

PHILIPPINE BIDDING DOCUMENTS

PROCUREMENT OF MATERIALS AND SUPPLIES FOR THE 2022 CENSUS OF AGRICULTURE AND FISHERIES (CAF)

PHILIPPINE STATISTICS AUTHORITY
Regional Statistical Service Office V
Regional Government Center, Rawis, Legazpi City

July 25, 2023
9:30 AM
Conference Room, PSA RSSO V



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Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

Consulting Services – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

CDA - Cooperative Development Authority.

Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

DDP – Refers to the quoted price of the Goods, which means “delivered duty paid.”

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

Foreign-funded Procurement or Foreign-Assisted Project– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

Framework Agreement – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

GFI – Government Financial Institution.

GOCC – Government-owned and/or –controlled corporation.

Goods – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national

buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

Supplier – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

UN – United Nations.

Section I. Invitation to Bid

Notes on the Invitation to Bid

The Invitation to Bid (IB) provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The IB shall be posted in accordance with Section 21.2 of the 2016 revised IRR of RA No. 9184.

Apart from the essential items listed in the Bidding Documents, the IB should also indicate the following:

- a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;
- b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- c. The deadline for the submission and receipt of bids; and
- d. Any important bid evaluation criteria (*e.g.*, the application of a margin of preference in bid evaluation).

The IB should be incorporated in the Bidding Documents. The information contained in the IB must conform to the Bidding Documents and in particular to the relevant information in the Bid Data Sheet.



REPUBLIC OF THE PHILIPPINES

PHILIPPINE STATISTICS AUTHORITY

REGIONAL STATISTICAL SERVICE OFFICE V

BIDS AND AWARDS COMMITTEE

INVITATION TO BID FOR PROCUREMENT OF MATERIALS AND SUPPLIES FOR THE 2022 CENSUS OF AGRICULTURE AND FISHERIES (CAF)

1. The Philippine Statistics Authority Regional Statistical Service Office V (PSA RSSO V), through the General Appropriations Act of 2023 intends to apply the sum of Fourteen Million Seventy-Nine Thousand Seven Hundred Sixty-Two and 92/100 Pesos Only (Php14,079,762.92) being the ABC to payments under the contract for Procurement of Materials and Supplies for the 2022 Census of Agriculture and Fisheries (CAF). Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The PSA RSSO V now invites bids for the above Procurement Project. Delivery of the Goods is required **fifteen (15) calendar days** upon receipt of Notice to Proceed. Bidders should have completed, within **last three (3) 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.
 - a. 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 *PSA RSSO V* and inspect the Bidding Documents at the address given below during office hours from 8:00 AM to 5:00 PM.
5. A complete set of Bidding Documents may be acquired by interested Bidders on *June 27, 2023* from the given address and website(s) below *and upon payment of the*

applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the following amounts:

Lot No.	Amount	Cost of Bidding Documents
LOT 1	Php11,211,140.00	Php25,000.00
LOT 2	Php1,057,672.92	Php5,000.00
LOT 3	Php845,150.00	Php1,000.00
LOT 4	Php965,800.00	Php1,000.00

The Procuring Entity shall allow the bidder to present its proof of payment for the fees, provided that the proof of payment must be submitted in person and through the email address provided.

6. The PSA RSSO V will hold a Pre-Bid Conference on *July 5, 2:00PM* at the Conference Room of PSA RSSO V, Regional Government Center, Rawis, Legazpi City and through video conferencing or webcasting *via Zoom* which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before *July 25, 2023, 9:30AM*. 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**.
9. Bid opening shall be on *July 25, 2023, 9:30AM* 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 V 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:

CONEY FRANCES B. BALEDAL
Head, BAC Secretariat
PSA Regional Office V
PSA Bldg, Government Regional Center
Rawis, Legazpi City
Tel. No. (052) 201-8349
CP Number: 09664627903
Email Address: rss005@psa.gov.ph and psa5rbac@gmail.com

12. You may visit the following websites:

For downloading of Bidding Documents: www.procurement.psa.gov.ph

June 27 2023

SGD CECILLE A. BRIONES

BAC Chairperson



Section II. Instructions to Bidders

Notes on the Instructions to Bidders

This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.



1. Scope of Bid

The Procuring Entity, PSA RSSO V wishes to receive Bids for the Procurement of Materials and Supplies for the 2022 Census of Agriculture and Fisheries (CAF), with identification number 2023-06-068-SOCD.

The Procurement Project (referred to herein as “Project”) is composed of various lots as described in Section VII (Technical Specifications)

- a. *Lot 1: Training and Enumeration Supplies: Total Cost Php11,211,140.00*
- b. *Lot 2: Printing of IEC Materials for Publicity Campaign: Total Cost Php1,057,672.92*
- c. *Lot 3: Training and Enumeration Supplies: Total Cost: Php845,150.00*
- d. *Lot 4: Supplies for Data Processing Centers (DPCs): Total Cost: Php965,800.00:*

2. Funding Information

The GOP through the source of funding as indicated below for 2023 in the amount of Fourteen Million Seventy-Nine Thousand Seven Hundred Sixty-Two and 92/100 Pesos Only (Php14,079,762.92).

The source of funding is

- a. NGA, the General Appropriations Act.

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.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. *Not Applicable*
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:
 - a. For the procurement of Non-expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

7. Subcontracts

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that:

- a. Subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on July 5, 2023; 2:00PM and either at its physical address at PSA RSSO V, Regional Government Center, Rawis, Legazpi City and/or through videoconferencing/webcasting via Zoom as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within the last three years prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Bid Prices

12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:

- a. For Goods offered from within the Procuring Entity's country:
 - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in the **BDS**.
- b. For Goods offered from abroad:
 - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in the **BDS**.

13. Bid and Payment Currencies

13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.

13.2. Payment of the contract price shall be made in:

- a. Philippine Pesos.

14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration¹ or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security shall be valid until **November 22, 2023**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

- 15.1. Bidders shall enclose their original eligibility and technical documents described in **ITB** Clause 10 in one sealed envelope marked “ORIGINAL - TECHNICAL COMPONENT”, and the original of their financial component in another sealed envelope marked “ORIGINAL - FINANCIAL COMPONENT”, sealing them all in an outer envelope marked “ORIGINAL BID”.
- 15.2. Each copy of the first and second envelopes shall be similarly sealed duly marking the inner envelopes as “COPY NO. ____ - TECHNICAL COMPONENT” and “COPY NO. ____ - FINANCIAL COMPONENT” and the outer envelope as “COPY NO. ____”, respectively. These envelopes containing the original and the copies shall then be enclosed in one single envelope.
- 15.3. The original and the number of copies of the Bid as indicated in the **BDS** shall be typed or written in ink and shall be signed by the Bidder or its duly authorized representative/s.
- 15.4. All envelopes shall:
 - (a) contain the name of the contract to be bid in capital letters;
 - (b) bear the name and address of the Bidder in capital letters;
 - (c) be addressed to the Procuring Entity’s BAC in accordance with paragraph 11 of the **IB**;
 - (d) bear the specific identification of this bidding process indicated in the **ITB** Clause 1; and
 - (e) bear a warning “DO NOT OPEN BEFORE...” the date and time for the opening of bids, in accordance with **ITB** Clause 16.
- 15.5. Bid envelopes that are not properly sealed and marked, as required in the bidding documents, shall not be rejected, but the Bidder or its duly authorized representative shall acknowledge such condition of the bid as submitted. The BAC or

¹ In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

the Procuring Entity shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked bid, or for its premature opening.

16. Deadline for Submission of Bids

- 16.1. The Bidders shall submit on or before **July 25, 2023 9:30am** at its physical address as indicated in paragraph 7 of the **IB**.

17. Opening and Preliminary Examination of Bids

- 17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

- 17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

18. Domestic Preference

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.

- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case may be. In this case, the Bid Security as required by **ITB** Clause 14 shall be submitted for each lot or item separately.

- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.

- 19.4. The Project shall be awarded as follows:

Option 1 – One Project having several items that shall be awarded as one contract.

- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- 20.1. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

Section III. Bid Data Sheet

Notes on the Bid Data Sheet

The Bid Data Sheet (BDS) consists of provisions that supplement, amend, or specify in detail, information, or requirements included in the ITB found in Section II, which are specific to each procurement.

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, and the bid evaluation criteria that will apply to the Bids. In preparing the BDS, the following aspects should be checked:

- a. Information that specifies and complements provisions of the ITB must be incorporated.
- b. Amendments and/or supplements, if any, to provisions of the ITB as necessitated by the circumstances of the specific procurement, must also be incorporated.

Bid Data Sheet

ITB Clause																																																																																																																																																																																																																																																																																																																																																															
1.1	Procurement of Materials and Supplies for the 2022 Census of Agriculture and Fisheries (CAF), with identification number 2023-06-068-SOCD.																																																																																																																																																																																																																																																																																																																																																														
1.2	<p>The lot(s) and reference is/are</p> <p>Procurement of Materials and Supplies for the 2022 Census of Agriculture and Fisheries (CAF), with identification number 2023-06-068-SOCD.</p> <p>Number and specifications are as follows:</p> <p>LOT 1: Training and Enumeration Supplies Total Cost: Php11,211,140.00</p> <table><tr><th></th><th></th><th></th><th></th><th>RSSO 5</th><th>Albay</th><th>Camarines Norte</th><th>Camarines Sur</th><th>Catanduanes</th><th>Masbate</th><th>Sorsogon</th></tr><tr><th>Item No.</th><th>Description</th><th>Unit of Measure</th><th>Delivered, Weeks/Months</th><th>QTY</th><th>QTY</th><th>QTY</th><th>QTY</th><th>QTY</th><th>QTY</th><th>QTY</th></tr><tr><td></td><td>Tokens for Training Resource Persons (e.g., Mug, Coaster, Eco bag, Corporate Tokens)</td><td>set</td><td rowspan="15">Delivery of goods to the respective Provincial Offices within fifteen (15) days after the Issuance of Notice to Proceed</td><td>-</td><td>7</td><td>5</td><td>12</td><td>4</td><td>7</td><td>7</td></tr><tr><td>1</td><td>Bag</td><td>pc</td><td>92</td><td>375</td><td>186</td><td>497</td><td>179</td><td>321</td><td>291</td></tr><tr><td>2</td><td>T shirt</td><td>pc</td><td>92</td><td>847</td><td>446</td><td>1269</td><td>403</td><td>797</td><td>743</td></tr><tr><td>3</td><td>Jacket</td><td>pc</td><td>10</td><td>10</td><td>10</td><td>10</td><td>10</td><td>10</td><td>10</td></tr><tr><td>4</td><td>Cap/Hat</td><td>pc</td><td>11</td><td>278</td><td>164</td><td>440</td><td>145</td><td>280</td><td>267</td></tr><tr><td>5</td><td>Arm Sleeves</td><td>pair</td><td>10</td><td>482</td><td>270</td><td>782</td><td>234</td><td>486</td><td>462</td></tr><tr><td>6</td><td>Cloth Face Mask</td><td>pc</td><td>10</td><td>482</td><td>270</td><td>782</td><td>234</td><td>486</td><td>462</td></tr><tr><td>7</td><td>Umbrella</td><td>pc</td><td>92</td><td>375</td><td>186</td><td>497</td><td>179</td><td>321</td><td>291</td></tr><tr><td>8</td><td>Raincoat</td><td>pc</td><td>21</td><td>278</td><td>164</td><td>440</td><td>145</td><td>280</td><td>267</td></tr><tr><td>9</td><td>Tumbler</td><td>pc</td><td>92</td><td>121</td><td>46</td><td>82</td><td>58</td><td>65</td><td>48</td></tr><tr><td>10</td><td>Water Jug</td><td>pc</td><td>-</td><td>246</td><td>140</td><td>396</td><td>122</td><td>248</td><td>236</td></tr><tr><td>11</td><td>ID Lace</td><td>pc</td><td>1</td><td>274</td><td>155</td><td>450</td><td>138</td><td>284</td><td>265</td></tr><tr><td>12</td><td>ID Jacket</td><td>pc</td><td>1</td><td>274</td><td>155</td><td>450</td><td>138</td><td>284</td><td>265</td></tr><tr><td>13</td><td>Clipboard</td><td>pc</td><td>-</td><td>236</td><td>130</td><td>386</td><td>112</td><td>238</td><td>226</td></tr><tr><td colspan="4">Supplies for Coordination and Publicity Campaign</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>14</td><td>CAF Mug</td><td>pc</td><td rowspan="4">Delivery of goods to the respective Provincial Offices within fifteen (15) days after the issuance of Notice to Proceed</td><td>500</td><td>585</td><td>585</td><td>585</td><td>585</td><td>585</td><td>585</td></tr><tr><td>15</td><td>CAF Notebook</td><td>pc</td><td>500</td><td>735</td><td>735</td><td>735</td><td>735</td><td>735</td><td>735</td></tr><tr><td>16</td><td>CAF Umbrella</td><td>pc</td><td>465</td><td>500</td><td>500</td><td>500</td><td>500</td><td>500</td><td>500</td></tr><tr><td>17</td><td>CAF Ecobag</td><td>pc</td><td>545</td><td>885</td><td>885</td><td>885</td><td>885</td><td>885</td><td>885</td></tr></table> <p>LOT 2: Printing of IEC Materials for Publicity Campaign Total Cost: Php1,057,672.92</p> <table><tr><th></th><th></th><th></th><th></th><th>RSSO 5</th><th>Albay</th><th>Camarines Norte</th><th>Camarines Sur</th><th>Catanduanes</th><th>Masbate</th><th>Sorsogon</th></tr><tr><th>Item No.</th><th>Description</th><th>Unit of Measure</th><th>Delivered, Weeks/Months</th><th>QTY</th><th>QTY</th><th>QTY</th><th>QTY</th><th>QTY</th><th>QTY</th><th>QTY</th></tr><tr><td>1</td><td>CAF Primer</td><td>pc</td><td rowspan="8">Delivery of goods to the respective Provincial Offices within fifteen (15) days after the Issuance of Notice to Proceed</td><td>1,000</td><td>2,000</td><td>1,500</td><td>2,000</td><td>1,500</td><td>2,000</td><td>2,000</td></tr><tr><td>2</td><td>CAF FAQs (Leaflet)</td><td>pc</td><td>500</td><td>1,000</td><td>700</td><td>1,000</td><td>700</td><td>1,000</td><td>1,000</td></tr><tr><td>3</td><td>CAF Data Items (Leaflet)</td><td>pc</td><td>500</td><td>1,300</td><td>500</td><td>1,300</td><td>500</td><td>1,300</td><td>1,300</td></tr><tr><td>4</td><td>CAF Comics</td><td>pc</td><td>300</td><td>1,000</td><td>700</td><td>1,000</td><td>700</td><td>1,000</td><td>1,000</td></tr><tr><td>5</td><td>CAF Streamer</td><td>pc</td><td>2</td><td>38</td><td>25</td><td>76</td><td>24</td><td>44</td><td>32</td></tr><tr><td>6</td><td>CAF Poster</td><td>pc</td><td>2</td><td>20</td><td>14</td><td>39</td><td>13</td><td>23</td><td>17</td></tr><tr><td>7</td><td>CAF Standee</td><td>pc</td><td>2</td><td>20</td><td>14</td><td>39</td><td>13</td><td>23</td><td>17</td></tr><tr><td>8</td><td>CAF Stickers</td><td>pc</td><td>100</td><td>1,300</td><td>500</td><td>1,300</td><td>500</td><td>1,300</td><td>1,300</td></tr><tr><td colspan="4">Printing of Other CAF and Admin Forms</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>9</td><td>Other CAF Forms</td><td>pc</td><td rowspan="2">Delivery of goods to the respective Provincial Offices on or before August 11, 2023</td><td>1,653</td><td>21,861</td><td>12,945</td><td>34,166</td><td>11,168</td><td>21,616</td><td>20,702</td></tr><tr><td>10</td><td>Other Administrative and Financial Forms</td><td>pc</td><td>28</td><td>7,492</td><td>4,045</td><td>12,134</td><td>3,582</td><td>7,418</td><td>7,041</td></tr></table>					RSSO 5	Albay	Camarines Norte	Camarines Sur	Catanduanes	Masbate	Sorsogon	Item No.	Description	Unit of Measure	Delivered, Weeks/Months	QTY	QTY	QTY	QTY	QTY	QTY	QTY		Tokens for Training Resource Persons (e.g., Mug, Coaster, Eco bag, Corporate Tokens)	set	Delivery of goods to the respective Provincial Offices within fifteen (15) days after the Issuance of Notice to Proceed	-	7	5	12	4	7	7	1	Bag	pc	92	375	186	497	179	321	291	2	T shirt	pc	92	847	446	1269	403	797	743	3	Jacket	pc	10	10	10	10	10	10	10	4	Cap/Hat	pc	11	278	164	440	145	280	267	5	Arm Sleeves	pair	10	482	270	782	234	486	462	6	Cloth Face Mask	pc	10	482	270	782	234	486	462	7	Umbrella	pc	92	375	186	497	179	321	291	8	Raincoat	pc	21	278	164	440	145	280	267	9	Tumbler	pc	92	121	46	82	58	65	48	10	Water Jug	pc	-	246	140	396	122	248	236	11	ID Lace	pc	1	274	155	450	138	284	265	12	ID Jacket	pc	1	274	155	450	138	284	265	13	Clipboard	pc	-	236	130	386	112	238	226	Supplies for Coordination and Publicity Campaign											14	CAF Mug	pc	Delivery of goods to the respective Provincial Offices within fifteen (15) days after the issuance of Notice to Proceed	500	585	585	585	585	585	585	15	CAF Notebook	pc	500	735	735	735	735	735	735	16	CAF Umbrella	pc	465	500	500	500	500	500	500	17	CAF Ecobag	pc	545	885	885	885	885	885	885					RSSO 5	Albay	Camarines Norte	Camarines Sur	Catanduanes	Masbate	Sorsogon	Item No.	Description	Unit of Measure	Delivered, Weeks/Months	QTY	QTY	QTY	QTY	QTY	QTY	QTY	1	CAF Primer	pc	Delivery of goods to the respective Provincial Offices within fifteen (15) days after the Issuance of Notice to Proceed	1,000	2,000	1,500	2,000	1,500	2,000	2,000	2	CAF FAQs (Leaflet)	pc	500	1,000	700	1,000	700	1,000	1,000	3	CAF Data Items (Leaflet)	pc	500	1,300	500	1,300	500	1,300	1,300	4	CAF Comics	pc	300	1,000	700	1,000	700	1,000	1,000	5	CAF Streamer	pc	2	38	25	76	24	44	32	6	CAF Poster	pc	2	20	14	39	13	23	17	7	CAF Standee	pc	2	20	14	39	13	23	17	8	CAF Stickers	pc	100	1,300	500	1,300	500	1,300	1,300	Printing of Other CAF and Admin Forms											9	Other CAF Forms	pc	Delivery of goods to the respective Provincial Offices on or before August 11, 2023	1,653	21,861	12,945	34,166	11,168	21,616	20,702	10	Other Administrative and Financial Forms	pc	28	7,492	4,045	12,134	3,582	7,418	7,041
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10	Water Jug	pc		-	246	140	396	122	248	236																																																																																																																																																																																																																																																																																																																																																					
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1	CAF Primer	pc	Delivery of goods to the respective Provincial Offices within fifteen (15) days after the Issuance of Notice to Proceed	1,000	2,000	1,500	2,000	1,500	2,000	2,000																																																																																																																																																																																																																																																																																																																																																					
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LOT 3: Training and Enumeration Supplies
Total Cost: Php845,150.00

				RSSO 5	Albay	Camarines Norte	Camarines Sur	Catanduanes	Masbate	Sorsogon
Item No.	Description	Unit of Measure	Delivered, Weeks/Months	QTY	QTY	QTY	QTY	QTY	QTY	QTY
1	White Board Marker	pc	Delivery of goods to the respective Provincial Offices on or before August 11, 2023	0	14	10	24	8	14	14
2	Permanent Marker	pc		0	638	352	1044	303	644	610
3	Masking tape	pc		0	14	10	24	8	14	14
4	Notebook	pc		21	278	164	440	145	280	267
5	Ballpen	pc		14	1042	586	1690	510	1050	998
6	Pencil	pc		16	1558	874	2530	760	1570	1492
7	Eraser	pc		11	740	414	1202	359	746	709
8	Sharpener	pc		11	268	154	430	135	270	257
9	Tape Measure/Medida	pc		0	180	100	290	90	180	170
10	Sim Card, nano Sim	pc		3	212	116	346	100	214	202
11	Packaging Tape	pc		0	108	60	174	51	108	102
12	Packaging plastic bag/sheet	per pack (of 50 pcs)		0	80	42	126	21	58	62
13	Wrapping Paper (Manila Paper)	roll		0	2	1	2	1	2	2
14	Corrugated Box	pc		0	24	14	40	12	24	24
15	Plastic Twine	roll		0	12	7	20	6	12	12

LOT 4: Supplies for Data Processing Centers (DPCs)
Total Cost: Php965,800.00

				RSSO 5	Albay	Camarines Norte	Camarines Sur	Catanduanes	Masbate	Sorsogon
Item No.	Description	Unit of Measure	Delivered, Weeks/Months	QTY	QTY	QTY	QTY	QTY	QTY	QTY
1	Network Switch	pc	Delivery of goods to the respective Provincial Offices within fifteen (15) days after the issuance of Notice to Proceed	0	3	2	6	3	5	4
2	Network Cables	box		0	3	2	6	3	5	4
3	Crimping Tool	pc		0	1	1	1	1	1	1
4	Registered Jack-45	box		0	3	2	6	3	5	4

- 5.3 For this purpose, contracts similar to the Project shall be:
- Supply and Delivery of Materials and Supplies.*
 - completed within the last three years prior to the deadline for the submission and receipt of bids.
- 7.1 *No further instructions*
- 12 The price of the Goods shall be quoted DDP Philippine Peso or the applicable International Commercial Terms (INCOTERMS) for this Project.
- 14.1 The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:
- The amount of not less than 2% of ABC, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or
 - The amount of not less than 5% of ABC if bid security is in Surety Bond.

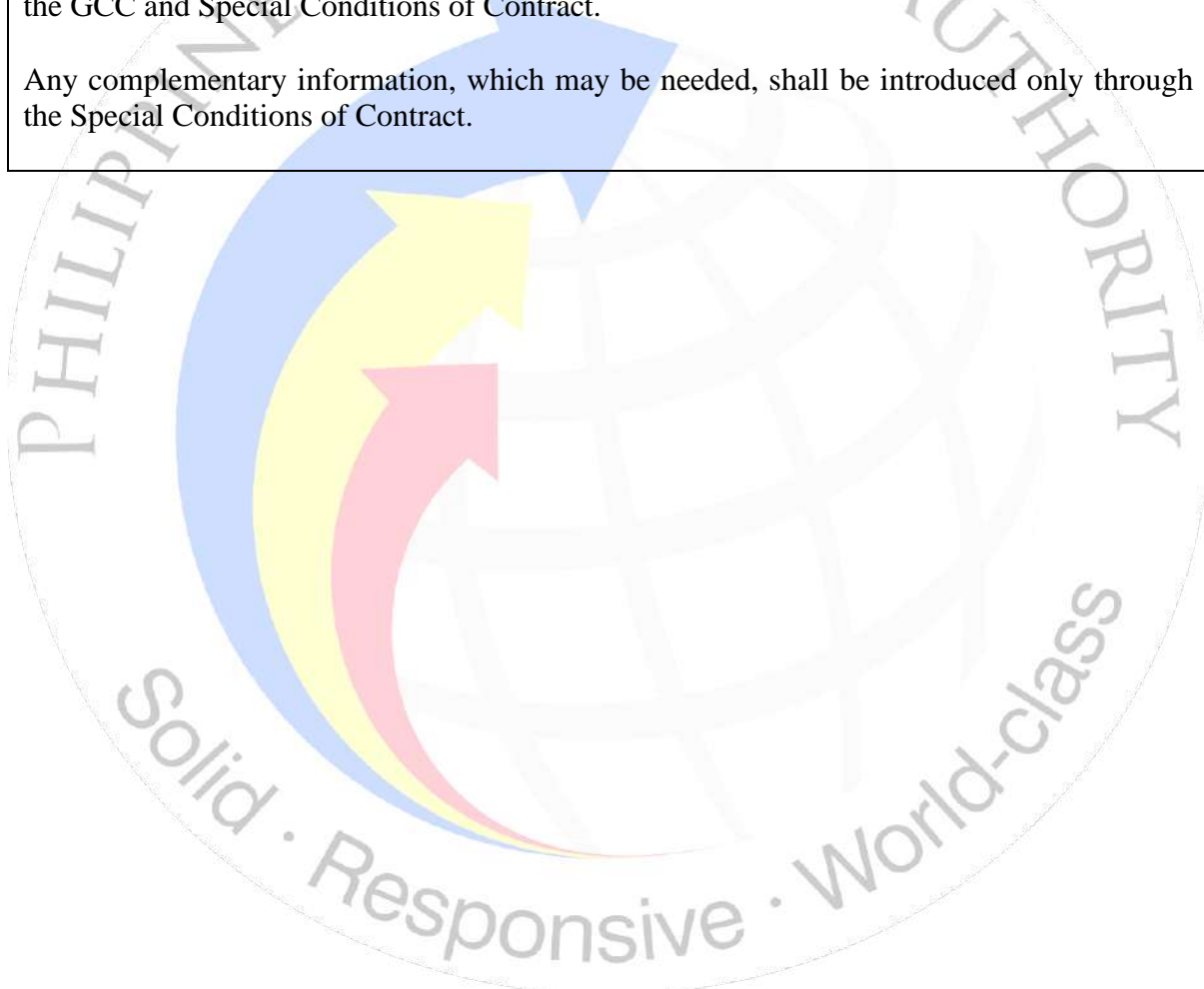
Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

The General Conditions of Contract (GCC) in this Section, read in conjunction with the Special Conditions of Contract in Section V and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

Matters governing performance of the Supplier, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are included in the GCC and Special Conditions of Contract.

Any complementary information, which may be needed, shall be introduced only through the Special Conditions of Contract.



1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

2. Advance Payment and Terms of Payment

- 2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.
- 2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section VII (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

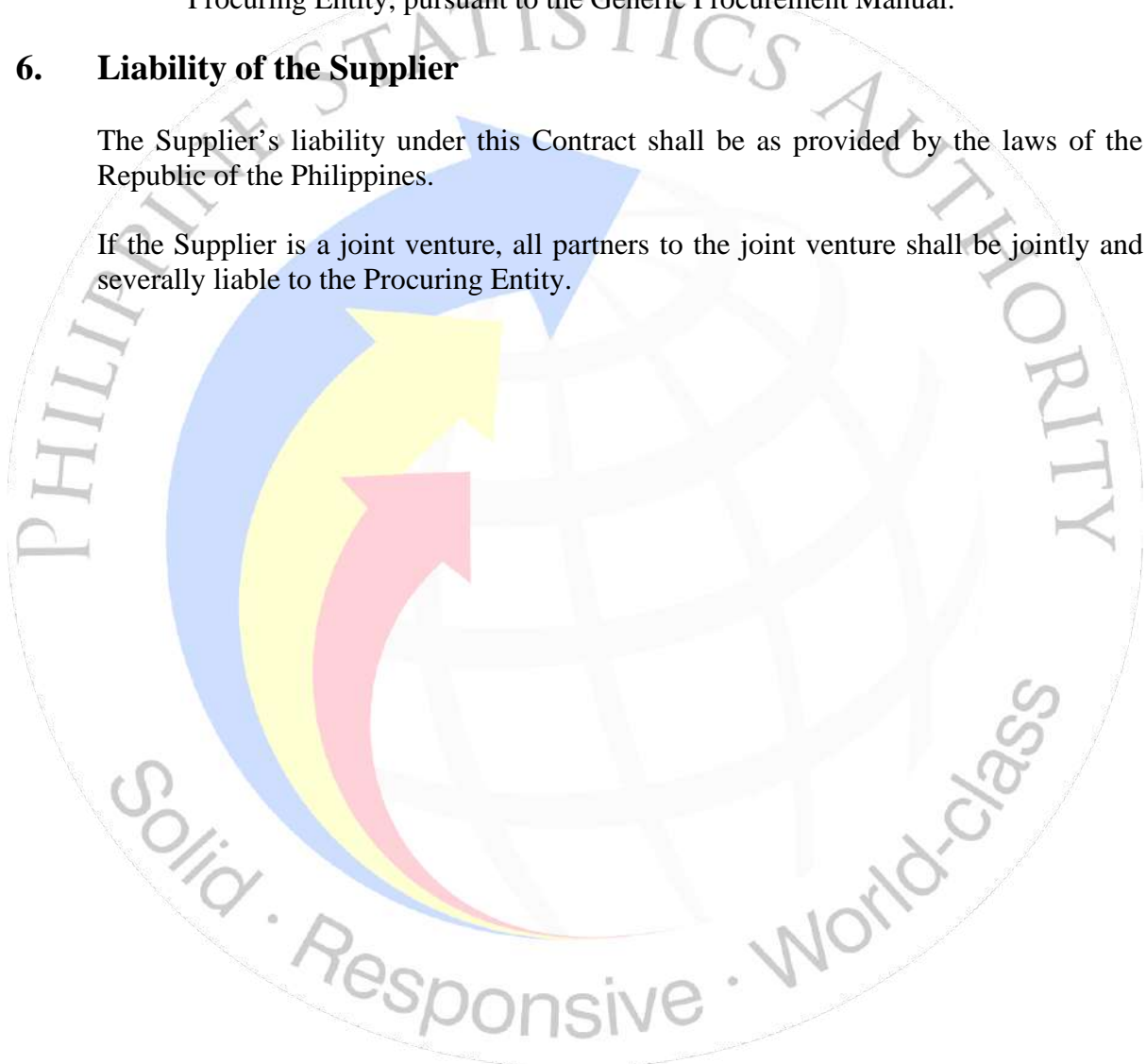
5. Warranty

- 5.1 In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 5.2 The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.



Section V. Special Conditions of Contract

Notes on the Special Conditions of Contract

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Goods purchased. In preparing this Section, the following aspects should be checked:

- a. Information that complements provisions of the GCC must be incorporated.
- b. Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of the GCC should be incorporated herein.

Special Conditions of Contract

GCC Clause	
1	<p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is Naser M. Tuazon - Statistical Specialist II.</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <p><i>Select appropriate requirements and delete the rest.</i></p> <ol style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
	<p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p>
	<p>Packaging –</p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand,</p>

	<p>without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.</p> <p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>
	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p>

	<p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Delivery areas are:</p> <p>PSA RSSO V PSA V Bldg, Regional Government Center Site Rawis, Legazpi City</p> <p>PSA Albay Provincial Statistics Office PSA V Bldg, Regional Government Center Site Rawis, Legazpi City</p> <p>PSA Camarines Norte Provincial Statistics Office Camarines Norte - 2F LJR Building III, J. Lukban Street, corner Carlos II Street, Barangay III, Daet, Camarines Norte</p> <p>PSA Camarines Sur Provincial Statistics Office Camarines Sur - PSA Bldg., #774, Panganiban Drive, Naga City, Camarines Sur</p> <p>PSA Catanduanes Provincial Statistics Office Catanduanes - BL Jastrid Bldg., National Road Cavinitan, Virac Catanduanes</p> <p>PSA Masbate Provincial Statistics Office Masbate – Ten-7 Bldg., Mabini St., Bgy. Kalipay, Masbate City</p> <p>PSA Sorsogon Provincial Statistics Office Sorsogon - 2nd/3rd Flr, Clemente Bldg., Garcia St., Sulucan, Sorsogon</p> <p>Intellectual Property Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2.2	No further instructions.
4	The inspections and tests that will be conducted are:

	<p>Upon delivery, the Goods shall undergo preliminary physical inspection by the Inspection Team of the Procuring Entity to ascertain the physical condition and acceptability of the Goods.</p> <p>The supplier shall promptly replace the equivalent quantity of Goods taken as samples without cost to the Procuring Entity.</p>
5.1	<p>The Procuring Entity's address for Notices is:</p> <p>Regional Government Center Site Rawis, Legazpi City CP Number: 09664627903 Landline no.: (052) 2018349 Email: rss005@psa.gov.ph and psa5rbac@gmail.com</p>



Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Delivery of goods to the respective Provincial Offices indicated below

PSA RSSO V

PSA V Bldg, Regional Government Center Site, Rawis, Legazpi City

PSA Albay Provincial Statistics Office

PSA V Bldg, Regional Government Center Site Rawis, Legazpi City

PSA Camarines Norte Provincial Statistics Office

Camarines Norte - 2F LJR Building III, J. Lukban Street, corner Carlos II Street, Barangay III, Daet, Camarines Norte

PSA Camarines Sur Provincial Statistics Office

Camarines Sur - PSA Bldg., #774, Panganiban Drive, Naga City, Camarines Sur

PSA Catanduanes Provincial Statistics Office

Catanduanes - BL Jastrid Bldg., National Road Cavinitan, Virac Catanduanes

PSA Masbate Provincial Statistics Office

Masbate – Ten-7 Bldg., Mabini St., Bgy. Kalipay, Masbate City

PSA Sorsogon Provincial Statistics Office

Sorsogon - 2nd/3rd Flr, Clemente Bldg., Garcia St., Sulucan, Sorsogon

LOT 1: Training and Enumeration Supplies

Total Cost: Php11,211,140.00

				RSSO 5	Albay	Camarines Norte	Camarines Sur	Catanduanes	Masbate	Sorsogon
Item No.	Description	Unit of Measure	Delivered, Weeks/Months	QTY	QTY	QTY	QTY	QTY	QTY	QTY
1	Tokens for Training Resource Persons (e.g., Mug, Coaster, Eco bag, Corporate Tokens)	set	Delivery of goods to the respective Provincial Offices within fifteen (15) days after the issuance of Notice to Proceed	-	7	5	12	4	7	7
2	Bag	pc		92	375	186	497	179	321	291
3	T shirt	pc		92	847	446	1269	403	797	743
4	Jacket	pc		10	10	10	10	10	10	10
5	Cap/Hat	pc		11	278	164	440	145	280	267
6	Arm Sleeves	pair		10	482	270	782	234	486	462
7	Cloth Face Mask	pc		10	482	270	782	234	486	462
8	Umbrella	pc		92	375	186	497	179	321	291
9	Raincoat	pc		21	278	164	440	145	280	267
10	Tumbler	pc		92	121	46	82	58	65	48
11	Water Jug	pc		-	246	140	396	122	248	236
12	ID Lace	pc		1	274	155	450	138	284	265
13	ID Jacket	pc		1	274	155	450	138	284	265
14	Clipboard	pc		-	236	130	386	112	238	226
Supplies for Coordination and Publicity Campaign										
15	CAF Mug	pc	Delivery of goods to the respective Provincial Offices within fifteen (15) days after the issuance of Notice to Proceed	500	585	585	585	585	585	585
16	CAF Notebook	pc		500	735	735	735	735	735	735
17	CAF Umbrella	pc		465	500	500	500	500	500	500
18	CAF Ecobag	pc		545	885	885	885	885	885	885

LOT 2: Printing of IEC Materials for Publicity Campaign

Total Cost: Php1,122,365.90

				RSSO 5	Albay	Camarines Norte	Camarines Sur	Catanduanes	Masbate	Sorsogon
Item No.	Description	Unit of Measure	Delivered, Weeks/Months	QTY	QTY	QTY	QTY	QTY	QTY	QTY
1	CAF Primer	pc	Delivery of goods to the respective Provincial Offices within fifteen (15) days after the issuance of Notice to Proceed	1,000	2,000	1,500	2,000	1,500	2,000	2,000
2	CAF FAQs (Leaflet)	pc		500	1,000	700	1,000	700	1,000	1,000
3	CAF Data Items (Leaflet)	pc		500	1,300	500	1,300	500	1,300	1,300
4	CAF Comics	pc		300	1,000	700	1,000	700	1,000	1,000
5	CAF Streamer	pc		2	38	25	76	24	44	32
6	CAF Poster	pc		2	20	14	39	13	23	17
7	CAF Standee	pc		2	20	14	39	13	23	17
8	CAF Stickers	pc		100	1,300	500	1,300	500	1,300	1,300
	Printing of Other CAF and Admin Forms									
9	Other CAF Forms	pc	Delivery of goods to the respective Provincial Offices on or before August 11, 2023	1,653	21,861	12,945	34,166	11,168	21,616	20,702
10	Other Administrative and Financial Forms	pc		28	7,492	4,045	12,134	3,582	7,418	7,041

LOT 3: Training and Enumeration Supplies
Total Cost: Php845,150.00

				RSSO 5	Albay	Camarines Norte	Camarines Sur	Catanduanes	Masbate	Sorsogon
Item No.	Description	Unit of Measure	Delivered, Weeks/Months	QTY	QTY	QTY	QTY	QTY	QTY	QTY
1	White Board Marker	pc	Delivery of goods to the respective Provincial Offices on or before August 11, 2023	0	14	10	24	8	14	14
2	Permanent Marker	pc		0	638	352	1044	303	644	610
3	Masking tape	pc		0	14	10	24	8	14	14
4	Notebook	pc		21	278	164	440	145	280	267
5	Ballpen	pc		14	1042	586	1690	510	1050	998
6	Pencil	pc		16	1558	874	2530	760	1570	1492
7	Eraser	pc		11	740	414	1202	359	746	709
8	Sharpener	pc		11	268	154	430	135	270	257
9	Tape Measure/Medida	pc		0	180	100	290	90	180	170
10	Sim Card, nano Sim	pc		3	212	116	346	100	214	202
11	Packaging Tape	pc		0	108	60	174	51	108	102
12	Packaging plastic bag/sheet	per pack (of 50 pcs)		0	80	42	126	21	58	62
13	Wrapping Paper (Manila Paper)	roll		0	2	1	2	1	2	2
14	Corrugated Box	pc		0	24	14	40	12	24	24
15	Plastic Twine	roll		0	12	7	20	6	12	12

LOT 4: Supplies for Data Processing Centers (DPCs)
Total Cost: Php965,800.00

				RSSO 5	Albay	Camarines Norte	Camarines Sur	Catanduanes	Masbate	Sorsogon
Item No.	Description	Unit of Measure	Delivered, Weeks/Months	QTY	QTY	QTY	QTY	QTY	QTY	QTY
1	Network Switch	pc	Delivery of goods to the respective Provincial Offices within fifteen (15) days after the issuance of Notice to Proceed	0	3	2	6	3	5	4
2	Network Cables	box		0	3	2	6	3	5	4
3	Crimping Tool	pc		0	1	1	1	1	1	1
4	Registered Jack-45	box		0	3	2	6	3	5	4

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

Item	Specification	Statement of Compliance
		<p><i>[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.]</i></p>

Lot 1

Training and Enumeration Supplies

Tokens for Training Resources Persons (e.g.,Mug, Eco bag, Tumbler)



Frosted Mug



Bag



Water Repellent Backpack Specifications:

- Made from durable, waterproof TPU-coated double ripstop nylon fabric.
- Padding: Polyethylene 100%
- Width: 11.2in ext. 11.6in Height: 19.8in ext. 20.3in Depth: 6.2in ext. 6.6in
- Weight: 3.6lbs Front pocket and 2 Side Pockets for Water Bottles (up to 500ml) and for foldable umbrella Water-resistant
- Imprint Logo colored
- PSA logo
- 2022 CAF logo and tagline

T-shirt



Polo Shirt (customized) of different sizes CAF Print and Logo (Men's sizes) with collar

- Regular Fit
- Sublimation Printing
- 100% Polyester - with PSA and 2022 CAF logo and tagline
- Size XS, S, M, L, XL, XXL, XXXL, 4XL
- Unisex
- Imprint Logo colored
- Logo Size 3x3 inches for PSA logo
- Logo Size 5.0x6.5 inches for 2022 CAF logo and tagline
- 2 Colors (Blue and Green)

Color:



Jacket



2022 CAF Jacket with PSA and CAF Logo

- Fabric - water repellent/ water resistant
- Jacket Sizes: Unisex (XS to 5XL)
- Sleeve Length: long sleeve
- Two side welt pockets with mesh pocket bags
- Crisp Silkscreen Printing for 2022 CAF Logo and Tagline
- High Quality Digital Embroidery for PSA Logo
- Closure Type: Zipper closure with zipper pull & rubber zipper pull tab
- Reversed zipper tape
- Three panel hood
- Scuba neck tape
- Self-neck tape
- Tightening toggle at waistband
- Elastic cuffs
- Locker loop in Center back

Cap/Hat



2022 CAF Reversible Bucket Cap/Hat

- Double-Sided Hat
- Reversible
- Hat circumference: 23.5 inch
- Crown height: 3.5 inch
- Top Diameter: 6.5 inch
- Brim Wide: 2.5 inch
- CAF Logo: 2" x 2" w/ square background

Material:

- Imprint Logo colored
- PSA logo
- 2022 CAF logo and tagline

Color: Green

Hex (#):	#2A8573		
RGB (R,G,B):	42	133	115
HSV (H,S,V):	168 °	68 %	52 %
HSL (H,S,L):	168 °	52 %	34 %

Dark Blue Green

Hex (#):	#24373B		
RGB (R,G,B):	36	55	59
HSV (H,S,V):	190 °	39 %	23 %
HSL (H,S,L):	190 °	24 %	19 %

Arm Sleeves



2022 CAF Arm Sleeve

- Length: 17.7 inch
- Biceps 12 inch
- Material 95%Polyester 10% Spandex
- Includes: One pair.
- Feature: Breathable, Windproof, Quickdry, Anti-Bacterial, Plus size
- Color: Blue or Dark green
- Imprint Logo colored
- 2022 CAF logo and tagline

Cloth Face Mask



2022 CAF Face Mask

- Flat cotton face mask with earloop 5x7 inch
- Material: 100 % Cotton, Polyester or Cotton-Polyester
- Color: Blue or Dark green
- Imprint Logo colored
- PSA logo
- 2022 CAF logo

Umbrella



Umbrella with PSA and CAF Print, Logo and Tagline

Specifications:

- Foldable automatic umbrella UV protection with cover
- Automatic open/close
- Black steel ribs
- Other Dimensions:
- Rib 21" - Arc 42"
- SP PP PS 7.5" W x 5" H (panel) - Sleeve 3" W x 2" H
- TR PP PS 3" W x 2" H (sleeve) - Color: Black
- Imprint Logo colored
- PSA logo
- 2022 CAF logo and tagline

Raincoat



2022 CAF Raincoat

Specifications:

- Transparent Adult, PVC Rain Wear Waterproof Outdoor Raincoat
- Plain with 2022 CAF Logo and PSA Logo
- free size
- Button closure
- and pull string at
- Hood Adjustable
- Pulling Type Cord with Lock
- Color: White
- Imprint Logo colored
- PSA logo
- 2022 CAF logo and tagline

Tumbler



Tumblers 500 ml Vacuum cup insulated stainless steel tumbler

Product Description:

- Double wall durable 304 stainless steel interior and exterior;
- Flip-top lid, button activated lid and additional clasp for secure travel;
- Vacuum Insulation technology locks in temperature to preserve flavor and freshness,
- BPA free, non toxic, eco friendly
- Imprint Logo colored
- PSA logo
- 2022 CAF logo and tagline

Color: Dark Green

Hex (#)	#02726E		
RGB (R,G,B)	2	114	110
HSV (H,S,V)	178 °	98 %	45 %
HSL (H,S,L)	178 °	97 %	23 %

Water Jug



Water Bottle with Locking Flip-Flop Lid

- BPA Free Gallon Water Bottle
- Capacity: 1.5L
- With handle and hand strap
- Installed with silicon seal, 3600 No leakage
- Polyethylene terephthalate glycol (PETG) material
- BPA free, non-toxic, eco friendly
- Imprint Logo colored
- PSA logo
- 022 CAF logo and tagline
- Color: Blue or Gray

ID Lace



2022 CAF ID Lace

- Sublimation Lanyard
- Lanyard wide: 0.6 inch
- Length: 22.2 inch
- Special Hook: 1.6 inch
- Logo: Customized Logo (2022 CAF)
- Plastic Detachable Bucket
- Printed with “2022 CENSUS OF AGRICULTURE AND FISHERIES”

Color: Dark Green

Hex (#):	#16323D	Hex (#):	#90DDE1
RGB (R,G,B):	22 , 50 , 61	RGB (R,G,B):	144 , 221 , 237
HSV (H,S,V):	197 ° , 64 % , 24 %	HSV (H,S,V):	190 ° , 39 % , 93 %
HSL (H,S,L):	197 ° , 47 % , 16 %	HSL (H,S,L):	190 ° , 72 % , 75 %

ID Jacket

- Plastic, L 5" x W 3"

Clipboard



2022 CAF Clipboard

- Size: Legal Size (15 3/8" x 9 1/16")
- Strong Low Profile Clip with Rounded
- Material: Plastic
- Logo: 5"x 5" at the back of the clipboard

Color: Dark Green

Hex (#):	#005C47		
RGB (R,G,B):	0	92	71
HSV (H,S,V):	166 °	100 %	36 %
HSL (H,S,L):	166 °	100 %	18 %

Supplies for Coordination and Publicity Campaign

CAF Mug



2022 CAF Mug

Egg mug with lid

- Double-wall vacuum insulation
- Material: 304 stainless steel; Eco-friendly; Non-toxic
- Dimension: 10oz
- Color: White

CAF Notebook




2022 CAF Notebook

- Leather soft cover
- With snap button lock design
- Lightweight for a good portability
- Durable binding for long term use
- A5 240x140mm, 120 Sheets

Color: Green

Paper Color: Beige

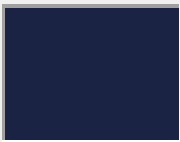
	Hue: 75	Red: 56
	Sat: 41	Green: 75
	Lum: 60	Blue: 53
	Color/Solid	

Imprint Logo colored:

- PSA logo
- 2022 CAF logo and Tagline

CAF Umbrella



 Color/Solid	Hue: 152	Red: 27
	Sat: 104	Green: 35
	Lum: 45	Blue: 68

CAF Ecobag



2022 CAF Eco Bag

- Material: Denim
- Dimension: 36cm in length x 30cm in width
- Handle: 40cm in length

Lot 2

Printing of IEC Materials for Publicity Campaign

CAF Primer

HOW CAN YOU BE A PARTNER TO ENSURE THE SUCCESS OF THE CENSUS OF AGRICULTURE AND FISHERIES?

You or your organization can be a partner by enhancing the level of responsiveness and cooperation of your personnel, stakeholders, and the public towards the Census of Agriculture and Fisheries and assisting in the campaign information, logistics of training materials and personnel for the census operations among others. Some activities which you can undertake are:

- a) Publicity and information drive among members of your organization and partner agencies through announcements of the conduct of the CAF in organization sponsored area;
- b) Encourage personnel/other offices/attached agencies/ attached corporations/ partner agencies to put up billboards, banners, posters, and stickers;
- c) Provide assistance in the census logistics requirements such as:
 - training venues/locations for the training of census supervisors and enumerators,
 - transport facilities for census personnel and materials,
 - census headquarters during enumeration period;
- d) Participate in task force, provincial, and municipal level trainings of census supervisors and enumerators as resource persons or agricultural, aquaculture, and fishing concepts and practices;
- e) Facilitate/mobilize field offices or ground personnel to critical cooperation of prospective 2022 CAF respondents;
- f) Provide security to census personnel; and
- g) Sponsor local events promoting ownership and support to the 2022 CAF for farmers, fishermen and other persons engaged in agriculture, aquaculture, and fisheries.

LEGAL BASES

The authority and mandate of the Philippine Statistic Authority (PSA) to conduct the 2022 CAF emanates from **Republic Act (RA) No. 10625 (Philippine Statistics Act of 2013)**, which authorizes the PSA to prepare and conduct periodic census on agriculture and fisheries.

Moreover, **Executive Order No. 352** (Designation of Statistical Activities That Will Generate Critical Data for Decision Making of the Government and the Private Sector) mandates the conduct of census of agriculture and fisheries **every ten (10) years** with the objective of providing government planners and policymakers with data on which to base their plans for the country's development.

OBLIGATIONS OF THE RESPONDENTS

Paragraph 1 of Section 27 of RA 10625 states that "respondents of primary data collection activities such as censuses and sample surveys are obliged to give truthful and complete answers to statistical inquiries. The gathering, consideration, and analysis of such data shall likewise be done in the most truthful and credible manner."

Paragraph 2 of Section 27 of RA 10625 further states that "any individual who refuses or fails to give truthful and complete answers to statistical inquiries will be imposed a penalty of one (1) year imprisonment and a fine of one hundred thousand pesos (Php 100,000.00)."

CONFIDENTIALITY OF THE INFORMATION

In accordance to **Section 4 of Commonwealth Act (CA) 591**, the census supervisors and enumerators hold the information obtained from individuals or establishments during the census operation **STRICTLY CONFIDENTIAL** and do not divulge to any person except to the authorized PSA personnel acting in the performance of their duties.

The information collected from households/persons or establishments would be used for statistical purposes only, not for taxation or investigation or law enforcement. **Republic Act (RA) 10625 (Article 59, Rule 30)** states that "any person including parties within the PSA Board and the PSA, who breach the confidentiality of information, whether by disclosure or misuse, whether or not with malicious intent or use of confidential information for profit, are considered guilty of an offense and shall be liable to fines and/or imprisonment, as prescribed by the PSA Board."



For more inquiries, write or call:

Philippine Statistics Authority
Agriculture and Fisheries Central Division
The Free Zone Tower, Tower Data Center Based Phase
HDSA Center Complex, Pinaric, Marikina City, 1700
(02) 8462 95 00

or any PSA Office near you

psa.gov.ph /PSAgoaph @PSAgoaph



WHAT IS CAF?

The **CENSUS OF AGRICULTURE AND FISHERIES (CAF)** is a large-scale government undertaking that is geared towards the collection and compilation of basic information on the agriculture and fishery sectors in the country. Data collected will serve as the bases for policymaking and other purposes.

OBJECTIVES

The 2022 CAF will be conducted to provide government planners, policymakers, and administrators with agriculture and fisheries data on which to base their social and economic development plans, policies and programs.

The 2022 CAF is envisioned to achieve the following objectives:

1. Determine the structural characteristics of agriculture and fishery sectors in the country;
2. Provide sampling frames for the conduct of periodic agricultural and fishery surveys;
3. Provide basic data on the agriculture, aquaculture, and fishing characteristics for use in the government's national and local development planning; and
4. Provide data on the agricultural, aquaculture, and fishery facilities and services available in the barangay.



USES OF DATA

Over the years, the CAF has been a source of comprehensive statistics on agriculture and fisheries for the use of the general public, government, business industries, research, and academic institutions.

Specifically, the 2022 CAF is important for it provides the following:

- Inventory of the country's agricultural and fishery resources which is useful in making more meaningful decisions concerning the use of these resources;
- Basic information on types of crops planted in various parts of the country, area planted to each crop, kinds and number of livestock and poultry raised, kinds of species cultured in aquaculture, and information on fishing activities which are useful to investors, small-scale farmers, service providers, operators, farmers, and fishermen in planning the quantity and types of commodities to be produced and types of services and assistance to be offered;
- Statistics on the distribution of agricultural lands, the structure of agricultural, aquaculture, and fishing operations, and other information which shall serve as a "framework" for the country's development programs and capacity building;
- Benchmarks for various statistics series which are designed to measure progress in the agricultural and fishery sectors;
- Statistics for local area planning, barangay, city/municipality, provincial and regional levels;
- Sampling frame for the various surveys in agriculture and fisheries;
- Data for monitoring the progress of the country towards the attainment of the Sustainable Development Goals; and
- Information needed by the United Nations Organizations for international comparability of data and monitoring the world food situation.

METHODOLOGY

A. Household Interviews

- i. Target Respondents
 - head of the household, or his/her spouse, or operator
 - any responsible member of the household who can provide accurate information on the household and its its members, agricultural, farm, aquaculture, or fishing operation
- ii. Data Collection Method
 - Computer-Assisted Personal Interview (CAPI) using tablets
 - Paper and Pen Interviewing (PAPI)
- iii. Enumeration Period
 - 04 September to 25 October 2022

B. Barangay Interviews

- i. Target Respondents
 - Punong Barangay or
 - any incumbent barangay official
- ii. Data Collection Method
 - Computer-Assisted Personal Interview (CAPI) using tablets
 - Paper and Pen Interviewing (PAPI)
- iii. Enumeration Period
 - 04 September to 25 October 2022

C. Non-Household (Establishments/Institutions/ Cooperatives/Government Office/Organizations)

- i. Target Respondents
 - representatives of establishments, institutions, cooperatives, and government agency/corporations, where primary/secondary/tertiary activities are related to crop farming, raising livestock and poultry, aquaculture, and fishing
- ii. Data Collection Method
 - Self-Administered Questionnaire (SAQ)
 - Paper and Pen Interviewing (PAPI)
- iii. Enumeration Period
 - 02 May to 04 July 2022

Support the **2022 CAF**
CENSUS OF AGRICULTURE AND FISHERIES
CAFarmer, CAFisher Tayo ang Bida!

2022 CAF Primer

German legal, 8.5x13 Inches, colored print, in matte paper

CAF FAQs (Leaflet)



2022 CAF

FREQUENTLY ASKED QUESTIONS

2022 Census of Agriculture and Fisheries (CAF) Stakeholders' Forum for Non-Household Respondents

QUESTIONS

What is the Census of Agriculture and Fisheries?

Answer: The CAF is a comprehensive survey that provides detailed information on the production and distribution of agricultural and fishery products in the Philippines. It is conducted by the Department of Agriculture (DA) and the Bureau of Fisheries and Aquaculture (BFA).

What is the scope of the CAF?

Answer: The CAF covers all agricultural and fishery products produced in the Philippines, including crops, livestock, and aquaculture. It also includes information on the distribution and use of these products.

What is the purpose of the CAF?

Answer: The CAF is conducted to provide the government with accurate and up-to-date information on the agricultural and fishery sectors. This information is used to develop policies and programs that support the growth and development of these sectors.

What are the benefits of the CAF?

Answer: The CAF provides a wide range of benefits, including:

- Improved understanding of the agricultural and fishery sectors.
- Identification of key players and trends in the industry.
- Development of targeted policies and programs.
- Increased transparency and accountability in the sector.

What are the obligations of the respondents in the CAF?

Answer: Respondents are required to provide accurate and complete information in response to the survey questions. They are also required to provide contact information for follow-up interviews and to participate in focus group discussions.

What are the legal bases of the CAF?

Answer: The CAF is conducted under the authority of the Department of Agriculture (DA) and the Bureau of Fisheries and Aquaculture (BFA). It is also supported by the National Statistical Commission (NSC) and the Philippine Statistics Authority (PSA).

What are the qualifications for the respondents in the CAF?

Answer: The CAF is open to all agricultural and fishery producers, regardless of the size of their operation. It includes both large-scale commercial producers and small-scale subsistence farmers and fishers.

What are the questions to be asked in the CAF?

Answer: The CAF includes a wide range of questions covering various aspects of agricultural and fishery production, including:

- Production and distribution of crops and livestock.
- Production and distribution of fish and aquaculture products.
- Input and output prices.
- Marketing and distribution channels.
- Government support and services.

What are the results of the CAF?

Answer: The results of the CAF are used to develop policies and programs that support the growth and development of the agricultural and fishery sectors. They are also used to monitor and evaluate the impact of these policies and programs.



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2022 CAF

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2022 CAF Brochure

German legal, 8.5x13 Inches, colored print, in matte paper

CAF Data Items (Leaflet)



2022 CAF

CAF DATA ITEMS

CAF Form 1 - Listing Booklet

Large respondents (households) are required to provide information on the production and distribution of agricultural and fishery products in their households. This information is used to develop policies and programs that support the growth and development of these sectors.

CAF Form 2 - Household Questionnaire

Small respondents (households) are required to provide information on the production and distribution of agricultural and fishery products in their households. This information is used to develop policies and programs that support the growth and development of these sectors.

CAF Form 3 - Questionnaire for Agriculture

Large respondents (households) are required to provide information on the production and distribution of agricultural products in their households. This information is used to develop policies and programs that support the growth and development of these sectors.

CAF Form 4 - Questionnaire for Aquaculture

Large respondents (households) are required to provide information on the production and distribution of aquaculture products in their households. This information is used to develop policies and programs that support the growth and development of these sectors.

CAF Form 5 - Questionnaire for Fishing

Large respondents (households) are required to provide information on the production and distribution of fishing products in their households. This information is used to develop policies and programs that support the growth and development of these sectors.



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2022 CAF

CAF DATA ITEMS

CAF Form 1 - Listing Booklet

Large respondents (households) are required to provide information on the production and distribution of agricultural and fishery products in their households. This information is used to develop policies and programs that support the growth and development of these sectors.

CAF Form 2 - Household Questionnaire

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CAF Form 3 - Questionnaire for Agriculture

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CAF Form 4 - Questionnaire for Aquaculture

Large respondents (households) are required to provide information on the production and distribution of aquaculture products in their households. This information is used to develop policies and programs that support the growth and development of these sectors.

CAF Form 5 - Questionnaire for Fishing

Large respondents (households) are required to provide information on the production and distribution of fishing products in their households. This information is used to develop policies and programs that support the growth and development of these sectors.



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2022 CAF Leaflet

8.5 x 11 Inches, colored print, in matte paper

2022 CAF Comics

Qty: 21,000 cps

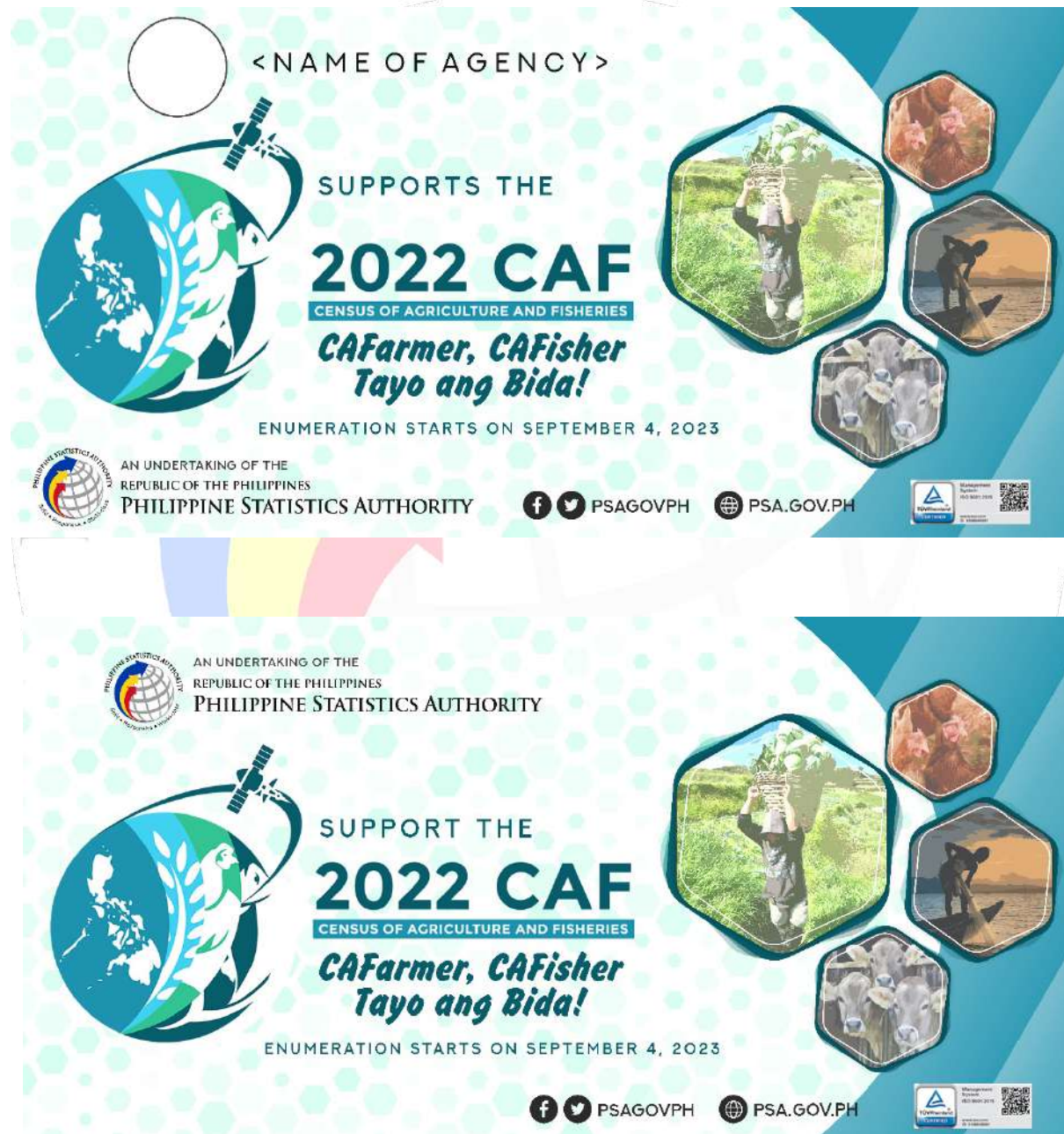
Spread Size: 8.5 x 11

Folded Size: 8.5 X 5.5

Materials: Matte 80lbs

Color: 4 x 4 + Matte Laminations

CAF Streamer



2022 CAF Streamer

- 4 x 8 feet, any water resistant material (e.g. cloth, canvas, and other environment friendly materials)

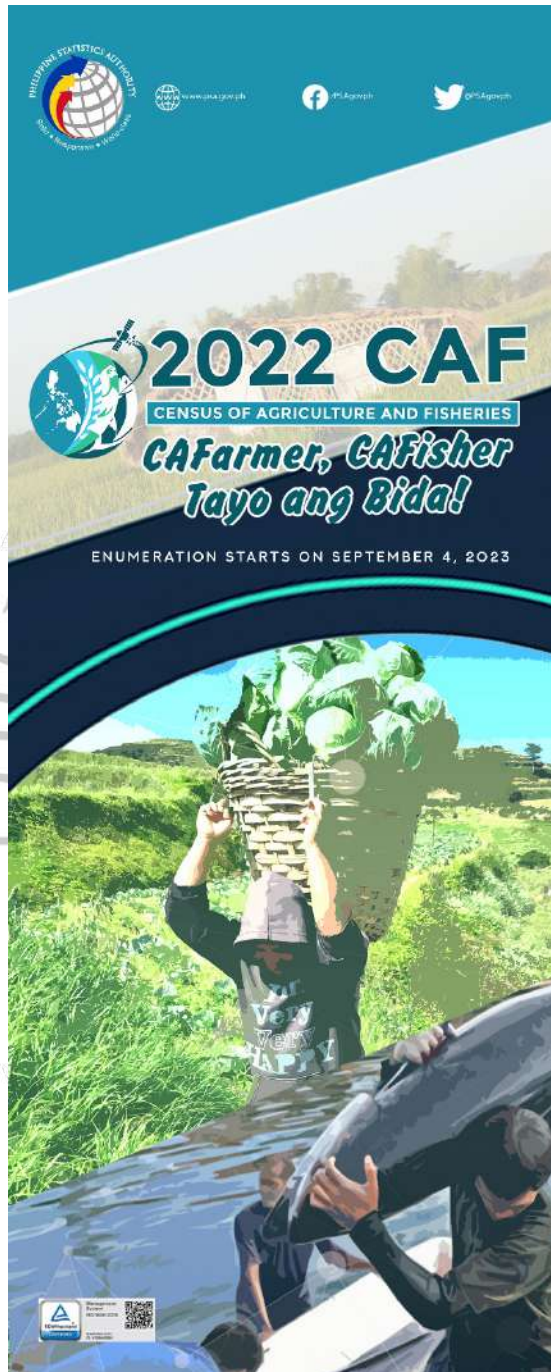
CAF Poster



2022 CAF Poster

20 in. x 30 in., poster paper

CAF Standee



2022 CAF Standee with Tripod banner stand

2 ft. x 5 ft., polyester/polyethylene/polyurethane

Tripod banner stand material:

Aluminum/ABS

Dimension: 2 ft. x 6 ft.

CAF Stickers



2022 CAF Stickers

- 3.5 x 8.5 Inches, colored print, in matte paper
- Opaque Polyester or similar water and heat resistive non-shifting materials, 90 GSM
- High-quality, general purpose, industrial grade, clear adhesive

Printing of Other CAF Forms and Other Administrative and Financial Forms

Other CAF Forms	
CAF Form 12 - Appointment Slip to the Household/Barangay Official	Long size bond paper, 70 gsm
CAF Form 13 - Daily Accomplishment Report of Enumerator	Long size bond paper, 70 gsm
CAF Form 14 - Weekly Accomplishment Report of the Team Supervisor	Long size bond paper, 70 gsm
CAF Form 15 - Weekly Accomplishment Report of CAS/ACAS	Long size bond paper, 70 gsm
CAF Form 16 - Spotcheck/Reinterview Record	Long size bond paper, 70 gsm
CAF Form 17 - Observation Record	Long size bond paper, 70 gsm
CAF Form 18 - Transmittal/Receipt Form	Long size bond paper, 70 gsm
CAF Form 19 - Folio Cover for Main Forms	Long size bond paper, 70 gsm
CAF Form 20 - Folio Cover for Administrative Forms	Long size bond paper, 70 gsm
CAF Form 21 - Certification of Punong Barangay	A4 size bond paper, 8.27" x 11.69", 70 gsm
CAF Form 22 - Certification of Work Completed	Long size bond paper, 70 gsm

CAF Form 23 - Summary of Report on Field Supervision of CAS/ACAS	Long size bond paper, 70 gsm
CAF Form 24 - Central Office/Field Office Supervision Form	Long size bond paper, 70 gsm
CAF Form 25 - Clearance	A4 size bond paper, 8.27" x 11.69", 70 gsm
CAF Form 26 - Household Referral Form	Long size bond paper, 70 gsm
CAF Form 27 - Non-Household Referral Form	Long size bond paper, 70 gsm
CAF Form 28 - Mapping Folio Cover	Long size bond paper, 70 gsm

Other Administrative and Financial Forms	
CSC Daily Time Record (CSC Form 48)	A4 size, 8.27" x 11.69", 70 gsm
Itinerary of Travel	A4 size, 8.27" x 11.69", 70 gsm
Certificate of Appearance	A4 size, 8.27" x 11.69", 70 gsm
Certificate of Travel Completed	A4 size, 8.27" x 11.69", 70 gsm
Reimbursement Expenses Receipt (RER)	A4 size, 8.27" x 11.69", 70 gsm
Certification of Expenses Not Requiring Receipts (CENRR)	A4 size, 8.27" x 11.69", 70 gsm

Other CAF Forms

Form	No. of sheets	No. of copies			Total number of sheets
		Training	Enumeration	Total	
12	1	1,525	7319	8,844	8,844
13	1	1,525	9890	11,415	11,415
14	2	1,525	2412	3,937	7,874
15	2	1,525	1656	3,181	6,362
16	3	1,525	4656	6,181	18,543
17	1	1,525	2678	4,203	4,203
18	1	1,525	13880	15,405	15,405
19	1	1,525	389	1,914	1,914
20	1	1,525	684	2,209	2,209
21	1	1,525	3471	4,996	4,996
22	1	1,525	1328	2,853	2,853
23	3	1,525	690	2,215	6,645
24	2	1,525	4400	5,925	11,850
25	1	1,525	1328	2,853	2,853
26	2	1,525	4945	6,470	12,940
27	2	1,525	4945	6,470	12,940
28	1		114	114	114
					131,960

Other Administrative and Financial Forms

Form	No. of sheets	No. of copies			Total number of sheets
		Training	Enumeration	Total	
DTR	1		7,331	7,331	7,331
IT	1		5,312	5,312	5,312
CA	1		5,312	5,312	5,312
CTC	1		5,312	5,312	5,312
RE	1		5,312	5,312	5,312
CENR	1		5,312	5,312	5,312
					33,891

Other CAF Forms, long, 70 gsm (number of sheets)

	CAF Form 12	CAF Form 13	CAF Form 14	CAF Form 15	CAF Form 16	CAF Form 17	CAF Form 18	CAF Form 19	CAF Form 20	CAF Form 22	CAF Form 23	CAF Form 24	CAF Form 26	CAF Form 27	CAF Form 28	Total
Regional Office	11	11	22	22	333	111	11	11	11	11	33	1,022	22	22	-	1,653
Albay	1,819	2,028	1,400	1,112	3,216	720	2,728	348	376	504	1,164	1,836	2,296	2,296	18	21,861
Camarines Norte	951	1,114	788	644	1,914	446	1,554	196	226	284	672	1,608	1,268	1,268	12	12,945
Camarines Sur	2,651	3,310	2,252	1,820	5,046	1,106	4,390	556	652	816	1,890	2,160	3,740	3,740	37	34,166
Catanduanes	540	965	678	558	1,701	401	1,355	156	201	247	585	1,570	1,100	1,100	11	11,168
Masbate	1,421	2,050	1,404	1,116	3,246	726	2,750	328	396	508	1,170	1,840	2,320	2,320	21	21,616
Sorsogon	1,451	1,937	1,330	1,090	3,087	693	2,617	319	347	483	1,131	1,814	2,194	2,194	15	20,702
																124,111

Other Administrative and Financial Forms, A4, 70 gsm (number of sheets)

	DTR	IT	CA	CTC	RE	CENR	CAF Form 21	CAF Form 25	Total
Regional Office	6						11	11	28
Albay	1,280	944	944	944	944	944	988	504	7,492
Camarines Norte	725	520	520	520	520	520	436	284	4,045
Camarines Sur	2,105	1,544	1,544	1,544	1,544	1,544	1,493	816	12,134
Catanduanes	645	448	448	448	448	448	450	247	3,582
Masbate	1,330	952	952	952	952	952	820	508	7,418
Sorsogon	1,240	904	904	904	904	904	798	483	7,041
									41,740

Lot 3

Training and Enumeration Supplies

Whiteboard Marker
Permanent Marker
Masking Tape
Notebook
Ballpen
Pencil
Eraser
Sharpener
Tape Measure/Medida
Sim Card, nano sim
Packaging Tape
Packaging Plastic Bag/Sheet
Wrapping Paper (Manila Paper)
Corrugated Box
Plastic Twine

Lot 4

Supplies for Data Processing Centers (DPCs)

Network Switch
Network Cables
Crimping Tool
Register Jack-45

Section VIII. Checklist of Technical and Financial Documents

Notes on the Checklist of Technical and Financial Documents

The prescribed documents in the checklist are mandatory to be submitted in the Bid, but shall be subject to the following:

- a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or
- b. Any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

The BAC shall be checking the submitted documents of each Bidder against this checklist to ascertain if they are all present, using a non-discretionary “pass/fail” criterion pursuant to Section 30 of the 2016 revised IRR of RA No. 9184.

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- ☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) **in accordance with Section 8.5.2 of the IRR;**

Technical Documents

- ☐ (b) 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; **and**
- ☐ (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- ☐ (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission **or** Original copy of Notarized Bid Securing Declaration; **and**
- ☐ (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- ☐ (f) Original duly signed Omnibus Sworn Statement (OSS) **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; 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.

Financial Documents

- ☐ (g) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) **or** A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class “B” Documents

- ☐ (h) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence **or** 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.

II. FINANCIAL COMPONENT ENVELOPE

- ☐ (i) Original of duly signed and accomplished Financial Bid Form; **and**
- ☐ (j) Original of duly signed and accomplished Price Schedule(s).

Other documentary requirements under RA No. 9184 (as applicable)

- ☐ (k) [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.
- ☐ (l) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.



