



DEVELOPMENT BANK OF THE PHILIPPINES

Head Office: Sen. Gil J. Puyat Avenue corner  
Makati Avenue, Makati City, Philippines

## SUPPLEMENTAL BID BULLETIN NO. 2

5 May 2025

Attention: **All prospective bidders for the project**

**BID REFERENCE NO. G-2025-06: PRODUCTION, PERSONALIZATION, KITTING, AND DELIVERY OF 250,000 PIECES EMV ATM VISA CARDS AND CARD COLLATERALS FOR THE DEVELOPMENT BANK OF THE PHILIPPINES (VIA SINGLE-YEAR FRAMEWORK AGREEMENT)**

(ABC: PhP 23,500,000.00 inclusive of all applicable taxes)

Please be informed of the following:

1. The schedule of bid activities for the above-cited project shall proceed as follows:

ACTIVITY	DATE AND TIME (Per Supplemental Bid Bulletin No. 1 dated 29 April 2025)	VENUE
Submission of Eligibility, Technical, and Financial Proposals*	<b>14 May 2025 (Wednesday) ON OR BEFORE 9:00 AM*</b>	6/F BAC Secretariat, DBP Head Office, Makati City
Opening of Eligibility, Technical, and Financial Proposals	<b>14 May 2025 (Wednesday) 11:00 AM</b>	12/F Suite 5, DBP Head Office, Makati City

***\*Late submissions shall not be accepted***

2. Please refer to Section III. Bid Data Sheet (BDS) of the Philippine Bidding Documents for the detailed procedure and options for the payment of bidding documents and the submission of bids. As indicated in the Invitation to Bid, bidders must settle the required payment for the bidding documents before the deadline of the submission and receipt of bids.

**Additionally, bidders are encouraged to submit their bid proposals at least one day prior to the deadline to avoid late submissions.** Bidders may attend the bid opening through Zoom Meeting App.



(02) 8-818-9511



info@dbp.ph



www.dbp.ph



fb.com/devbankphi

3. Response to the queries of the bidders:

QUESTIONS	RESPONSE
<b>Bidder No. 1</b>	
Please clarify Tab 16, Item ii. which mentions "Visa/ Mastercard" Does the slash mean 'either' or "or"?	The requirement is changed to VISA only to promote equity, fairness, and standardization of requirements.  Please refer to the <i>Revised Technical Specifications per REVISED FORM 9 and Revised Checklist of Requirements</i> as attached in this Supplemental Bid Bulletin No. 2 dated 5 May 2025.
The same question for Tab 16, Item i. Does it mean that the certification will be issued by either Visa or Mastercard?	The requirement is changed to VISA only to promote equity, fairness, and standardization of requirements.  Please refer to the <i>Revised Technical Specifications per REVISED FORM 9 and Revised Checklist of Requirements</i> as attached in this Supplemental Bid Bulletin No. 2 dated 5 May 2025.
Will DBP consider aggregate contracts to meet the 50% SLCC requirement?	No. The requirement for the Single Largest Completed Contract (SLCC) is retained.
Are bidders required to submit sample cards which are already personalized?	No. Bidders may submit white plastic cards to demonstrate material compliance.
Should the sample cards also be made of recycled PVC?	Yes. Samples must use the same recycled PVC material as required for the actual production.
Can a bidder submit a Single Largest Completed Contract (SLCC) involving non-recycled PVC cards?	Yes.
Scope Certification concern: Certificate usually issued under supplier's name, not bidder's name.	Acceptable. However, bidder must submit a supporting document linking supplier and bidder.  May we refer you to the <i>Documentary Requirement under Items 4.4 and 4.5 of the Revised Technical Specifications per REVISED FORM 9 and Tab 17 of Revised Checklist of Requirements</i> as attached in this Supplemental Bid Bulletin No. 2 dated 5 May 2025.
<b>Bidder No. 2</b>	
Tab 18 mentions Visa. Will Tab 16 be formally updated to state Visa only?	Yes. The requirement is changed to VISA only to promote equity, fairness, and standardization of requirements.  Please refer to the <i>Revised Technical Specifications per REVISED FORM 9 and Revised Checklist of Requirements</i> as attached in this Supplemental Bid Bulletin No. 2 dated 5 May 2025.

QUESTIONS	RESPONSE
<b>Bidder No. 3</b>	
We (bidder) are not a Filipino owned company.	Please be informed that per Invitation to Bid Item No. 5, states that:
Is this will affect our intention to bid?	<p><i>"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."</i></p> <p><b>Filipino majority-owned entities</b> (minimum 60% Filipino ownership) are allowed. Bidders may form a Joint Venture with a Filipino owned company. Provided, at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.</p> <p><b>Foreign bidders</b> can participate <b>only if</b> their home country offers <b>reciprocity</b>—that is, it allows Filipino citizens or companies similar rights to participate in their procurement activities, per Section 54.2 (a) (ix) of RA 12009.</p>

#### 4. Revisions made on the Technical Specifications

(Please refer to **REVISED FORM 9** for the **Revised Technical Specifications** attached in this Supplemental Bid Bulletin No. 2 dated 5 May 2025)

FROM	TO
DOCUMENTARY REQUIREMENTS	DOCUMENTARY REQUIREMENTS
4.3. VISA/Mastercard Certification: The bidder must provide a valid and current VISA/Mastercard letter/certification, demonstrating their capability to produce EMV ATM Visa cards using rPVC material. This certification should specifically state that the supplier is authorized to use rPVC in card production and that the material meets VISA's/Mastercard's quality and security standards.	4.3. VISA Certification: The bidder must provide a valid and current VISA letter/certification, demonstrating their capability to produce EMV ATM Visa cards using rPVC material. This certification should specifically state that the supplier is authorized to use rPVC in card production and that the material meets VISA's quality and security standards.

5. Revisions made on the Bidding Forms

(Please refer to **REVISED FORM 9** for the **Revised Technical Specifications** attached in this Supplemental Bid Bulletin No. 2 dated 5 May 2025)

FROM	TO
FORM 9	REVISED FORM 9
Technical Specifications	Revised Technical Specifications

6. Revision on the Checklist of Requirements

(Please see the **Revised Checklist of Requirements** as attached in this Supplemental Bid Bulletin No. 2 dated 5 May 2025)

FROM	TO
TAB 16  Valid and current VISA/Mastercard letter/certification, demonstrating the bidder's capability to produce EMV ATM Visa cards using rPVC material. The certificate should specifically state the following:  i. that the bidder is authorized to use rPVC in card production and personalization; and ii. that the material meets VISA's/Mastercard's quality and security standards	TAB 16  Valid and current VISA letter/certification, demonstrating the bidder's capability to produce EMV ATM Visa cards using rPVC material. The certificate should specifically state the following:  i. that the bidder is authorized to use rPVC in card production and personalization; and ii. that the material meets VISA's quality and security standards.

7. Bidders are reminded to use **REVISED FORM 9** for the **Revised Technical Specifications** as attached in this Supplemental Bid Bulletin No. 2 dated 5 May 2025 and submit together with **ALL** other required documents for the submission and opening of eligibility, technical, and financial documents.

8. The Eligibility, Technical Documents and Financial Proposals must be properly tabbed for easy reference and must be submitted in sequence/order per **Revised Checklist of Requirements**.

9. The BAC shall no longer entertain any question/request for clarification after the issuance of this Bid Bulletin.

10. Please be advised that bids submitted after the deadline shall only be marked for recording purposes, shall not be included in the opening of bids, and shall be returned to the bidder unopened.

For the guidance and information of all concerned.

(SIGNED)

Senior Vice President, and  
Chairperson, Bids and Awards Committee

## REVISED FORM 9A (page 1 of 15)

Technical Specifications/ Requirement	Bidder's Statement of Compliance <i>Bidders must state here either "Comply" or "Not Comply"</i>
<p style="text-align: center;"><b>Production, Personalization, Kitting and Delivery of 250,000 pieces EMV ATM Visa Cards and Card Collaterals</b></p> <p style="text-align: center;"><b>TERMS OF REFERENCE</b></p> <p><b>A. Background and Objective</b></p> <p>The procurement of 250,000 EMV ATM VISA Cards is in compliance with the top management's directive to expand DBP's cardholder base and to generate more CASA through the use of card related products and services in partnership with institutions, government agencies, cooperatives, and the like.</p> <p>To acquire 250,000 EMV ATM VISA Cards from an authorized supplier/vendor in compliance with the New Government Procurement Act, also known as RA 12009.</p> <p><b>B. Scope and Coverage of the Project</b></p> <p>The project shall cover production, personalization, kitting, and delivery of 250,000 pieces of EMV ATM Visa Cards and Collaterals. The implementation of the project covers EMV ATM Visa Cards and Collaterals issued by the Bank to its cardholders for electronic banking transactions and purposes.</p> <p><b>C. Project Timeline/ Contract Period</b></p> <p>The Single-Year Framework Agreement shall commence on the date of second notarization of the Agreement (double notarization), which marks the official start of the supplier's obligations. This includes the production and delivery of EMV ATM Visa Cards. The contract shall remain valid for twelve (12) months from this date.</p> <p>All call-offs, procurements, and deliveries must be initiated within this period and in accordance with the schedule specified in the call-off(s). The implementation shall adhere to the provisions of Republic Act No. 9184, RA 12009, and their Implementing Rules and Regulations (IRR) regarding contract execution and expiration.</p> <p><b>D. Definition of Similar Contract</b></p> <p>A similar contract refers to a previous engagement involving the production, personalization, kitting, and delivery of EMV ATM cards, debit cards, or other payment cards with embedded microchips. The contract must have been completed within the last five (5) years from date of bid submission for a financial institution, government agency, or any entity requiring secure EMV card issuance.</p>	

Conforme:
_____ Bidder's Company Name
_____ Name & Signature of Authorized Representative
_____ Designation
_____ Date

PPLEMENTAL BID BULLETIN NO. 2  
 6: PRODUCTION, PERSONALIZATION, KITTING, AND DELIVERY  
 ID CARD COLLATERALS FOR THE DEVELOPMENT BANK OF THE PHILIPPINES  
 (GLE-YEAR FRAMEWORK AGREEMENT)  
 23,500,000.00 inclusive of all applicable taxes)  
 Page 5 of 27

## REVISED FORM 9A (page 2 of 15)

Technical Specifications/ Requirement	Bidder's Statement of Compliance <i>Bidders must state here either "Comply" or "Not Comply"</i>														
ANNEX B															
<b>TECHNICAL DOCUMENTS REQUIREMENTS</b>															
<p>Item/Service: <b>Production, Personalization, Kitting, and Delivery of 250,000 pieces EMV ATM Visa Cards and Card Collaterals</b></p> <p>ABC: <b>PHP 23,500,000.00</b></p> <p>Important: Non-submission of the above documents/requirements shall result in disqualification of the Bidder.</p>															
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%; text-align: center;">Documentary Requirements</th> <th style="width: 30%; text-align: center;">Bidder's Submission (x or ✓)</th> </tr> </thead> <tbody> <tr> <td>1. Bidder must conform to the DBP Card and Collaterals Specifications (refer to attached REVISED FORM 9A)</td> <td></td> </tr> <tr> <td>2. Bidder must conform to the Scope of Work (refer to attached FORM 9B)</td> <td></td> </tr> <tr> <td>3. Applicable for Bidder with ongoing or completed EMV ATM Card contract with DBP: Certificate of Satisfactory Performance and No Delayed Projects from DBP E-Channels Operations Department</td> <td></td> </tr> <tr> <td>           4. To be submitted by the Bidder as part of the Technical Component of the Bid:             4.1. Certificate of Satisfactory Performance (or equivalent document) for completed EMV ATM Card Production, Personalization and Kitting contract from at least two (2) Universal or Commercial Bank or Electronic Money Issuers–Non-Bank Financial Institutions (EMI-NBFI) in the Philippines (supervised by the BSP) under the name of the Bidder         </td> <td></td> </tr> <tr> <td>4.2. Valid and current accreditation certificate issued by Visa for EMV Card Production and Personalization under the name of the Bidder</td> <td></td> </tr> <tr> <td>           4.3. VISA Certification: The bidder must provide a valid and current VISA letter/certification, demonstrating their capability to produce EMV ATM Visa cards using rPVC material. This certification should specifically state that the supplier is authorized to use rPVC in card production and that the material meets VISA's quality and security standards.   <b>For Suppliers with rPVC sourced from a materials vendor:</b>            4.4. Supplier shall provide a Statement/Certificate for availment of materials supply of rPVC cards:           <ul style="list-style-type: none"> <li>Date and Validity</li> <li>Specific Product Codes</li> <li>Composition of Materials</li> <li>Registered under a recognized certification system or quality standard</li> </ul> </td> <td></td> </tr> </tbody> </table>	Documentary Requirements	Bidder's Submission (x or ✓)	1. Bidder must conform to the DBP Card and Collaterals Specifications (refer to attached REVISED FORM 9A)		2. Bidder must conform to the Scope of Work (refer to attached FORM 9B)		3. Applicable for Bidder with ongoing or completed EMV ATM Card contract with DBP: Certificate of Satisfactory Performance and No Delayed Projects from DBP E-Channels Operations Department		4. To be submitted by the Bidder as part of the Technical Component of the Bid:  4.1. Certificate of Satisfactory Performance (or equivalent document) for completed EMV ATM Card Production, Personalization and Kitting contract from at least two (2) Universal or Commercial Bank or Electronic Money Issuers–Non-Bank Financial Institutions (EMI-NBFI) in the Philippines (supervised by the BSP) under the name of the Bidder		4.2. Valid and current accreditation certificate issued by Visa for EMV Card Production and Personalization under the name of the Bidder		4.3. VISA Certification: The bidder must provide a valid and current VISA letter/certification, demonstrating their capability to produce EMV ATM Visa cards using rPVC material. This certification should specifically state that the supplier is authorized to use rPVC in card production and that the material meets VISA's quality and security standards.  <b>For Suppliers with rPVC sourced from a materials vendor:</b> 4.4. Supplier shall provide a Statement/Certificate for availment of materials supply of rPVC cards: <ul style="list-style-type: none"> <li>Date and Validity</li> <li>Specific Product Codes</li> <li>Composition of Materials</li> <li>Registered under a recognized certification system or quality standard</li> </ul>		
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## REVISED FORM 9A (page 3 of 15)

Technical Specifications/ Requirement	Bidder's Statement of Compliance <i>Bidders must state here either "Comply" or "Not Comply"</i>
<p>4.5. Supplier shall provide a valid Scope Certificate (SC) for rPVC cards, issued by an accredited certification body, ensuring compliance with the Global Recycled Standard (GRS) or equivalent recognized sustainability certification. The SC must include the following details:</p> <ul style="list-style-type: none"> <li>Unique SC Number for traceability.</li> <li>Material Composition specifying the percentage of recycled content (e.g., post-consumer or pre-consumer recycled PVC).</li> <li>Compliance and conformity with Global Recycled Standard (GRS) for certified recycled content, environmental regulations governing waste management, and sustainability or equivalent proof.</li> <li>Supplier and Manufacturer Details, including names, certification scope, and validity.</li> </ul> <p><b>For Suppliers with in-house rPVC production:</b></p> <p>4.6. Certificate of compliance and conformity with Global Recycled Standard (GRS) or equivalent recognized sustainability certification for certified recycled content, environmental regulations governing waste management, and sustainability or equivalent proof:</p> <ul style="list-style-type: none"> <li>Date and Validity</li> <li>Specific Product Codes</li> <li>Composition of Materials</li> <li>Registered under a recognized certification system or quality standard</li> </ul> <p>4.7. Letter of Approval (LOA) and/or Certification (valid for at least two years) and/or Letter of Approved Renewal (applicable if less than two years validity) issued by Visa containing the chip product expiry date per Bank specifications issued under the name of the Bidder</p>	
<p>5. Duly notarized self-certification signed by the Bidder's authorized signatory, indicating that the Bidder:</p> <p>5.1. Is a highly secure local (Philippine) Personalization Bureau (indicate complete address/location and contact information) which is Visa Certified for IC and Magnetic Stripe Personalization</p> <p>5.2. The capacity to accept and personalize the first batch of card embossing file/s within fifteen (15) calendar days (upon approval of plastic review and card design)</p> <p>5.3. The capacity to personalize and kit a minimum of fifty thousand (50,000) EMV cards and deliver within five (5) calendar days upon receipt of card embossing file/s</p> <p>5.4. A documented (detailed and updated) Business Continuity Plan/BCP (submit copy of BCP to DBP) and a Dedicated Disaster Recovery/Business Continuity site (indicate location/address and contact information; must be Visa/Mastercard accredited; may be local or offshore) as required by BSP</p> <p>5.5. Payment Card Industry-Card Production (PCI-CP) certified/compliant</p> <p>5.6. Shall allow DBP to conduct site/facility survey during evaluation of bid proposal</p>	

Conforme:

\_\_\_\_\_  
Bidder's Company Name

\_\_\_\_\_  
Name & Signature of Authorized Representative

\_\_\_\_\_  
Designation

\_\_\_\_\_  
Date

SUPPLEMENTAL BID BULLETIN NO. 2  
S-06: PRODUCTION, PERSONALIZATION, KITTING, AND DELIVERY  
AND CARD COLLATERALS FOR THE DEVELOPMENT BANK OF THE PHILIPPINES  
SINGLE-YEAR FRAMEWORK AGREEMENT)  
P 23,500,000.00 inclusive of all applicable taxes)  
Page 7 of 27

## REVISED FORM 9A (page 4 of 15)

Technical Specifications/ Requirement	Bidder's Statement of Compliance <i>Bidders must state here either "Comply" or "Not Comply"</i>
<div style="border: 1px solid black; padding: 10px; margin-bottom: 10px;"> <p>6. List of the Bidder's key personnel to be contacted in relation to the project (include full name, position, contact details)</p> </div> <div style="border: 1px solid black; padding: 10px;"> <p>7. Bidder shall conform to the following:</p> <p>7.1. Allows to safekeep in the vault of the Bidder the remaining unused EMV cards up to two (2) years at no additional costs to DBP</p> <p>7.2. Maximum of ten (10) card designs</p> <p>7.3. Maximum of ten (10) card collateral (card carrier and envelope) designs</p> <p>7.4. Type of card personalization shall be drop-on-demand (DOD), digital, or thermal with topcoat printing</p> <p>8. Bidder must have an experience of having completed one (1) contract that is similar to the contract to be bid, and whose value, adjusted to current prices using Philippines Statistics Authority Index, must at least be fifty percent (50%) of the ABC:</p> <p>8.1. Similar contract(s) shall refer to Production, Personalization, Kitting, and Delivery of EMV Compliant Cards.</p> <p>8.2. The completed contract(s) must have been executed within the past five (5) years from the date of bid submission</p> </div>	

Conforme:

\_\_\_\_\_

Bidder's Company Name

\_\_\_\_\_

Name & Signature of Authorized Representative

\_\_\_\_\_

Designation

\_\_\_\_\_

Date

# REVISED FORM 9A (page 5 of 15)

Technical Specifications/ Requirement			Bidder's Statement of Compliance <i>Bidders must state here either "Comply" or "Not Comply"</i>
<b>TECHNICAL SPECIFICATIONS</b>			
Item or Service	Maximum Quantity	Technical Specification / Scope of Work	
EMV Visa Card	250,000	<b>EMV VISA CARDS SPECIFICATIONS</b>	
		Dimensions	85.60mm x 53.98mm (+/- 0.1mm)
		Thickness	0.76mm (+/- 0.1mm)
		Rounded corners	3.175mm (+/- 0.125mm) radius
		Material	rPVC white laminated regular material (30mil) (at least 90% recycled PVC) Must conform to ISO 7810
		Opacity	Must conform to ISO Standards
		Finish	Matte <b>QR</b> metallic
		Front	Full color offset printing Ultraviolet element Visa branding guidelines and security features
		Back	Full color offset printing Visa hologram (silhouetted) High coercivity 2750 Oe magnetic stripe Must conform to ISO standards Signature panel and CVV box DBP logo, BancNet logo, Plus symbol Visa branding guidelines and security features
		Contact Chip	16KB minimum memory Dynamic data authentication Contactless/Dual interface Latest Visa applet (attach Visa Circular) 6-PIN module Silver-colored EMV-compliant with BancNet specifications
		Personalization	Drop-on-Demand printing
Non-Card Service/s	250,000	<b>CARD CARRIER SPECIFICATIONS</b>	
		Dimensions	A4 (20.99 cm x 29.7 cm)
		Stock	Book 80gsm - 110gsm
		Color	4C/4C
		Process	C2P offset printing

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

LEMENTAL BID BULLETIN NO. 2  
PRODUCTION, PERSONALIZATION, KITTING, AND DELIVERY  
CARD COLLATERALS FOR THE DEVELOPMENT BANK OF THE PHILIPPINES  
(E-YEAR FRAMEWORK AGREEMENT)  
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Page 9 of 27

# REVISED FORM 9A (page 6 of 15)

Technical Specifications/ Requirement			Bidder's Statement of Compliance <i>Bidders must state here either "Comply" or "Not Comply"</i>	
Item or Service	Maximum Quantity	Technical Specification / Scope of Work		
ENVELOPE		<b>ENVELOPE SPECIFICATIONS</b>		
		Dimensions	Commercial style envelope (refer to figure below)	
		Stock	Book 80gsm to 110gsm	
		Smoothness	100-200 Sheffield units	
		Color	4C/4C	
		Process	C2P offset printing	
		Others	Die cutting, seal gumming, with plastic window	
		General Requirements	<ul style="list-style-type: none"> <li>• Good quality machine-fill envelopes</li> <li>• Dimensions and quality to be consistent across manufactured batches</li> <li>• Windows to be securely affixed within 1.5mm (1/16") of top and side edges</li> <li>• Top edge to be flat and free from puckering</li> <li>• Side seams to be securely glued up to top of seam</li> <li>• Position of internal side seams to give a minimum 5mm (3/16") clearance or overlap to the edge of any insert</li> <li>• Pre-scored flap crease to enable the envelope flap to open flat</li> <li>• Envelopes shall be packed with its flap closed/folded</li> <li>• No twisting, curling or distortion evident</li> <li>• No glue seepage on interior or exterior of envelope</li> </ul>	
POST-QUALIFICATION	N/A	<p>The lowest calculated Bidder shall be required to submit five (5) samples for each card variant within seven (7) calendar days after the declaration of the lowest calculated bidder to the DBP E- Channels Operations Department for acceptability and functionality testing:</p> <ol style="list-style-type: none"> <li>1) If all five (5) cards are found to be acceptable, these cards shall be safe kept by the Bank for reference on future card production and delivery.</li> <li>2) If the cards are found to be unacceptable, the lowest calculated bidder shall submit another set of five (5) sample Visa EMV cards within three (3) calendar days after retesting notice for ATM acceptability and functionality.</li> <li>3) Failure on said tests shall mean disqualification of the lowest calculated Bidder. The second lowest calculated Bidder shall be notified to submit its set of sample cards for testing.</li> <li>4) The Notice to Execute Framework Agreement (NEFA) shall be given to the LCRB (Lowest Calculated and Responsive Bidder) who passes the post-qualification testing.</li> </ol>		

Conforme:

\_\_\_\_\_  
Bidder's Company Name

\_\_\_\_\_  
Name & Signature of Authorized Representative

\_\_\_\_\_  
Designation

\_\_\_\_\_  
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LEMENTAL BID BULLETIN NO. 2  
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Page 10 of 27

# REVISED FORM 9A (page 7 of 15)

Technical Specifications/ Requirement			Bidder's Statement of Compliance <i>Bidders must state here either "Comply" or "Not Comply"</i>
Item or Service	Maximum Quantity	Technical Specification / Scope of Work	
SFTP SET-UP AND PRE-PRODUCTION ACTIVITIES	N/A	<ol style="list-style-type: none"> <li>1) Within five (5) calendar days upon conformance of the NEFA, the Supplier shall perform Secure File Transfer Protocol (SFTP) Set-up and test connectivity with DBP's E-Channels Operations Department (ECOD) and Information Security Office (ISO). The Supplier shall submit a Certificate of Connectivity upon completion of SFTP setup.</li> <li>2) The Embossing File Format, Templates and other related documents/files shall be provided by DBP ECOD to the Supplier within five (5) calendar days upon conformance of the NEFA (Notice to Execute Framework Agreement).</li> <li>3) The Supplier shall complete the Key Exchange Ceremony and related activities with DBP ECOD within fifteen (15) calendar days upon conformance of the NEFA. <ol style="list-style-type: none"> <li>a) Issuer Public Key (IPK) and all other keys generated by the Supplier shall be turned over to DBP at no cost to the Bank during the Key Exchange Ceremony.</li> <li>b) The security and cost related to the key/s exchange shall be the responsibility and covered by the Supplier.</li> </ol> </li> <li>4) The approved card designs, kitting collateral (card carrier and envelope) designs shall be provided by the DBP Cards and ATM Department to the Supplier within five (5) calendar days upon conformance of the NEFA (Notice to Execute Framework Agreement) (up to a maximum of ten designs each).</li> <li>5) The Supplier must have finished Program Development and Secure File Transfer Protocol (SFTP) setup within fifteen (15) calendar days.</li> <li>6) The Supplier shall produce, manufacture, and ascertain card, kitting collaterals (card carrier and envelope) supply in compliance with the DBP specifications (refer to Annex E: Cards and Collaterals Specifications) for each Call-Off issued.</li> </ol>	
ORDER PLACEMENT	N/A	<ol style="list-style-type: none"> <li>1) In accordance with the guidelines on Framework Agreement (GPPB Resolution No.27-2019 dated 10 December 2019 and Appendix 32 – Guidelines on the Use of Framework Agreement by All Procuring Entities of the 2016 revised Implementing Rules and Regulations of RA 9184), DBP shall place an order by issuing one or more Call-Offs.</li> </ol>	

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

PPLEMENTAL BID BULLETIN NO. 2  
: PRODUCTION, PERSONALIZATION, KITTING, AND DELIVERY  
D CARD COLLATERALS FOR THE DEVELOPMENT BANK OF THE PHILIPPINES  
GLE-YEAR FRAMEWORK AGREEMENT)  
3,500,000.00 inclusive of all applicable taxes)

# REVISED FORM 9A (page 8 of 15)

Technical Specifications/ Requirement			Bidder's Statement of Compliance <i>Bidders must state here either "Comply" or "Not Comply"</i>
Item or Service	Maximum Quantity	Technical Specification / Scope of Work	
		<p>2) The Call-Off shall specify the card variant/s, card artwork/s, exact quantity, kitting collateral (card carrier and envelope) design/s, packaging/sorting instructions, place/s of delivery, pouching and/or delivery instructions, and other relevant details.</p> <p>3) Supplier shall provide a valid Scope Certificate (SC) for rPVC cards, issued by an accredited certification body, ensuring compliance with the Global Recycled Standard (GRS) or equivalent recognized sustainability certification. The TC must include the following details:</p> <ul style="list-style-type: none"> <li>a. Unique TC Number for traceability.</li> <li>b. Supplier and Manufacturer Details, including names, certification scope, and validity.</li> <li>c. Material Composition specifying the percentage of recycled content (e.g., post-consumer or pre-consumer recycled PVC).</li> </ul>	
PAYMENT FOR CARD PLASTIC AND KITTING COLLATERAL PRODUCTION	N/A	<p>1) The Supplier shall bill the Bank by issuing sales/billing invoice according to quantities inspected for each Call-Off. The sales/billing invoice should match the Certification of Completed Card Production issued by ECOD.</p> <p>2) Full payment shall be credited to the Supplier's DBP account within thirty (30) calendar days upon receipt of complete supporting documents by the Supplier.</p>	
CARD ARTWORK AND KITTING COLLATERAL APPROVAL	N/A	<p>1) The DBP Cards and ATM Department shall provide the card artwork and kitting collateral designs to the Supplier in digital format for each Call-Off issued.</p> <p>2) The Supplier must submit the actual card proof/card layout and printed samples of the kitting collaterals in full color and its corresponding Visa approval (as applicable) for approval by the DBP Cards and ATM Department.</p> <p>3) Within five (5) days upon approval by DBP, the Supplier shall then submit five (5) actual and personalized card samples with kitting for each card variant in the Call-Off.</p> <p>4) The Supplier shall shoulder all costs for the White Plastic Card Review and/or Chip Card Personalization Validation (CCPV) Testing.</p>	

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

SUPPLEMENTAL BID BULLETIN NO. 2  
25-06: PRODUCTION, PERSONALIZATION, KITTING, AND DELIVERY  
OF CARD COLLATERALS FOR THE DEVELOPMENT BANK OF THE PHILIPPINES  
(SINGLE-YEAR FRAMEWORK AGREEMENT)  
PHP 23,500,000.00 (inclusive of all applicable taxes)  
Page 12 of 27

# REVISED FORM 9A (page 9 of 15)

Technical Specifications/ Requirement			Bidder's Statement of Compliance <i>Bidders must state here either "Comply" or "Not Comply"</i>
Item or Service	Maximum Quantity	Technical Specification / Scope of Work	
		as applicable, and other certification processes, and requirements, until certified.	
CARD PRODUCTION	N/A	<ol style="list-style-type: none"> <li>The Supplier shall produce the card body/plastic in the quantity indicated in each Call-Off within the specified timeline as stated in the Framework Agreement List starting either from: <ol style="list-style-type: none"> <li>the date of card artwork approval, or</li> <li>the date of the Supplier's conformance to each Call-Off issued, whichever comes later.</li> </ol> </li> <li>The Supplier shall inform ECOD once the complete quantity of cards ordered in each Call-Off issued is ready for inspection/card count at the Supplier's vault/secure storage facility.</li> <li>An authorized representative from ECOD shall physically inspect and count the cards produced based on the quantity indicated in each Call-Off issued. A Certification of Completed Card Production shall be provided by ECOD upon inspecting/counting the manufactured cards at the Supplier's vault/secure storage facility.</li> <li>The Supplier's Personalization Bureau shall safe keep the blank EMV cards in their vault at no cost to the Bank.</li> </ol>	
KITTING SERVICES	N/A	<ol style="list-style-type: none"> <li>The Supplier shall perform the following kitting services: <ol style="list-style-type: none"> <li>Printing of specific information on card carrier/welcome letter</li> <li>Attachment of card-on-card carrier/welcome letter using non-abrasive/gum label adhesive</li> <li>Ensuring accurate matching of card to corresponding welcome letter</li> <li>Folding of card carrier/welcome letter</li> <li>Inserting of card carrier/welcome letter and other marketing materials (if any) which shall not exceed three (3) one-page fliers or one (1) three-fold brochure.</li> <li>Sealing of envelope</li> <li>Sorting/packaging per DBP branch <u>OR</u> as specified in the Call-Off.</li> </ol> </li> <li>Printed/paper materials such as card</li> </ol>	

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

SUPPLEMENTAL BID BULLETIN NO. 2  
 : PRODUCTION, PERSONALIZATION, KITTING, AND DELIVERY  
 D CARD COLLATERALS FOR THE DEVELOPMENT BANK OF THE PHILIPPINES  
 (SINGLE-YEAR FRAMEWORK AGREEMENT)  
 1,500,000.00 inclusive of all applicable taxes)  
 Page 13 of 27

# REVISED FORM 9A (page 10 of 15)

Technical Specifications/ Requirement			Bidder's Statement of Compliance <i>Bidders must state here either "Comply" or "Not Comply"</i>
Item or Service	Maximum Quantity	Technical Specification / Scope of Work	
		<p>carrier/welcome letters and window-type envelopes shall be provided by the Supplier.</p> <p>3) The Supplier must ensure that the data on the face and reverse of the card, EMV chip, contactless chip, magnetic stripe, and card carrier and other collaterals, if any, are of the same record/person before delivery to DBP. Card replacement cost and other financial losses that may arise from inconsistent data shall be for the account of the Supplier.</p> <p>4) For cards to be sent out to the DBP Branches:</p> <p>a) Supplier shall provide sample packaging and label for approval for each Call-Off.</p> <p>b) Packaging of personalized cards shall be sorted and segregated per Destination Branch in a secured envelope or box, sealed and properly labeled (label includes Branch Name, Branch Code, Card Count and Transaction Date, etc.)</p> <p>c) Supplier shall sort cards in the following manner: Destination Branch Code, Cardholder's Name (Last Name first), Masked Card Number or Card Account Number; or as indicated in each Call-Off issued</p> <p>d) Supplier must provide a printed/hard copy Transmittal List per package containing the following details: Destination/Branch Code, Cardholder's Name, Masked Card Number or Account Number; or other instructions as indicated in each Call-Off issued</p>	
DELIVERY OF PERSONALIZED CARDS	N/A	<p>1) If indicated in the Call-Off, delivery of personalized card kits shall be made by Supplier via secure vehicle/cargo, directly to DBP Head Office or as specified in the terms and details indicated in each Call-Off to be issued. Should the manner be through direct pick-up by authorized DBP representative/s, the Supplier must provide space for the releasing of cards and parking of service vehicles.</p> <p>2) The batch of personalized card kits must be delivered to the specified location together with the printed Delivery Receipt to be</p>	

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

LEMENTAL BID BULLETIN NO. 2  
 RODUCTION, PERSONALIZATION, KITTING, AND DELIVERY  
 ARD COLLATERALS FOR THE DEVELOPMENT BANK OF THE PHILIPPINES  
 E-YEAR FRAMEWORK AGREEMENT)  
 00,000.00 inclusive of all applicable taxes)  
 Page 14 of 27

## REVISED FORM 9A (page 11 of 15)

Technical Specifications/ Requirement			Bidder's Statement of Compliance <i>Bidders must state here either "Comply" or "Not Comply"</i>
Item or Service	Maximum Quantity	Technical Specification / Scope of Work	
		<p>signed/received by ECOD or the designated authorized personnel:</p> <ul style="list-style-type: none"> <li>a. For quantities below 20,000: within two (2) banking days from date of receipt of embossing file/s</li> <li>b. For quantities 20,000 and above: within five (5) banking days from date of receipt of embossing file/s</li> </ul> <p>3) The Supplier shall email a daily Authorization to Deliver with the following details:</p> <ul style="list-style-type: none"> <li>a. Call-Off Number</li> <li>b. Embossing File Name</li> <li>c. Quantity of Cards to be Delivered</li> <li>d. Name of Representative/s (Driver and Delivery Person) with ID and Signature</li> <li>e. Vehicle Details (Make/Model and Plate Number)</li> <li>f. Signature over Printed Name of Card Personalization Authorized Personnel</li> </ul> <p>4) If indicated in the call-off, the Supplier shall deliver completed personalized card kits shall be to DBP Head Office at no additional cost. DBP Head Office address is as indicated as follows: <i>DBP Head Office Building Sen. Gil J. Puyat Avenue corner Makati Avenue, Makati City, Philippines</i></p>	
PAYMENT FOR PERSONALIZED CARDS	N/A	<p>1) The Supplier shall send monthly sales/billing invoices to DBP according to the number of cards personalized, kitted and delivered within the period. Sales/billing invoice must be accompanied by a Certification of Delivery from an authorized representative of ECOD evidencing actual volume of personalized card kits received.</p> <p>2) Staggered/progress and succeeding payments shall be credited to the Supplier's DBP account within thirty (30) calendar days upon receipt of complete supporting documents.</p> <p>3) DBP shall pay the Supplier based on the actual volume of personalized cards delivered.</p> <p>4) Liquidated damages for delayed delivery shall be one-tenth of one percent (.001) of the cost of the unperformed portion of the total amount of the awarded items under the Call-Off for every day of non-delivery.</p> <p>5) Payments shall be subject to the submission of updated and applicable valid tax clearances in accordance with the latest rules, regulations, and issuances of the Bureau of Internal Revenue</p>	

Conforme:

\_\_\_\_\_  
Bidder's Company Name

\_\_\_\_\_  
Name & Signature of Authorized Representative

\_\_\_\_\_  
Designation

\_\_\_\_\_  
Date

LEMENTAL BID BULLETIN NO. 2  
RODUCTION, PERSONALIZATION, KITTING, AND DELIVERY  
ARD COLLATERALS FOR THE DEVELOPMENT BANK OF THE PHILIPPINES  
E-YEAR FRAMEWORK AGREEMENT)  
00,000.00 inclusive of all applicable taxes)  
Page 15 of 27

# REVISED FORM 9A (page 12 of 15)

Technical Specifications/ Requirement			Bidder's Statement of Compliance <i>Bidders must state here either "Comply" or "Not Comply"</i>
Item or Service	Maximum Quantity	Technical Specification / Scope of Work	
		(BIR), as may be required to ensure compliance with existing tax laws and government procurement policies.	
OTHERS	N/A	<ol style="list-style-type: none"> <li>1) The security of customer information shall be the responsibility of the Supplier. All records and any data submitted by DBP shall be treated as highly confidential.</li> <li>2) The Supplier shall ensure that the card has a minimum five-year guaranteed life. All invalid and defective cards related to production defects must be replaced by the Supplier free-of-charge within five (5) calendar days if returned within the guarantee period.</li> <li>3) The Supplier shall submit a weekly Inventory Report of processed, spoiled, and remaining inventory of EMV cards, card carriers and envelopes to ECOD and Cards and ATM Department.</li> <li>4) The Supplier shall allow the Bank to conduct scheduled or surprise plant/site inspect/visit and/or conduct actual/physical count of cards at least once a month.</li> <li>5) The Supplier must allow the Bank's representative/s to observe the whole process of card personalization, perform random checking of personalized cards and sign as witness on the certification to be issued by the Supplier on the deletion of all data submitted by the Bank.</li> <li>6) The Supplier shall allow DBP to witness the destruction/perforation of spoiled EMV cards to be scheduled monthly.</li> <li>7) The Supplier shall execute a Service Level and Non-Disclosure Agreement (NDA) and Acceptable Use Policy (AUP) and Data Security Agreement (DSA) with the Bank after issuance of the Notice to Execute Framework Agreement.</li> </ol>	

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

PPLEMENTAL BID BULLETIN NO. 2  
6: PRODUCTION, PERSONALIZATION, KITTING, AND DELIVERY  
D CARD COLLATERALS FOR THE DEVELOPMENT BANK OF THE PHILIPPINES  
(GLE-YEAR FRAMEWORK AGREEMENT)  
(3,500,000.00 inclusive of all applicable taxes)  
Page 16 of 27

## REVISED FORM 9A (page 13 of 15)

Technical Specifications/ Requirement			<b>Bidder's Statement of Compliance</b> <i>Bidders must state here either "Comply" or "Not Comply"</i>
<b>Item or Service</b>	<b>Maximum Quantity</b>	<div style="border: 1px solid black; padding: 10px;"> <p>8) The winning Bidder shall warrant that should there be announced improvements on the proposed card product and/or on any its components, after date of submission of bid proposals and before date of implementation, such improved product or its components should be delivered to DBP by the winning Bidder without affecting the submitted bid price proposal.</p> <p>9) DBP shall conduct periodic (monthly or quarterly) assessment or evaluation of the performance of the Supplier based on set performance criteria. Based on this assessment, the Bank may terminate the contract for failure of the Supplier to perform its obligations with criteria following the attached template as seen on <u>Annex A of the Revised FORM 9A</u></p> </div>	

Conforme:

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Bidder's Company Name

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Name & Signature of Authorized Representative

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Designation

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Date

## REVISED FORM 9A (page 14 of 15)

### CARDS AND KITTING COLLATERALS SPECIFICATIONS

Item/Service: **Production, Personalization, Kitting, and Delivery of 250,000 pieces EMV ATM Visa Cards and Card Collaterals**

ABC: **PHP 23,500,000.00**

#### 1. EMV Visa Card Specifications

a. Dimensions	85.60mm x 53.98mm (+/- 0.1mm)
b. Thickness	0.76mm (+/- 0.1mm)
c. Rounded corners	3.175mm (+/- 0.125mm) radius
d. Material	rPVC white laminated regular material (30 mil) (at least 90% recycled PVC) Must conform to ISO 7810
e. Opacity	Must conform to ISO Standards
f. Finish	Matte <b>QR</b> metallic
g. Front	Full color offset printing Ultraviolet element Visa branding guidelines and security features
h. Back	Full color offset printing Visa hologram (silhouetted) High coercivity 2750 Oe magnetic stripe Must conform to ISO standards Signature panel and CVV box DBP logo, BancNet logo, Plus symbol Visa branding guidelines and security features
i. Contact Chip	16KB minimum memory Dynamic data authentication Contactless/Dual interface Latest Visa applet (attach Visa Circular) 6-PIN module Silver-colored EMV-compliant with BancNet specifications
j. Personalization	Drop-on-Demand printing

#### 2. Card Carrier Specifications

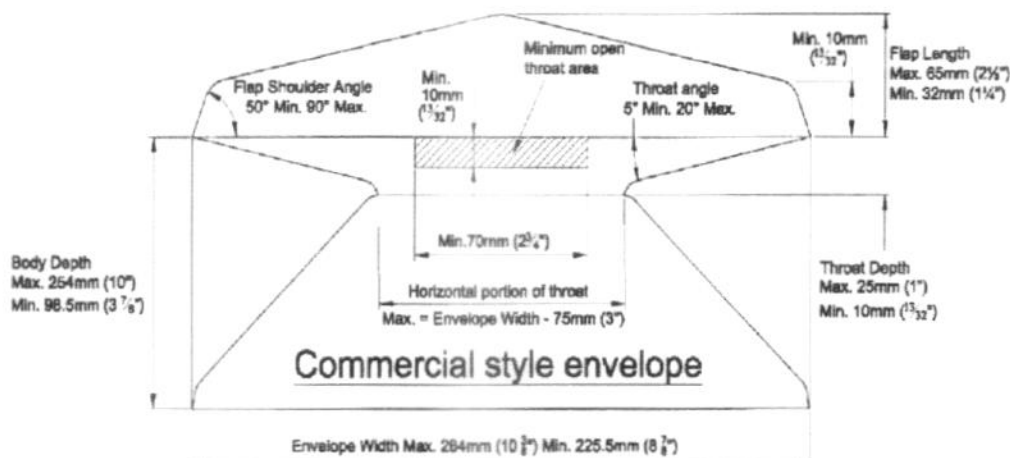
a. Dimensions	A4 (20.99 cm x 29.7 cm)
b. Stock	Book 80gsm - 110gsm
c. Color	4C/4C
d. Process	C2P offset printing

Conforme:
_____
Bidder's Company Name
_____
Name & Signature of Authorized Representative
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Designation
_____
Date
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## REVISED FORM 9A (page 15 of 15)

### 3. Envelope Specifications

a. Dimensions	Commercial style envelope (refer to figure below)
b. Stock	Book 80gsm – 110 gsm
c. Smoothness	100-200 Sheffield units
d. Color	4C/4C
e. Process	C2P offset printing
f. Others	Die cutting, seal gumming, with plastic window
g. General Requirements	<ul style="list-style-type: none"> <li>• Good quality machine-fill envelopes</li> <li>• Dimensions and quality to be consistent across manufactured batches</li> <li>• Windows to be securely affixed within 1.5mm (1/16") of top and side edges</li> <li>• Top edge to be flat and free from puckering</li> <li>• Side seams to be securely glued up to top of seam</li> <li>• Position of internal side seams to give a minimum 5mm (3/16") clearance or overlap to the edge of any insert</li> <li>• Pre-scored flap crease to enable the envelope flap to open flat</li> <li>• Envelopes shall be packed with its flap closed/folded</li> <li>• No twisting, curling or distortion evident</li> <li>• No glue seepage on interior or exterior of envelope</li> </ul>



Conforme:
<div style="border-bottom: 1px solid black; width: 100%; margin-bottom: 5px;"></div> Bidder's Company Name
<div style="border-bottom: 1px solid black; width: 100%; margin-bottom: 5px;"></div> Name & Signature of Authorized Representative
<div style="border-bottom: 1px solid black; width: 100%; margin-bottom: 5px;"></div> Designation
<div style="border-bottom: 1px solid black; width: 100%; margin-bottom: 5px;"></div> Date

## **ANNEX A OF REVISED FORM 9A** **(For Reference Only)**



Development Bank of the Philippines

### **PERFORMANCE EVALUATION OF THIRD-PARTY CONTRACTS/AGREEMENTS**

END-USER/Bank Unit: Cards and ATM Department				
Contractor/Supplier/Consultant/Service Provider				
Contract Details				
Title/Nature:				
Amount:				
Signing Date:				
Duration	From:		To:	
Evaluation Period:	From:		To:	

Rate the contractor/supplier/consultant/service provider's performance based on the scale below. Encircle your answers

0	1	2	N/A
Failed	Met Expectations	Exceeded Expectations	Not Applicable

- |   |   |   |   |     |
|---|---|---|---|-----|
| a) Goods/Services were delivered on time/as scheduled   | 0 | 1 | 2 | N/A |
| b) Goods/Services were of good quality.   | 0 | 1 | 2 | N/A |
| c) Business transaction with contractor/supplier/consultant/service provider was smooth/uncomplicated | 0 | 1 | 2 | N/A |
| d) Contractor/Supplier/Consultant Service Provider promptly responded to questions/concerns           | 0 | 1 | 2 | N/A |
| e) Contractor/Supplier/Consultant Service Provider's resolution of issues was proper.                 | 0 | 1 | 2 | N/A |
| f) Contractor/Supplier/Consultant Service Provider's staff was professional and courteous.            | 0 | 1 | 2 | N/A |

NOTE: Please identify instances the Contractor/Supplier/Consultant/Service Provider failed to meet expectations

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**PRODUCTION, PERSONALIZATION, KITTING, AND DELIVERY  
OF 250,000 PIECES EMV ATM VISA CARDS AND CARD COLLATERALS  
FOR THE DEVELOPMENT BANK OF THE PHILIPPINES  
(VIA SINGLE-YEAR FRAMEWORK AGREEMENT)  
Bid Reference No. G-2025-06**

**TRANSMITTAL FORM**

**REVISED CHECKLIST OF REQUIREMENTS FOR BIDDERS**

**Note:** Please fill-out this form and submit directly to the BAC Secretariat outside of the sealed envelopes.

FOR MACHINE STAMP (OFFICIAL TIME) BY THE DBP BAC SECRETARIAT

Received:

Name of Bidder: \_\_\_\_\_  
Complete Address: \_\_\_\_\_  
Submitted by: \_\_\_\_\_  
Landline: \_\_\_\_\_ Email: \_\_\_\_\_

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
<b>LEGAL ELIGIBILITY DOCUMENTS</b>	
TAB 1	If the bidder is a joint venture (JV):
	a. <b><u>If bidding as a formed JV:</u></b> Submit the existing valid, duly accomplished, signed and notarized JV Agreement (JVA). The JVA must specifically indicate among others, the following: the partner company that will represent the JV, the shareholdings of each partner company in the JV (to determine which partner company and its nationality has the controlling majority share), and the share of each partner company in the JV.
	Moreover, please likewise note:
	1) <u>If the JV is incorporated or registered with the relevant government agency</u> , all documents listed in this checklist must be under the JV's name and shall submit the PhilGEPS Certificate of Registration under Platinum Category also under the JV's name.
	2) <u>If the JV is unincorporated</u> , the PhilGEPS Certificate of Registration under Platinum Membership shall be submitted by each of the JV partners, while submission of the technical and financial eligibility documents ( <b>Tab 4 onwards</b> ) by any one of the JV partners constitutes collective compliance.
	b. <b><u>If bidding as a JV that is yet to be formed:</u></b> Submit duly notarized <b>Agreement to Enter into Joint Venture (Template per FORM 1)</b> . Please likewise note:
	PhilGEPS Certificate of Registration under Platinum Membership shall be submitted by each of the JV partners, while submission of the technical and

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
	<p>financial documents (Tab 4 onwards) by any one of the JV partners constitutes collective compliance.</p> <p>Please refer to FORM 1-A and FORM 1-B for the sample Secretary's Certificate for each of the JV Partners.</p> <p><i>Each JV partner must submit its duly notarized Special Power of Attorney or Secretary's Certificate, whichever is applicable, indicating therein the following:</i></p> <ol style="list-style-type: none"> <li><i>1. The designated /authorized representative who will sign the Joint Venture Agreement (JVA) or the Protocol to Enter into a JVA;</i></li> <li><i>2. That they are duly authorized to participate in the bidding as a JV;</i></li> <li><i>3. The authorized Lead Company to represent the JV;</i></li> <li><i>4. The person designated as the duly authorized representative of the JV to participate in the bidding, sign the bid proposals/bidding documents and sign the ensuing contract with DBP.</i></li> </ol> <p><i>In case a JV partner is a sole proprietor and the proprietor opts to designate a representative, FORM 2-A shall be customized to include provisions such as the authority to sign the Protocol/Undertaking to Enter a JVA.</i></p>
TAB 2	<p>Proof of appointment/authority of bidder's representative:</p> <p>a. <b>Duly notarized Special Power of Attorney</b> (if the bidder is a sole proprietorship and opts to designate a representative) - <b>Template per FORM 2-A</b></p> <p><b>OR</b></p> <p>b. <b>Duly notarized Secretary's Certificate</b> (if the bidder is a corporation, partnership, cooperative or joint venture), if the bidder is a corporation - <b>Template per FORM 2-B</b></p> <p><b>In case there are more than one appointed/designated representatives, bidders must tick ONE of the checkboxes provided in the form to identify if acting ANY ONE OF THE SIGNATORIES, ALL OF THE SIGNATORIES, or ANY (NUMBER) OF THE SIGNATORIES.</b></p> <p><b><u>FAILURE TO TICK A CHECKBOX SHALL MEAN THAT ALL AUTHORIZED REPRESENTATIVES MUST SIGN THE BIDDING FORMS.</u></b></p>
TAB 3	<p>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.</p> <p><b><u>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.</u></b></p>

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
<p><i>Following are the related provisions/requirements based on GPPB Resolution 15-2021 dated 14 October 2021 regarding submission of valid/current PhilGEPS Certificate of Registration (Platinum Membership):</i></p>	
<ul style="list-style-type: none"> <li>- <u>LIFT the suspension on the implementation of mandatory submission of the PhilGEPS Certificate of Registration (Platinum Membership) in Competitive Bidding and Limited Source Bidding, thus, fully enforcing Sections 8.5.2 and 54.6 of the 2016 revised IRR of RA No. 9184 starting 01 January 2022;</u></li> <li>- <u>AMEND Sections 23.1(a)(ii) and 24.1(a)(ii) of the 2016 revised IRR of RA No. 9184 to reflect that the <u>submission of the recently expired Mayor's Permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit shall be accepted by the PhilGEPS for the purpose of updating the PhilGEPS Certificate of Registration (Platinum Membership) in accordance with Section 8.5.2 of the 2016 revised IRR of RA 9184.</u></u></li> </ul>	
<b>TECHNICAL ELIGIBILITY DOCUMENTS</b>	
TAB 4	<p>Statement by the bidder of <b>ALL</b> its <u>ongoing</u> government and/or private contracts (including those awarded but not yet started, if any), whether similar or not similar in nature and complexity to the contract to be bid (include all contracts with the DBP for the said period, if any (<b>Template per FORM 3</b>), <b>duly signed by the bidder's authorized representative.</b></p> <p><b>Note:</b> For bidders who have no ongoing government and/or private contracts, kindly indicate in their statement "NONE" to comply with the requirement. Bidders will be rated "failed" if no document is submitted or if the document submitted is incomplete or patently insufficient (<i>per GPPB NPM 094-2013 dtd. 2013-12-19</i>).</p> <p><i>Copies of the NOA, contract, NTP, or equivalent document for each ongoing contract listed in the statement shall be required to be <u>submitted as part of post-qualification of the bidder declared as the Lowest or Single Calculated Bid.</u></i></p>
TAB 5	<p>Statement of single completed contract of similar nature (government or private contract) within the last five (5) years equivalent to at least fifty percent (50%) of the ABC (<b>Template per FORM 4</b>), <b>duly signed by the bidder's authorized representative.</b></p> <p>Similar contract refers to <b>Production, Personalization, Kitting, and Delivery of EMV Compliant Cards.</b></p> <p>The identified single largest completed contract must be supported by the following:</p> <p>a) <u>Notice of Award (NOA), OR Notice to Proceed (NTP), OR Contract, OR Purchase Order (PO)</u></p> <p><b>AND</b></p> <p>b) <u>Any one</u> of the following documents:</p> <p>b.1) Copy of Certificate of Completion <b>or</b> Certificate of Acceptance <b>or</b> Certificate of Satisfactory Performance issued by the bidder's client. <b>OR</b></p> <p>b.2) Copy of Official Receipt/s <b>or</b> Sales Invoice/s issued by the bidder to the client (ORs/SIs must sum up to the full amount of total contract price of completed project).</p>

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)								
FINANCIAL ELIGIBILITY DOCUMENTS									
TAB 6	<p>Completely accomplished computation of Net Financial Contracting Capacity (NFCC) which must be at least equal to the ABC (<i>Template per FORM 5</i>), duly signed by the bidder's authorized representative.</p> <p>1) The values of the bidder's current assets and current liabilities shall be based on the AFS for <b>CY 2023</b>;</p> <p>2) The value of the NFCC must at least be equal to the ABC of this project.</p> <p><b><u>In case of Joint Venture, the partner responsible to submit the NFCC shall likewise submit the Statement of all its ongoing contracts and the Latest Audited Financial Statements.</u></b></p> <p>If the prospective bidder opts to submit a committed Line of Credit, it must be at least equal to ten percent (10%) of the ABC to be bid. If issued by a foreign universal or commercial bank, it shall be confirmed or authenticated by a local universal or commercial bank.</p>								
TECHNICAL COMPONENT									
TAB 7	<p>Original Bid Security issued in favor of the Development Bank of the Philippines (must be valid for at least 120 calendar days from the date of bid opening); <b><u>any one of the following is acceptable:</u></b></p> <p>a. Cashier's/manager's check issued by a Universal or Commercial Bank (at least 2% of the ABC).</p> <p>b. Bank draft/guarantee or irrevocable letter of credit issued by a Universal bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank (at least 2% of the ABC).</p> <p>c. Surety bond, callable upon demand, issued by a surety or insurance company (at least 5% of the ABC) and <u>a copy of certificate issued by the Insurance Commission certifying that the surety or insurance company is authorized to issue a surety bond.</u></p> <p>d. Duly <u>notarized</u> Bid Securing Declaration (<i>Template per FORM 6</i>) duly signed by the bidder's authorized representative.</p> <table><tr><th><i>Approved Budget of the Contract (inclusive of all taxes, in PhP)</i></th><th><i>Cashier's/Manager's check, Bank draft/ guarantee or irrevocable letter of credit (2% of ABC)</i></th><th><i>Surety bond (5% of ABC)</i></th><th><i>Bid Securing Declaration</i></th></tr><tr><td>23,500,000.00</td><td>470,000.00</td><td>1,175,000.00</td><td>No required percentage</td></tr></table> <p>The Bid Securing Declaration mentioned above is an undertaking which states, among others, that the bidder shall enter into contract with the Procuring Entity and furnish the performance security required under ITB Clause 31, within ten (10) calendar days from receipt of the Notice of Award, and commits to pay the corresponding amount as fine, and be suspended for a period of time from being qualified to participate in any government procurement activity in the event it violates any of the conditions stated therein as provided in the guidelines issued by the GPPB.</p>	<i>Approved Budget of the Contract (inclusive of all taxes, in PhP)</i>	<i>Cashier's/Manager's check, Bank draft/ guarantee or irrevocable letter of credit (2% of ABC)</i>	<i>Surety bond (5% of ABC)</i>	<i>Bid Securing Declaration</i>	23,500,000.00	470,000.00	1,175,000.00	No required percentage
<i>Approved Budget of the Contract (inclusive of all taxes, in PhP)</i>	<i>Cashier's/Manager's check, Bank draft/ guarantee or irrevocable letter of credit (2% of ABC)</i>	<i>Surety bond (5% of ABC)</i>	<i>Bid Securing Declaration</i>						
23,500,000.00	470,000.00	1,175,000.00	No required percentage						

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
TAB 8	Accomplished Omnibus Sworn Statement (with ten [10] statements) ( <i>Template per FORM 7</i> ), duly signed by the bidder's authorized representative and notarized.
TAB 9	Accomplished Data Privacy Consent Form <i>per FORM 8</i> , duly signed by the bidder's authorized representative.
TAB 10	Accomplished/conformed <i>DBP Card and Collaterals Specifications per REVISED FORM 9A as attached in the Supplemental Bid Bulletin No. 2 dated 5 May 2025</i> (Technical Specifications), duly signed by the bidder's authorized representative.  <u>Bidders must state either "Comply" or "Not Comply" on each page of the Technical Specifications AND sign on each page as conformance.</u>
TAB 11	Accomplished/conformed <i>Scope of Works per FORM 9B</i> , duly signed by the bidder's authorized representative.
TAB 12	Conformance to the <i>Framework Agreement List per FORM 9C</i> , duly signed by the bidder's authorized representative.
TAB 13	<i>Applicable for bidder with ongoing or completed EMV ATM Card contract with DBP:</i>  Certificate of Satisfactory Performance and No Delayed Projects from DBP E-Channels Operations Department  <u>Note: For bidders with no ongoing or completed contract with DBP, indicate "none" or "N/A" to comply with the requirement.</u>
TAB 14	Certificate of Satisfactory Performance (or equivalent document) for completed EMV ATM Card Production, Personalization and Kitting contract from at least two (2) Universal or Commercial Banks or Electronic Money Issuers–Non-Bank Financial Institutions (EMI-NBFI) in the Philippines (supervised by the BSP), under the name of the bidder.
TAB 15	Valid and current accreditation certificate issued by Visa for EMV Card Production and Personalization in favor of the bidder.
TAB 16	Valid and current VISA letter/certification, demonstrating the bidder's capability to produce EMV ATM Visa cards using rPVC material. The certificate should specifically state the following:  i. that the bidder is authorized to use rPVC in card production and personalization; and ii. that the material meets VISA's quality and security standards

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
TAB 17	<p><b><i>For Bidders sourcing rPVC from a materials vendor or another manufacturing company, the following certifications must be secured by the bidder from their supplier:</i></b></p> <p>1. Statement/Certificate for availment of materials supply of rPVC cards:</p> <ul style="list-style-type: none"> <li>• Date and Validity</li> <li>• Specific Product Codes</li> <li>• Composition of Materials</li> <li>• Registered under a recognized certification system or quality standard</li> </ul> <p><b>And</b></p> <p>2. A valid Scope Certificate (SC) for rPVC cards, issued by an accredited certification body, ensuring compliance with the Global Recycled Standard (GRS) or equivalent recognized sustainability certification. The SC must include the following details:</p> <ul style="list-style-type: none"> <li>• Unique SC Number for traceability.</li> <li>• Material Composition specifying the percentage of recycled content (e.g., post-consumer or pre-consumer recycled PVC).</li> <li>• Compliance and conformity with Global Recycled Standard (GRS) for certified recycled content, environmental regulations governing waste management, and sustainability or equivalent proof.</li> <li>• Supplier and Manufacturer Details, including names, certification scope, and validity.</li> </ul> <p><b>OR</b></p> <p><b><i>For Bidders with in-house or own rPVC production shall provide the following certification:</i></b></p> <p>Certificate of compliance and conformity with Global Recycled Standard (GRS) or equivalent recognized sustainability certification for certified recycled content, environmental regulations governing waste management, and sustainability or equivalent proof:</p> <ul style="list-style-type: none"> <li>• Date and Validity</li> <li>• Specific Product Codes</li> <li>• Composition of Materials</li> <li>• Registered under a recognized certification system or quality standard</li> </ul>
TAB 18	<p>Letter of Approval (LOA) and/or Certification (<i>valid for at least two years</i>) and/or Letter of Approved Renewal (<i>applicable if less than two years validity</i>) issued by Visa containing the chip product expiry date per Bank specifications issued in favor of the bidder.</p>
TAB 19	<p>Duly notarized self-certification signed by the bidder's authorized signatory, certifying that the bidder is as follows:</p> <p>1.1. A highly secure local (Philippine) Personalization Bureau (indicate complete address/location and contact information) which is Visa Certified for IC and Magnetic Stripe Personalization</p>

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
	<p>1.2. The capacity to accept and personalize the first batch of card embossing file/s within fifteen (15) calendar days (upon approval of plastic review and card design)</p> <p>1.3. The capacity to personalize and kit a minimum of fifty thousand (50,000) EMV cards and deliver within five (5) calendar days upon receipt of card embossing file/s</p> <p>1.4. A documented (detailed and updated) Business Continuity Plan/BCP (submit copy of BCP to DBP) and a Dedicated Disaster Recovery/Business Continuity site (indicate location/address and contact information; must be Visa/Mastercard accredited; may be local or offshore) as required by BSP</p> <p>1.5. Payment Card Industry-Card Production (PCI-CP) certified/compliant.</p> <p>1.6 Shall allow DBP to conduct site/facility survey during evaluation of bid proposal</p>
TAB 20	List of the bidder's key personnel to be contacted in relation to the project (include full name, position, contact details).
TAB 21	<p>A self-certification, signed by the bidder's authorized representative, that the bidder conforms to the following:</p> <p>1.1. Allows to safekeep in the vault of the Bidder the remaining unused EMV cards up to two (2) years at no additional costs to DBP</p> <p>1.2. Maximum of ten (10) card designs</p> <p>1.3. Maximum of ten (10) card collateral (card carrier and envelope) designs</p> <p>1.4. Type of card personalization shall be drop-on-demand (DOD), digital, or thermal with topcoat printing</p>
Item	SECOND ENVELOPE: FINANCIAL PROPOSAL (DULY SEALED AND MARKED)
TAB 1	<p>Duly accomplished Financial Proposal Form (<i>Template per FORM 10</i>), duly signed by the bidder's authorized representative.</p> <p><b>Note: Total bid shall not exceed the ABC of PhP 23,500,000.00 inclusive of all applicable taxes.</b></p>
TAB 2	<p>Detailed Financial Proposal/Price Schedule duly signed by the bidder's authorized representative. Bidders <u>shall use</u> either <i>FORM 11-A</i> or <i>FORM 11-B</i> as template.</p> <p><b>The total detailed bid must not exceed the ABC and must be consistent with the financial bid per TAB 1.</b></p>