



Republic of the Philippines
Philippine Statistics Authority
Regional Statistical Services Office XIII

INVITATION TO BID FOR THE PROCUREMENT OF SUPPLIES AND MATERIALS FOR THE PHILSYS REGISTRATION CENTERS OF CARAGA

1. The Philippine Statistics Authority – Regional Statistical Services Office XIII (PSA - RSSO XIII), through the 2021 General Appropriation (General Fund) intends to apply the sum of **Two Million Four Hundred Sixty - Four Thousand Two Hundred Seventy-Five Pesos Only (₱2,464,275.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the fifteen (15) lots stated below. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

Lot 1: PAPER

(Refer to Section VII for specification)

For the sum of **SEVENTY-THREE THOUSAND FOUR HUNDRED FORTY PESOS ONLY (₱73,440.00)**

Lot 2: TOILET TISSUE PAPER

(Refer to Section VII for specification)

For the sum of **TWENTY-NINE THOUSAND TWO HUNDRED EIGHTY PESOS ONLY (₱29,280.00)**

Lot 3: ALCOHOL

(Refer to Section VII for specification)

For the sum of **EIGHTY-ONE THOUSAND THREE HUNDRED FIVE PESOS ONLY (₱81,305.00)**

Lot 4: GLOVES

(Refer to Section VII for specification)

For the sum of **NINE HUNDRED SIXTY-FIVE THOUSAND TWO HUNDRED FIFTY PESOS ONLY (₱965,250.00)**

Lot 5: SURGICAL MASK

(Refer to Section VII for specification)

For the sum of **SEVENTY-FOUR THOUSAND FIVE HUNDRED PESOS ONLY (₱74,500.00)**

- Lot 6: FACE SHIELD**
(Refer to Section VII for specification)
For the sum of **THIRTY-NINE THOUSAND SEVEN HUNDRED TWENTY PESOS ONLY (₱39,720.00)**
- Lot 7: HAND SANITIZER**
(Refer to Section VII for specification)
For the sum of **EIGHTY-SIX THOUSAND TWO HUNDRED EIGHTY PESOS ONLY (₱86,280.00)**
- Lot 8: WET WIPES**
(Refer to Section VII for specification)
For the sum of **FIFTY-SEVEN THOUSAND FIVE HUNDRED TWENTY PESOS ONLY (₱57,520.00)**
- Lot 9: BLEACH**
(Refer to Section VII for specification)
For the sum of **EIGHT THOUSAND FOUR HUNDRED PESOS ONLY (₱8,400.00)**
- Lot 10: DETERGENT POWDER**
(Refer to Section VII for specification)
For the sum of **THIRTEEN THOUSAND TWO HUNDRED PESOS ONLY (₱13,200.00)**
- Lot 11: DISINFECTANT SPRAY**
(Refer to Section VII for specification)
For the sum of **TWO HUNDRED FORTY THOUSAND PESOS ONLY (₱240,000.00)**
- Lot 12: RAGS**
(Refer to Section VII for specification)
For the sum of **FIFTEEN THOUSAND PESOS ONLY (₱15,000.00)**
- Lot 13: TRASHBAG**
(Refer to Section VII for specification)
For the sum of **THIRTY-SIX THOUSAND PESOS ONLY (₱36,000.00)**
- Lot 14: MICROFIBER CLOTH**
(Refer to Section VII for specification)
For the sum of **ONE HUNDRED NINETY-SEVEN THOUSAND SIX HUNDRED PESOS ONLY (₱197,600.00)**
- LOT 15: COTTON BALLS**
(Refer to Section VII for specification)
For the sum of **FIVE HUNDRED FORTY-SIX THOUSAND SEVEN HUNDRED EIGHTY PESOS ONLY (₱546,780.00)**

2. The PSA - RSSO XIII now invites bids for **Procurement of Supplies and Materials for the PhilSys Registration Centers in Caraga**. Delivery of the Goods is required within 20 days after receipt of Purchase Order. Bidders should have completed, within the last three 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 No. 5183.

4. Prospective Bidders may obtain further information from PSA - RSSO XIII and inspect the Bidding Documents at the address given below during office hours at 8:00 A.M. to 5:00 P.M.
5. A complete set of Bidding Documents may be acquired by interested Bidders on October 4-22, 2021 from the given address and website(s) below and upon payment of a non-refundable fee of ₱2,500.00

The method of payment will be in cash or cheque payable to PSA.

6. The PSA – RSSO XIII will hold a Pre-Bid Conference on October 12, 2021, 10:00 AM at PSA - RSSO XIII Training Room, Freeman Bldg., J.C. Aquino Avenue, Brgy. Imadejas, Butuan City and/or through video conferencing or webcasting *via Zoom* with the following meeting details:

Meeting link:

<https://us02web.zoom.us/j/82088073401?pwd=ZHhEL1hwUEdLS0V0enRFTWVCb29UQT09>

Meeting ID: 820 8807 3401

Passcode: PSAPreBid

The Pre-Bid Conference shall be open to prospective bidders.

7. Bids must be duly received by the RBAC Secretariat through manual submission (printed copies) at Philippine Statistics Authority Regional Statistical Services Office XIII, Freeman Bldg., J.C. Aquino Avenue, Brgy. Imadejas, Butuan City on or before October 25, 2021, 9:30 AM (Philippine Standard Time). 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**, as follows;

LOT 1:

- **₱1,468.80 (2% of ABC)**, if bid security is in cash, cashier's/manager's check, issued by a universal or commercial bank;
- Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.
- **₱3,672.00 (5% of ABC)**, if bid security is in Surety Bond; or
- Bid Securing Declaration (notarized) Pursuant to GPPB Resolution No. 3-2012. Please see BID FORMS on pages 47-48 of the Bidding documents.

LOT 2:

- **₱585.60 (2% of ABC)**, if bid security is in cash, cashier's/manager's check, issued by a universal or commercial bank;
- Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.
- **₱1,464.00 (5% of ABC)**, if bid security is in Surety Bond; or
- Bid Securing Declaration (notarized) Pursuant to GPPB Resolution No. 3-2012. Please see BID FORMS on pages 47-48 of the Bidding documents.

LOT 3

- **₱1,626.10 (2% of ABC)**, if bid security is in cash, cashier's/manager's check, issued by a universal or commercial bank;
- Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.
- **₱4,065.25 (5% of ABC)**, if bid security is in Surety Bond; or
- Bid Securing Declaration (notarized) Pursuant to GPPB Resolution No. 3-2012. Please see BID FORMS on pages 47-48 of the Bidding documents.

LOT 4

- **₱19,305.00 (2% of ABC)**, if bid security is in cash, cashier's/manager's check, issued by a universal or commercial bank;
- Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.
- **₱48,262.50 (5% of ABC)**, if bid security is in Surety Bond; or
- Bid Securing Declaration (notarized) Pursuant to GPPB Resolution No. 3-2012. Please see BID FORMS on pages 47-48 of the Bidding documents.

LOT 5

- **₱1,490.00 (2% of ABC)**, if bid security is in cash, cashier's/manager's check, issued by a universal or commercial bank;
- Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.
- **₱3,725.00 (5% of ABC)**, if bid security is in Surety Bond; or
- Bid Securing Declaration (notarized) Pursuant to GPPB Resolution No. 3-2012. Please see BID FORMS on pages 47-48 of the Bidding documents.

LOT 6

- **₱794.40 (2% of ABC)**, if bid security is in cash, cashier's/manager's check, issued by a universal or commercial bank;
- Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.
- **₱1,986.00 (5% of ABC)**, if bid security is in Surety Bond; or
- Bid Securing Declaration (notarized) Pursuant to GPPB Resolution No. 3-2012. Please see BID FORMS on pages 47-48 of the Bidding documents.

LOT 7

- **₱1,725.60 (2% of ABC)**, if bid security is in cash, cashier's/manager's check, issued by a universal or commercial bank;
- Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.
- **₱4,314.00 (5% of ABC)**, if bid security is in Surety Bond; or
- Bid Securing Declaration (notarized) Pursuant to GPPB Resolution No. 3-2012. Please see BID FORMS on pages 47-48 of the Bidding documents.

LOT 8

- **₱1,150.40 (2% of ABC)**, if bid security is in cash, cashier's/manager's check, issued by a universal or commercial bank;
- Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.
- **₱2,876.00 (5% of ABC)**, if bid security is in Surety Bond; or
- Bid Securing Declaration (notarized) Pursuant to GPPB Resolution No. 3-2012. Please see BID FORMS on pages 47-48 of the Bidding documents.

LOT 9

- **₱168.00 (2% of ABC)**, if bid security is in cash, cashier's/manager's check, issued by a universal or commercial bank;
- Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.
- **₱420.00 (5% of ABC)**, if bid security is in Surety Bond; or
- Bid Securing Declaration (notarized) Pursuant to GPPB Resolution No. 3-2012. Please see BID FORMS on pages 47-48 of the Bidding documents.

LOT 10

- **₱264.00 (2% of ABC)**, if bid security is in cash, cashier's/manager's check, issued by a universal or commercial bank;
- Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.
- **₱660.00 (5% of ABC)**, if bid security is in Surety Bond; or
- Bid Securing Declaration (notarized) Pursuant to GPPB Resolution No. 3-2012. Please see BID FORMS on pages 47-48 of the Bidding documents.

LOT 11

- **₱4,800.00 (2% of ABC)**, if bid security is in cash, cashier's/manager's check, issued by a universal or commercial bank;
- Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.
- **₱12,000.00 (5% of ABC)**, if bid security is in Surety Bond; or
- Bid Securing Declaration (notarized) Pursuant to GPPB Resolution No. 3-2012. Please see BID FORMS on pages 47-48 of the Bidding documents.

LOT 12

- **₱300.00 (2% of ABC)**, if bid security is in cash, cashier's/manager's check, issued by a universal or commercial bank;
- Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.
- **₱750.00 (5% of ABC)**, if bid security is in Surety Bond; or
- Bid Securing Declaration (notarized) Pursuant to GPPB Resolution No. 3-2012. Please see BID FORMS on pages 47-48 of the Bidding documents.

LOT 13

- **₱720.00 (2% of ABC)**, if bid security is in cash, cashier's/manager's check, issued by a universal or commercial bank;
- Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.
- **₱1,800.00 (5% of ABC)**, if bid security is in Surety Bond; or
- Bid Securing Declaration (notarized) Pursuant to GPPB Resolution No. 3-2012. Please see BID FORMS on pages 47-48 of the Bidding documents.

LOT 14

- **₱3,952.00 (2% of ABC)**, if bid security is in cash, cashier's/manager's check, issued by a universal or commercial bank;
- Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.
- **₱9,880.00 (5% of ABC)**, if bid security is in Surety Bond; or
- Bid Securing Declaration (notarized) Pursuant to GPPB Resolution No. 3-2012. Please see BID FORMS on pages 47-48 of the Bidding documents.

LOT 15

- **₱10,935.60 (2% of ABC)**, if bid security is in cash, cashier's/manager's check, issued by a universal or commercial bank;
- Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.
- **₱27,339.00 (5% of ABC)**, if bid security is in Surety Bond; or
- Bid Securing Declaration (notarized) Pursuant to GPPB Resolution No. 3-2012. Please see BID FORMS on pages 47-48 of the Bidding documents.

9. Bid opening shall be on October 25, 2021, 10:00 AM at the PSA – RSSO XIII Training Room, Freeman Bldg., J.C. Aquino Avenue, Brgy. Imadejas, Butuan City. Bids will be opened in the presence of the bidders' representatives.

10. All Bids shall be addressed to:

BERNADETH I. BONACHITA

RBAC Chairperson

Philippine Statistics Authority

Regional Statistical Services Office XIII

Freeman Building, J.C. Aquino Ave, Butuan City

11. The PSA – RSSO XIII 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.

12. For further information, please refer to:

MIRIAM D. MAPATAC

RBAC Secretariat

Philippine Statistics Authority

Regional Statistical Services Office XIII

Freeman Building, J.C. Aquino Ave, Butuan City

Email Address: psacaraga.rbac13@gmail.com

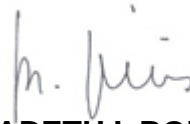
Tel. No. (085) 815-2878

Website: <https://rssocaraga.psa.gov.ph> and/or
<https://procurement.psa.gov.ph>

13. You may visit the following websites:

For downloading of Bidding Documents: <https://rssocaraga.psa.gov.ph> and/or
<https://procurement.psa.gov.ph>

October 1, 2021



BERNADETH I. BONACHITA
RBAC Chairperson