



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

## INVITATION TO BID

**PROCUREMENT OF VARIOUS ICT-RELATED EQUIPMENT AND AIR-CONDITIONING UNITS FOR DEPED REGIONAL OFFICE VIII USE**  
(LOT 2 - MULTIFUNCTION COPIER, & LOT 4 - CAMERA)

1. The Department of Education Regional Office VIII, through the **Trust Fund (proceeds from GSIS Insurance)** intends to apply the sum of **Seven Hundred Twenty-Nine Thousand Pesos Only (P729,000.00)**, being the **Approved Budget for the Contract (ABC)** corresponding to the total amount of the TWO (2) LOTS for the **PROCUREMENT OF VARIOUS ICT-RELATED EQUIPMENT AND AIR-CONDITIONING UNITS FOR DEPED REGIONAL OFFICE VIII USE (LOT 2 - MULTIFUNCTION COPIER, & LOT 4 - CAMERA)** with the detailed payment under the contract for each lot indicated in the table below. Bids received in excess of the ABC shall automatically be rejected in accordance with Sec. 31.1 of the Revised IRR of RA 9184 at bid opening.

LOT NO.	QTY	UNIT	ITEM DESCRIPTION	ABC (PHP)	BID DOCS
2	3	Units	<b>MULTIFUNCTION PHOTOCOPIER</b>  Specifications: Document Management System - archiving software & appliance; MFD with full archiving, store, manage secure, search retrieve and share, 8 index tags to file your documents, automatically index documents thru built-in forms OCR feature, search a document by any combination of the index tags, search via and word in the document (via OCR), only authorized user may access the file through configurable authority and access level, Version Control feature (check-in/check-out), audit trail function, O/S LINUX UBUNTU; 8GB memory, 1TB hard-disk, 5 user licensed, 1 admin licensed Network Color Scanner: Push scan (via control panel), Pull scan (TWAIN-compliant application), Color & B/W, Push Scan 100-600 dpi, Pull Scan: 75, 100, 150, 200, 300, 400,	600,000.00	1,000



LOT NO.	QTY	UNIT	ITEM DESCRIPTION	ABC (PHP)	BID DOCS
			600 dpi; 50 dpi to 9600 dpi via user setting, TIFF, PDF, PDF/A, encrypted PDF, JPEG, XPS, scan to email/desktop FTO server, network folder (SMB)/USB drive; Engine speed: A4 max: 26 ppm, A3 max: 15ppm; dimensions: WxDxH: 620x730mm; Weight Approx: 45kg, with standard warranty		
4	1	unit	<p><b>CAMERA</b></p> <p>Minimum Specifications:  <b>Camera Body and 28-70 mm Zoom Lens</b></p> <ul style="list-style-type: none"> <li>• 24.2 MP 35 mm full-frame CMOS sensor with back-illuminated design</li> <li>• Sensitivity range up to ISO 51200 (expandable to ISO 50-204800 for stills)</li> <li>• Fast Hybrid AF with 693 phase-detection and 425 contrast-detection AF points</li> <li>• High-speed continuous shooting of up to 10fps<sup>2</sup> with AF/AE tracking</li> <li>• 4K HDR3 4 movie recording capability</li> </ul> <p><b>LENS COMPATIBILITY</b>  Compatible Lens</p> <p><b>SENSOR TYPE</b>  35 mm full frame (35.6 x 23.8 mm), R CMOS sensor</p> <p><b>NUMBER OF PIXELS (EFFECTIVE)</b>  Approx. 24.2 megapixels</p> <p><b>ISO SENSITIVITY (RECOMMENDED EXPOSURE INDEX)</b>  Still images: ISO 100-51200 (ISO numbers up from ISO 50 to ISO 204800 can be set as an expanded ISO range.), AUTO (ISO 100-12800, selectable lower limit and upper limit), Movies: ISO 100-51200 equivalent (ISO numbers up to ISO 102400 can be set as expanded ISO range.), AUTO (ISO 100-12800, selectable lower limit and upper limit)</p> <p><b>BATTERY LIFE (STILL IMAGES);</b>  Approx. 610 shots (Viewfinder) / approx. 710 shots (LCD monitor) (CIPA standard)<sup>31</sup></p>	129,000.00	500

LOT NO.	QTY	UNIT	ITEM DESCRIPTION	ABC (PHP)	BID DOCS
			VIEWFINDER TYPE; 1.3 cm (0.5 type) electronic viewfinder (color), XGA OLED; MONITOR TYPE; 7.5 cm (3.0-type) type TFT INCLUSIONS: Compatible AC Adapter; Accessory shoe cap; Body cap; Eyepiece cup; Lens cap; Lens hood; Lens rear cap; Micro USB cable; Compatible Rechargeable battery; SEL2870; Shoulder strap; Compatible Heavy-duty Tripod, with Standard Warranty		

**Important Note/s:**

1. The project is separated into the remaining **TWO (2) LOTS** which will be awarded into separate contracts, bidders are required to purchase and submit Bid Documents per lot.
2. **The supplier shall present a brochure of the sample unit during the schedule of the Opening of Bids.**
3. **Minimum of 12 months standard warranty** applies for parts and labor.
4. Winning Bidder must coordinate, one (1) day after issuance of Notice of Award (NOA), with the Administrative Division (Proponent), to discuss the guidelines of the program, delivery schedule(s), and the expectation/s between both parties, Contact No. (053) 832-4631, E-mail address: admin.region8@deped.gov.ph.

2. The Department of Education, Regional Office VIII now invites bids for the **PROCUREMENT OF VARIOUS ICT-RELATED EQUIPMENT AND AIR-CONDITIONING UNITS FOR DEPED REGIONAL OFFICE VII USE (LOT 2 - MULTIFUNCTION COPIER, & LOT 4 - CAMERA)**. Delivery of the project is required within **Thirty (30) CALENDAR DAYS**. Bidders should have completed, within the last Five (5) 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.

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 the Department of Education Regional Office VIII and inspect the Bidding Documents at the address given below during 8:00 a.m. to 5:00 p.m.



5. A complete set of **Bidding Documents may be acquired by the interested bidders on the day it is published in PhilGEPS, in** DepEd Regional Office No. VIII, BAC Secretariat, located at Government Center, Candahug, Palo, Leyte, and DepEd Regional Office No. VIII website, [region8.deped.gov.ph](http://region8.deped.gov.ph). and upon payment of the applicable fee for Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, **in the amount opposite to each Lot in the Table in Paragraph 1.** The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person to **the DepEd Regional Office No. VIII Cashier.**

Prospective bidders who intend to **purchase the bidding documents through online banking**, deposit may be done through:

**PHILIPPINE VETERANS BANK**

**Account Name:** DepEd RO 8

<b>No.</b>	<b>Fund</b>	<b>Account Number</b>
1.	SEMINAR	0025-002137-001

**A scanned copy of the deposit slip** together with the **accomplished Bidders Information Sheet shall be sent** to the **BAC Secretariat** ([bac.region8@deped.gov.ph](mailto:bac.region8@deped.gov.ph)), and the official payment receipt with the Bid Documents shall be sent to the bidder through email.

Bidding Documents may also be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided Bidders shall pay the non-refundable fee for the Bidding Documents.

6. The Department of Education, Regional Office VIII will hold a **Pre-Bid Conference on January 29, 2024, 10:00 AM** at the **DepEd Regional Office VIII, Candahug, Palo, Leyte**, through video conferencing via **MICROSOFT TEAMS**, which shall be open to prospective bidders. Physical appearance is also allowed.

7. **Bids must be received by the BAC Secretariat, DepEd Regional Office VIII, Candahug, Palo, Leyte 6501** either through manual/physical submission or through courier **on or before 10:00 a.m. of February 12, 2024.** Late Bids shall not be accepted.

8. **All bids must be accompanied by a Bid Securing Declaration, or any form of Bid Security** and amount indicated in ITB Clause 14.

9. **Bid opening** shall be on **February 12, 2024, 10:15 AM** at the **DepEd Regional Office VIII, Candahug, Palo, Leyte.**

10. Participants are informed that the **Pre-Bid Conference and Opening of Bids shall also be broadcasted**/shared to prospective bidders who wish to attend the said procurement activities online, **via Microsoft Teams.** Hence, **interested bidders shall provide** the BAC Secretariat ([bac.region8@deped.gov.ph](mailto:bac.region8@deped.gov.ph)) **their respective Gmail addresses at least one (1) day before, so that they can join the procurement videoconference(s).** Physical appearance is also allowed.


ACTIVITY	DATE & TIME OF CONDUCT	VENUE
Pre-Bid Conference	<b>January 29, 2024</b>   10:00 AM	DepEd Regional Office VIII, Candahug, Palo, Leyte
Opening of Bids	<b>February 12, 2024</b>   10:15 AM	

11. The Department of Education, Regional Office VIII reserves the right to reject any and all bids, declare a failure of bidding, or not award a contract at any time prior to contract award, in accordance with Section 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:

<p><b>RACHEL R. CUEVAS</b>  <i>Head, BAC Secretariat</i>  <b>DepEd Regional Office VIII</b>  <i>Government Center, Candahug, Palo, Leyte</i>  <b>Tel. No. (053) 888-9349</b>  <b>E-Mail: bac.region8@deped.gov.ph</b></p>
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