
DATE: 13 AUGUST 2024

REVISION BY: MARCISARU
REVISION:

APPROVED BY:
DM ENRICO DJ SAMANIEGO
PROJECT MANAGEMENT
AND ENGINEERING DEPARTMENT

SHEET CONTENT:	PERSPECTIVE DETAIL - A TOP VIEW ELEVATIONS SECTION	SHEET NO.: 1
	SPECIFICATIONS	1

Revised D-6

WARRANTY/CERTIFICATION:

CLASS D

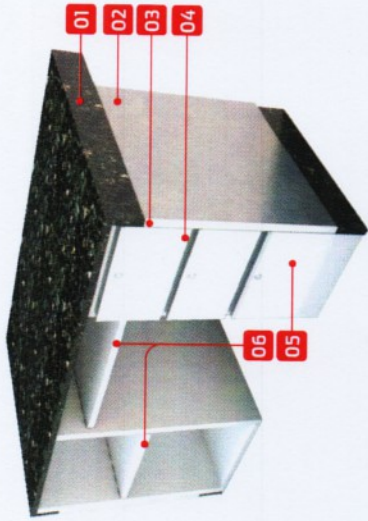
SUPPLIER'S WARRANTY/ CERTIFICATION SHALL BE 1 YEAR AGAINST ANY DEFECT IN PRODUCT OR WORKMANSHIP

SPECIFICATIONS:

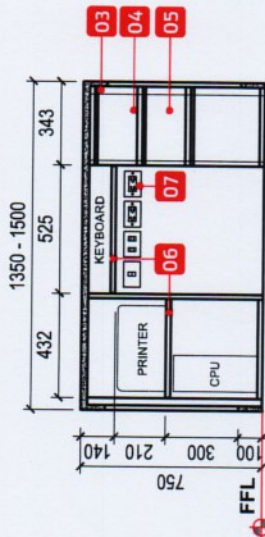
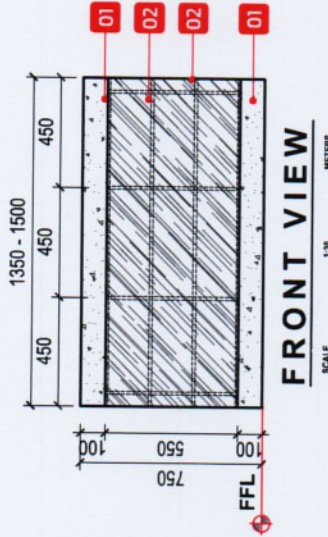
- 01 - WORK TOP/ BASE PANEL**
 - 19MM THK GRANITE COUNTER TOP WITH PROVISION OF SEALANT AT CONNECTIONS
 - COLOR: JET BLACK POLISHED (SUBJECT FOR APPROVAL)
 - UNDERSIDE OF GRANITE COUNTER SHALL BE 6MM THK MARINE PLYWOOD ON SEMI-GLOSS ENAMEL FINISH.
- 02 - ACCENT SURFACE (MARBLE FAUX PANEL)**
 - 5MM THK ACRYLIC MARBLE REFER TO FLOOR PLAN FOR THE CONFIGURATION OF ONYX'S PATTERN/ DESIGN FROM LEFT SIDE TO FRONTAL PANEL
 - BACKLIT WITH DOUBLE LED FLEX STRIP LIGHT (WARM WHITE)
- 03 - SIDE PARTITION PANEL**
 - 6MM THK MARINE PLYWOOD ON SEMI-GLOSS ENAMEL PAINT FINISH BOTH SIDES (COLOR: OFF-WHITE) ON 50MM X 50MM S4S K.D. ANGUILE FRAMING
- 04 - CASH DRAWER**
 - 12MM THK PULL-OUT WOODEN DRAWER WITH PROVISION OF FULL METAL DRAWER GUIDES, J-TYPE ALUMINUM INTEGRATED PULL/FINGER HANDLE AND COMPLETE SET OF ABLLOY DRAWER LOCKSET AND ACCESSORIES.
- 05 - TELLER'S DRAWER**
 - WOODEN CABINET WITH 19MM THK. CABINET DOOR WITH PROVISION OF FULL METAL DRAWER GUIDES, INTEGRATED PULL/FINGER-HANDLE AND COMPLETE SET OF ABLLOY DRAWER LOCKSET AND ACCESSORIES.
- 06 - PULL-OUT TRAY**
 - 12MM THK. MARINE PLYWOOD PULL-OUT TRAY WITH 1.5mm THK. HIGH PRESSURE LAMINATE (COLOR: GRAY MARBLE) IN FULL METAL DRAWER GUIDES.
- 07 - ELECTRICAL OUTLET**
 - 3 - 2.3MM DIA. THIN WIRE AND 2 - DUPLEX UNIVERSAL CONVENIENCE OUTLET AND, 2-GANG DATA OUTLET AND SWITCH.
- 08 - GROMMET CAP**
 - 50MM DIA. GROMMET CAP WITH WIRE HOLE AND COVER

NOTE:

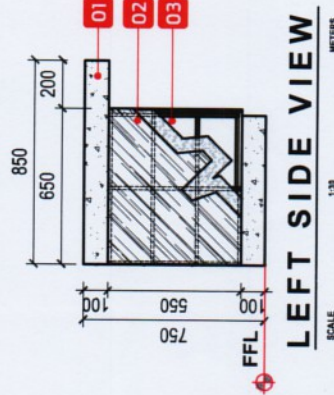
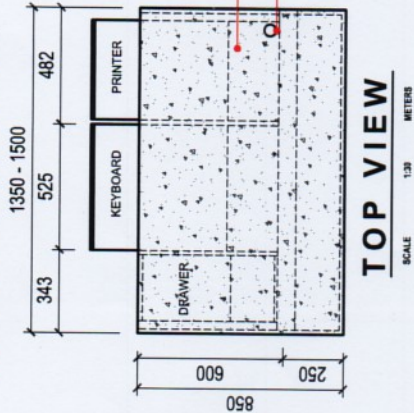
- SUPPLIER TO SUBMIT DETAILED DRAWINGS PRINTED A4 SIZE PAPER WITH THE SUPPLIER'S OFFICIAL LETTER HEAD AND MOCK-UP UNIT TO PMED FOR POST QUALIFICATION EVALUATION.
- SUPPLIER/ CONTRACTOR TO SUBMIT THE FOLLOWING TCP/ MED FOR APPROVAL PRIOR TO FABRICATION
 - a. COLOR SWATCH
 - b. MARBLE FAUX DESIGN
- SUPPLIER/ CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB



PERSPECTIVE 02



PERSPECTIVE 01



APPROVED BY:

FRONTLINER'S DESK

REVIEWED BY:	DATE:
JTB	
DRAWN BY:	DATE:
JDA	

RECOMMENDED BY:
JOHN ALBERLY MELIANG
TECHNICAL SUPPORT UNIT/ PMED

TITLE:

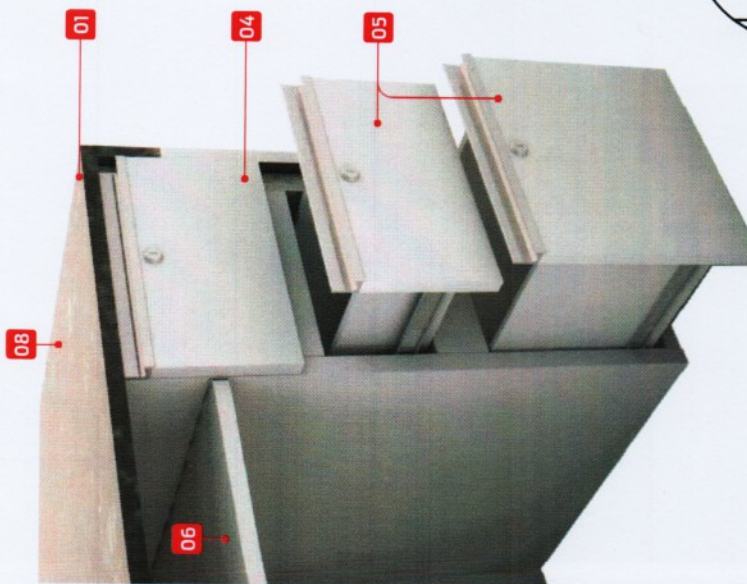
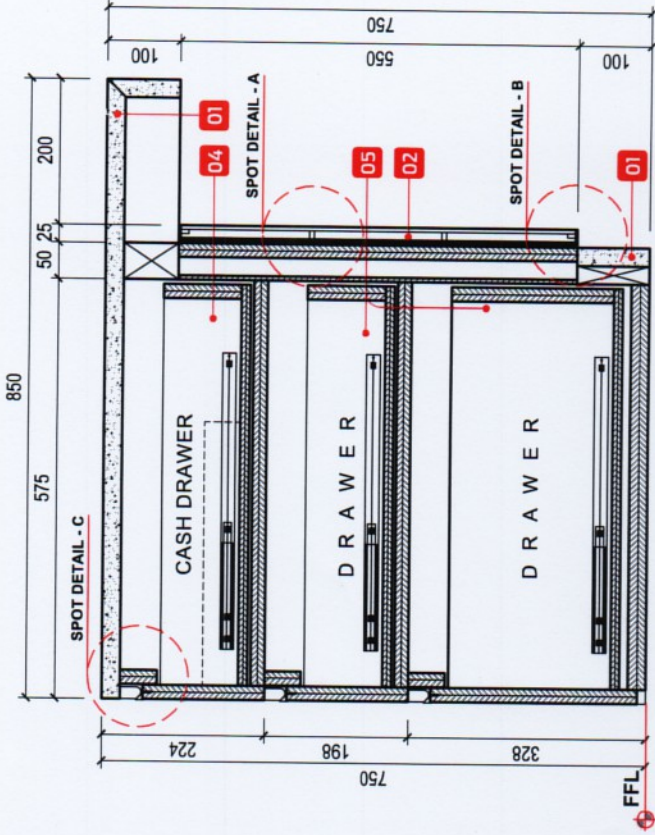
LANDBANK
PROJECT MANAGEMENT & ENGINEERING DEPT.
1558 M.V. DEL PLANT, CORNER DR. QUINTOS ST., IMAYTE, MANILA

DM ENRICO DJ. SAMANIEGO
PROJECT MANAGEMENT
AND ENGINEERING DEPARTMENT

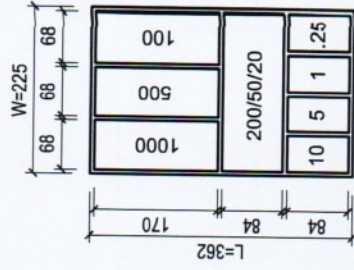
SHEET CONTENT:

SHEET NO.:
1
2

Revised D-7



PERSPECTIVE 01



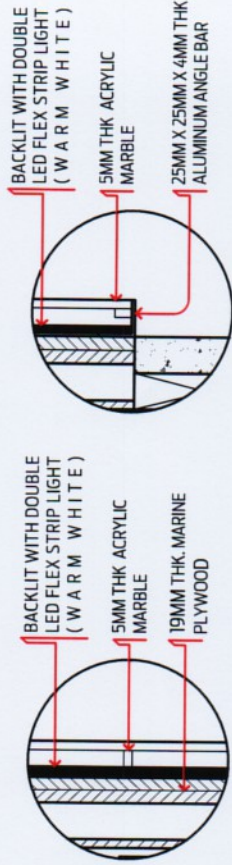
DIMENSION = 362MM (L) X 225MM (W) X 50MM (D)

TELLER'S WORKSTATION CASH ORGANIZER TRAY PLAN

SCALE 1:10 METERS

SECTION DETAILS

SCALE 1:10 METERS



SPOT DETAIL-A

SCALE 1:5 METERS

SPOT DETAIL-B

SCALE 1:5 METERS

SPOT DETAIL-C

SCALE 1:5 METERS

FRONTLINER'S DESK

RECOMMENDED BY:	REVIEWED BY:	DATE:
JOHN ALBEN V. MISLANG TECHNICAL SUPPORT UNIT - I/ED	JTB	
DRAWN BY:	DATE:	
JDA		

APPROVED BY:
DM ENRICO DJ. SAMANIEGO
PROJECT MANAGEMENT
AND ENGINEERING DEPARTMENT

LANDBANK
PROJECT MANAGEMENT & ENGINEERING DEPT.
1508 MI DEL PLAZO, CORNER DR. GUAYOS ST., MANILA, PHILIPPINES

SHEET CONTENT:

SHEET NO.:	2
SHEET NO.:	2

Revised D-8

WARRANTY/ CERTIFICATION:

SUPPLIER'S WARRANTY/ CERTIFICATION SHALL BE 1 YEAR AGAINST ANY DEFECT IN PRODUCT OR WORKMANSHIP

SPECIFICATIONS:

- 01 - WORK TOP/ BASE PANEL**
- 19MM THK GRANITE COUNTER TOP WITH PROVISION OF SEALANT AT CONNECTIONS
- COLOR: JET BLACK POLISHED (SUBJECT FOR APPROVAL)
- UNDERSIDE OF GRANITE COUNTER SHALL BE 6MM THK MARINE PLYWOOD ON SEMI-GLOSS ENAMEL FINISH.

02 - ACCENT SURFACE (MARBLE FAUX PANEL)

- 5MM THK CLEAR ACRYLIC. REFER TO FLOOR PLAN FOR THE CONFIGURATION OF ONYX'S PATTERN/ DESIGN FROM LEFT SIDE TO FRONTAL PANEL

03 - SIDE PARTITION PANEL

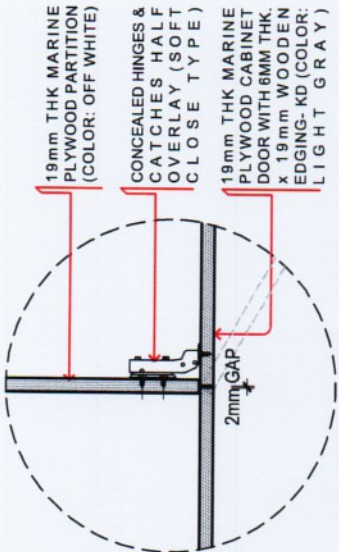
- 19MM THK MARINE PLYWOOD ON SEMI-GLOSS ENAMEL PAINT FINISH BOTH SIDES (COLOR: OFF-WHITE) ON 50MM X 50MM S4S K.D. TANGUILE FRAMING

04 - CABINET

- 19MM THK MARINE PLYWOOD ON SEMI-GLOSS ENAMEL PAINT FINISH BOTH SIDES (COLOR: OFF-WHITE) ON 50MM X 50MM S4S K.D. TANGUILE FRAMING
- INTEGRATED PULL FINGER HANDLE WITH CONCEALED HINGES & CATCHES
- HALF-OVERLAY (SOFT CLOSE TYPE)

NOTE:

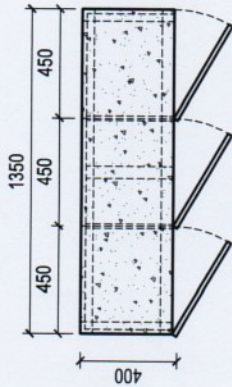
- SUPPLIER TO SUBMIT DETAILED DRAWINGS PRINTED A4 SIZE PAPER WITH THE SUPPLIER'S OFFICIAL LETTER HEAD AND MOCK-UP UNIT TO PMED FOR POST QUALIFICATION EVALUATION.
- SUPPLIER/ CONTRACTOR TO SUBMIT THE FOLLOWING TO PMED FOR APPROVAL PRIOR TO FABRICATION
 - a. COLOR SWATCH
 - b. LAMINATES
- SUPPLIER/ CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB



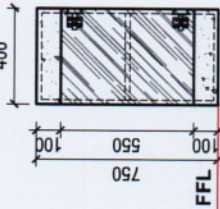
SPOT DETAIL - A
SCALE 1:7 METERS



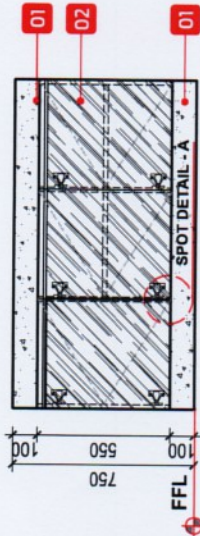
PERSPECTIVE 01



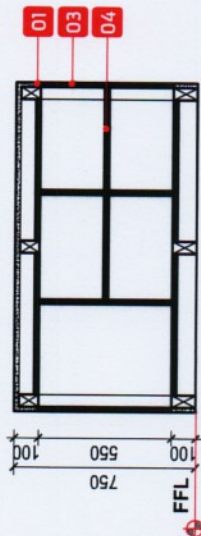
TOP VIEW
SCALE 1:30 METERS



LEFT SIDE VIEW
SCALE 1:30 METERS



FRONT VIEW
SCALE 1:30 METERS



SECTION DETAIL
SCALE 1:30 METERS

FRONTLINER'S BACK CABINET

APPROVED BY:

SHEET CONTENT:

SHEET NO.:

LANDBANK
PROJECT MANAGEMENT & ENGINEERING DEPT.
159B MALDE PLAZA, CORNER DE CUNYOS ST., MALATE, MANILA

RECOMMENDED BY:
JOHN ALBERT V. MELANG
TECHNICAL SUPPORT UNIT - PMED

REVIEWED BY:
JTB
DATE:

DRAWN BY:
JDA
REVISIONS:

DM ENRICO DJ. SAMANIEGO
PROJECT MANAGEMENT
AND ENGINEERING DEPARTMENT

1
1

CLASS D

WARRANTY/ CERTIFICATION:

SUPPLIER'S WARRANTY/ CERTIFICATION SHALL BE YEAR AGAINST AN DEFECT IN PRODUCT OR WORKMANSHIP.

SPECIFICATION:

01 - WORK SURFACE

- 32mm THK. MDF WITH 1.5mm THK. HIGH PRESSURE LAMINATE (HPL) FINISH (MACHINE PRESSED) WITH T-MOULDING EDGING.
- COLOR: WOOD GRAIN PATTERN TO WALNUT (PROVIDE LAMINATE SAMPLE FOR APPROVAL) AND BLACK FOR EDGING (SUBJECT FOR APPROVAL).
- PROVIDE RECTANGULAR GROMMET WITH MOHAIR (COLOR: BLACK)

02 - BASE/ FRAMING

- 38mm X 38mm X 2mm THK. METAL STEEL SQUARE TUBE POWDER COATED FINISH.
- COLOR: LIGHT GRAY (PROVIDE COLOR SWATCH FOR APPROVAL).
- PROVIDE RUBBER GLIDE FOOTING (COLOR: BLACK).
- PROVIDE 38mm X 50mm ALUMINUM CABLE TRAY (COLOR MATCH TO FRAMING) MOUNTED ON TABLE FRAMING (VERIFY ELECTRICAL TAPPING POINT CONNECTION).

03 - GLASS PARTITION

- 350mm(H) X 500mm(W) X 10mm THK. CLEAR FROSTED ANNEALED GLASS.
- 19mm X 19mm X 3mm THK. ALUMINUM U-CHANNEL POWDER COAT FINISH (COLOR: BLACK).
- PROVIDE NEUTRAL SILICONE SEALANT (COLOR: CLEAR).

04 - MODESTY PANEL

- 12MM THK. MARINE PLYWOOD WITH 1.5MM THK. HIGH PRESSURE LAMINATE (HPL) FINISH (MACHINE PRESSED).
- COLOR: GRAY (PROVIDE LAMINATE SAMPLE FOR APPROVAL).
- GROOVE - 5MM X 5MM ALUMINUM U-CHANNEL (COLOR: SILVER)
- PROVISION OF MODESTY PANEL IS SUBJECT TO LOCATION OF DOBS TABLE (SUBJECT FOR APPROVAL)

05 - RACEWAY

- ALUMINUM POWDER COAT FINISH
- COLOR PATTERN TO GRAY (PROVIDE COLOR SWATCH FOR APPROVAL).
- PROVIDE 2 CONVENIENCE OUTLET AND 2 DATA OUTLET
- PROVIDE ADDITIONAL 1 CONVENIENCE OUTLET AND 1 DATA OUTLET FOR PRINTER/ PASSBOOK UPDATER
- 100MM(H) X 50MM (W). POWDER COAT FINISH COLOR: GRAY (SUBJECT FOR APPROVAL)
- GA. 18, 3mm PERFORATED TRAY

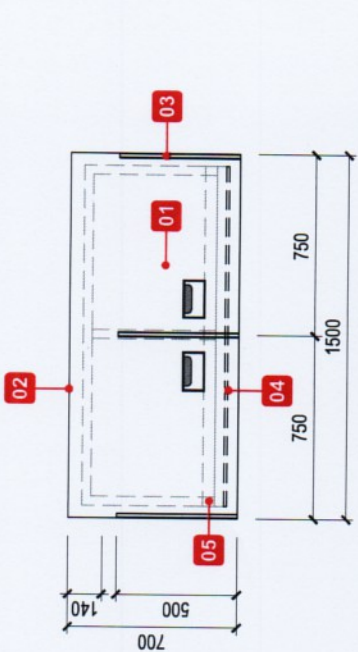
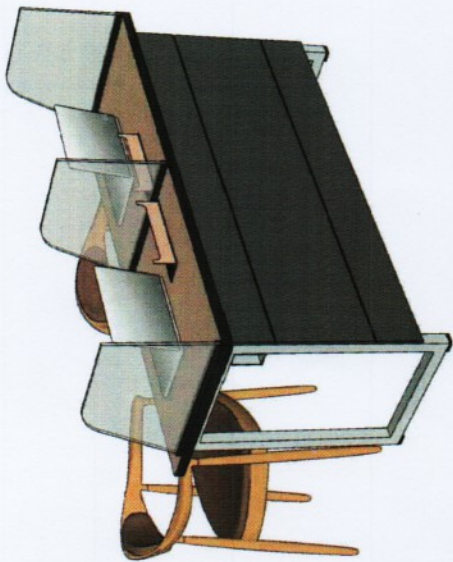
NOTES:

- SUPPLIER TO SUBMIT DETAILED DRAWINGS, SAMPLES/ SWATCHES & MOCK-UP FOR PMED APPROVAL PRIOR TO FABRICATION.
- SUPPLIER/ CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB.

SHEET CONTENT: PERSPECTIVE PLAN VIEW FRONT VIEW SIDE VIEW WARRANTY/ CERTIFICATION SPECIFICATION NOTES

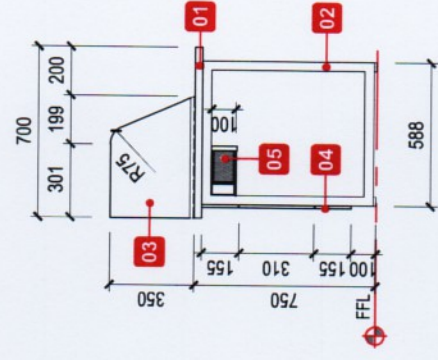
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WARRANTY/ CERTIFICATION SPECIFICATION NOTES



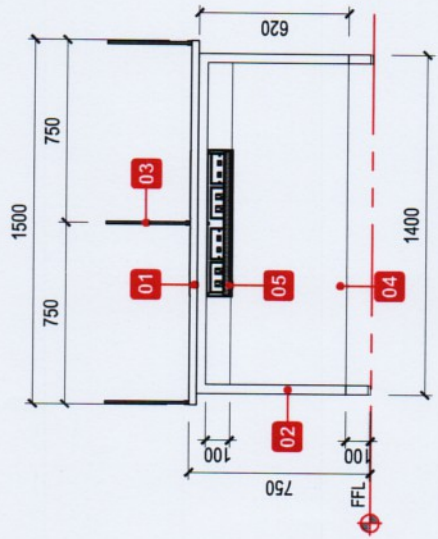
PLAN VIEW

SCALE 1:30 M



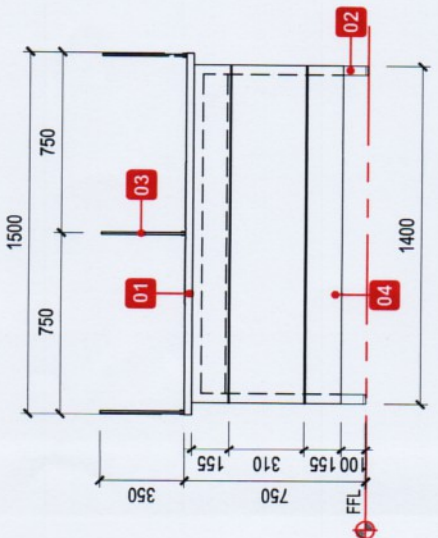
SIDE VIEW

SCALE 1:30 M



REAR VIEW

SCALE 1:30 M



FRONT VIEW

SCALE 1:30 M

PERSPECTIVE

APPROVED BY:

DM ENRICO DJ. SAMANIEGO
PROJECT MANAGEMENT AND ENGINEERING DEPARTMENT

STANDARD DOBS TABLE

RECOMMENDED BY:	REVIEWED BY:	DATE:
JOHN ANIBEN V. MESSANG TECHNICAL SUPPORT UNIT / PMED	MCP	10 OCTOBER 2024
REVISIONS:	DRAWN BY:	2024 BRAND REFRESH
	A. SULA	

TITLE

LANDBANK
PROJECT MANAGEMENT & ENGINEERING DEPT.
158 M.A. DEL PUENTE, CORNER DR. QUINOS ST., MARTE, MANILA

Revised D-10

WARRANTY / CERTIFICATE:

CLASS D

SUPPLIER'S WARRANTY CERTIFICATE SHALL BE ONE (1) YEAR AGAINST DEFECTS IN PRODUCTION WORKMANSHIP

SPECIFICATIONS:

- 01 - 6mm THK BENDED HIGH PRESSURE LAMINATE SHEET IN STAINLESS STEEL FINISH AND MACHINE PRESSED INSTALLED IN 1/2" MARINE PLYWOOD.
- 02 - 3/4" THK 4000mm x 10000mm MARINE PLYWOOD DOOR IN HIGH PRESSURE LAMINATE WITH BLACK EDGING FINISH (COLOR: GRAY) WITH 2" x 3" RECESSED HANDLE AND LOCK.
- 03 - DIGITAL PRINTED REVERSED COLORED STICKER MOUNTED ON 3mm THK CLEAR ACRYLIC PANEL WITH 6-25mm Ø STAINLESS STEEL MOUNTING SCREWS COMPLETE WITH ACCESSORIES.
- 04 - 6mm THK HIGH PRESSURE LAMINATE SHEET IN STAINLESS STEEL FINISH AND MACHINE PRESSED INSTALLED IN 3/4" THK MARINE PLYWOOD COUNTER TOP.
- 05 - 70mm (2.75" x 1 1/4") HEAVY DUTY WHITE NYLON WHEEL CASTERS WITH LOCK CONNECTED TO BASE.
- 06 - 1" x 1" MARINE PLYWOOD GUN STOPPER WITH 1" x 3" MARINE PLYWOOD GUN RACK.
- 07 - 3/4" THK MARINE PLYWOOD SHELF AND DIVIDER MACHINE PRESSED INSTALLED WITH HIGH PRESSURE LAMINATE SHEET (COLOR: GRAY) WITH BLACK EDGING.
- 08 - 3/4" THK MARINE PLYWOOD STEEL DRAWER BOX IN HIGH PRESSURE LAMINATE FINISH (COLOR: GRAY) WITH 3000mm METAL DRAWER RUNNER AND 2" x 3" RECESSED HANDLE WITH LOCK.
- 09 - 3mm THK 304 STAINLESS STEEL MCK PLATE.

NOTES:

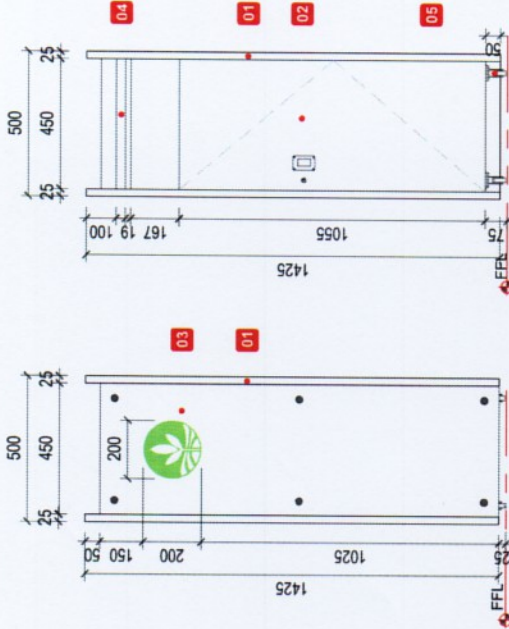
1. SUPPLIER TO SUBMIT DETAILED DRAWINGS PRINTED ON A4 SIZE PAPER WITH THE SUPPLIER'S OFFICIAL LETTERHEAD AND MOCK-UP UNIT TO PMED FOR POST QUALIFICATION EVALUATIONS
2. SUPPLIER / CONTRACTOR TO SUEMIT THE FOLLOWING TO PMED FOR APPROVAL PRIOR TO FABRICATION:
 - a. 3mm STAINLESS STEEL
 - b. LAMINATES (STEEL FINISH)
 - c. LAMINATES (COLOR: GRAY)
3. SUPPLIER / CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB.

COLOR GUIDE:

GREEN - C 60, M 0, Y 100, K 0 OR WEB CL OR: 72BF-44
 GRAY - PANTONE 18-4005 TCX STEEL GRAY

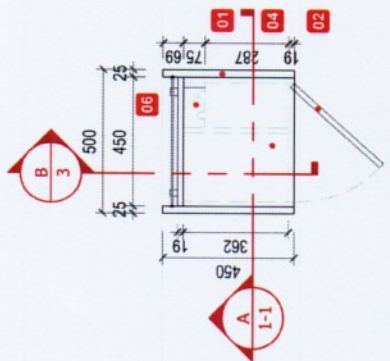


PERSPECTIVE

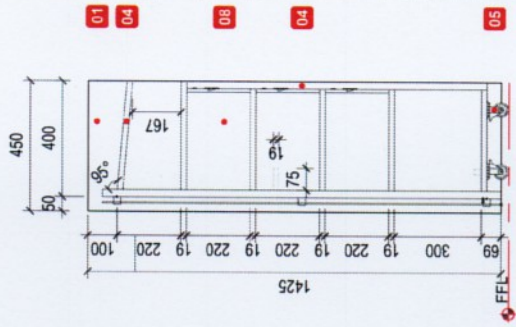


FRONT VIEW
SCALE 1:25M

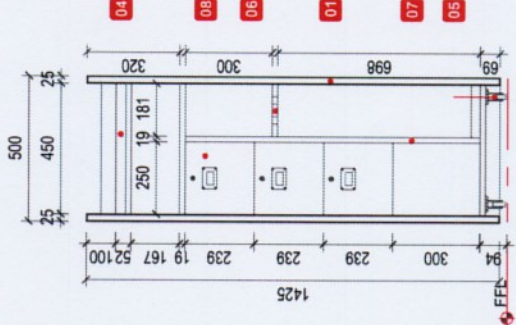
REAR VIEW
SCALE 1:25M



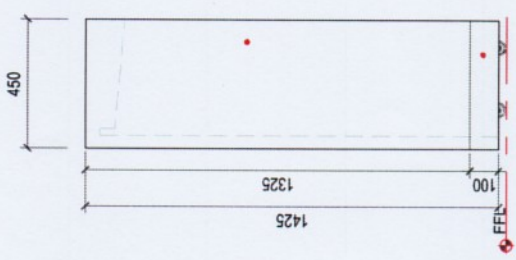
PLAN VIEW
SCALE 1:25M



SECTION - A
SCALE 1:15M



SECTION - B
SCALE 1:15M



RIGHT VIEW
SCALE 1:25M

SHEET CONTENT:

APPROVED BY:

TITLE

PERSPECTIVE	SHEET NO: 1
PLAN	
ELEVATIONS	
SECTION	
SPECIFICATIONS	1

DM ENRICO D.J. SAMANIEGO
 PROJECT MANAGEMENT
 AND ENGINEERING DEPARTMENT

BRAND REFRESH 2024

REVERSED BY:	DATE:
DRAWN BY:	REVISIONS:

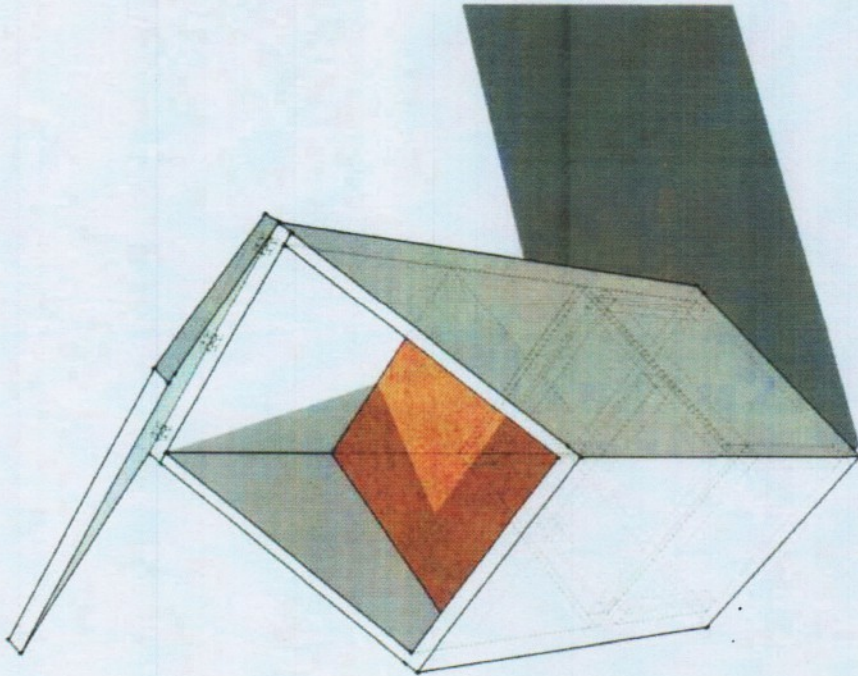
RECOMMENDED BY:
 TECHNICAL SUPPORT UNIT

LANDBANK
 PROJECT MANAGEMENT & ENGINEERING DEPT.
 1509 M.H. DEL PLANTIT, CORNER DE JARDINES ST. MALATE, MANILA

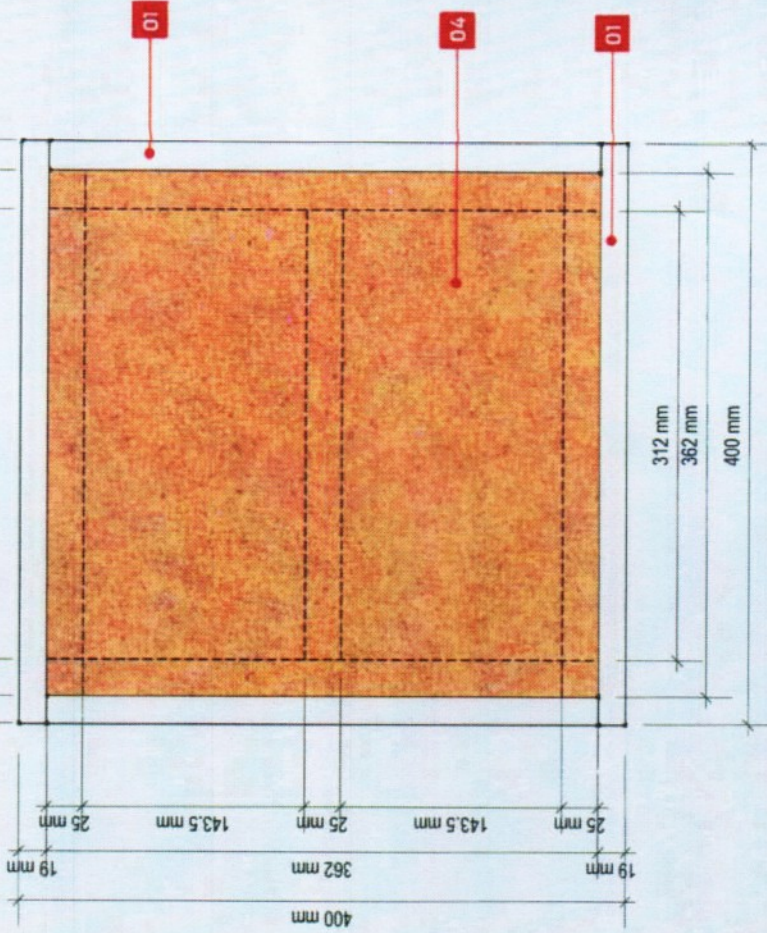
Revised D-11

NOTES:

- WRITTEN DIMENSIONS ON THESE DRAWINGS SHALL HAVE PRECEDENCE OVER SCALED DIMENSIONS.
- CONTRACTOR/SUPPLIER SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS OF THE JOB.
- PMED MUST BE NOTIFIED IMMEDIATELY OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN IN THESE DRAWINGS.
- CONTRACTOR/SUPPLIER SHALL SUBMIT SHOP DRAWING AND PROTOTYPE TO PMED FOR APPROVAL BEFORE PRODUCTION.
- SUPPLIER TO SUBMIT ONE (1) YEAR WARRANTY CERTIFICATE AGAINST DEFECT IN PRODUCT AND WORKMANSHIP.



PERSPECTIVE VIEW



PLAN VIEW

SPECIFICATIONS:

- 01 - 3/4" THK. MARINE PLYWOOD (SHELF, SIDING AND TOP COVER) ON PAINT FINISH COLOR: WHITE
- 02 - 1"x2" THK. WOOD FRAMING SUPPORT ON PAINT FINISH COLOR: WHITE
- 03 - 1"x1" THK. WOOD STIFFENER ON PAINT FINISH COLOR: WHITE
- 04 - SAND FILL
- 05 - 25mm x 25mm HINGE COMPLETE WITH SCREWS ON PAINT FINISH COLOR: WHITE



LAND BANK OF THE PHILIPPINES
PROJECT MANAGEMENT & ENGINEERING DEPT.
 1598 M.H. DEL PILAR ST., CORNER DR. QUINTOS ST., MALATE MANILA

TITLE:
SANDBOX
(FOR EMERGENCY/SECURITY UNLOADING)
LANDBANK STANDARD DETAILS & SPECIFICATIONS

RECOMMENDING APPROVAL:

ENGR. D.J. SAMANIEGO
 HEAD, PMED

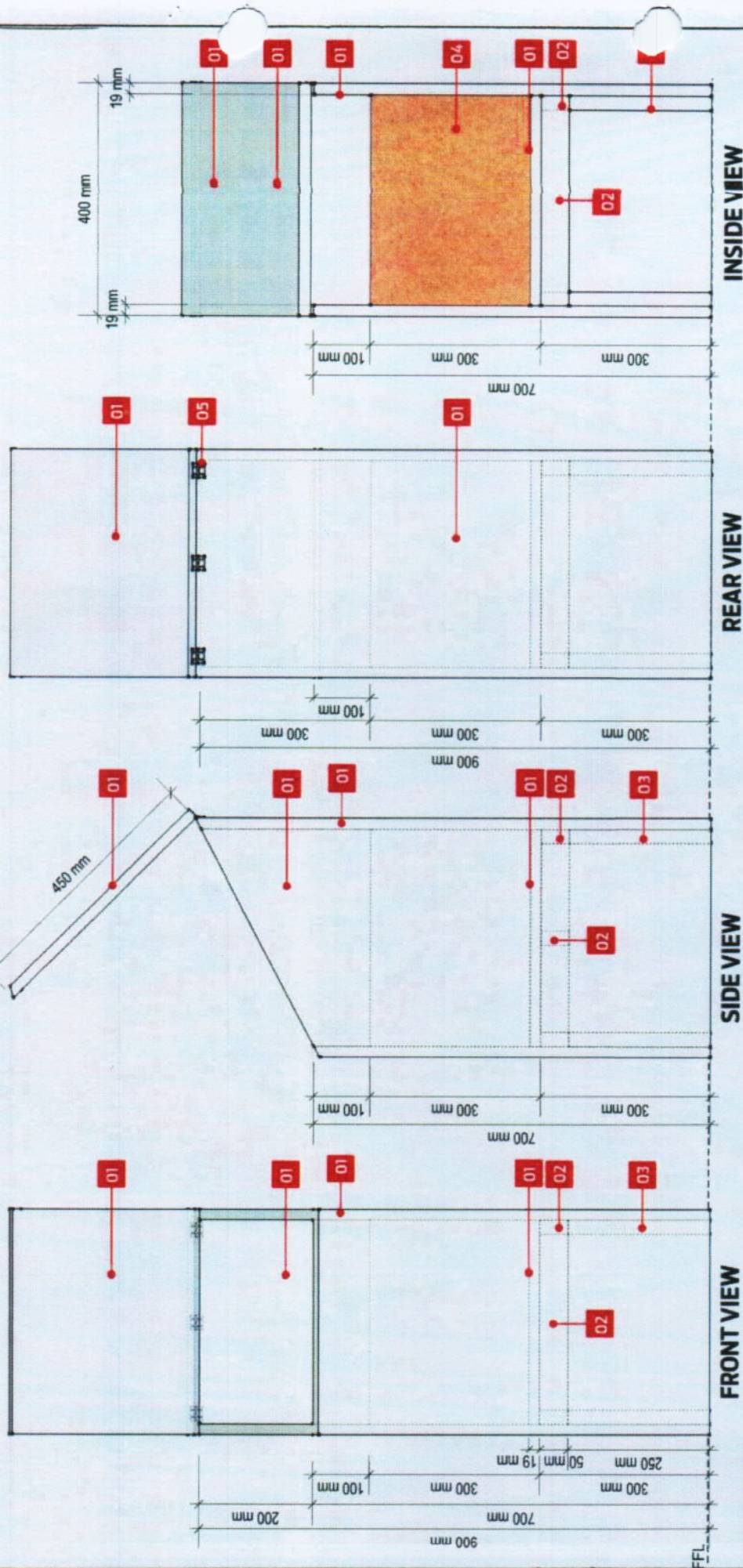
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DRAWN: TSU-PMED
DATE: AUGUST 2, 20
REVIEWED: J. MISLAJIG
DATE:

SHEET NO. SB 10F3

Revised D-12


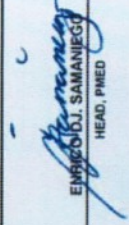
NOTES:

- WRITTEN DIMENSIONS ON THESE DRAWINGS SHALL HAVE PRECEDENCE OVER SCALED DIMENSIONS.
- CONTRACTOR/SUPPLIER SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS OF THE JOB.
- PMED MUST BE NOTIFIED IMMEDIATELY OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN IN THESE DRAWINGS.
- CONTRACTOR/SUPPLIER SHALL SUBMIT SHOP DRAWING AND PROTOTYPE TO PMED FOR APPROVAL BEFORE PRODUCTION.
- SUPPLIER TO SUBMIT ONE (1) YEAR WARRANTY CERTIFICATE AGAINST DEFECT IN PRODUCT AND WORKMANSHIP.



SPECIFICATIONS:

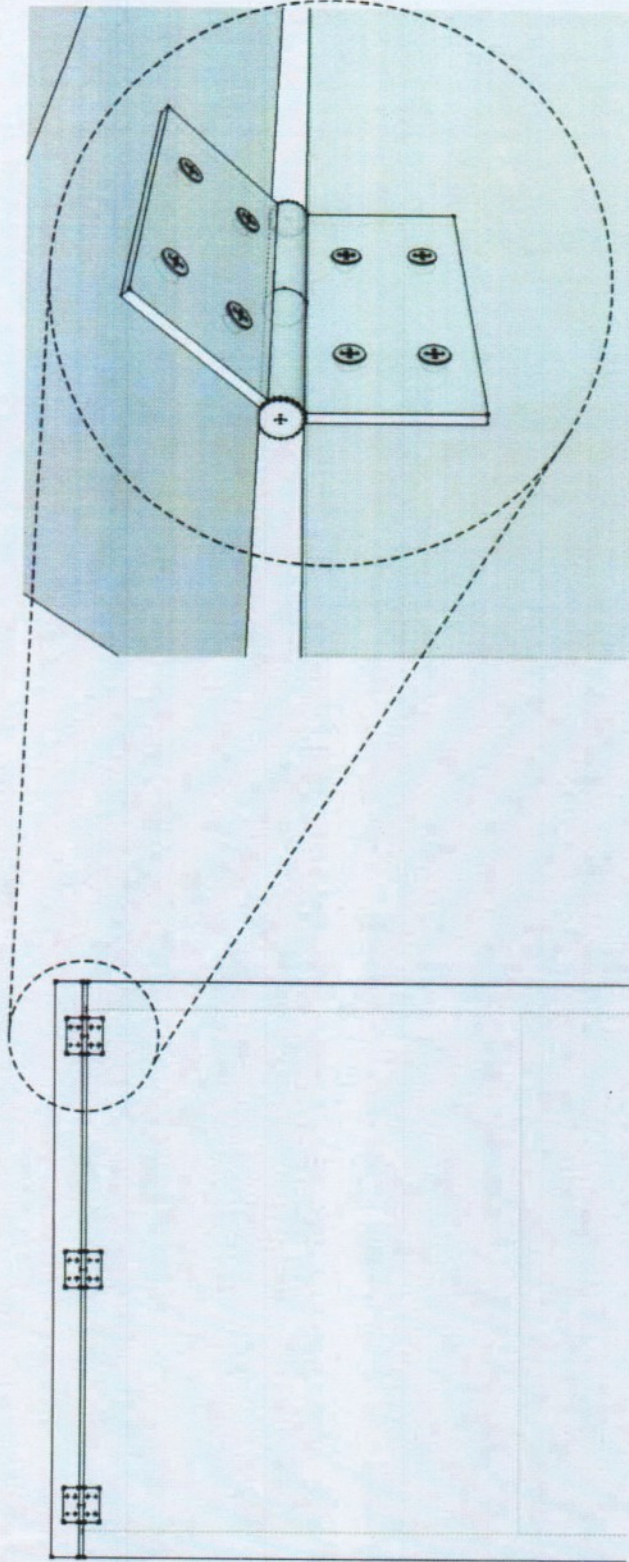
- 01 - 3/4" THK. MARINE PLYWOOD (SHELF, SIDING AND TOP COVER) ON PAINT FINISH COLOR: WHITE
- 02 - 1"x2" THK. WOOD FRAMING SUPPORT ON PAINT FINISH COLOR: WHITE
- 03 - 1"x1" THK. WOOD STIFFENER ON PAINT FINISH COLOR: WHITE
- 04 - SAND FILL
- 05 - 25mm x 25mm HINGE COMPLETE WITH SCREWS ON PAINT FINISH COLOR: WHITE

	LAND BANK OF THE PHILIPPINES PROJECT MANAGEMENT & ENGINEERING DEPT. 1588 M.H. DEL PILAR ST., CORNER DR. QUINTOS ST., MALATE MANILA		TITLE: SANDBOX (FOR EMERGENCY/SECURITY UNLOADING) LANDBANK STANDARD DETAILS & SPECIFICATIONS		RECOMMENDING APPROVAL:  EMROD J. SAMANIEGO HEAD, PMED		DESIGN: TSU-PMED DRAWN: TSU-PMED DATE: AUGUST 2020 REVIEWED: J. MISLAJG DATE:		SHEET NO: SB 2 OF 3	
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Revised D-13

NOTES:

- WRITTEN DIMENSIONS ON THESE DRAWINGS SHALL HAVE PRECEDENCE OVER SCALED DIMENSIONS.
- CONTRACTOR/SUPPLIER SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS OF THE JOB.
- PMED MUST BE NOTIFIED IMMEDIATELY OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN IN THESE DRAWINGS.
- CONTRACTOR/SUPPLIER SHALL SUBMIT SHOP DRAWING AND PROTOTYPE TO PMED FOR APPROVAL BEFORE PRODUCTION.
- SUPPLIER TO SUBMIT ONE (1) YEAR WARRANTY CERTIFICATE AGAINST DEFECT IN PRODUCT AND WORKMANSHIP.



SPOT DETAIL
25mm x 25mm HINGE COMPLETE WITH SCREW

SPECIFICATIONS:

- 01 - 3/4" THK. MARINE PLYWOOD ON PAINT FINISH COLOR: WHITE
- 02 - 1"x2" THK. WOOD FRAMING SUPPORT ON PAINT FINISH COLOR: WHITE
- 03 - 1"x1" THK. WOOD STIFFENER ON PAINT FINISH COLOR: WHITE
- 04 - SAND FILL
- 05 - 25mm x 25mm HINGE COMPLETE WITH SCREWS ON PAINT FINISH COLOR: WHITE



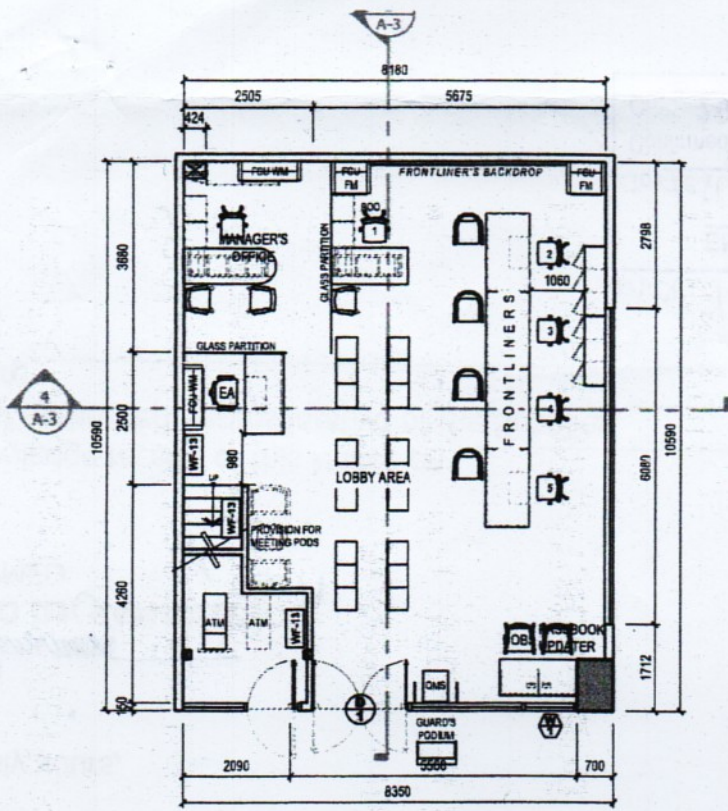
LAND BANK OF THE PHILIPPINES
PROJECT MANAGEMENT & ENGINEERING DEPT.
1598 M.H. DEL PILAR ST., CORNER DR. QUINTOS ST., MALATE MANILA

TITLE:
SANDBOX
(FOR EMERGENCY/SECURITY UNLOADING)
LANDBANK STANDARD DETAILS & SPECIFICATIONS

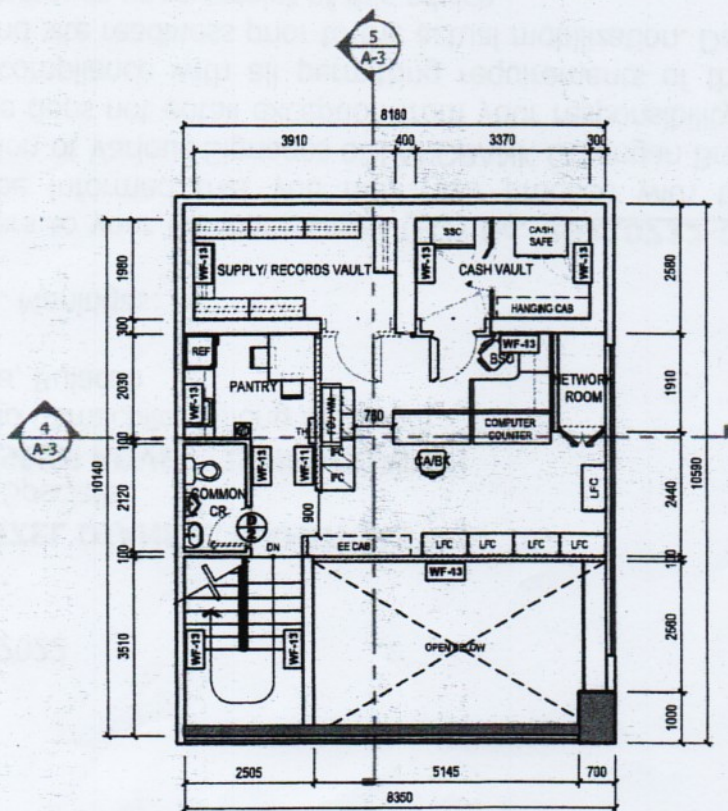
RECOMMENDING APPROVAL:
[Signature]
ENYOCO D.J. SAMAMICHO
HEAD, PMED

DESIGN: TSU-PMED
DRAWN: TSU-PMED
DATE: AUGUST 2/20
REVIEWED: J. MISLAN-G
DATE:
SHEET NO: SB
3 OF 3

Revised D-14



3 **PROPOSED GROUND FLOOR PLAN**
A-2 SCALE 1:100 METERS



Revised D-15

4 **PROPOSED MEZZANINE PLAN**

BILL OF QUANTITIES FORM

PROJECT : Office Furniture for LANDBANK San Miguel Avenue Branch Relocation/Fit-out

LOCATION : Unit 0104 Ground Floor Hanston Square Building 1, 7 San Miguel Avenue, Ortigas Center, Pasig City

Item No.	Description	Qty.	Unit	Unit Cost	Total Cost
A. Supply, Delivery, and Installation of the following:					
1.0	Managers Workstation; with side extension & 4-Drawer Back Cabinet	1.00	unit/s	P _____	P _____
2.0	EA Workstation; with 4-Drawer Back Cabinet	1.00	unit/s	P _____	P _____
3.0	2-Drawers Filing Cabinet (for Manager)	1.00	unit/s	P _____	P _____
4.0	Small Storage Cabinet (for NVR)	1.00	unit/s	P _____	P _____
5.0	Frontliners Counter	4.00	unit/s	P _____	P _____
6.0	Back Counter Cabinet	2.00	unit/s	P _____	P _____
7.0	Standard DOBS Counter and Passbook Updater	1.00	unit/s	P _____	P _____
8.0	Guard's Podium	1.00	unit/s	P _____	P _____
9.0	Sand Box	1.00	unit/s	P _____	P _____
10.0	Installation Cost	1.00	lot	P _____	P _____
11.0	Dismantling and Hauling from San Miguel Avenue Branch to Antipolo Warehouse of the following:	1.00	lot	P _____	P _____
	New Accounts Counter (1.5m) - 2 units			_____	_____
	Teller's Cages (1.3m) - 4 units				
	Slip Writing Counter - 1 unit				
TOTAL					P _____

Note:

The Bidder shall fill in rates and prices for all items of the Bill of Quantities. Quotations not addressing or providing all of the required items in the Bill of Quantities shall be considered nonresponsive and, thus, automatically disqualified. In this regard, where a required item is provided, but no price is indicated, the same shall be considered as nonresponsive, but specifying a "0" (zero) for the said item would mean that it is being offered for free.

Submitted by:

Supplier / Bidder

Printed Name of Authorized Representative with Signature

Date

Revised Annex E

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.

Lot No.	Description	Quantity	Delivered, Weeks/Months
One (1) Lot	Various Office Furniture for LANDBANK San Miguel Avenue Branch	Refer to Bill of Quantities (Revised Annex E)	Within sixty (60) calendar days upon receipt of Notice to Proceed and advice from Project Management and Engineering Department.

Delivery Site and Contact Person:

LANDBANK San Miguel Avenue Branch

Unit 0104 Ground Floor Hanston Square Building, 1
 7 San Miguel Avenue, Ortigas Center, Pasig City
 8632-0855 to 59

Implementing Unit:

Mr. Enrico DJ Samaniego
 Head, LANDBANK Project Management and Engineering Department

Contact Nos.:

8-522-0000 locals 2256, 2349 and 2250

Conforme:

 Name of Bidder

 Signature Over Printed Name of
 Authorized Representative

 Position

Technical Specifications

Specifications	Statement of Compliance
<p>Various Office Furniture for LANDBANK San Miguel Avenue Branch</p> <ol style="list-style-type: none">1. Scope of works, lay-out, drawings, minimum specifications and other requirements per attached Terms of Reference (Revised Annexes D-1 to D-15) and Bill of Quantities (Revised Annex E).2. Documentary requirements enumerated in Annex D-1 of the Terms of Reference. <p>Non-submission of the above documents/requirements may result in the post-disqualification of the bidder.</p>	<p>Bidders must signify their compliance to the Technical Specifications/Terms of Reference by stating below either "Comply" or Not "Comply"</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>

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. **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-mentioned 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. List of at least five (5) contracts or purchase orders or equivalent documents for completed projects during 2022, 2023 and 2024, with the following details:
 - Name of Project
 - Location of Project
 - Type of Project
 - Duration of Project
 - Contact Persons and Number

15. Copy of contracts or purchase orders or equivalent documents issued by different clients for each completed project.
16. LTO Official Receipt (OR) and Certificate of Registration (CR) or other documents showing proof of ownership of the vehicle and/or right to use the vehicle.
17. Detailed drawings printed on the supplier's official letterhead and signed by authorized representative to include the following (per item/type of unit) for post qualification evaluation:
 - 17.1 Model Name and Type
 - 17.2 Perspective/Photo of the item
 - 17.3 Drawing/Sketch views with dimensions/measurements (Plan/Top View, Front Elevation, Right Elevation, Rear Elevation).
 - 17.4 Complete description of the items including parts and components.

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

18. 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.
19. Latest Income Tax Return filed manually or through EFPS.
20. Original copy of Bid Security (if in the form of a Surety Bond, submit also a certification issued by the Insurance Commission).
21. Original copy of duly notarized Omnibus Sworn Statement (OSS) (sample form - Form No.6).
22. 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 **Revised Schedule of Prices** signed by the Bidder's authorized representative (sample form - Form No.2).
3. Dully filled out Bill of Quantities Form (**Revised Annex E**) signed by the Bidder's authorized representative.

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.

Form No.

SCHEDULE OF PRICES

For Goods Offered from Within the Philippines

Name of Bidder _____ Project ID No. _____ Page ___ of ___

1 Lot No.	2 Description	3 Country of Origin	4 Quantity	5 Unit Price (EXW)	6 Transportation and Insurance and all other costs incidental to delivery, per item	7 Sales and other taxes payable if Contract is awarded, per item	8 Cost of Incidental Services, if applicable, per item	9 Total Price, per unit (col 5+6+7+8)	10 Total Price delivered Final Destination (col 9) x (col 4)
1	Various Office Furniture for LANDBANK San Miguel Avenue Branch	_____	One (1) Lot Refer to the Bill of Quantities (Revised Annex E) for the detailed breakdown of components and Contract Price	PHP N/A	PHP N/A	PHP N/A	PHP N/A	PHP N/A	PHP N/A

Note: Duly accomplished Bill of Quantities Form (**Revised Annex E**) shall be submitted. Non-Submission of this document may be a ground for a "Failed" rating of the bid.

Please credit payment to:

Account Name: _____

Account Number: _____

LBP Branch: _____

Name of Bidder

Signature over Printed Name of Authorized Representative

Position

Form No. 2

LBP-GIBAC-ITB-GS-20250207-01
Revised 03.20.25

SCHEDULE OF PRICES For Goods Offered from Abroad

Name of Bidder _____ Project ID No. _____

Page ___ of ___

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of Origin	Quantity	Unit Price* CIF port of entry (specify port) or CIP named place (specify border point or place of destination)	Transportation and insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
1	Various Office Furniture for LANDBANK San Miguel Avenue Branch	_____	One (1) Lot Refer to the Bill of Quantities (Revised Annex E) for the detailed breakdown of components and Contract Price	Php N/A	Php N/A	Php N/A	Php N/A	Php N/A	Php N/A

Note: Duly accomplished Bill of Quantities Form (**Revised Annex E**) shall be submitted.
Non-Submission of this document may be a ground for a "Failed" rating of the bid.

Please credit payment to:

Account Name: _____

Account Number: _____

LBP Branch: _____

Name of Bidder

Signature over Printed Name of Authorized Representative

Position