

SUPPLEMENTAL/BID BULLETIN NO. 1

PROJECT : Lot 1 - Supply and Delivery of 17 Units Bill Counter, Portable-Type with Counterfeit Detector for Peso/Dollar under Project Identification No. LBP-GIBAC-ITB-GS-20250304-02

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

DATE : April 3, 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-2), Invitation to Bid [Item Nos. 1 and 5 (Lot 1) of Section 1], Instruction to Bidder (Item No. 1 of Section II), Bid Data Sheet (ITB Clause 19.3 of Section III), Schedule of Requirements (Section VI), Technical Specifications (Section VII), Bid Form (Form No. 1), Schedule of Prices (Form No. 2, For Goods Offered from Within the Philippines and from Abroad) and Checklist of Bidding Documents (Item Nos. 11 and 12 of Technical Documents and Items Nos. 1 and 2 of Financial Component) have been revised. Please see attached revised Annexes D-1 to D-2 and specific sections of the bidding documents.

By the authority of the GI-BAC:



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

**TERMS OF REFERENCE FOR
PORTABLE BILL COUNTER with COUNTERFEIT DETECTOR FOR PHILIPPINE PESO & U.S. DOLLAR (USD)
(REVISED)**

Equipment	Portable Bill Counter with Counterfeit Detector for Philippine Peso & U.S. Dollar (USD) (without printer)
Date Prepared	March 26, 2025

Machine Design	Portable Currency Machine capable of counting, counterfeit detection of Philippine Peso & U.S. Dollar Notes and printing of Serial Numbers with adjustable mobile carrier/bench
No. of Pockets/Stackers	Minimum of two (2) pockets (one for genuine, one for reject/counterfeit)
Currency	Philippine Peso (Php) & U.S. Dollar (USD)
Denomination	All denominations of Philippine Peso & USD
Counting and Counterfeit Detection Speed	Minimum of 1,000 Banknotes per minute
Hopper Capacity	Minimum of 500 notes
Stacker/Pocket Capacity	Minimum of 100 notes
Shutter	Equipped with Automatic Noise and Dust Proof Shutter
Accuracy	100% accurate in counting and counterfeit detection. 100% accurate in printing serial numbers
Display	Full color graphical touch LCD
Dimension (Bills/Notes)	1.97 x 3.54 - 3.94 x 7.28 inches or 50 x 90mm – 100 x 185mm
Authentication Parameters for all denominations of Philippine Peso & U.S. Dollar	1. Magnetic Security Thread Detector 2. Fluorescent detector 3. Infrared detector 4. Picture detector or its equivalent 5. Can detect all types of counterfeit notes. <i>(Upgradeable to detect new types of counterfeit. Free of Service Charge)</i>
Operating System	Compatible with Windows 10 or higher
Power Supply	100 – 240 AC Auto Volt
Printer	High resolution – full and clear printing of serial numbers (Optical Character Recognition)
Conformance to Regulations	The product must conform to certain existing health, safety and environmental protection standards. It must have a <u>CE</u> (Compormitee Europeene) Marking, or <u>UL</u> (Underwriters Laboratory) listing mark, or Energy Star label, or other comparable certification marks.
Performance	<ol style="list-style-type: none"> 1. The machine must be capable of and accurate in counting unfit, fit, and new mint notes. It should pass the performance test which will be conducted by LANDBANK. 2. The product must have a Certificate of Satisfactory Performance (CSP) from at least three (3) of the following: <ol style="list-style-type: none"> a. CSP from any three (3) Bangko Sentral ng Pilipinas (BSP) offices or, b. CSP from any three (3) of the top ten (10) banks in the Philippines based on assets that can be found in BSP website.

Revised Annex D-1

Manufacturing Process	The product must have been produced under a consistent manufacturing process certified under ISO 9001, or in accordance with other comparable quality management system. ISO 9001 certification of the manufacturer or equivalent document/s must be submitted.
Labeling	<p>The following information must be printed or etched in the housing and packaging of the product.</p> <ul style="list-style-type: none"> • <i>Correct and registered trade name or brand name;</i> • <i>Registered trademark; and</i> • <i>Registered business name and address of the manufacturer</i>
Other Capabilities	<ol style="list-style-type: none"> 1. Portable Bill counter is capable of counting, counterfeit/reject detection (Philippine Peso & US Dollar) and printing serial numbers. 2. Capable of Segregating Old Series Notes to New Series Notes (e.g NGC and ENG). 3. Capable of counting of Polymer Banknotes. 4. Adjustable Mobile Carrier/ Bench and Printer.
Resolution Time	<ol style="list-style-type: none"> 1. Minor repair -within two (2) calendar days starting from day one of servicing. 2. Major repair -within fifteen (15) calendar days. <p>In case of major repair, a service unit of the same model or equivalent thereto, shall be immediately provided/delivered.</p>
Penalty Clause	Not meeting response time per incident basis: P1,000.00 per day/incident
Warranty Period with Comprehensive Maintenance	<p>Five (5) years warranty includes:</p> <ol style="list-style-type: none"> 1. Monthly service maintenance for five (5) years. 2. Free consumable supplies, labor and all parts during the warranty period. 3. Free upgrade on New Denomination/Design/New Security Feature/Counterfeit Detection Parameters i.e. acceptance of polymer banknotes etc. 4. Free upgrade on acceptance of New Banknote Material (e.g. Polymer). 5. All terms and conditions of the warranty period also apply to the maintenance package. 6. On-site repairs at the customer's location. 7. All replacement parts must be new and always readily available. 8. Availability and immediate delivery of service unit similar to or its equivalent. 9. Technical assistance on any machine reconfiguration, Operating System (OS) upgrade at no additional cost to the Bank.
Service Personnel	<ol style="list-style-type: none"> 1. Competent and highly trained local service engineers/technicians. (LBP proponent unit should be provided with a list of authorized service personnel in advance) 2. Service Center in Manila and Provinces. (Cebu and Davao)

REVISED ANNEX D-2



Land Bank of the Philippines

INVITATION TO BID FOR

Supply and Delivery of Various Money Counters

1. The LAND BANK OF THE PHILIPPINES (LANDBANK), through its 2025 Corporate Operating Budget approved by the Board of Directors intends to apply the total sum of Twenty Five Million Five Hundred Fifty Thousand Pesos Only (P25,550,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for Supply and Delivery of Various Money Counters with Project Identification Number LBP-GIBAC-ITB-GS-20250304-02, broken down as follows:

Lot No.	Item Description	Quantity	Approved Budget for the Contract (ABC)
1	Bill Counter, Portable-Type with Counterfeit Detector for Peso/Dollar	17 units	P 4,335,000.00
2	Bill Counter, Portable-Type with Counterfeit Detector for Multi-Currency with Printer	4 units	1,500,000.00
3	Bill Counter, Console-Type	17 units	2,975,000.00
4	Currency Sorter Machine – 5 Pockets	7 units	15,050,000.00
5	Coin Counter, Heavy Duty	13 units	1,690,000.00
TOTAL			P 25,550,000.00

Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The LANDBANK now invites bids for Supply and Delivery of Various Money Counters with Project Identification Number LBP-GIBAC-ITB-GS-20250304-02. The contract period is indicated in Section VI, Schedule of Requirements. Bidders should have completed, within five (5) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

4. Prospective Bidders may obtain further information and/or shortened electronic copy of the Bidding Documents by contacting LANDBANK – Procurement Department at the telephone numbers and email address given below during banking days from 8:00 A.M. to 5:00 P.M.
5. A complete set of Bidding Documents in electronic format may be acquired by interested Bidders on _____ from LANDBANK – Procurement Department upon payment of the non-refundable Bidding Documents Fee, pursuant to the latest Guidelines issued by the GPPB, in the amount, as follows:

Lot No.	Item Description	Bidding Documents Fee
1	17 units Bill Counter, Portable-Type with Counterfeit Detector for Peso/Dollar	P 2,200.00
2	4 units Bill Counter, Portable-Type with Counterfeit Detector for Multi-Currency with Printer	800.00
3	17 units Bill Counter, Console-Type	1,500.00
4	7 units Currency Sorter Machine – 5 Pockets	7,600.00
5	13 units Coin Counter, Heavy Duty	900.00

The Bidding Documents Fee may be paid at any LANDBANK Branch or through the LANDBANK online payment platform Link.BizPortal provided a Payment Acceptance Order (PAO) is secured first from LANDBANK – GIBAC Secretariat. The steps to follow in the payment of the Bidding Documents fee through the LANDBANK Link.BizPortal are found in Annex A of the Bidding Documents.

To obtain a PAO, interested Bidders shall send a request email to LBP-GIBAC@landbank.com with subject "PAO – LBP-GIBAC-ITB-GS-20250304-02" as its subject. The specific instructions on how to pay the Bidding Documents Fee and receive the Bidding Documents shall be provided in the reply email of LANDBANK to the interested Bidders.

1. Scope of Bid

The Procuring Entity, LANDBANK wishes to receive Supply and Delivery of Various Money Counters with Project Identification Number LBP-GIBAC-ITB-GS-20250304-02, for the following:

Lot No.	Item Description	Quantity	Approved Budget for the Contract (ABC)
1	Bill Counter, Portable-Type with Counterfeit Detector for Peso/Dollar	17 units	P 4,335,000.00
2	Bill Counter, Portable-Type with Counterfeit Detector for Multi-Currency with Printer	4 units	1,500,000.00
3	Bill Counter, Console-Type	17 units	2,975,000.00
4	Currency Sorter Machine – 5 Pockets	7 units	15,050,000.00
5	Coin Counter, Heavy Duty	13 units	1,690,000.00
TOTAL			P 25,550,000.00

The Procurement Project (referred to herein as "Project") is composed of five (5) lots, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

- 2.1. The GOP through the source of funding as indicated below for 2025 in the amount of Twenty Five Million Five Hundred Fifty Thousand Pesos Only (P25,550,000.00).
- 2.2. The source of funding is the LANDBANK 2025 Corporate Operating Budget.

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or IB by the BAC through the issuance of a supplemental or bid bulletin.

19.3	<p>The Approved Budget for the Contracts of the lots are as follows:</p> <table border="1" data-bbox="375 302 1444 952"> <thead> <tr> <th data-bbox="375 302 518 448">Lot No.</th> <th data-bbox="518 302 1013 448">Item Description</th> <th data-bbox="1013 302 1181 448">Quantity</th> <th data-bbox="1181 302 1444 448">Approved Budget for the Contract (ABC)</th> </tr> </thead> <tbody> <tr> <td data-bbox="375 448 518 582">1</td> <td data-bbox="518 448 1013 582">Bill Counter, Portable-Type with Counterfeit Detector for Peso/Dollar</td> <td data-bbox="1013 448 1181 582">17 units</td> <td data-bbox="1181 448 1444 582">P 4,335,000.00</td> </tr> <tr> <td data-bbox="375 582 518 683">2</td> <td data-bbox="518 582 1013 683">Bill Counter, Portable-Type with Counterfeit Detector for Multi-Currency with Printer</td> <td data-bbox="1013 582 1181 683">4 units</td> <td data-bbox="1181 582 1444 683">1,500,000.00</td> </tr> <tr> <td data-bbox="375 683 518 750">3</td> <td data-bbox="518 683 1013 750">Bill Counter, Console-Type</td> <td data-bbox="1013 683 1181 750">17 units</td> <td data-bbox="1181 683 1444 750">2,975,000.00</td> </tr> <tr> <td data-bbox="375 750 518 851">4</td> <td data-bbox="518 750 1013 851">Currency Sorter Machine – 5 Pockets</td> <td data-bbox="1013 750 1181 851">7 units</td> <td data-bbox="1181 750 1444 851">15,050,000.00</td> </tr> <tr> <td data-bbox="375 851 518 918">5</td> <td data-bbox="518 851 1013 918">Coin Counter, Heavy Duty</td> <td data-bbox="1013 851 1181 918">13 units</td> <td data-bbox="1181 851 1444 918">1,690,000.00</td> </tr> <tr> <td data-bbox="375 918 518 952">TOTAL</td> <td data-bbox="518 918 1013 952"></td> <td data-bbox="1013 918 1181 952"></td> <td data-bbox="1181 918 1444 952">P 25,550,000.00</td> </tr> </tbody> </table> <p>Bidders shall have the option of submitting a bid in any or all lots.</p>	Lot No.	Item Description	Quantity	Approved Budget for the Contract (ABC)	1	Bill Counter, Portable-Type with Counterfeit Detector for Peso/Dollar	17 units	P 4,335,000.00	2	Bill Counter, Portable-Type with Counterfeit Detector for Multi-Currency with Printer	4 units	1,500,000.00	3	Bill Counter, Console-Type	17 units	2,975,000.00	4	Currency Sorter Machine – 5 Pockets	7 units	15,050,000.00	5	Coin Counter, Heavy Duty	13 units	1,690,000.00	TOTAL			P 25,550,000.00
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5	Coin Counter, Heavy Duty	13 units	1,690,000.00																										
TOTAL			P 25,550,000.00																										
20	<p>The following documents shall be submitted by the Bidder with the Lowest Calculated Bid:</p> <ul style="list-style-type: none"> ○ Business Tax Returns per Revenue Regulations 3-2005 (BIR No. 2550Q) 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. ○ 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 (sample form – Form No. 7). 																												
21	No further instructions.																												

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 Number	Description	Quantity	Delivered, Weeks/Months
1	Bill Counter, Portable-Type with Counterfeit Detector for Peso/Dollar	17 units	Within thirty (30) calendar days upon receipt of the Notice to Proceed.
2	Portable-Type Bill Counter with Counterfeit Detector for Multi-Currency with Printer	4 units	
3	Bill Counter, Console-Type	17 units	
4	Currency Sorter Machine – 5 Pockets	7 units	
5	Coin Counter, Heavy Duty	13 units	

Delivery Site:

Cash Operations Support Department (COSD)
 LANDBANK Plaza Building
 1598 M.H. del Pilar corner Dr. J. Quintos Streets, Malate, Manila

Contact Person:

Ms. Marie Monette B. Simbulan
 Acting Head, LANDBANK COSD

Contact Nos.:

8-522-0000 local 7349

Conforme:

 Name of Bidder

 Signature Over Printed Name of
 Authorized Representative

 Position

Technical Specifications

Specifications	Statement of Compliance
<p>Lot 1 – 17 Units Bill Counter, Portable-Type with Counterfeit Detector for Peso/Dollar</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> <p>Please state here either “Comply” or “Not Comply”</p>
<p>Lot 2 - 4 Units Bill Counter, Portable-Type with Counterfeit Detector for Multi-Currency with Printer</p>	<p>Please state here either “Comply” or “Not Comply”</p>
<p>Lot 3 – 17 Units Bill Counter, Console-Type</p>	<p>Please state here either “Comply” or “Not Comply”</p>
<p>Lot 4 – 7 Units Currency Sorter Machine – 5 Pockets</p>	<p>Please state here either “Comply” or “Not Comply”</p>
<p>Lot 5 – 13 Units Coin Counter, Heavy Duty</p>	<p>Please state here either “Comply” or “Not Comply”</p>

<p>1. Minimum technical specifications and other requirements per attached Terms of Reference (Revised Annexes D-1 to D-12)</p> <p>2. The documentary requirements enumerated in Revised Annex D-1 to D-12 of the Terms of Reference shall be submitted in Eligibility and Technical Component to support the compliance of the Bid to the technical specifications and other requirements.</p> <p>Non-submission of the above documents may result in the post-disqualification of the bidder.</p> <p>The winning supplier must affix sticker/tag/label for the unit with correct and registered trade name/brand name, registered trademark and registered business name and address of the manufacturer or equivalent form of marking on the equipment.</p>	<p>Please state here either "Comply" or "Not Comply"</p>
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Conforme:

Name of Bidder

Signature over Printed Name of
Authorized Representative

Position

Form No. 1

BID FORM

Date : _____

Project Identification No.: LBP-GIBAC-ITB-GS-20250304-02

To: Land Bank of the Philippines
LANDBANK Plaza Building
1598 M.H. Del Pilar corner Dr. J. Quintos Streets
1004 Malate, Manila

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide Supply and Delivery of Various Money Counters in conformity with the said PBDs for the sum of:

Lot No.	Item Description	Total Bid Amount in Figures (VAT Inclusive)
1	17 Units Bill Counter, Portable-Type with Counterfeit Detector for Peso/Dollar	PhP _____
2	4 Units Portable-Type Bill Counter with Counterfeit Detector for Multi-Currency with Printer	PhP _____
3	17 Units Bill Counter, Console-Type	PhP _____
4	7 Units Currency Sorter Machine – 5 Pockets	PhP _____
5	13 Units Coin Counter, Heavy Duty	PhP _____

or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein or in the Price Schedules.

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us. We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of *[name of the bidder]* as evidenced by the attached/enclosed *[state the written authority]*.

We acknowledge that failure to sign this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name: _____

Legal capacity: _____

Signature: _____

Duly authorized to sign the Bid for and on behalf of: _____

Date: _____

Form No. 2

SCHEDULE OF PRICES
For Goods Offered from Within the Philippines

Name of Bidder _____ Project ID No. LBP-GIBAC-ITB-GS-20250304-02

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	Bill Counter, Portable-Type with Counterfeit Detector for Peso/Dollar	_____	17 units	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____
2	Portable-Type Bill Counter with Counterfeit Detector for Multi-Currency with Printer	_____	4 units	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____
3	Bill Counter, Console-Type	_____	17 units	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____
4	Currency Sorter Machine – 5 Pockets	_____	7 units	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____
5	Coin Counter, Heavy Duty	_____	13 units	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____

Please credit payment to:

Name of Bidder

Account Name: _____

Signature over Printed Name of
Authorized Representative

Account Number: _____

LBP Branch: _____

Position

Form No. 2

SCHEDULE OF PRICES
For Goods Offered from Abroad

Name of Bidder _____ Project ID No. LBP-GIBAC-ITB-GS-20250304-02

1 Lot No.	2 Description	3 Country of Origin	4 Quantity	5 Unit Price* (specify port) or CIP named place (specify border point)	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	Bill Counter, Portable-Type with Counterfeit Detector for Peso/Dollar	_____	17 units	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____
2	Portable-Type Bill Counter with Counterfeit Detector for Multi-Currency with Printer	_____	4 units	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____
3	Bill Counter, Console-Type	_____	17 units	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____
4	Currency Sorter Machine -- 5 Pockets	_____	7 units	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____
5	Coin Counter, Heavy Duty	_____	13 units	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____	PhP _____

Please credit payment to:

Name of Bidder

Account Name: _____

Signature over Printed Name of
Authorized Representative

Account Number: _____

LBP Branch: _____

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.

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 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)]**

All Lots:

1. Manufacturer's authorization or any equivalent document confirming that the bidder is authorized to provide the products supplied by the manufacturer, including any warranty obligations and after sales support as may be required (sample form - Form No.9).
2. User's/Operator's Manual.
3. List of authorized competent and highly-trained local service engineers/technicians in Metro Manila, Cebu and Davao.
4. List of accredited service centers in Metro Manila, Cebu and Davao with complete addresses, contact persons and numbers.
5. List of common spare parts center/depot and its spare parts carried in the inventory with complete business name, address and contact numbers.

Lots 1, 2, 3 and 4:

6. Certificate that the product being offered is capable of counting Polymer Banknotes.

Lots 1, 2 and 4:

7. ISO 9001 certification of the manufacturer or equivalent documents as proof that the products being offered have been produced in accordance with quality management system.
8. Certificate issued by the manufacturer as proof that the product being offered is Compormite Europeene (CE) or Underwriters Laboratory (UL) compliant/certified.
9. Certificate of Satisfactory Performance from the following:
 - Any 3 of the Bangko Sentral ng Pilipinas (BSP) offices; or
 - Any 3 of the top 10 banks in the Philippines based on assets that can be found in BSP website.

Lot 3:

10. Certificate of Satisfactory Performance from at least 2 clients belonging to the top 10 Commercial Banks in the Philippines with not less than 20 units each of the same brand/model being offered.

Lot 5:

11. Certificate of Satisfactory Performance from at least 3 clients belonging to the top 10 Commercial Banks in the Philippines.

- **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 **Revised 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).

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.