



Republic of the Philippines
WESTERN MINDANAO STATE UNIVERSITY
Zamboanga City
Telephone No.: 062-991-7875
www.wmsu.edu.ph

INVITATION TO BID

The Western Mindanao State University, through its Bids and Awards Committee (BAC), is inviting PhilGEPS registered suppliers to apply for eligibility and to submit bids for the item mentioned hereunder:

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| 1.) | 1 Unit | Steel Filing Cabinet
* 2 drawers, vertical type, gauge 20, with lock |
| 2.) | 5 Units | White Board with Caster Wheels
* 4x8 with aluminum frame & stand |
| 3.) | 10 Units | Industrial Rack
* 72" length, 24" depth, 72" height, 4 layers metal storage rack, 400kgs capacity, heavy duty |
| 4.) | 10 Units | Book Shelves
* with lock, steel, sliding glass doors, 5 shelves, 2 columns, LxWxH: 35.5" x 15" x 74" |
| 5.) | 10 Units | Office Table
* Executive Office Table with 1/4" glasstop, 30" x 60", wooden type, with 1 center drawer with lock & 3-side (left & right) drawer with lock |
| 6.) | 8 Units | Office Table
* 1/4" glasstop, 24"x36"
* With center drawer, 2 side drawer with lock |
| 7.) | 65 Units | Junior Executive Chair
* with armrest, gaslift |
| 8.) | 22 Units | Senior Executive Chair
* gaslift, high back with armrest, steel stand |
| 9.) | 50 Units | Visitors Chair
* without armrest, metal base with cushion |
| 10.) | 52 Units | Computer Table
* Triple deck, sliding keyboard case, with CPU/UPS base with carter wheels (rollers) material: wood/metal |

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| 11.) | 12 | Units | <p>Office Table</p> <ul style="list-style-type: none"> * junior executive office table, with 1/4" glasstop, 30" x 42", wooden type, with 1 center drawer with lock & 3-size (left or right) drawer, with lock |
| 12.) | 6 | Units | <p>Classroom Table</p> <ul style="list-style-type: none"> * 30" x 48" wooden table |
| 13.) | 80 | Units | <p>Monobloc Chair for Adult User</p> <ul style="list-style-type: none"> * without arm, 100% virgin plastic resin |
| 14.) | 55 | Units | <p>Monoblock Chair with Writing Desk - for Adult User</p> <ul style="list-style-type: none"> * with writing desk * without armrest * 100% virgin plastic resin * for left handed - 15 units * for right handed - 40 units |
| 15.) | 1 | Unit | <p>Aluminum Food Cabinet</p> <ul style="list-style-type: none"> * Material: Aluminum PVC, aluminum coated * Size: 65 x 43 x 130cm (LWH) |
| 16.) | 1 | Unit | <p>Aluminum Food Cart</p> <ul style="list-style-type: none"> * Dimension: 850 x 450 x 900mm * Type: 3 tier trolley * Materials: Stainless Steel with HD wheels |
| 17.) | 2 | Units | <p>White Board</p> <ul style="list-style-type: none"> * 2'x3' wall mounted, aluminum frame with edge protection with eraser holder |
| 18.) | 3 | Units | <p>Steel Cabinet with Sliding Glass Door</p> <ul style="list-style-type: none"> * Dimensions: W 900mm x D 400mm x H1850mm * Materials: Metal/Glass * Color: Gray * 4 Adjustables Shelves * with lock |

The criteria to be used for the eligibility check of the prospective bidders, examination and evaluation of bids, post-qualification and all matters relevant to this procurement shall be in accordance with Republic Act. No. 9184 (The Government Procurement Reform Act) and its Implementing Rules and Regulations.

Interested bidders may obtain further information from WMSU BAC Secretariat regarding the checklist of eligibility and technical requirements.

IMPORTANT NOTICE FOR BIDDERS:

1. Bidding papers may be acquired starting February 17 until March 18, 2022 from the BAC Office or download from website (www.wmsu.edu.ph). The WESTERN MINDANAO STATE UNIVERSITY shall allow the bidder to present its proof of payment for the Bidding Documents fees before the submission of their bids, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Thousand Pesos (Php.5,000.00). (Please attached the machine copy of the Official Receipt)
2. All bidders' are required to post a Bid Security, at least Two (2%) Percent of the ABC in the form of Cash, Cashier's Check or Manager's Check or may submit Bid Securing Declaration. Bids without Bid Security will not be considered.
3. The Bidder shall prepare an original of the Eligibility Documents & Technical Components and original of Financial Proposal and clearly mark each "ORIGINAL – ELIGIBILITY DOCUMENTS and TECHNICAL COMPONENTS", and "ORIGINAL – FINANCIAL PROPOSAL", respectively. Bidders shall submit one (1) set of the first and second components of its bid. State the unit price of each item and the total bid price and also state the shortest time of delivery and submit your quotation duly signed by your representative in a sealed envelope.
4. Pre-Bid Conference will be on **March 4, 2022, 2:00 PM** at BAC Office, WMSU, Ground Floor Executive Building, Zamboanga City and/or through video conferencing or webcasting via Zoom, which shall be open to prospective bidders.
5. Bid Submission will be on or before **March 18, 2022 at 10:00 A.M.** through **Manual Submission**.
6. Bid opening shall be on **March 18, 2022 at 10:00 A.M.** at BAC Office, Ground Floor Executive Building, WMSU, Zamboanga City, Philippines, 7000. Bids will be opened in the presence of the Bidders representatives who choose to attend at the address above. Late bids shall not be accepted.
7. Price validity shall be for a period of 120 calendar days.
8. Bidders shall submit original brochures showing certifications of the product being offered.
9. Warranty shall be for a period of Six (6) months for supplies and materials. One (1) year for equipment, from date of acceptance by WESTERN MINDANAO STATE UNIVERSITY.
10. Bids received in excess of the ABC shall be automatically rejected at Bid Opening.

The WESTERN MINDANAO STATE UNIVERSITY reserves the right to reject any or all Bids and to accept the bid most advantageous to the government, and to award the contract by lot, if warranted.