



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:

- 1.) 1 Lot **Procurement of Security Services for Main Campus**
(13 SG x 18,408.40 x 12 months = 2,871,710.40) Night Shift
(33 SG x 17,364.31 x 12 months = 6,876,266.76) Day Shift

Terms of Reference: The winning bidder/agency shall:

- 1.) Provide Forty-Six (46) Security Guards, who are duly licensed as private security guards, to the university, consisting of Male - 42 and Female – 4, who will be deployed at the following:

	Day Shift (7AM-3PM)	Mid-Shift (3PM-11PM)	Night Shift (11PM-7AM)	Total
Main Campus	9	9	10	28
San Ramon	2	3	3	8
La Paz	10 Note: 8AM to 5PM			10
GRAND TOTAL				46

- 2.) Secure & safeguard the personnel & properties of WMSU including security service for VIP's when necessary.
- 3.) Maintain peace & order within the premise of the University. Provide 24-hours Security Services in three (3) shift of eight (8) hours per shift within 24 hours. Security agency shall provide daily supervision including Sundays & Holidays.
- 4.) The guards assigned in WMSU must not serve double duty or posting with other clients of the agency or with other security agencies.
- 5.) Employ at least two (2) Licensed Criminologist with investigative skills, capacity or experience who shall conduct prompt investigation in case of theft, losses, damages to properties or violence to persons within the University Campus.
- 6.) Provide licensed shotguns with ammunition not lower than the minimum of shotguns in the following areas to serve:
Main Campus - 4
San Ramon Campus - 3
La Paz - 10
- 7.) Provide the uniform of guards, at least two (2) sets for the guards assigned in La Paz Experimental forest.

8.) Shall comply with all labor standard benefits.

PROVISIONS:

- 1.) Six (6) Handheld Metal detectors (per shift)
- 2.) Four (4) mirror to check vehicle under chassis (per shift)
- 3.) Nine (9) HD CCTV surveillance cameras (24/7) with monitor & DVD recorder.
- 4.) Ten-Twelve (10-12) licensed shotguns with ammunition (per shift)
- 5.) Ten (10) handheld radios (per shift)
- 6.) Other equipment like nightstick, flashlight, first aid kit, whistle (per guard), rain coat.

2.) 1 Lot **Procurement of Security Services for External Studies Units (ESU)**

(4 SG x 18,408.40 x 12 months = 883,603.20) Night Shift

(16 SG x 17,364.31 x 12 months = 3,333,947.52) Day Shift

Terms of Reference: The winning bidder/agency shall:

- 1.) Provide Twenty (20) Security Guards, who are duly licensed as private security guards, to the university who will be deployed at the following:

	Day Shift (6AM-2PM)	Mid-Shift (2PM-10PM)	Night Shift (10PM-6AM)	Total
Alicia	1	1		2
Aurora	1	1		2
Diplahan		1		1
Imelda		1		1
Ipil	1	1	1	3
Mabuhay		1		1
Naga		1		1
Olutanga		1		1
Pagadian	1		1	2
Siyay	1		1	2
Tungawan		1	1	2
Molave	1	1		2
GRAND TOTAL				23

- 2.) Secure & safeguard the personnel & properties of WMSU-ESU including security service for VIP's when necessary.
- 3.) Maintain peace & order within the premise of the University. Provide 24-hours Security Services in three (3) shift of eight (8) hours per shift within 24 hours. Security agency shall provide daily supervision including Sundays & Holidays.
- 4.) The guards assigned in WMSU-ESU must not serve double duty or posting with other clients of the agency or with other security agencies.
- 5.) Employ at least two (2) Licensed Criminologist with investigative skills, capacity or experience who shall conduct prompt investigation in case of theft, losses, damage to properties or violence to persons within the University Campuses.
- 6.) Provide Twelve (12) licensed short firearms with ammunition to be deployed to the following areas: AURORA, MOLAVE, PAGADIAN, ALICIA, DIPLAHAN, IPIL, MABUHAY, NAGA, OLUTANGA,

SIAY, TUNGAWAN, IMELDA.

- 7.) Provide the uniform of guards at least two (2) sets for the guards assigned in WMSU ESU Campus.
- 8.) Shall comply with all labor standard benefits.

PROVISIONS:

- 1.) Provide One (1) Handheld Metal detector (per shift) for each campus.
- 2.) One (1) mirror to check vehicle under chassis (per shift) for each campus.
- 3.) Twelve (12) licensed short firearms. One (1) firearm/campus
- 4.) Two (2) units Handheld Radio for the Guard and the WMSU ESU Coordinator for each campus.
- 5.) Other equipment like nightstick, flashlight, first aid kit, whistle (per guard), rain coat.

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 March 3 until March 25, 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 Twenty Five Thousand Pesos (Php.25,000.00). (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 11, 2022, 10:00 AM** 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 25, 2022 at 10:00 A.M.** through **Manual Submission.**
6. Bid opening shall be on **March 25, 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.