



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
 REGIONAL STATISTICAL SERVICES OFFICE – DAVAO REGION

**INVITATION TO BID FOR THE PROCUREMENT OF GOODS
 FOR THE PHILIPPINE IDENTIFICATION SYSTEM (PHILSYS)
 OPERATION OF DAVAO REGION**

Invitation to Bid No. 2021-3

1. The **Philippine Statistics Authority Davao Region** through the General Appropriations Act of 2021 and/or continuing appropriation, intends to apply the sum of **ELEVEN MILLION EIGHT HUNDRED TWENTY-FOUR THOUSAND THREE HUNDRED FOURTY-ONE PESOS (Php 11,824,341.00)** being the **Approved Budget for the Contract (ABC)** to payment under the contract for the **Procurement of Goods**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Lot No.	Description	ABC (in Php)	Price of Bidding Documents (in Php)
Lot 1	OFFICE SUPPLIES (please see attached specifications in Section VII – Technical Specifications)	3,305,195.00	3,500.00
Lot 2	PRINTER INK (please see attached specifications in Section VII – Technical Specifications)	276,000.00	500.00
Lot 3	COVID-19 SUPPLIES (please see attached specifications in Section VII – Technical Specifications)	2,421,630.00	2,500.00
Lot 4	UTILITY/CLEANING MATERIALS (please see attached specifications in Section VII – Technical Specifications)	1,466,250.00	1,500.00
Lot 5	SEMI-EXPENDABLE OFFICE EQUIPMENT (please see attached specifications in Section VII – Technical Specifications)	426,228.00	500.00
Lot 6	SEMI-EXPENDABLE FURNITURE AND FURNISHINGS (please see attached specifications in Section VII – Technical Specifications)	390,000.00	500.00
Lot 7	SEMI-EXPENDABLE ICT EQUIPMENT (please see attached specifications in Section VII – Technical Specifications)	2,182,000.00	2,000.00
Lot 8	FABRICATION AND INSTALLATION OF OFFICE SIGNAGES (please see attached specifications in Section VII – Technical Specifications)	580,538.00	500.00

Lot 9	LEASEHOLD IMPROVEMENT (please see attached specifications in Section VII – Technical Specifications)	776,500.00	500.00
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2. The PSA RSSO – Davao Region now invites bids for the above Procurement Project. Delivery of the Goods is required as indicated in the Schedule of Requirements. Bidders should have completed, within **one (1) year** 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 the Head of the ROBAC Secretariat PSA RSSO – Davao Region and inspect the Bidding Documents at the address given below during, 8:00 AM to 5:00 PM.
5. A complete set of Bidding Documents may be acquired by interested Bidders on 5 August 2021 and onwards prior to the time of bid opening from the given address and website below upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount specified in item No. 1. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity at <http://rso11.psa.gov.ph/>, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The PSA RSSO – Davao Region will hold a Pre-Bid Conference¹ on **13 August 2021** shall start at 1:30 PM, through video conferencing via Zoom which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual or personal submission at the office address indicated below on or before **1:00 PM of 25 August 2021**. 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.

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.

9. Bid opening shall be on **1:30 PM of 25 August 2021** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The PSA RSSO – Davao Region 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:

ADELINE G. BATUCAN
Head of the Secretariat
Regional Office Bids and Awards Committee
Philippine Statistics Authority
Regional Statistical Services Office – Davao Region
Ango Building, JP Cabaguio Avenue, Davao City
Telefax Number: (082) 224-1140;
Email Address: psa_rbacxi@yahoo.com
Website: <http://rsso11.psa.gov.ph>

12. You may visit the following websites:

For downloading of Bidding Documents:

<http://rsso11.psa.gov.ph>

(Sgd) **IMELDA A. AGUSTIN**
Chairperson
ROBAC Davao Region
Invitation to Bid No. 2021-3
4 August 2021

Section VII. Technical Specifications

Notes for Preparing the Technical Specifications

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying their Bids. In the context of Competitive Bidding, the specifications (*e.g.* production/delivery schedule, manpower requirements, and after-sales service/parts, descriptions of the lots or items) must be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of transparency, equity, efficiency, fairness, and economy in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation and post-qualification facilitated. The specifications should require that all items, materials and accessories to be included or incorporated in the goods be new, unused, and of the most recent or current models, and that they include or incorporate all recent improvements in design and materials unless otherwise provided in the Contract.

Samples of specifications from previous similar procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized Philippine and international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest edition or revision of the relevant standards and codes shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national or relate to a particular country or region, other authoritative standards that ensure substantial equivalence to the standards and codes specified will be acceptable.

Reference to brand name and catalogue number should be avoided as far as possible; where unavoidable they should always be followed by the words "*or at least equivalent.*" References to brand names cannot be used when the funding source is the GOP.

Where appropriate, drawings, including site plans as required, may be furnished by the Procuring Entity with the Bidding Documents. Similarly, the Supplier may be requested to provide drawings or samples either with its Bid or for prior review by the Procuring Entity during contract execution.

Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.

Technical Specifications

Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. 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 Bidder's 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.

Lot	Description	Unit	Quantity	Statement of Compliance (Please type “Comply” or “Not Comply”)
Lot 1	OFFICE SUPPLIES			
	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm, A4	ream	2,132	
	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mmm, Legal 13	ream	1,920	
	PAPER, MULTICOPY, 80gsm, 215.9 mm x 279.4 mm, Letter	ream	155	
	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4, metal base	pc	11	
	RECORD BOOK, 500 PAGES, size: 214mm x 278mm	pc	316	
	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip, 12 pcs	box	276	
	PUNCHER, Two Hole Puncher	pc	54	

	<p>70mm Hole Distance</p> <p>6mm Punching Hole</p> <p>Can Punch 45 Sheets of 80gsm paper</p> <p>With Automatic Centering Gauge</p> <p>Full Metal Construction</p> <p>With Handle lock for Easy Storage</p> <p>Original and Brand New</p>			
	STAPLER, #35, Heavy duty	pc	201	
	NOTEBOOK with elastic closure and string bookmark	pc	840	
	<p>PLASTIC ENVELOPE with Handle, Long plastic envelope</p> <p>Size : 11'×15', preferably transparent with push lock</p>	pc	540	
	TOILET TISSUE PAPER 2-plys sheets, 500 pulls, 10 pcs	pack	1,020	
	DISPOSABLE CUPS 25 pcs./pack, 12 oz, paper	pack	405	
	FILE STORAGE BOX with Lid, (preferably color blue)	pc	470	
	<p>EMERGENCY BAG WITH HARD HAT,(with first Aid Kit: Gauze Pad 4x4 1's, sterile surgical tape 1 Roll, Elastic Bandage 1 Roll, Povidone Iodine 10% 150 ml, Amonia 15 ml, Cotton Balls 50's, Paracetamol Tablets 1 pad, Loperamide</p>	set	96	

	<p>Tablets 1 pad, Anti-histamine tablets 1 pad, Adhesive Bandage 12's, First Aid Pouch Bag Mefenamic acid 1 pad, Oral Hydration Salt 3 packs, Emergency scissor 1pc, Magic heat pack small 1pc, Trash bag 1 set, Help banner 1pc, Thermal blanket 1 pc, light stick 1pc, cotton gloves 1pair, dust mask 1 pc, Facemask earloop 1 pc, Multi tool 1pc, Eat and tool 1pc, ready to eat food 6 sets, Mineral water 1L, White plastic, Flash light compatible to AA battery 1pc, Permanent marker 1 pc, Batteries AA 4 pcs, Duct tape 1 roll, Hard hat 1pc, Tissue roll 1 roll, Bath soap 1pc, Alcohol 1 bottle 250 ml</p> <p>All not to expire within 6 months from date of delivery</p>			
	<p>FIRST AID KIT</p> <p>Gauze Pad 4x4 1's, Sterile surgical tape 1 Roll, Elastic Bandage 1 roll, Povidone Iodine 10% 60 ml, Alcohol 70% 150 ml, Amonia 15 ml, Cotton Balls 50's, Paracetamol Tablets 1 pad, Loperamide Tablets 1 pad, Anti-histamine tablets 1 pad, Adhesive Bandage 12's, First Aid Pouch Bag, Mefenamic acid 1 pad, Oral Hydration Salt 3 pcs,</p> <p>All not to expire within 6 months from date of delivery</p>	set	141	

Lot 2	INK REFILL FOR REGISTRATION KIT PRINTER Description: Pigment INK, 774, Black	bottle	276	
Lot 3	COVID-19 SUPPLIES			
	ASCORBIC ACID 500 mg, 100 pcs./bott or pack, not to expire within 6 months from date of delivery	bottle	940	
	ALCOHOL 1 gallon, for public use, 70 % isoprophyl, not to expire within 1 year from date of delivery	gallon	462	
	GLOVES, NITRILE Disposable, Non-Sterile, Latex, Powder-Free, Ambidextrous, Rolled Bead Cuff, Finger Textured	box	267	
	SURGICAL MASK, DISPOSABLE, Medical Device Class 1; Earloop, 3-ply, Wired, 50 pcs/box	box	2,790	
	WET WIPES atleast 80 pcs per pack, hypoallergenic, alcohol free, extra soft	pack	2,604	
	HAND SOAP, 750ml, antibacterial, scented	bottle	1,810	
	HAND SANITIZER, 500ml, antibacterial, scented	bottle	1,420	
	FOOT BATH with Disinfectant solution	pc	100	
	THERMAL SCANNER, Theory: F and C degrees (Fehrenheit and Certigrade)	pc	17	

	<p>Accuracy tolerance: +/- 0.2 (34 ~ 45 degree C)</p> <p>Automatic alarm for abnormal temperature: Red light flashes, continuous alarm sound</p> <p>Distance: 5 ~ 10 cm</p> <p>Display: Digital display</p> <p>Response time: 500 ms</p> <p>Working wave: 5 Micrometre</p> <p>Standby: 5 s</p> <p>Automatic Alarm: Flashing red light and audible alarm for 10 seconds</p> <p>Charging Method: USB charging or Portable chargers</p> <p>Non-contact, no need to hold hands to avoid cross infection.</p>			
	ALCOHOL DISPENSER, contactless, atleast 1000 ml capacity, automatic	pc	25	
Lot 4	UTILITY/CLEANING MATERIALS			
	BLEACH, 1 liter, scented	bottle	1,325	
	DETERGENT POWDER, all purpose, atleast 1 kg, scented	pc	920	
	DISINFECTANT SPRAY, aerosol type, atleast 340 g	pc	1,420	
	RAGS, all cotton, 32 pieces per kilogram min	pack	395	

	TRASHBAG, plastic, black, 10 pcs per pack, XXL	pack	2,150	
	WASTE BIN, atleast 25L, steel	pc	59	
	MOP microfiber, 360 degrees spin with dry bucket	set	23	
	DUSTPAN with plastic broom	set	38	
	MICROFIBER CLOTH 50cmx50cm, streak free shine, wet and dry use	pc	395	
Lot 5	SEMI-EXPENDABLE OFFICE EQUIPMENT			
	PVC ID CUTTER Heavy Duty, All Metal body with steel lever Cuts standard id card size 54 mm x 86 mm like credit card/atm size rounded corner	pc	11	
	LAMINATOR, Ready to laminate in just 60 seconds with InstaHeat Technology, Laminates A3 size documents in 80-125 micron pouches, Laminator feed sensor indicates when a document has been misfed and stops the laminating process, allowing the pouch to be released and realigned, Auto shut off after 30 minutes of inactivity, reducing energy consumption	pc	11	
	Smart TV, 43-inches, 4k + HDR Screen, all metal	pc	10	

	body design, 64-bit quad-core processor, runs android 9, dual 8W stereo speakers powered by Dolby Audio and DTS HD with Google Assistant and Chromecast built-in. Inclusions: 12-button remote control that supports Google Voice Search			
	SHREDDER, High Quality Paper Capacity: Can shred up to 15 sheets of 80 gsm Bond paper Shred Size: 2.9 x 1.5mm(Crosscut) Waste Bin Volume: 17 Liters Dimensions: 350 x 258 x 515mm	pc	12	
Lot 6	SEMI-EXPENDABLE FURNITURE AND FURNISHINGS			
	CHAIR, Office/Clerical, 360 degree swivel function, nylon back frame, with adjustable headrest, arm rest, breathable, adjustable seat height, with tilt mechanism, color: black dimensions: 58W x 61D x 90-102H cm	pc	45	
	MONOBLOC CHAIR, White color, high-quality, branded	pc	50	
Lot 7	SEMI-EXPENDABLE ICT EQUIPMENT			
	INKJET, Colored (Printer, Scanner,	pc	68	

	<p>Copier) Compact integrated tank design</p> <p>High yield ink bottles</p> <p>Spill-free, error-free refilling</p> <p>Print, scan, copy, fax with ADF</p> <p>Wi-Fi, Wi-Fi Direct</p> <p>Borderless printing up to 4R</p>			
	<p>CELLPHONE, Android, atleast 6gb ram, atleast 5000 mah battery capacity, preferably snapdragon operating system, must have corning gorilla glass protection, must have google play services, atleast 64 gb internal, 5g ready</p>	pc	12	
	<p>SCANNER, Compact size and footprint, portable, plug and play</p> <p>25ppm/50ipm scanner with 1-pass duplex scanning</p> <p>Powered via USB 3.0 bus-powered or AC adapter</p> <p>Dedicated card slot</p> <p>ADF paper capacity of 20 sheets</p>	pc	12	
	<p>UPS with AVR Uninterruptible Power Supply</p> <p>-Microprocessor – based digital control</p> <p>- Wide input voltage and frequency range</p>	pc	116	

	<ul style="list-style-type: none"> - Input voltage 110/220 - 240 Vac 1 Phase 50Hz/60Hz - Output voltage 110/220 - 240 Vac 1 Phase 50Hz/60Hz - Overload & Short circuit protection - AVR boost and buck - Fastest charging capacity - Auto charging at off mode -Ratings: 1500VA/900w 			
Lot 8	FABRICATION AND INSTALLATION OF OFFICE SIGNAGES	Job order	1	
	<p>PSA RSSO XI Signage (Outdoor, 4' H x 32' W, Panaflex, Single Face, Lighted with Timer)</p> <p>CRS Signage (Outdoor, 4' H x 24' W, Panaflex, Single Face, Lighted with Timer)</p> <p>PHILSYS Registration Center Signage (Outdoor, 4' H x 24' W, Panaflex, Single Face, Lighted with Timer)</p> <p>Indoor Wall Mounted Signage for CRASD (Acrylic Cutouts sticker in Acrylic Panel with Sticker Lighted Logo, 2.81 m x 2.22 m)</p> <p>Indoor Wall Mounted Signage for Mezzanine (Acrylic Cutouts sticker in Acrylic Panel with Sticker Lighted Logo 2.66 m x 1.85 m)</p>			

	<p>PSA RSSO XI Building Directory, 2 units (Acrylic, 4' x 8', side lighted with replaceable text panels)</p> <p>Indoor Wall Mounted Signage for PhilSys Registration Center with Dry Wall Installation (Two (2) units 2.2 m x 2.2 m Acrylic Cutouts on Acrylic Panel with holder for plants on top and One (1) Unit 2.58 m x 4.94 or 5m Acrylic Cutouts on Acrylic Panel with Lighted logo)</p> <p>Indoor Hanged Signages (8'' H x 30'' W, 3mm, With Hanging Chain, Back to Back Sticker)</p> <p>Supporting Documents Acrylic w/ Sticker (4' h x 8' w, Clear Acrylic , 5mm)</p> <p>Process Flow Acrylic w/ Sticker (4' h x 5' w, Clear Acrylic, 5mm)</p>			
Lot 9	LEASEHOLD IMPROVEMENT	jo	1	
	<p>Exit door removal and replacement, two (2) units at the Ground Floor</p> <p>Entrance/Exit door removal and replacement to glass door of three (3) units at the 2nd, 3rd & 4th Floors</p> <p>Plumbing Leakage Repair / Carpentry</p> <p>Installation of Glass Divider for creation of</p>			

	<p>additional conference room</p> <p>Installation of PWD ramp to PSA RSSO XI façade</p> <p>Renovation Works including electrical works for the SOCD Data Processing Center</p>			
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