



REPUBLIC OF THE PHILIPPINES  
PHILIPPINE STATISTICS AUTHORITY  
REGIONAL STATISTICAL SERVICES OFFICE VII



# **PHILIPPINE BIDDING DOCUMENTS**

**Procurement of 2024 Security Services for  
Philippine Statistics Authority 7 (PSA 7) for the  
Provinces of Bohol, Cebu, Negros Oriental,  
Siquijor and Regional Statistical Services Office  
for 01 January 2024 to 31 December 2024**

**Government of the Republic of the Philippines**

*PHILIPPINE STATISTICS AUTHORITY 7*  
Gaisano Capital South Bldg. Colon St., Cebu City, Philippines

**PUBLIC BIDDING NO. 2023-005**

**19 October 2023**

**October 2023**



## INVITATION TO BID FOR

### Procurement of 2024 Security Services for Philippine Statistics Authority 7 (PSA 7) for the Provinces of Bohol, Cebu, Negros Oriental, Siquijor and Regional Statistical Services Office for 01 January 2024 to 31 December 2024

- The *Philippine Statistics Authority 7 (PSA 7)*, through the *2024 General Appropriation (General Fund) and based on the 2024 National Expenditure Program (NEP)* intends to apply the sum of **THREE MILLION SIX HUNDRED NINETY-EIGHT THOUSAND SEVENTY-ONE PESOS AND THIRTEEN CENTAVOS ONLY (PHP3,698,071.13)** being the Approved Budget for the Contract (ABC) to payments under the contract stated below for the *Procurement of 2024 Security Services for Philippine Statistics Authority 7 (PSA 7) for the Provinces of Bohol, Cebu, Negros Oriental, Siquijor and Regional Statistical Services Office for 01 January 2024 to 31 December 2024* with its corresponding ABC for each lot. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

Lot	Item Description	Quantity	Approved Budget for the Contract (ABC)
1	<b>Security Services for PSA Bohol Provincial Office for 01 January 2024 to 31 December 2024</b>	1	307,987.17
	*12 hours service (7:00 AM to 7:00 PM) Mondays to Fridays (including holidays)		
2	<b>Security Services for PSA Cebu Provincial Office for 01 January 2024 to 31 December 2024</b>	3	888,471.33
	*24 hours service, Mondays to Sundays (including holidays)		
3	<b>Security Services for PSA Negros Oriental Provincial Office for 01 January 2024 to 31 December 2024</b>	3	815,261.38
	*24 hours service, Mondays to Sundays (including holidays)		
4	<b>Security Services for PSA Siquijor Provincial Office for 01 January 2024 to 31 December 2024</b>	3	797,879.92
	*24 hours service, Mondays to Sundays (including holidays)		
5	<b>Security Services for PSA RSSO7 for 01 January 2024 to 31 December 2024</b>	3	888,471.33
	*24 hours service, Mondays to Sundays (including holidays)		
<b>TOTAL</b>			<b>3,698,071.13</b>

- The *PSA 7* now invites bids for the **Procurement of 2024 Security Services for Philippine Statistics Authority 7 (PSA 7) for the Provinces of Bohol, Cebu, Negros Oriental, Siquijor and Regional Statistical Services Office for 01 January 2024 to 31 December 2024**. Delivery of the Services is required **starting 01 January 2024 to 31 December 2024**. Bidders should have completed, within *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.

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.

4. Prospective Bidders may obtain further information from *Philippine Statistics Authority 7 (PSA 7)* and inspect the Bidding Documents at the address given below during *working days, 8:00 a.m. to 5:00 p.m.*

<b>Place Where the Bidding Documents Can Be Obtained</b>	<b>Address/Station</b>
Bohol	PSA Bohol Provincial Office, 3/F Galleria Luisa Bldg., Gallares St., Poblacion II, Tagbilaran City, Bohol
Cebu	Philippine Statistics Authority Regional Statistical Services Office No.7 (PSA-RSSO7), 2/F Gaisano Capital South Bldg., Colon St., Cebu City
Negros Oriental	PSA Negros Oriental Provincial Office, Purple Building, Valencia Road, Bagacay, Dumaguete City, Negros Oriental
Siquijor	PSA Siquijor Provincial Office, 3/F Siquijor Business and Convention Center Bldg., Poblacion, Siquijor, Siquijor

5. A complete set of Bidding Documents may be acquired by interested Bidders from **19 October 2023 – 07 November 2023 (until 12:00nn only)** from the address stated in IB Clause 7 and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of:

<b>APPROVED BUDGET FOR THE CONTRACT (ABC)</b>	<b>COST OF THE BIDDING DOCUMENTS (in Philippine Peso)</b>
<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>
<i>More than 10 Million up to 50 Million</i>	<i>25,000.00</i>

<b>Lot No.</b>	<b>Approved Budget for the Contract (ABC)</b>	<b>COST OF THE BIDDING DOCUMENTS (in Philippine Peso)</b>
1	<i>307,987.17</i>	<i>500.00</i>
2	<i>888,471.33</i>	<i>1,000.00</i>
3	<i>815,261.38</i>	<i>1,000.00</i>
4	<i>797,879.92</i>	<i>1,000.00</i>
5	<i>888,471.33</i>	<i>1,000.00</i>

Bid Documents Fee to be paid by the Bidder shall be based on the Total ABC of all LOTS to Bid.

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 (<http://rso07.psa.gov.ph>), provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

For bidders outside Cebu Province, BID Documents fee will be deposited to the account below and copy of the deposit slip shall be emailed to the email address provided for the issuance of OR

Landbank Account Number: 0142-0375-13  
 Account Name: PSA Trust Fund Account  
 Email Address: psa07.rbac@gmail.com

Also, original Copy of the deposit slip shall be sent or mailed to the address below.

Name: Lorna R. Chan

Address: 2/F Philippine Statistics Authority Regional Statistical Services Office 7 (PSA-RSSO 7), Gaisano Capital South Building, Colon St., Cebu City

6. The **PSA 7** will hold a Pre-Bid Conference on **26 October 2023, 1:30 P.M.** at ***Philippine Statistics Authority Regional Statistical Services Office No.7 (PSA-RSSO 7), 2/F Gaisano Capital South Bldg., Colon St., Cebu City***, and through video conferencing via **zoom meeting** with link below which shall be opened to prospective bidders.

Zoom Meeting Link: <https://tinyurl.com/Pre-Bid-2024-Security>

Meeting ID: 812 5451 6135

Passcode: 221368

7. Bids must be duly received by the **RO7 BAC Secretariat** at the address below on or before **07 November 2023, 12:00nn.**

Activity	Date and Time	Place of Submission	Address/Station
Submission of Bids	19 October 2023 – 07 November 2023  (Note: During office hours only, Monday-Friday, from 8:00 A.M. to 5:00 P.M. except 20 July 2023 which is until 12:00nn only)	Bohol	PSA Bohol Provincial Office, 3/F Galleria Luisa Bldg., Gallares St., Poblacion II, Tagbilaran City, Bohol
		Cebu	Philippine Statistics Authority Regional Statistical Services Office No.7 (PSA-RSSO7), 2/F Gaisano Capital South Bldg., Colon St., Cebu City
		Negros Oriental	PSA Negros Oriental Provincial Office, Purple Building, Valencia Road, Bagacay, Dumaguete City, Negros Oriental
		Siquijor	PSA Siquijor Provincial Office, 3rd Floor Siquijor Business and Convention Center Bldg., Poblacion, Siquijor, Siquijor

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 **07 November 2023, 1:30pm** at **Philippine Statistics Authority Regional Statistical Services Office No.7 (PSA-RSSO7), 2/F Gaisano Capital South Bldg., Colon St., Cebu City**, and through video conferencing via zoom meeting with link below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity. Bids submitted beyond 12:00 NN PhST on 07 November 2023 shall not be accepted.

Zoom Meeting Link: <https://tinyurl.com/Opening-2024-Security>  
 Meeting ID: 967 861 2129  
 Passcode: 170793

The Schedule of Bidding Activities shall be as follows:

ACTIVITIES	DATE AND TIME	VENUE
Sale and Issuance of Bid Documents	19 October 2023 to 07 November 2023 (Note: During office hours only, Monday-Friday, from 8:00A.M. to 5:00 P.M. except 20 July 2023 which is until 12:00nn only)	<b>BOHOL:</b> PSA Bohol Provincial Office, 3/F Galleria Luisa Bldg., Gallares St., Poblacion II, Tagbilaran City, Bohol
		<b>CEBU:</b> Philippine Statistics Authority Regional Statistical Services Office No.7 (PSA-RSSO7), 2/F Gaisano Capital South Bldg., Colon St., Cebu City
		<b>NEGROS:</b> PSA Negros Oriental Provincial Office, Purple Building, Valencia Road, Bagacay, Dumaguete City, Negros Oriental
		<b>SIQUIJOR:</b> PSA Siquijor Provincial Office, 3rd Floor Siquijor Business and Convention Center Bldg., Poblacion, Siquijor, Siquijor
Pre-Bid Conference	26 October 2023  1:30 P.M.	Philippine Statistics Authority Regional Statistical Services Office No.7 (PSA-RSSO7), 2/F Gaisano Capital South Bldg., Colon St., Cebu City  via Zoom Meeting with the following details: <a href="https://tinyurl.com/Pre-Bid-2024-Security">Zoom Meeting Link: https://tinyurl.com/Pre-Bid-2024-Security</a> <a href="https://tinyurl.com/Pre-Bid-2024-Security">Meeting ID: 812 5451 6135</a> <a href="https://tinyurl.com/Pre-Bid-2024-Security">Passcode: 221368</a>

Submission of Bids	<p>19 October 2023 to 07 November 2023</p> <p>(Note: During office hours only, Monday-Friday, from 8:00A.M. to 5:00 P.M. except 20 July 2023 which is until 12:00nn only)</p>	<p><b>BOHOL:</b></p> <p>PSA Bohol Provincial Office, 3/F Galleria Luisa Bldg., Gallares St., Poblacion II, Tagbilaran City, Bohol</p> <p><b>CEBU:</b></p> <p>Philippine Statistics Authority Regional Statistical Services Office No.7 (PSA-RSSO7), 2/F Gaisano Capital South Bldg., Colon St., Cebu City</p>
Submission of Bids	<p>19 October 2023 to 07 November 2023</p> <p>(Note: During office hours only, Monday-Friday, from 8:00A.M. to 5:00 P.M. except 20 July 2023 which is until 12:00nn only)</p>	<p><b>NEGROS:</b></p> <p>PSA Negros Oriental Provincial Office, Purple Building, Valencia Road, Bagacay, Dumaguete City, Negros Oriental</p> <p><b>SIQUIJOR:</b></p> <p>PSA Siquijor Provincial Office, 3rd Floor Siquijor Business and Convention Center Bldg., Poblacion, Siquijor, Siquijor</p>
Submission of Bids	<p>19 October 2023 to 07 November 2023</p> <p>(Note: During office hours only, Monday-Friday, from 8:00A.M. to 5:00 P.M. except 20 July 2023 which is until 12:00nn only)</p>	<p>Philippine Statistics Authority Regional Statistical Services Office No.7 (PSA-RSSO7), 2/F Gaisano Capital South Bldg., Colon St., Cebu City</p>
Opening of Bids	<p>07 November 2023</p> <p>1:30 P.M.</p>	<p>Philippine Statistics Authority Regional Statistical Services Office No.7 (PSA-RSSO7), 2/F Gaisano Capital South Bldg., Colon St., Cebu City</p> <p>via Zoom Meeting with the following details:</p> <p><u><a href="https://tinyurl.com/Opening-2024-Security">Zoom Meeting Link:</a></u>  <u><a href="https://tinyurl.com/Opening-2024-Security">https://tinyurl.com/Opening-2024-Security</a></u>  <u><a href="#">Meeting ID: 967 861 2129</a></u>  <u><a href="#">Passcode: 170793</a></u></p>

10. **PSA 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 35.6 and 41 of the 2016 revised IRR of RA 9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:

*Ms. Edwina M. Carriaga/Ms. Erah Mhay Quiñones/Ms. Mary Clare Coronado/  
Ms. Marie Cris Lerio and Ms. Manilyn Lunday*


Philippine Statistics Authority Regional Statistical Services Office 7

Gaisano Capital South Bldg. Colon St., Cebu City

Tel. nos.:(032)412-6794/254-0470/256-0592

Email address: psa07.rbac@gmail.com

Telephone no.:(032) 412-6794

  
**EDWINA M. CARRIAGA**  
*R07-BAC Chairperson*



