



**INVITATION TO BID FOR THE  
Procurement of Services of a Financial Service Provider for the Distribution of  
Financial Assistance to Beneficiaries of the Assistance to Individuals in Crisis Situation  
(AICS) Program of DSWD in Region V**


ITB-LBP-RBACV-1124-021

1. The LAND BANK OF THE PHILIPPINES, through the Department of Social Welfare Development (DSWD)'s FY 2024-PSIF-AICS Fund, intends to apply the sum of Four Million Five Hundred Seventy Eight Thousand Three Hundred Sixty Pesos (PhP 4,578,360.00) being the Approved Budget for the Contract (ABC) to payments under the contract for the Procurement of Services of a Financial Service Provider for the Distribution of Financial Assistance to Beneficiaries of the Assistance to Individuals in Crisis Situation (AICS) Program of DSWD in Region V with Project Identification No. ITB-LBP-RBACV-1124-021. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The LAND BANK OF THE PHILIPPINES now invites bids for the above Procurement Project. The contract period shall be effective for a period of one (1) year upon receipt of Notice to Proceed. 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 from Land Bank of the Philippines – Regional Bids and Awards Committee – V and inspect the Bidding Documents at the 3<sup>rd</sup> Floor Legazpi Branch Bldg., Rizal Street, Legazpi City, Albay from 8:30 A.M. to 3:00 P.M.
5. A complete set of Bidding Documents may be acquired by interested Bidders November 27, 2024 (8:30 A.M. to 3:00 P.M.) from 3<sup>rd</sup> Floor Legazpi Branch Bldg., Rizal Street, Legazpi City, Albay and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of FIVE THOUSAND PESOS ONLY (P 5,000.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees by presenting the Official Receipt issued by the LANDBANK Branch from where the bidding documents were purchased upon the submission of the Bidding documents on the day of the scheduled opening of Bids.
6. The LAND BANK OF THE PHILIPPINES will hold a Pre-Bid Conference on December 5, 2024 10:00 A.M. at the 2nd Floor, Conference Room, LBP Legazpi Branch Bldg., Rizal Street, Legazpi City through face-to-face meeting and videoconferencing using Microsoft (MS) Teams application, which shall be open to prospective bidders. Interested bidders shall send a request email to lbprbacv@yahoo.com for the meeting link.
7. Bids must be duly received by the BAC Secretariat through RBAC Secretariat through manual submission at the 2nd Floor, Conference Room, LBP Legazpi Branch Bldg., Rizal Street, Legazpi City on December 17, 2024 not later than 9:00 AM. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.

 (832) 8522-0000 | 8551-2200 | 8450-7001  
 [www.landbank.com](http://www.landbank.com)

 LANDBANK Plaza, 1598 M.H. Del Pilar corner  
Dr. J. Quintos Sts., Malate, Manila, Philippines 1004

9. Bid opening shall be on December 17, 2024 10:00 A.M. at the 2<sup>nd</sup> Floor, Conference Room, LBP Building, Rizal Street, Legazpi City. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The LAND BANK OF THE PHILIPPINES reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

**ENGR. ALVIN D. AUSTRIA**

Head Secretariat, RBAC V  
Land Bank of the Philippines  
3<sup>RD</sup> Floor, LANDBANK Legazpi Branch, Rizal Street,  
Legazpi City, Albay  
(052) 826 – 6700  
lbprbacv@yahoo.com

12. You may visit the following websites:

For downloading of Bidding Documents: [notices.philgeps.gov.ph](http://notices.philgeps.gov.ph)

Issued this 26<sup>th</sup> day of **November, 2024**.

  
**EMMANUEL M. AVENGOZA**  
Chairperson, RBAC V 