



**INVITATION TO BID**

Supply, Delivery and Installation of Various Office Equipment for use in the office and by the staff of RPMSO/PPMSO Catanduanes, Masbate, and Sorsogon SAAD Program for FY2019

1. The *Department of Agriculture Regional Field Office No. 5*, through the *General Appropriations Act for CY 2019-SAAD Program* intends to apply the sum of *One Million Seventy-Five Thousand Eight Hundred Fifty Pesos (Php1,075,850.00)* being the Approved Budget for the Contract (ABC) to payment under the contract for:

| No.          | Description      | ABC (Php) (inclusive of VAT) | Funding Source | Bid Security: Cash/Cashier's/Manager's Check, Bank Draft/Guarante, Irrevocable Letter of Credit (2%) (Php) | Bid Security: Surety Bond (5%) (Php) | Cost/Price of Bid Documents (cash payment only) (Php) |
|--------------|------------------|------------------------------|----------------|--|--------------------------------------|---|
| Lot 1        | Aircon           | 432,500.00                   | 2019 SAAD      | 86,500.00  | 216,250.00                           | 500.00  |
| Lot 2        | Office Equipment | 643,350.00                   |                | 128,670.00   | 321,675.00                           | 500.00  |
| <b>TOTAL</b> |                  | <b>P 1,075,850.00</b>        |                | <b>Php215,170.00</b>   | <b>Php537,925.00</b>                 | <b>1,000.00</b>                                       |

Bids received in excess of the ABC shall be automatically rejected at bid opening.  
**Partial bid is allowed.**

2. The *Department of Agriculture Regional Field Office No. 5* now invites bids for:

| Description    | Specifications  | Unit Cost      | Delivery of the Goods |
|----------------|---|----------------|-----------------------|
| LOT 1 – AIRCON | 5 units <b>Aircon</b><br>* Split-type<br>* 1.5 HP with Inverter<br>* EER Rating: 10:15<br>* (L) 22.7 x (H) 28.5 x (W) 82 cm         | 40,000.00/unit | 30 calendar days      |
|                | 2 units <b>Aircon</b><br>* Cabinet-type<br>* 3 Toner<br>* Non-Inverter<br>* EER Rating: 9:7<br>* (L) 28.4 x (H) 180.5 x (W) 50.7 cm | 75,000.00/unit |                       |
|                | 5 units <b>Installation of Aircon</b><br>* Split-type   | 7,500.00/unit  |                       |

|                                 |  |  |                         |
|---------------------------------|--|--|-------------------------|
|                                 | <ul style="list-style-type: none"> <li>* 1.5 HP</li> <li>* Within 10 ft.</li> </ul>  |  |                         |
|                                 | <p>5 units <b>Electrical Supplies</b></p> <p>2 units <b>Installation of Aircon</b></p> <ul style="list-style-type: none"> <li>* Cabinet-type</li> <li>* 3 Toner</li> <li>* Within 10 ft.</li> </ul>  | <p>3,000.00/unit</p> <p>12,000.00/unit</p> |                         |
|                                 | <p>2 units <b>Electrical Supplies</b></p>  | <p>3,000.00/unit</p>                       |                         |
| <p>LOT 2 – OFFICE EQUIPMENT</p> | <p>4 units <b>Copier Machine</b></p> <ul style="list-style-type: none"> <li>* with sorter</li> <li>* copy, print,scan,duplex printing</li> <li>* Paper Size: A5R to A3</li> <li>* Display LCD: 2-Line, 128 x 32 dot</li> <li>* Dimension: (W)565 x (D)527 x (H)485 mm (with platen)</li> <li>* Weight: 27 kgs. (with platen)</li> <li>* Memory: 256 MB</li> <li>* Print Speed: 18/11 CPM</li> <li>* Writing Method: Semiconductor Laser</li> <li>* CPU: 500MHz</li> <li>* Warm Up Time: 17.2 seconds</li> <li>* Paper Capacity, Standard: 400 sheets: 1 x 300 sheets (Cassette) + 100 sheets (MPT)</li> <li>* Paper Capacity, Maximum: 1,300 sheets (Main Unit + PF-480 x 3) + MPT</li> <li>* Paper Weight, Cassette: 64 to 105 g/m<sup>2</sup></li> <li>* Paper Weight, MPT: 45 to 160 g/m<sup>2</sup></li> <li>* Power Consumption (Standard configuration) (220 to 240V), Copy/Print Mode: 385W or less</li> <li>* Power Consumption (Standard configuration) (220 to 240V), Stand-by Mode: 75W or less</li> <li>* Power Consumption (Standard configuration) (220 to 240V), Sleep Mode: 1.54W or less</li> <li>* Noise (ISO7779/ISO9296), Copy/Print Mode: 62dB (A)</li> <li>* Noise (ISO7779/ISO9296), Stand-by Mode: 40dB (A)</li> </ul> | <p>72,000.00/unit</p>                      | <p>30 calendar days</p> |
|                                 | <p>6 units <b>Projector</b></p> <ul style="list-style-type: none"> <li>* with Tripod Projector Screen (80 x 80 inches)</li> <li>* 3600 Lumens</li> <li>* Contract Ratio: 15,000:1</li> <li>* Lamp Life: 10,000 hrs lamp life in eco-mode</li> <li>* Native Resolution: XGA Resolution</li> </ul>   | <p>37,500.00/unit</p>                      |                         |
|                                 | <p>1 unit <b>Electronic Safety Vault</b></p> <ul style="list-style-type: none"> <li>* (L) 440 x (H) 230 x (W) 380 mm</li> </ul>  | <p>5,000.00/unit</p>                       |                         |

|          |  |               |  |
|----------|--|---------------|--|
|          | <ul style="list-style-type: none"> <li>* Powder coated finish in full steel structure body with bolt in holes</li> <li>* With 2 override keys, batteries, and bolt-in screws</li> </ul>  |               |  |
| 10 units | <p><b>UPS</b></p> <ul style="list-style-type: none"> <li>* Output Power Capacity: 325 watts/650VA</li> <li>* Max. Configurable Power (Watts): 325 Watts/650VA</li> <li>* Nominal Input/Output Voltage: 230V</li> <li>* Output Frequency (sync to mains): 50/60 Hz +/-1 Hz</li> <li>* Input Frequency: 50/60 Hz +/-3Hz (auto sensing)</li> <li>* Topology: Line Interactive</li> <li>* Waveform type: Stepped approximation to a sinewave</li> <li>* Output Connections: (2) Universal Receptacle (Battery Backup)</li> <li>* Transfer Time: 4ms typical: 6ms maximum</li> <li>* Input Connections: NEMA 5-15P</li> <li>* Cord Length: 1.22 meters</li> <li>* Input Voltage range for main operations: 180-270V</li> <li>* Type of Input Protection Required: gL fuse</li> <li>* Maximum Input Current: 5.0A</li> <li>* Input Power Factor at Full Load: 0.5</li> </ul> | 3,500.00/unit |  |
| 9 units  | <p><b>Printer</b></p> <ul style="list-style-type: none"> <li>* 3-in-1 Eco-tank</li> <li>* Printing Resolution: 5,760 x 1,440 DPI</li> <li>* Nozzle Configuration: 180 Nozzles Black, 59 Nozzles per Color</li> <li>* Minimum Droplet Size: 3 pl. with Variable-Sized Droplet Technology</li> <li>* Ink Technology: Dye Ink</li> <li>* Functions: Print, Scan, Copy</li> </ul>  | 9,000.00/unit |  |
| 10 sets  | <p><b>Keyboard/mouse</b></p> <ul style="list-style-type: none"> <li>* wired</li> </ul>   | 935.00/set    |  |

Bidders should have completed, within *Two (2) 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) 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.

4. Interested bidders may obtain further information from *Department of Agriculture Regional Field Office No. 5* and inspect the Bidding Documents at the address given below during *Mondays – Fridays, 8:00 AM to 5:00 PM*.
5. A complete set of Bidding Documents may be acquired by interested Bidders on *September 12, 2019 to October 02, 2019 (9:00AM)* 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 as stated above.

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 *Department of Agriculture Regional Field Office No. 5* will hold a Pre-Bid Conference on *September 20, 2019; 9:30AM* at 3<sup>rd</sup> Floor Training Hall, Operations Building, DA RFO-5, San Agustin, Pili, Camarines Sur, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before *October 02, 2019; 9:00AM*. 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 *October 02, 2019; 9:30AM* at 3<sup>rd</sup> Floor Training Hall, Operations Building, DA RFO-5, San Agustin, Pili, Camarines Sur. 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 *Department of Agriculture Regional Field Office No. 5* 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.
9. For further information, please refer to:

BAC Secretariat Office  
**Department of Agriculture, Regional Field Office No. 5**  
San Agustin, Pili, Camarines Sur 4418  
Tel. No. (054) 477-3356

September 09, 2019, San Agustin, Pili, Camarines Sur

**ADELINA A. LOSA**  
Chief, Agribusiness and Marketing  
Assistance Division (AMAD)  
Chairperson, Bids and Awards Committee