



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.)	100	Bottles	Alcohol, 70%, Ethyl, 500ml
2.)	120	Pieces	Correction Tape, 6 meters, 1 piece in individual plastic
3.)	100	Pieces	Data File Box, made of chipboard, with closed ends
4.)	130	Pieces	Data Folder, made with chipboard, tagila lock
5.)	10	Boxes	Folder. Pressboard, size 210mm x 370mm, 100pcs/box
6.)	40	Sets	Marker, fluorescent, 3 colors per set
7.)	30	Pieces	Marker, whiteboard, bullet type, black
8.)	600	Reams	Bond Paper, multicopy, 80gsm, size: 210mm x 297mm, A4
9.)	990	Reams	Bond Paper, multicopy, 80gsm, size: 216mm x 330mm, Legal for: 55 reams - ILS HS Dept
10.)	425	Reams	Bond Paper, Multi-purpose A4, 70gsm
11.)	455	Reams	Bond Paper, Multi-purpose, Legal size, 70gsm
12.)	20	Boxes	Pencil, lead, with eraser, one (1) dozen per box
13.)	180	Pieces	Sign Pen, black
14.)	180	Pieces	Sign Pen, blue
15.)	35	Pieces	Sign Pen, red
16.)	40	Bottles	Stamp Pad Ink, violet, 50ml
17.)	40	Rolls	Tape, Masking, 24mm, 50 meters length
18.)	60	Rolls	Tape, Transparent, 48mm, 50 meters
19.)	76	Packs	Toilet Tissue, 12 rolls per pack
20.)	45	Pieces	Waste Basket, non-rigid plastic
21.)	90	Pieces	Broom, soft (tambo)
22.)	100	Pieces	Broom, stick (tingting)
23.)	65	Pieces	Cleanser, toilet bowl and urinal, 900-1000ml
24.)	50	Cans	Cleanser, scouring powder, 350grams/can
25.)	45	Pack	Detergent Powder, all purpose, 1kilo/pack
26.)	115	Tins	Disinfectant Spray, 400-550 grams
27.)	40	Pieces	Dust Pan, non-rigid plastic
28.)	160	Cans	Insecticide, aerosol type, 600ml/can

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 **November 19, 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.