



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.) | 48 | Reams | Bond Paper - legal size (long 8.5" x 13"), substance 20 |
| 2.) | 250 | Pieces | Sticker Paper - legal size (long 8.5" x 13"), white color |
| 3.) | 5 | Packs | Photo Paper - A4, white glossy |
| 4.) | 6 | Reams | Vellum Paper - legal size (long 8.5" x 13"), dark green color |
| 5.) | 5 | Reams | Special Paper - legal size (long 8.5" x 13"), dark green color |
| 6.) | 5 | Units | Steel Filing Cabinet - 4 drawers, vertical type, gauge 20 |
| 7.) | 15 | Pieces | Junior Executive Chair - with armrest, gaslift |
| 8.) | 1 | Unit | Senior Executive Chair - gaslift, high back with armrest, steel stand |
| 9.) | 3 | Units | White Board - 4' x 8' aluminum frame, with stand, with edge protection |
| 10.) | 3 | Units | White Board - 2' x 3', wall mounted, aluminum frame, with edge protection |
| 11.) | 1 | Unit | Cork Board - 4' x 6' with stand |
| 12.) | 2 | Units | Steel Filing Cabinet - 2 drawers, vertical type, gauge 20 |
| 13.) | 1 | Piece | Mop with Squeezer |
| 14.) | 11 | Units | Printer - 3-in-1 multifunction ink tank system, print, scan and copy |
| 15.) | 2 | Units | External HDD - USB 3.0, 1TB, shock proof |
| 16.) | 2 | Units | Vacuum Cleaner - handheld/portable, 1000 power vacuum cleaner air circular system, with accessories |
| 17.) | 100 | Units | Ring Binder (Arc File)
* 14.5" x 10.75" x 3" approximately side
* two (2) rings on side of the binder
* color: red |
| 18.) | 25 | Units | Ceiling Fan - 16" diameter |

- 19.) 25 Units **Electric Fan with Stand - 16" diameter**
- 20.) 10 Units **Emergency Light - rechargeable**
- 21.) 5 Units **Digital Voice Recorder**
 * with built-in USB and Intelligent Noise Cut
 * 4 GB
- 22.) 5 Units **Digital Dual Wireless Microphone with Receiver**
 Specifications:
 * Power Adapter: DC-12V 220V
 * Microphone Battery: AA 1.5V
 * Detachable 1/4 wave antennas
 * Backlit LCD
 * Rugged Metal Construction
 * Volume control on rear of unit
- 23.) 4 Units **Big Megaphone speaker Bullhorn Siren Alarm 40W**
 Specifications:
 * For indoor/outdoor use over 1000 yard range
 * Adjustable volume control
 * Maximum power output: 40 watts
 * 2 audio functions: voice & alarm modes
 * Ergonomic pistol grip & lightweight chassis
 * Voice mode: amplifies your voice as spoken into the microphone
 * Siren mode: amplifies alert/siren tone through the speaker
 * t10 second integrated audio memory record your voice and repeat the message
 * Rechargeable batteries
 * With detachable microphone
- 24.) 10 Units **Emergency Light with Fan**
- 25.) 5 Pieces **Extension Wire #10**
 * 5 meters
 * at least 5 gang and surge protection
- 26.) 1 Unit **Storage Cabinet**
 * 2 doors, 5 shelves
 * swing doors
- 27.) 2 Units **Book Shelves**
 * with lock
 * steel
 * sliding glass doors
 * 5 shelves, 2 columns
 * L x W x H: 35.5" x 15" x 74"

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 shall be available upon payment of a non-refundable fee of **One Thousand Pesos Only (Php.1,000.00)**. Eligible bidders that will download the bidding paper from the PhilGEPS website shall pay the said fee before the submission of their bids. (Please attached the Xerox 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 Proposal, Financial Proposal and clearly mark each "ORIGINAL – ELIGIBILITY DOCUMENTS", "ORIGINAL - TECHNICAL PROPOSAL", and "ORIGINAL – FINANCIAL PROPOSAL", respectively. Bidders shall submit three (3) copies of each bidding documents- "Original", Copy 1", and Copy 2". 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. Bid opening shall be on **June 11, 2019** 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.
5. Price validity shall be for a period of 120 calendar days.
6. Bidders shall submit original brochures showing certifications of the product being offered.
7. 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.
8. 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.