



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.) | 200 | Tubes | Insecticide, aerosol type, net content: 600ml mim |
| 2.) | 300 | Bottles | Alcohol, ethyl, 70% scented, 500ml |
| 3.) | 50 | Bottles | Stamp Pad Ink, purple or violet |
| 4.) | 10 | Boxes | Acetate, thickness: 0.075mm min (gauge #3) |
| 5.) | 50 | Packs | Cartolina, assorted colors, 20 sheets of assorted color per pack |
| 6.) | 10 | Boxes | Continuous form, 2 ply, 280 x 378mm, carbonless (11" x 14-7/8") |
| 7.) | 10 | Boxes | Continuous form, 2 ply, 280 x 241mm, carbonless (11" x 9-1/2") |
| 8.) | 10 | Boxes | Continuous form, 3 ply, 280 x 241mm, carbonless (11" x 9-1/2") |
| 9.) | 10 | Boxes | Continuous form, 3 ply, 280 x 378mm, carbonless (11" x 14-7/8) |
| 10.) | 1000 | Reams | Paper, multicopy, 80gsm, size: 210mm x 297mm, A4, sub.24 |
| 11.) | 1000 | Reams | Paper, multicopy, 80gsm, size: 216mm x 330mm, legal size, sub.24 |
| 12.) | 1000 | Reams | Paper, multi-purpose, A4, 70 gsm, sub 20 |
| 13.) | 1000 | Reams | Paper, multi-purpose, legal, 70 gsm, sub 20 |
| 14.) | 50 | Pads | Paper, pad, ruled, size: 216mm x 330mm |
| 15.) | 50 | Pieces | Record Book, 300 pages, size: 214mm x 278mm min |
| 16.) | 30 | Pieces | Record Book, 500 pages, size: 214mm x 278mm min |
| 17.) | 200 | Packs | Toilet Tissue Paper, 3-plys sheets, 150 pulls, 40 rolls per pack |
| 18.) | 100 | Packs | Battery, dry cell, AA, 2 pieces per blister pack |
| 19.) | 200 | Packs | Battery, dry cell, AAA, 2 pieces per blister pack |
| 20.) | 50 | Bottles | Glue, all purpose, gross weight: 200 grams min |
| 21.) | 150 | Boxes | Staple wire, standard (26/6) |
| 22.) | 100 | Rolls | Tape, masking, width: 24mm (1") |
| 23.) | 100 | Rolls | Tape, masking, width: 48mm (2") |
| 24.) | 100 | Rolls | Tape, packaging, width: 48mm (2") |
| 25.) | 100 | Rolls | Tape, transparent, width: 24mm (1") |
| 26.) | 100 | Rolls | Tape, transparent, width: 48mm (2") |
| 27.) | 10 | Rolls | Twine, plastic, one (1) kilo per roll |
| 28.) | 50 | Pieces | Light Bulb, LED, 7 watts 1 pc in individual box, E-27 |
| 29.) | 100 | Tins | Air Freshener, aerosol, 280ml/150g min |
| 30.) | 100 | Pieces | Broom, soft (tambo) |
| 31.) | 50 | Pieces | Broom, stick (ting-ting), usable length: 760mm min |
| 32.) | 150 | Pieces | Cleaner, toilet bowl and urinal, 900ml-1000ml cap |
| 33.) | 150 | Pieces | Cleanser, scouring powder, 350g min/can |
| 34.) | 150 | Packs | Detergent Bar, 140 grams s packed |
| 35.) | 150 | Packs | Detergent Powder, all purpose, 1kg |
| 36.) | 150 | Tins | Disinfectant Spray, aerosol type, 400-550 grams |
| 37.) | 20 | Pieces | Dust Pan, non-rigid plastic, with detachable handle |

38.)	50	Cans	Floor Wax, paste, red, 1kg per can
39.)	50	Cans	Furniture Cleaner, aerosol type, 300ml min per can
40.)	10	Pieces	Mop Bucket, heavy duty, hard plastic
41.)	20	Pieces	Mophandle, heavy duty, aluminum, screw type
42.)	150	Pieces	Mophead, made of rayon, weight: 400 grams min
43.)	20	Packs	Trash Bag, plastic, black, large
44.)	10	Pieces	External Hard Drive, 1TB, 2.5"HDD, USB 3.0
45.)	30	Pieces	Flash Drive, 16 Gb capacity
46.)	30	Pieces	Mouse, optical, USB connection type
47.)	50	Boxes	Chalk, molded, white, dustless, length: 78mm min
48.)	300	Pieces	Correction Tape, film base type, 6m min
49.)	50	Pieces	Data File Box, made of chipboard, with closed ends, legal size
50.)	50	Pieces	Data File Box, made of chipboard, taglia lock, legal size
51.)	5	Boxes	Envelope, documentary, for A4 size document, 100 pieces per box
52.)	5	Boxes	Envelope, documentary, for legal size document, 100 pieces per box
53.)	20	Boxes	Envelop, expanding, kraftboard, for legal size doc, 100 pieces per box
54.)	50	Boxes	Fastener, plastic coated, 70mm between prongs
55.)	50	Pieces	File Organizer, expanding, plastic, 12 pockets
56.)	50	Sets	File Tab divider, bristol board, for A4 (5 color pre set)
57.)	50	Sets	File Tab divider, bristol board, for legal (5 color pre set)
58.)	70	Boxes	Folder, pressboard, size: 240mm x 370mm (-5mm), 100 pieces per box
59.)	10	Boxes	Folder, tagboard, for legal size documents, 100 pieces per box
60.)	50	Boxes	Index Tab, self-adhesive, transparent
61.)	30	Pieces	Magazine File Box, large size, made of chipboard
62.)	20	Sets	Marker, fluorescent, 3 assorted colors per set
63.)	20	Pieces	Marker, whiteboard, black, felt tip, bullet type
64.)	20	Pieces	Marker, whiteboard, blue, felt tip, bullet type
65.)	20	Pieces	Marker, whiteboard, red, felt tip, bullet type
66.)	20	Pieces	Marker, permanent, bullet type, black
67.)	20	Pieces	Marker, permanent, bullet type, blue
68.)	20	Pieces	Marker, permanent, bullet type, red
69.)	50	Boxes	Paper Clip, vinyl/plastic coat, length: 33mm min
70.)	30	Boxes	Paper Clip, vinyl/plastic coat, length: 33mm min
71.)	30	Boxes	Pencil, lead, with eraser, wood cased, no. 2, 12 pieces per box
72.)	10	Bundles	Ring Binder, 80 rings, plastic, 32mm x 1.12m
73.)	10	Boxes	Rubber Band, 70mm min lay flat length (#18)
74.)	30	Pieces	Stamp Pad, felt, bed dimension: 60mm x 100mm min
75.)	20	Pieces	Dating and Stamping Machine - heavy duty, automatic
76.)	20	Pieces	Scissors - symmetrical, blade length: 65mm min
77.)	50	Boxes	Stapler, standard type, load cap: 200 staples min
78.)	20	Pieces	Staple Remover, plier-type
79.)	500	Bottles	Ink Cart, Epson C13T6644100 (T6641), black
80.)	50	Bottles	Ink Cart, Epson C13T6644100 (T6641), cyan
81.)	50	Bottles	Ink Cart, Epson C13T6644100 (T6641), magenta
82.)	50	Bottles	Ink Cart, Epson C13T6644100 (T6641), yellow
83.)	20	Pieces	Philippine National Flag, 100% polyester for flag Pole

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 Five Thousand Pesos Only (Php.5,000.00). 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. Pre-Bid Conference will be on **April 6, 2021, 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 **April 20, 2021 at 10:00 A.M.** through **Manual Submission.**
6. Bid opening shall be on **April 20, 2021** 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.