



INVITATION TO BID FOR
Supply and Delivery of 2020 Census of Population and Housing (2020 CPH) Supplies, Materials, and Printing Services of PSA Region 7

1. The *Philippine Statistics Authority Regional Statistical Services Office 7*, through the *RA 11260 (2019 General Appropriations Act)* intends to apply the sum of **TWENTY-ONE MILLION FIVE HUNDRED EIGHTY-TWO THOUSAND ONE HUNDRED TWENTY PESOS ONLY (PhP21,582,120)** with the corresponding Approved Budget for the Contract (ABC) for each lot stated below for the *Supply and Delivery of 2020 Census of Population and Housing (2020 CPH) Supplies, Materials, and Printing Services of PSA Region 7*. Bids received in excess of the ABC per lot shall be automatically rejected at bid opening.

Lot No.	Description	Approved Budget for the Contract (ABC)
1	LOT A- OFFICE SUPPLIES	PhP3,215,575
2	LOT B - IT SUPPLIES	PhP202,800
3	LOT C - CONSUMABLES	PhP154,000
4	LOT D - BAG	PhP3,084,180
5	LOT E - UMBRELLA	PhP2,243,040
6	LOT F - RAINCOAT	PhP1,869,200
7	LOT G - CLIPBOARD	PhP595,125
8	LOT H - WATER TUMBLER	PhP1,401,900
9	LOT I - CAP	PhP1,159,600
10	LOT J - VEST	PhP1,338,000
11	LOT K - T-SHIRT	PhP1,869,200
12	LOT L - POLO SHIRT	PhP3,271,100

13	LOT M - OFFICE EQUIPMENT	PhP56,000
14	LOT N - PACKAGING	PhP225,500
15	LOT O - ELECTRICAL SUPPLIES	PhP212,400
16	LOT P - TARPAULIN	PhP684,500
	TOTAL ABC	Php21,582,120

2. The *Philippine Statistics Authority Regional Statistical Services Office 7* now invites bids for:

Lot No.	Item Description	Qty.	Schedule of Delivery	Place of Delivery / Project Sites
1	LOT A- OFFICE SUPPLIES		<i>One (1) month from receipt of the Notice to Proceed</i>	
	<i>Ballpen, black, fine point 0.5, good quality</i>	<i>8,126 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Ballpen, blue, fine point 0.5, good quality</i>	<i>2,372 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Ballpen, red, fine point 0.5, good quality</i>	<i>133 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Pencil, lead no. 2</i>	<i>36,601 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Eraser, white, 43x19x13mm, comfort quality, for high erasing performance, minimal crumbling, protective cellophane wrapper, with practical tear and open trip, sliding sleeve, for convenient handling, phalate and latex free, branded</i>	<i>8,440 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Sharpener, aluminum, single, for pencil with lead no.2</i>	<i>8,440 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Notebook, 20 sheets, filler note, 5 per pack, 6.5"x8.5"</i>	<i>1,631 pack</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Marker, white board, black, fine point, branded, good quality</i>	<i>564 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>

	<i>Marker, permanent, fine, black, branded, good quality</i>	<i>9,181 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Ink refill for the permanent marker, black, 30ml</i>	<i>9,181 bottle</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>PVC, Card maker, A4, 50 sheets/box</i>	<i>70 box</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Box, corrugated, brown, collapsible, dimension: 24"X15"X10"</i>	<i>134 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Tape, masking, 1" width x 20 mtrs., white</i>	<i>564 rolls</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Tape, packaging, 3" width x 50 mtrs., brown, branded</i>	<i>53 rolls</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Twine, plastic, 1 kg., gray color</i>	<i>53 rolls</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Shoelace, flat, length 60", black</i>	<i>19,072 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Bond paper, A4 size, 70 gsm</i>	<i>90 reams</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Bond paper, Letter size, 70 gsm</i>	<i>90 reams</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Bond paper, F4 size, 8.5"x13",70 gsm</i>	<i>350 reams</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Slot punch for ID cards, silver metal, handheld, one slot puncher</i>	<i>9 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Retractable ID Badge Reels/holder with Belt Clip, color: White; Wire Length: approximately 14"; Diameter: approximately 1-1/4", plastic snap loop is at the end of the cord for ID card holder attachment, secure metal clip for easy fasten to pocket, belt, waistband or lanyard (see attached sample)</i>	<i>8,495 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Highlighter, pen type, assorted colors</i>	<i>8,495 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
2	LOT B - IT SUPPLIES		<i>One (1) month from receipt of the Notice to Proceed</i>	
	<i>Ink for L1300 Epson (Ink bottle, Epson 664 black)</i>	<i>42 bottles</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Ink for L1300 Epson (Ink bottle, Epson 664 -yellow)</i>	<i>42 bottles</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Ink for L1300 Epson (Ink bottle, Epson 664 -magenta)</i>	<i>42 bottles</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>

	<i>Ink for L1300 Epson (Ink bottle, Epson 664 -cyan)</i>	<i>42 bottles</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Ink for Epson Workforce M200 (Ink bottle, Epson T7741, black)</i>	<i>3 bottles</i>		<i>Negros Oriental</i>
	<i>Ink for Epson L3110 (Ink bottle, Epson 003 Ink- black)</i>	<i>3 bottles</i>		<i>Negros Oriental</i>
	<i>Ink for Epson L3110 (Ink bottle, Epson 003 Ink- cyan)</i>	<i>3 bottles</i>		<i>Negros Oriental</i>
	<i>Ink for Epson L3110 (Ink bottle, Epson 003 Ink- yellow)</i>	<i>3 bottles</i>		<i>Negros Oriental</i>
	<i>Ink for Epson L3110 (Ink bottle, Epson 003 Ink- magenta)</i>	<i>3 bottles</i>		<i>Negros Oriental</i>
	<i>Ink for Epson L360 (Epson T6641 black)</i>	<i>12 bottles</i>		<i>Cebu</i>
	<i>Ink for Epson L360 (Epson T6642 cyan)</i>	<i>12 bottles</i>		<i>Cebu</i>
	<i>Ink for Epson L360 (Epson T6643 magenta)</i>	<i>12 bottles</i>		<i>Cebu</i>
	<i>Ink for Epson L360 (Epson T6644 yellow)</i>	<i>12 bottles</i>		<i>Cebu</i>
	<i>Ink for HP Deskjet GT5810 (HP GT51, black)</i>	<i>6 bottles</i>		<i>Cebu/Bohol</i>
	<i>Ink for HP Deskjet GT5810 (HP GT52 - yellow)</i>	<i>6 bottles</i>		<i>Cebu/Bohol</i>
	<i>Ink for HP Deskjet GT5810 (HP GT52 - magenta)</i>	<i>6 bottles</i>		<i>Cebu/Bohol</i>
	<i>Ink for HP Deskjet GT5810 (HP GT52 - cyan)</i>	<i>6 bottles</i>		<i>Cebu/Bohol</i>
	<i>USB, flashdrive, 16GB</i>	<i>168 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Presenter, Dimensions (height x width x depth):37.8 mm x 115.5 mm x 27.4 mm, Weight: 57 g, Receiver Dimensions (height x width x depth):16.5 mm x 58.6 mm x 7.9 mm. Receiver Weight: 6 g , Color: Black, Laser Class: Class 2 Laser, Max Output: Less than 1mW, Wave Length: 640~660nm (red light), Battery type: 2 AAA batteries, Battery life (Laser pointer): 20-hour maximum, Battery life (Presenter): 1050-hour maximum, Wireless operating distance: Approx 10m 2, Wireless technology: 2.4 GHz wireless technology</i>	<i>50 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
3	LOT C - CONSUMABLES		<i>Fifteen (15) days from receipt of the Notice to Proceed</i>	
	<i>Duplo Ink, black, DA14</i>	<i>21 boxes</i>		<i>Cebu</i>

	<i>Duplo, Master Roll, DRA 12</i>	<i>21 boxes</i>		<i>Cebu</i>
	<i>Ink for Riso KZ30 Digital Duplicator (Riso Ink KZ Type black, S-1370)</i>	<i>10 boxes</i>		<i>Negros Oriental</i>
	<i>Master Roll for Riso KZ30 Digital Duplicator (Riso Master Roll, KZ Type B4)</i>	<i>10 boxes</i>		<i>Negros Oriental</i>
4	LOT D - BAG		<i>Two (2) months from receipt of the Notice to Proceed</i>	
	<i>Bag, heavy duty, polyamide with PSA and 2020 CPH logo (see attached design), with top carry handle and compartments inside. Color: black, polyamide fabric, material, heavy duty zipper and strap for backpack, pen holder on the inside pocket and outside pocket, with lining. With design of logos printed on transparent plastic, attached in bag. Size: H17"xW14" x D6".</i>	<i>9,346 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
5	LOT E - UMBRELLA		<i>Two (2) months from receipt of the Notice to Proceed</i>	
	<i>Umbrella, blue and with 2 white panel with logo of PSA and the 2020 CPH, with silver backing; 8 ribs; 23" long cane style, silver frame, black plastic handle with grip (see attached design)</i>	<i>9,346 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
6	LOT F - RAINCOAT		<i>Two (2) months from receipt of the Notice to Proceed</i>	
	<i>Raincoat, white, PVC nylon fabric, Thick, poncho with logos (see attached design)</i>	<i>9,346 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
7	LOT G - CLIPBOARD		<i>Two (2) months from receipt of the Notice to Proceed</i>	
	<i>Clipboard, black with PSA name and 2020 CPH logo, 14" x 12", materials: plastic (see attached design)</i>	<i>7,935 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>

8	LOT H - WATER TUMBLER		<i>Two (2) months from receipt of the Notice to Proceed</i>	
	<i>Water tumbler, color blue, with 1000ML capacity, with PSA logo and 2020 CPH logo (see attached design)</i>	<i>9,346 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
9	LOT I - CAP		<i>Two (2) months from receipt of the Notice to Proceed</i>	
	<i>Cap in 2 panels, cotton and mesh material, adjustable, White color, with PSA logo (back of cap) and 2020 CPH logo (front)(see attached design), thick material</i>	<i>8,920 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
10	LOT J - VEST		<i>Two (2) months from receipt of the Notice to Proceed</i>	
	<i>Vest, thick polyester material, navy blue color with printed logo of PSA in front and CPH logo at the back, with 4 pockets in front of the vest (see attached design), free size</i>	<i>8,920 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
11	LOT K - T-SHIRT		<i>Two (2) months from receipt of the Notice to Proceed</i>	
	<i>Dri-Fit T-Shirt with sublimation print of "2020 Census of Population and Housing" logo in front and 2020 CPH Logo at the back", polyester, interlock, smooth and sleek fabric, color: white, good quality cloth (please see attached design)</i>	<i>9,346 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
12	LOT L - POLO SHIRT		<i>Two (2) months from receipt of the Notice to Proceed</i>	
	<i>Polo shirt, full sublimation print of "2020 Census of Population and Housing" logo in front and 2020 CPH Logo at the back", polyester, interlock, smooth and sleek</i>	<i>9,346 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>

	<i>fabric, color: white, good quality cloth (please see attached design)</i>			
13	LOT M - OFFICE EQUIPMENT		<i>one (1) month from receipt of the Notice to Proceed</i>	
	<i>Laminating Machine, features: Temperature Control, Laminating / Cold Control, Reverse Control, "ON" Switch, "HEAT" Light, "ON" Light, Exit, Entrance; Specifications: Hot and Cold, Temperature Range: 80 - 180, Power supply : 220 - 240v, 60Hz, Power consumption: 620watts, Max. laminating width: 330mm, can laminate up to A3</i>	<i>10 units</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Paper Trimmer/Cutter, 21"x18":</i> <i>*Machine ground blade ensures precision trimming</i> <i>*Automatic clamp holds work securely and prevents shifting</i> <i>*Cuts up to 15 sheets of paper at a time (approximately)</i> <i>*Spring action automatically lifts blade and prevents it from falling</i> <i>*Sturdy metal base provides solid foundation</i> <i>*Screened guides for easy alignment</i> <i>*Adjustable alignment guide for repetitive cutting</i> <i>*Non-skid rubber feet hold the trimmer in place</i> <i>*Locking handle for safety</i> <i>*Perfect for trimming paper, photographs, and cardstock</i>	<i>10 units</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
14	LOT N - PACKAGING		<i>one (1) month from receipt of the Notice to Proceed</i>	
	<i>Rubberized plastic, transparent, dustproof, 20" X 30", heavy duty quality, 100pcs./pack</i>	<i>410 packs</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
15	LOT O - ELECTRICAL SUPPLIES		<i>one (1) month from receipt of the Notice to Proceed</i>	

	<i>4-Gang Extension Cord Set, Universal Outlet, 16 AWG, 10A 250V, heavy duty, 5 meters</i>	<i>354 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
16	LOT P – TARPAULIN (Layout will be provided by PSA)		<i>one (1) month from receipt of the Notice to Proceed</i>	
	<i>Streamer Tarpaulin, 4ftx9ft</i>	<i>218 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>
	<i>Poster Tarpaulin, 2ftx3ft</i>	<i>3,110 pcs.</i>		<i>Cebu/Bohol/Negros Oriental/Siquijor</i>

Delivery of the Goods is required on the schedule mentioned above under Schedule of Delivery. Bidders should have completed, within *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.

- 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) 9184, otherwise known as the “Government Procurement Reform Act”.

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 5183.

- Interested bidders may obtain further information from *Philippine Statistics Authority Regional Statistical Services Office 7* and inspect the Bidding Documents at the address given below during *8:00 a.m. to 5:00 pm*.
- A complete set of Bidding Documents may be acquired by interested Bidders from *18 November 2019 to 09 December 2019 (until 12:00nn only)* from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of:

<i>APPROVED BUDGET FOR THE CONTRACT (ABC)</i>	<i>COST OF THE BIDDING DOCUMENTS (in Philippine Peso)</i>
<i>500,000 and below</i>	<i>500.00</i>
<i>More than 500,000 up to 1 Million</i>	<i>1,000.00</i>
<i>More than 1 Million up to 5 Million</i>	<i>5,000.00</i>
<i>More than 5 Million up to 10 Million</i>	<i>10,000.00</i>

More than 10 Million up to 50 Million	25,000.00
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For bidders who intend to bid more than 1 (one) lot, the cost of the bidding documents will correspond to the total sum of the ABC of all lots that the bidders intend to bid as shown on the above ABC range.

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, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The *Philippine Statistics Authority Regional Statistical Services Office 7* will hold a Pre-Bid Conference on **26 November 2019, 3:00 p.m.** at **2nd floor PSA RSSO7 Conference Room, Gaisano Capital South Bldg., Colon St., Cebu City** which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before **09 December 2019, 12:00nn.** All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause Error! Reference source not found.**

Bid opening shall be on **09 December 2019, 1:30 p.m.** at **2nd floor PSA RSSO7 Conference Room, Gaisano Capital South Bldg., Colon St., Cebu City.** Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

8. The Schedule of Bidding Activities shall be as follows:

ACTIVITIES	DATE AND TIME	VENUE
Sale and Issuance of Bid Documents	18 November 2019 to 09 December 2019 <i>(Note: During office hours only, Monday-Friday, from 8:00A.M. to 5:00 P.M. except for 09 December 2019 which is until 12:00nn only)</i>	2/F Philippine Statistics Authority Regional Statistical Services Office No.7 (PSA-RSSO7), Gaisano Capital South Bldg., Colon St., Cebu City
Pre-Bid Conference	26 November 2019 3:00 PM	2/F, Conference Room, Philippine Statistics Authority Regional Statistical Services Office No.7 (PSA-RSSO7), Gaisano Capital South Bldg., Colon St., Cebu City
Submission of Bids	18 November 2019 to 09 December 2019 <i>(Note: During office hours only, Monday-Friday, from 8:00A.M. to 5:00 P.M. except for 09 December 2019 which is until 12:00nn only)</i>	2/F Philippine Statistics Authority Regional Statistical Services Office No.7 (PSA-RSSO7), Gaisano Capital South Bldg., Colon St., Cebu City

Deadline for the Submission of Bids	09 December 2019 until 12:00 NN only	2/F Philippine Statistics Authority Regional Statistical Services Office No.7 (PSA-RSSO7), Gaisano Capital South Bldg., Colon St., Cebu City
Opening of Bids	09 December 2019 1:30 PM	2/F, Conference Room, Philippine Statistics Authority Regional Statistical Services Office No.7 (PSA-RSSO7), Gaisano Capital South Bldg., Colon St., Cebu City

9. The ***Philippine Statistics Authority Regional Statistical Services Office 7*** 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:


***Ms. Edwina M. Carriaga/Ms. Irish B. Velasco/Ms. Melita C. Jomud/
Mr. Caylord D. Niala***

***Philippine Statistics Authority Regional Statistical Services Office 7
Gaisano Capital South Bldg. Colon St., Cebu City***

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EDWINA M. CARRIAGA

R07-BAC Chairperson



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