



**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	Piece	Steel Filing Cabinet * 4 drawer vertical type * gauge 20 or better
2.)	1	Piece	Junior Executive Chair * lowback, gaslift
3.)	50	Gallons	Muriatic Acid, pure
4.)	150	Pieces	Deodorant Cake * 50 grams/piece * assorted scent
5.)	50	Pieces	Toilet Brush with Plastic Handle
6.)	50	Pieces	Mop Brush with Wooden Handle
7.)	100	Bottles	Toilet Bowl Cleaner * liquid pure * 1 liter/bot
8.)	2	Boxes	Ballpen, black good quality (50pc/box)
9.)	2	Boxes	Ballpen, blue good quality (50pc/box)
10.)	1	Box	Ballpen, red good quality (50pc/box)
11.)	50	Packs	Sticker Paper, white 12's/pack
12.)	50	Packs	Sticker Paper, colored 12's/pack
13.)	100	Bottles	White Glue 120ml/bot.
14.)	20	Pieces	Epson Cartridge LQ-2180
15.)	20	Pieces	Epson Cartridge LX-310
16.)	20	Bottles	Brother DCP T 700W BT500, Cyan
17.)	20	Bottles	Brother DCP T 700W BT500, Magenta
18.)	20	Bottles	Brother DCP T 700W BT500, Yellow
19.)	40	Bottles	Brother DCP T 700W BT500, Black
20.)	25	Pieces	Padlock, Big, Heavy Duty, Good Quality
21.)	25	Pieces	Door Knob, Heavy Duty, Good Quality
22.)	20	Reams	Laid Paper, Long Assorted Colors Color: <i>Cream - 5 reams</i> <i>Beige - 5 reams</i> <i>Pink - 5 reams</i> <i>Green - 5 reams</i>
23.)	20	Reams	Laid Paper, Short Assorted Colors Color: <i>Cream - 5 reams</i>

*Beige - 5 reams*

*Pink - 5 reams*

*Green - 5 reams*

24.)	50	Pieces	Tagboard, Standard Size
25.)	200	Pieces	Manila Paper
26.)	300	Bottles	Epson Ink T-6641 Black
27.)	200	Bottles	Epson Ink T-6641 Cyan
28.)	200	Bottles	Epson Ink T-6641 Magenta
29.)	200	Bottles	Epson Ink T-6641 Yellow
30.)	9	Cartridge	Ink HP #61 Black
31.)	9	Cartridge	Ink HP #61 Colored
32.)	9	Cartridge	Ink HP #62 Black
33.)	9	Cartridge	Ink HP #62 Colored
34.)	6	Toner	CE285A

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 **October 3, 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.