



Bid Notice Abstract

Invitation to Bid (ITB)

Reference Number 9961555
Procuring Entity CARLOS HILADO MEMORIAL STATE UNIVERSITY
Title Repair of Gate 1 and 2 for Entrance of Pedestrians in Preparation of Turnstile Gate System, Phase 1 at Alijis Campus
Area of Delivery Negros Occidental

Solicitation Number:	CHMSU 23-025-0719-I	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	8
Procurement Mode:	Public Bidding	Bid Supplements	0
Classification:	Civil Works	Document Request List	0
Category:	Construction Projects	Date Published	20/07/2023
Approved Budget for the Contract:	PHP 1,000,000.00	Last Updated / Time	19/07/2023 18:53 PM
Delivery Period:	120 Day/s	Closing Date / Time	10/08/2023 12:30 PM
Client Agency:			
Contact Person:	Ma. Lorena Fernandez Jugos Administrative Assistant II Mabini Street, Brgy Zone 1 Talisay City Negros Occidental Philippines 6115 63-34-7128404 63-34-7128404 chmsc_bacsec@yahoo.com		

Description

CARLOS HILADO MEMORIAL STATE UNIVERSITY
BIDS AND AWARDS COMMITTEE
TALISAY CITY, NEGROS OCCIDENTAL

INVITATION TO BID

FOR THE REPAIR OF GATE 1 AND 2 FOR ENTRANCE OF PEDESTRIANS IN PREPARATION OF TURNSTILE GATE SYSTEM, PHASE 1 AT ALIJIS CAMPUS
CHMSU 23-025-0719-I

1. The Carlos Hilado Memorial State University, through the Corporate Budget for the Contract of 2023 approved by the governing Board (MDS), intends to apply the sum of ONE MILLION PESOS & 00/100 (Php 1,000,000.00) ONLY being the Approved Budget for the Contract (ABC) to payments under the contract for the REPAIR OF GATE 1 AND 2 FOR ENTRANCE OF PEDESTRIANS IN PREPARATION OF TURNSTILE GATE SYSTEM, PHASE 1 AT ALIJIS CAMPUS. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Carlos Hilado Memorial State University now invites bids for the above Procurement Project. Completion of the Works is required within One Hundred Twenty (120) calendar days after receipt of Notice to Proceed. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using the non-discretionary "pass/fail" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from CARLOS HILADO MEMORIAL STATE UNIVERSITY and inspect the Bidding Documents at the address given below from 8:00 A.M. to 5:00 P.M.
5. A complete set of Bidding Documents may be acquired by interested bidders on July 20 – August 10, 2023

(12:00NN) from given address and website/s below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of One Thousand Pesos (Php 1,000.00) Only. The Procuring Entity shall allow the bidder to present its proof of payment for the fees.

6. The CHMSU will hold a Pre-Bid conference on 1:00 P.M., July 27, 2023 at Bidding Room, 2/F Supply and Property Management Bldg., Brgy. Zone 1, Mabini St., Talisay City, Negros Occidental and or through video conferencing or webcasting via Zoom Meeting with ID No. 797 389 7583, Meeting Password 072723, which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address as indicated below, (ii) online or electronic submission as indicated below, or (iii) both on or before 12:30 P.M., August 10, 2023. Late bids shall not be accepted.

Bids may be submitted through electronic mail to bac.sec@chmsu.edu.ph provided that the bidding documents are compressed into two (2) separate archived folders (zip or rar format) and which each folder shall be labelled as "First Envelope_Name of Company_Project Reference Number" and "Second Envelope_Name of Company_Project Reference Number" and each is uniquely password-protected;

Bidders must submit the printed copies (Original, Copy 1 and Copy 2) of their bidding documents within 3 calendar days from bid opening.

8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 16.

9. Bid opening shall be on 1:00 P.M., August 10, 2023 at the Bidding Room, 2/F Supply and Property Management Bldg., Brgy. Zone 1, Mabini St., Talisay City, Negros Occidental and/or through Zoom Meeting ID No. 797 389 7583, Meeting Password 081023. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

10. The Carlos Hilado Memorial State University reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:

MISS LIGAYA E. FUENTES
Head, BAC Secretariat
Carlos Hilado Memorial State University
Bidding Room, 2/F Supply and Property Management Bldg.
Brgy. Zone 1, Mabini St.,
Talisay City, Negros Occidental
Email Add.: bac.sec@chmsu.edu.ph
Telefax No. (034) 712-0003 local 142
Website: chmsu.edu.ph

12. You may visit the following websites:

For downloading of Bidding Documents: chmsu.edu.ph

For online bid submission: bac.sec@chmsu.edu.ph

ANDREW EUSEBIO S. TAN, Ph.D.
BAC Chairperson

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	ONE (1) LOT	Repair of Gate 1 and 2 for Entrance of Pedestrians in Preparation of Turnstile Gate System, Phase 1 at Alijis Campus	1	Lot	1,000,000.00

Pre-bid Conference

Date	Time	Venue
27/07/2023	1:00:00 PM	Bidding Room, 2/F Supply and Property Management Bldg., Brgy. Zone 1, Mabini St., Talisay City, Negros Occidental and or through video conferencing or webcasting via Zoom Meeting with ID No. 797 389 7583, Meeting Password 072723

Created by Rowena De la Vida Prado

Date Created 19/07/2023

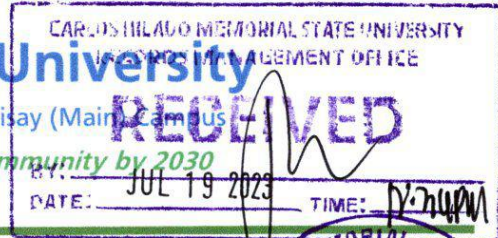
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Carlos Hilado Memorial State University

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Bids and Awards Committee



INVITATION TO BID FOR THE REPAIR OF GATE 1 AND 2 FOR ENTRANCE OF PEDESTRIANS IN PREPARATION OF TURNSTILE GATE SYSTEM, PHASE 1 AT ALIJIS CAMPUS CHMSU 23-025-0719-I

1. The *Carlos Hilado Memorial State University*, through the *Corporate Budget for the Contract of 2023 approved by the governing Board (MDS)*, intends to apply the sum of **ONE MILLION PESOS & 00/100 (Php 1,000,000.00) ONLY** being the Approved Budget for the Contract (ABC) to payments under the contract for the **REPAIR OF GATE 1 AND 2 FOR ENTRANCE OF PEDESTRIANS IN PREPARATION OF TURNSTILE GATE SYSTEM, PHASE 1 AT ALIJIS CAMPUS**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Carlos Hilado Memorial State University* now invites bids for the above Procurement Project. Completion of the Works is required within **One Hundred Twenty (120) calendar days after receipt of Notice to Proceed**. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using the non-discretionary "pass/fail" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from CARLOS HILADO MEMORIAL STATE UNIVERSITY and inspect the Bidding Documents at the address given below from 8:00 A.M. to 5:00 P.M.
5. A complete set of Bidding Documents may be acquired by interested bidders on **July 20 – August 10, 2023 (12:00NN)** from given address and website/s below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **One Thousand Pesos (Php 1,000.00) Only**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees.
6. The CHMSU will hold a **Pre-Bid conference on 1:00 P.M., July 27, 2023 at Bidding Room, 2/F Supply and Property Management Bldg., Brgy. Zone 1, Mabini St., Talisay City, Negros Occidental** and or through video conferencing or webcasting via **Zoom Meeting with ID No. 797 389 7583, Meeting Password 072723**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address as indicated below, (ii) online or electronic submission as indicated below, or (iii) both on or before **12:30 P.M., August 10, 2023**. Late bids shall not be accepted.

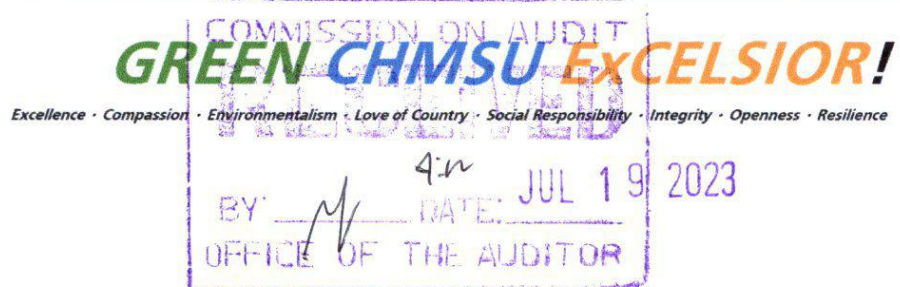
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Bidders must submit the printed copies (Original, Copy 1 and Copy 2) of their bidding documents within 3 calendar days from bid opening.

8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 16.
9. Bid opening shall be on **1:00 P.M., August 10, 2023** at the **Bidding Room, 2/F Supply and Property Management Bldg., Brgy. Zone 1, Mabini St., Talisay City, Negros Occidental** and/or through **Zoom Meeting ID No. 797 389 7583, Meeting Password 081023**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The Carlos Hilado Memorial State University reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.



✉ bac.sec@chmsc.edu.ph
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Carlos Hilado Memorial State University

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Bids and Awards Committee

11. For further information, please refer to:

MISS LIGAYA E. FUENTES
Head, BAC Secretariat
Carlos Hilado Memorial State University
Bidding Room, 2/F Supply and Property Management Bldg.
Brgy. Zone 1, Mabini St.,
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Email Add.: bac.sec@chmsu.edu.ph
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For online bid submission: bac.sec@chmsu.edu.ph


ANDREW EUSEBIO S. TAN, Ph.D.
BAC Chairperson



 bac.sec@chmsc.edu.ph
 (034) 712 0005 local 142
 chmsc.edu.ph

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Section II. Instructions to Bidders

Notes on the Instructions to Bidders

This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.

1. **Scope of Bid**

The Procuring Entity, **CARLOS HILADO MEMORIAL STATE UNIVERSITY** invites Bids for the **REPAIR OF GATE 1 AND 2 FOR ENTRANCE OF PEDESTRIANS IN PREPARATION OF TURNSTILE GATE SYSTEM, PHASE 1 AT ALIJIS CAMPUS**, with Project Identification Number **CHMSU 23-025-0719-I**.

The Procurement Project (referred to herein as “Project”) is for the construction of Works, as described in Section VI (Specifications).

2. **Funding Information**

2.1. The GOP through the source of funding as indicated below for 2023 in the amount of **ONE MILLION PESOS & 00/100 (PHP 1,000,000.00) ONLY**.

2.2. The source of funding is:

- a. NGA, the National Expenditure Program.

3. **Bidding Requirements**

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manual and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or invitation to bid by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have inspected the site, determined the general characteristics of the contracted Works and the conditions for this Project, such as the location and the nature of the work; (b) climatic conditions; (c) transportation facilities; (c) nature and condition of the terrain, geological conditions at the site communication facilities, requirements, location and availability of construction aggregates and other materials, labor, water, electric power and access roads; and (d) other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. **Corrupt, Fraudulent, Collusive, Coercive, and Obstructive Practices**

The Procuring Entity, as well as the Bidders and Contractors, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and

obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. The Bidder must have an experience of having completed a Single Largest Completed Contract (SLCC) that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC adjusted, if necessary, by the Bidder to current prices using the PSA’s CPI, except under conditions provided for in Section 23.4.2.4 of the 2016 revised IRR of RA No. 9184.

A contract is considered to be “similar” to the contract to be bid if it has the major categories of work stated in the **BDS**.

- 5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

6. Origin of Associated Goods

There is no restriction on the origin of Goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN.

7. Subcontracts

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than fifty percent (50%) of the Project.

The Procuring Entity has prescribed that:

- a. Subcontracting is allowed. The portions of Project and the maximum percentage allowed to be subcontracted are indicated in the **BDS**, which shall not exceed fifty percent (50%) of the contracted Works.
- 7.1. The Bidder must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criterial stated in **ITB** Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof.
 - 7.2. The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary

requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and comply with the eligibility criteria specified in **ITB** Clause 5 to the implementing or end-user unit.

- 7.3. Subcontracting of any portion of the Project does not relieve the Contractor of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Contractor's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address **Bidding Room, 2/F Supply and Property Management Bldg., Brgy. Zone 1, Mabini St., Talisay City, Negros Occidental** or through **Zoom Meeting ID No. 797 389 7583 Meeting Password 072723** as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents Comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.
- 10.2. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. For Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.
- 10.3. A valid PCAB License is required, and in case of joint ventures, a valid special PCAB License, and registration for the type and cost of the contract for this Project. Any additional type of Contractor license or permit shall be indicated in the **BDS**.
- 10.4. A List of Contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen) assigned to the contract to be bid, with their

complete qualification and experience data shall be provided. These key personnel must meet the required minimum years of experience set in the **BDS**.

- 10.5. A List of Contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be, must meet the minimum requirements for the contract set in the **BDS**.

11. Documents Comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.
- 11.2. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.3. For Foreign-funded procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Alternative Bids

Bidders shall submit offers that comply with the requirements of the Bidding Documents, including the basic technical design as indicated in the drawings and specifications. Unless there is a value engineering clause in the **BDS**, alternative Bids shall not be accepted.

13. Bid Prices

All bid prices for the given scope of work in the Project as awarded shall be considered as fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances as determined by the NEDA and approved by the GPPB pursuant to the revised Guidelines for Contract Price Escalation guidelines.

14. Bid and Payment Currencies

- 14.1. Bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 14.2. *Payment of the contract price shall be made in:*
 - a. Philippine Pesos.

15. Bid Security

- 15.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 15.2. The Bid and bid security shall be valid until **December 8, 2023 (120 calendar days upon the date of bid opening)**. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

16. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission to the given website or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

17. Deadline for Submission of Bids

The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

18. Opening and Preliminary Examination of Bids

- 18.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

- 18.2. The preliminary examination of Bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*" using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of 2016 revised IRR of RA No. 9184.

- 19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 16 shall be submitted for each contract (lot) separately.
- 19.3. In all cases, the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184 must be sufficient for the total of the ABCs for all the lots participated in by the prospective Bidder.

20. Post Qualification

Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS), and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

1. Scope of Bid

The Procuring Entity, CARLOS HILADO MEMORIAL STATE UNIVERSITY wishes to receive Bids for the **PROCUREMENT OF CONSOLIDATED OFFICE AND JANITORIAL SUPPLIES OF THE UNIVERSITY** with identification number **CHMSU 23-027-0807-G**.

The Procurement Project (referred to herein as “Project”) is composed of **Two (2) Lots**, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for 2023 in the amount of **ONE MILLION SIX HUNDRED SIXTY-TWO THOUSAND NINE HUNDRED EIGHTEEN PESOS & 34/100 (Php1,662,918.34) ONLY**.

2.2. The source of funding is:

NGA, the General Appropriations Act or Special Appropriations.

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. Foreign ownership exceeding those allowed under the rules may participate pursuant to:
 - i. When a Treaty or International or Executive Agreement as provided in Section 4 of the RA No. 9184 and its 2016 revised IRR allow foreign bidders to participate;
 - ii. Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
 - iii. When the Goods sought to be procured are not available from local suppliers; or
 - iv. When there is a need to prevent situations that defeat competition or restrain trade.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:
 - a. For the procurement of Non-expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

7. Subcontracts

The Procuring Entity has prescribed that:

Subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a **pre-bid conference** for this Project on **August 15, 2023, 9:00 A.M.** at the Bidding Rm., 2/F Supply and Property Management Bldg., CHMSU Talisay Campus.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within two (2) years prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

- 11.5. Financial proposals for single or multi-year Framework Agreement shall be submitted before the deadline of submission of bids as prescribed in the **IB**. For multi-year Framework Agreement, evaluation of the financial proposal during this stage is for purposes of determining eligibility and whether or not such financial proposal is within the ABC.

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
- a. For Goods offered from within the Procuring Entity's country:
 - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in e.
 - b. For Goods offered from abroad:
 - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

13. Bid and Payment Currencies

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.

13.2. Payment of the contract price shall be made in:

- a. Philippine Pesos.

14. Bid Security

14.1. The Bidder shall submit a Bid Securing Declaration¹ or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

14.2. The Bid and bid security shall be valid until **December 28, 2023**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

16. Deadline for Submission of Bids

16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

17. Opening and Preliminary Examination of Bids

17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

¹ In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

- 17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

18. Domestic Preference

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.
- 19.4. The Project shall be awarded as follows:
- One Project having several items grouped into several lots, which shall be awarded as separate contracts per lot.
- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid. The Bidder shall

submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

Section III. Bid Data Sheet

Notes on the Bid Data Sheet

The Bid Data Sheet (BDS) consists of provisions that supplement, amend, or specify in detail, information, or requirements included in the ITB found in Section II, which are specific to each procurement.

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, and the bid evaluation criteria that will apply to the Bids. In preparing the BDS, the following aspects should be checked:

- a. Information that specifies and complements provisions of the ITB must be incorporated.
- b. Amendments and/or supplements, if any, to provisions of the ITB as necessitated by the circumstances of the specific procurement, must also be incorporated.

Bid Data Sheet

ITB Clause							
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p style="margin-left: 40px;">a. PROCUREMENT OF CONSOLIDATED OFFICE AND JANITORIAL SUPPLIES OF THE UNIVERSITY</p> <p style="margin-left: 40px;">b. completed within two (2) years prior to the deadline for the submission and receipt of bids.</p>						
7.1	Subcontracting is not allowed.						
12	The price of the Goods shall be quoted DDP or the applicable International Commercial Terms (INCOTERMS) for this Project.						
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <p style="margin-left: 40px;">a. The amount of not less than 33,258.37 (2%) of ABC, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</p> <p style="margin-left: 40px;">b. The amount of not less than 83,145.92 (5%) of ABC, if bid security is in Surety Bond.</p>						
19.3	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> <td style="width: 50%;">LOT 1 Various Office Supplies</td> <td style="width: 40%; text-align: right;">Php 1,267,322.11</td> </tr> <tr> <td></td> <td>LOT 2 Janitorial Supplies</td> <td style="text-align: right;">395,596.23</td> </tr> </table>		LOT 1 Various Office Supplies	Php 1,267,322.11		LOT 2 Janitorial Supplies	395,596.23
	LOT 1 Various Office Supplies	Php 1,267,322.11					
	LOT 2 Janitorial Supplies	395,596.23					
20.2	Latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS).						
21.2	No further instructions.						

Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

The General Conditions of Contract (GCC) in this Section, read in conjunction with the Special Conditions of Contract in Section V and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

Matters governing performance of the Supplier, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are included in the GCC and Special Conditions of Contract.

Any complementary information, which may be needed, shall be introduced only through the Special Conditions of Contract.

1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

2. Advance Payment and Terms of Payment

2.1. Advance payment of the contract amount is provided under Annex "D" of the revised 2016 IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the SCC.

3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the SCC, **Section IV (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

5. Warranty

- 6.1. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 6.2. The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

Section V. Special Conditions of Contract

Notes on the Special Conditions of Contract

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Goods purchased. In preparing this Section, the following aspects should be checked:

- a. Information that complements provisions of the GCC must be incorporated.
- b. Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of the GCC should be incorporated herein.

Special Conditions of Contract

GCC Clause	
1	<p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p><i>[For Goods supplied from abroad, state:]</i> “The delivery terms applicable to the Contract are DDP delivered Carlos Hilado Memorial State College, Talisay City, Negros Occidental . In accordance with INCOTERMS.”</p> <p><i>[For Goods supplied from within the Philippines, state:]</i> “The delivery terms applicable to this Contract are delivered at Carlos Hilado Memorial State College, Talisay City, Negros Occidental Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is Mr. Philip C. Estacion, Supply Officer.</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <ol style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and

- e. training of the Procuring Entity's personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.

The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.

Spare Parts –

The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:

- a. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and
- b. in the event of termination of production of the spare parts:
 - i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and
 - ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.

The spare parts and other components required are listed in **Section VI (Schedule of Requirements)** and the cost thereof are included in the contract price.

The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of one (1) year.

Spare parts or components shall be supplied as promptly as possible, but in any case, within fifteen (15) days of placing the order.

	<p>Packaging –</p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods’ final destination and the absence of heavy handling facilities at all points in transit.</p> <p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>

	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2.2	<p>The terms of payment shall be as follows:</p> <p>The terms of payment : 30 days</p>
4	<p>The inspections and tests that will be conducted are:</p> <p>Inspection as to the Quality, Quantity, and Specifications of the items delivered.</p>

Section VI. Schedules of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item #	Description	Quantity	Total	Delivered, Weeks/Months
LOT 1 - VARIOUS OFFICE SUPPLIES				
1	ACETATE, 50 meters	2	2	
2	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	345	345	
3	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	267	267	
4	BLADE, for general purpose cutter/utility knife, 10 pieces per tube	80	80	
5	CALCULATOR, Compact	50	50	
6	CARBON FILM, A4, 100 sheets per box	2	2	
7	CARBON FILM, Legal, 100 sheets per box	2	2	
8	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	273	273	
9	CLEARBOOK, 20 transparent pockets, A4	128	128	
10	CLEARBOOK, 20 transparent pockets, legal	222	222	
11	CLIP, backfold, 19mm	340	340	
12	CLIP, backfold, 25mm	182	182	
13	CLIP, backfold, 32mm	187	187	
14	CLIP, backfold, 50mm	154	154	
15	CORRECTION TAPE, 8 meters	849	849	
16	CUTTER/UTILITY KNIFE, for general purpose	77	77	
17	DATA FILE BOX	234	234	
18	DATA FOLDER	94	94	
19	DATING AND STAMPING MACHINE	52	52	
20	ENVELOPE, Documentary, A4, 500 pieces per box	26	26	
21	ENVELOPE, Documentary, legal, 500 pieces per box	60	60	
22	ENVELOPE, Expanding, Kraft, 100 pieces per box	39	39	
23	ENVELOPE, Expanding, Plastic	213	213	
24	ENVELOPE, Mailing, 500 pieces per box	17	17	
25	ERASER, felt, for blackboard/whiteboard	73	73	
26	FASTENER, metal, non-sharp edges, 50 sets per box	216	216	
27	FILE ORGANIZER, expanding, plastic, legal	59	59	
28	FILE TAB/INDEX DIVIDER, bristol board, A4	12	12	
29	FILE TAB/INDEX DIVIDER, bristol board, legal	93	93	
30	FOLDER with tab, A4, 100 pieces per pack	22	22	
31	FOLDER with tab, legal, 100 pieces per pack	51	51	
32	FOLDER, Fancy with slide, A4, 50 pieces per bundle	24	24	
33	FOLDER, Fancy with slide, legal, 50 pieces per bundle	40	40	
34	FOLDER, L-type, A4, 50 pieces per pack	34	34	
35	FOLDER, L-type, legal, 50 pieces per pack	35	35	
36	FOLDER, pressboard, 100 pieces per box	56	56	
37	GLUE, all-purpose, 200 grams	158	158	
38	INDEX TAB, self-adhesive, transparent, 5 sets per box	95	95	
39	INK, for stamp pad, 50mL	156	156	
40	MAGAZINE FILE BOX, Large	109	109	
41	MARKER, Fluorescent, 3 colors per set	183	183	
42	MARKER, Permanent, Black	406	406	
43	MARKER, Permanent, Blue	210	210	
44	MARKER, Permanent, Red	189	189	
45	MARKER, Whiteboard, Black	554	554	
46	MARKER, Whiteboard, Blue	349	349	
47	MARKER, Whiteboard, Red	295	295	
48	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	279	279	
49	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	247	247	
50	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	166	166	
51	PAD PAPER, ruled	10	10	
52	PAPER CLIP, vinly/plastic coated, 33mm	301	301	
53	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	309	309	
54	PAPER, MULTICOPY A4, 500 sheets per ream	1,500	1,500	
55	PAPER, MULTICOPY LEGAL, 500 sheets per ream	1,500	1,500	
56	PAPER, parchment, 100 sheets per box	75	75	
57	PENCIL SHARPENER, manual, single cutter head	17	17	

58	PENCIL, lead/graphite, with eraser, one (1) dozen per box	136	136	
59	PUNCHER, paper, heavy duty	54	54	
60	RAGS, all cotton, 1 kilo per bundle	114	114	
61	RECORD BOOK, 300 PAGES	219	219	
62	RECORD BOOK, 500 PAGES	165	165	
63	RING BINDER, plastic, 32 mm, 10 pieces per bundle	15	15	
64	RUBBER BAND No. 18, 350g	43	43	
65	RULER, plastic, 450 mm	93	93	
66	SCISSORS, symmetrical or asymmetrical	139	139	
67	SCOURING PAD, 5 pieces per pack	24	24	
68	SIGN PEN, Black, liquid or gel	1,288	1,288	
69	SIGN PEN, Blue, liquid or gel	474	474	
70	SIGN PEN, Red, liquid or gel	362	362	
71	STAMP PAD, felt	95	95	
72	STAPLE REMOVER, plier type	66	66	
73	STAPLE WIRE, heavy duty (binder type), 23/13	102	102	
74	STAPLE WIRE, standard	471	471	
75	STAPLER, heavy duty (binder type), desktop	17	17	
76	STAPLER, standard type	93	93	
77	TAPE DISPENSER, table top	55	55	
78	TAPE, electrical	51	51	
79	TAPE, masking, 24mm	263	263	
80	TAPE, masking, 48 mm	212	212	
81	TAPE, packaging, 48 mm	177	177	
82	TAPE, transparent, 24mm	497	497	
83	TAPE, transparent, 48 mm	365	365	
84	WRAPPING PAPER, kraft, 50 sheets per pack	37	37	
	Sub-ABC = Php 1,267,322.11			
	LOT 2 - JANITORIAL SUPPLIES			
85	AIR FRESHENER, Aerosol type, 150g	421	421	
86	ALCOHOL, Ethyl, 1 Gallon	279	279	
87	ALCOHOL, Ethyl, 500 mL	939	939	
88	BROOM, Soft (Walis Tambo)	112	112	
89	BROOM, Stick (Walis Ting-ting)	103	103	
90	DETERGENT BAR, 140g as packed	68	68	
91	DETERGENT POWDER, all purpose, 1kg	100	100	
92	DISINFECTANT SPRAY, Aerosol type, 400g	308	308	
93	DUST PAN, rigid non-breakable plastic	76	76	
94	FURNITURE CLEANER, Aerosol type, 300mL	82	82	
95	INSECTICIDE, 600mL	145	145	
96	LIQUID HAND SOAP, 500mL	946	946	
97	MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	15	15	
98	MOPHANDLE, heavy duty	11	11	
99	MOPHEAD, made of rayon	15	15	
100	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	299	299	
101	WASTEBASKET, rigid plastic	126	126	
	Sub-ABC = Php 395,596.23			
	-x-			
	TOTAL ABC = Php 1,662,918.34			
	PR# 23-366-0711 07-11-23/P. Estacion			
	MDS 156-101-23-07 07-10-23			
	Note: All items should be delivered within Thirty (30) calendar days after receipt of notice to proceed.			

Section VII. Technical Specifications

Item	Specification	Statement of Compliance
		Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the provisions of ITB Clause 3.1(a.2) and/or GCC Clause 2.1(a.2).
	LOT 1 - VARIOUS OFFICE SUPPLIES	
1	ACETATE, 50 meters	
2	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	
3	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	
4	BLADE, for general purpose cutter/utility knife, 10 pieces per tube	
5	CALCULATOR, Compact	
6	CARBON FILM, A4, 100 sheets per box	
7	CARBON FILM, Legal, 100 sheets per box	
8	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	
9	CLEARBOOK, 20 transparent pockets, A4	
10	CLEARBOOK, 20 transparent pockets, legal	
11	CLIP, backfold, 19mm	
12	CLIP, backfold, 25mm	
13	CLIP, backfold, 32mm	
14	CLIP, backfold, 50mm	
15	CORRECTION TAPE, 8 meters	
16	CUTTER/UTILITY KNIFE, for general purpose	
17	DATA FILE BOX	
18	DATA FOLDER	
19	DATING AND STAMPING MACHINE	
20	ENVELOPE, Documentary, A4, 500 pieces per box	
21	ENVELOPE, Documentary, legal, 500 pieces per box	
22	ENVELOPE, Expanding, Kraft, 100 pieces per box	
23	ENVELOPE, Expanding, Plastic	
24	ENVELOPE, Mailing, 500 pieces per box	
25	ERASER, felt, for blackboard/whiteboard	
26	FASTENER, metal, non-sharp edges, 50 sets per box	
27	FILE ORGANIZER, expanding, plastic, legal	
28	FILE TAB/INDEX DIVIDER, bristol board, A4	
29	FILE TAB/INDEX DIVIDER, bristol board, legal	
30	FOLDER with tab, A4, 100 pieces per pack	
31	FOLDER with tab, legal, 100 pieces per pack	
32	FOLDER, Fancy with slide, A4, 50 pieces per bundle	

33	FOLDER, Fancy with slide, legal, 50 pieces per bundle	
34	FOLDER, L-type, A4, 50 pieces per pack	
35	FOLDER, L-type, legal, 50 pieces per pack	
36	FOLDER, pressboard, 100 pieces per box	
37	GLUE, all-purpose, 200 grams	
38	INDEX TAB, self-adhesive, transparent, 5 sets per box	
39	INK, for stamp pad, 50mL	
40	MAGAZINE FILE BOX, Large	
41	MARKER, Fluorescent, 3 colors per set	
42	MARKER, Permanent, Black	
43	MARKER, Permanent, Blue	
44	MARKER, Permanent, Red	
45	MARKER, Whiteboard, Black	
46	MARKER, Whiteboard, Blue	
47	MARKER, Whiteboard, Red	
48	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	
49	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	
50	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	
51	PAD PAPER, ruled	
52	PAPER CLIP, vinly/plastic coated, 33mm	
53	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	
54	PAPER, MULTICOPY A4, 500 sheets per ream	
55	PAPER, MULTICOPY LEGAL, 500 sheets per ream	
56	PAPER, parchment, 100 sheets per box	
57	PENCIL SHARPENER, manual, single cutter head	
58	PENCIL, lead/graphite, with eraser, one (1) dozen per box	
59	PUNCHER, paper, heavy duty	
60	RAGS, all cotton, 1 kilo per bundle	
61	RECORD BOOK, 300 PAGES	
62	RECORD BOOK, 500 PAGES	
63	RING BINDER, plastic, 32 mm, 10 pieces per bundle	
64	RUBBER BAND No. 18, 350g	
65	RULER, plastic, 450 mm	
66	SCISSORS, symmetrical or asymmetrical	
67	SCOURING PAD, 5 pieces per pack	
68	SIGN PEN, Black, liquid or gel	
69	SIGN PEN, Blue, liquid or gel	
70	SIGN PEN, Red, liquid or gel	
71	STAMP PAD, felt	
72	STAPLE REMOVER, plier type	
73	STAPLE WIRE, heavy duty (binder type), 23/13	
74	STAPLE WIRE, standard	
75	STAPLER, heavy duty (binder type), desktop	
76	STAPLER, standard type	
77	TAPE DISPENSER, table top	
78	TAPE, electrical	
79	TAPE, masking, 24mm	
80	TAPE, masking, 48 mm	
81	TAPE, packaging, 48 mm	
82	TAPE, transparent, 24mm	
83	TAPE, transparent, 48 mm	
84	WRAPPING PAPER, kraft, 50 sheets per pack	
	Sub-ABC = Php 1,267,322.11	
	LOT 2 - JANITORIAL SUPPLIES	
85	AIR FRESHENER, Aerosol type, 150g	
86	ALCOHOL, Ethyl, 1 Gallon	
87	ALCOHOL, Ethyl, 500 mL	
88	BROOM, Soft (Walis Tambo)	
89	BROOM, Stick (Walis Ting-ting)	
90	DETERGENT BAR, 140g as packed	
91	DETERGENT POWDER, all purpose, 1kg	
92	DISINFECTANT SPRAY, Aerosol type, 400g	
93	DUST PAN, rigid non-breakable plastic	
94	FURNITURE CLEANER, Aerosol type, 300mL	
95	INSECTICIDE, 600mL	
96	LIQUID HAND SOAP, 500mL	

97	MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	
98	MOPHANDLE, heavy duty	
99	MOPHEAD, made of rayon	
100	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	
101	WASTEBASKET, rigid plastic	
	Sub-ABC = Php 395,596.23	
	-x-x-x-x-x-x-x-x-x-x-nothing follows-x-x-x-x-x-x-x-x-x-x-	
	TOTAL ABC = Php 1,662,918.34	
PR#	23-366-0711	07-11-23/P. Estacion
MDS	156-101-23-07	07-10-23



**CARLOS HILADO MEMORIAL STATE UNIVERSITY
BIDS AND AWARDS COMMITTEE**

Talisay City, Negros Occidental
Tel. No. (034) 712-0003 (Local 142)
Email Add.: bac.sec@chmsc.edu.ph

Project Reference No: **CHMSU 23-027-0807-G**
Name of the Project: **PROCUREMENT OF CONSOLIDATED OFFICE AND JANITORIAL SUPPLIES**
Location of the Project: **UNIVERSITY-WIDE**

page 1 of 3

BILL OF QUANTITIES

Item No.	Qty	Unit	ARTICLES and DESCRIPTION	Unit Price	Total Price
			LOT 1 - VARIOUS OFFICE SUPPLIES		
1	2	roll	ACETATE, 50 meters		
2	345	pack	BATTERY, dry cell, size AA, Two (2) pieces per blister pack		
3	267	pack	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack		
4	80	tube	BLADE, for general purpose cutter/utility knife, 10 pieces per tube		
5	50	unit	CALCULATOR, Compact		
6	2	box	CARBON FILM, A4, 100 sheets per box		
7	2	box	CARBON FILM, Legal, 100 sheets per box		
8	273	pack	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack		
9	128	piece	CLEARBOOK, 20 transparent pockets, A4		
10	222	piece	CLEARBOOK, 20 transparent pockets, legal		
11	340	box	CLIP, backfold, 19mm		
12	182	box	CLIP, backfold, 25mm		
13	187	box	CLIP, backfold, 32mm		
14	154	box	CLIP, backfold, 50mm		
15	849	piece	CORRECTION TAPE, 8 meters		
16	77	piece	CUTTER/UTILITY KNIFE, for general purpose		
17	234	piece	DATA FILE BOX		
18	94	piece	DATA FOLDER		
19	52	piece	DATING AND STAMPING MACHINE		
20	26	box	ENVELOPE, Documentary, A4, 500 pieces per box		
21	60	box	ENVELOPE, Documentary, legal, 500 pieces per box		
22	39	box	ENVELOPE, Expanding, Kraft, 100 pieces per box		
23	213	piece	ENVELOPE, Expanding, Plastic		
24	17	box	ENVELOPE, Mailing, 500 pieces per box		
25	73	piece	ERASER, felt, for blackboard/whiteboard		
26	216	box	FASTENER, metal, non-sharp edges, 50 sets per box		
27	59	piece	FILE ORGANIZER, expanding, plastic, legal		
28	12	set	FILE TAB/INDEX DIVIDER, bristol board, A4		
29	93	set	FILE TAB/INDEX DIVIDER, bristol board, legal		
30	22	pack	FOLDER with tab, A4, 100 pieces per pack		
31	51	pack	FOLDER with tab, legal, 100 pieces per pack		
32	24	bundle	FOLDER, Fancy with slide, A4, 50 pieces per bundle		
33	40	bundle	FOLDER, Fancy with slide, legal, 50 pieces per bundle		
34	34	pack	FOLDER, L-type, A4, 50 pieces per pack		
35	35	pack	FOLDER, L-type, legal, 50 pieces per pack		
36	56	box	FOLDER, pressboard, 100 pieces per box		
37	158	jar	GLUE, all-purpose, 200 grams		
38	95	box	INDEX TAB, self-adhesive, transparent, 5 sets per box		
39	156	bottle	INK, for stamp pad, 50mL		
40	109	piece	MAGAZINE FILE BOX, Large		
41	183	set	MARKER, Flourescent, 3 colors per set		
42	406	piece	MARKER, Permanent, Black		
43	210	piece	MARKER, Permanent, Blue		
44	189	piece	MARKER, Permanent, Red		
45	554	piece	MARKER, Whiteboard, Black		
46	349	piece	MARKER, Whiteboard, Blue		
47	295	piece	MARKER, Whiteboard, Red		

Signature of Bidder _____
Name of Firm _____
Date _____



**CARLOS HILADO MEMORIAL STATE UNIVERSITY
BIDS AND AWARDS COMMITTEE**

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Project Reference No: **CHMSU 23-027-0807-G**
Name of the Project: **PROCUREMENT OF CONSOLIDATED OFFICE AND JANITORIAL SUPPLIES**
Location of the Project: **UNIVERSITY-WIDE**

page 2 of 3

BILL OF QUANTITIES

Item No.	Qty	Unit	ARTICLES and DESCRIPTION	Unit Price	Total Price
48	279	pad	NOTE PAD, stick on, 2" x 3", 100 sheets per pad		
49	247	pad	NOTE PAD, stick on, 3" x 3", 100 sheets per pad		
50	166	pad	NOTE PAD, stick on, 3" x 4", 100 sheets per pad		
51	10	pad	PAD PAPER, ruled		
52	301	box	PAPER CLIP, vinly/plastic coated, 33mm		
53	309	box	PAPER CLIP, vinly/plastic coated, jumbo, 50mm		
54	1,500	ream	PAPER, MULTICOPY A4, 500 sheets per ream		
55	1,500	ream	PAPER, MULTICOPY LEGAL, 500 sheets per ream		
56	75	box	PAPER, parchment, 100 sheets per box		
57	17	piece	PENCIL SHARPENER, manual, single cutter head		
58	136	box	PENCIL, lead/graphite, with eraser, one (1) dozen per box		
59	54	piece	PUNCHER, paper, heavy duty		
60	114	bundle	RAGS, all cotton, 1 kilo per bundle		
61	219	book	RECORD BOOK, 300 PAGES		
62	165	book	RECORD BOOK, 500 PAGES		
63	15	bundle	RING BINDER, plastic, 32 mm, 10 pieces per bundle		
64	43	box	RUBBER BAND No. 18, 350g		
65	93	piece	RULER, plastic, 450 mm		
66	139	pair	SCISSORS, symmetrical or asymmetrical		
67	24	pack	SCOURING PAD, 5 pieces per pack		
68	1,288	piece	SIGN PEN, Black, liquid or gel		
69	474	piece	SIGN PEN, Blue, liquid or gel		
70	362	piece	SIGN PEN, Red, liquid or gel		
71	95	piece	STAMP PAD, felt		
72	66	piece	STAPLE REMOVER, plier type		
73	102	box	STAPLE WIRE, heavy duty (binder type), 23/13		
74	471	box	STAPLE WIRE, standard		
75	17	unit	STAPLER, heavy duty (binder type), desktop		
76	93	piece	STAPLER, standard type		
77	55	piece	TAPE DISPENSER, table top		
78	51	roll	TAPE, electrical		
79	263	roll	TAPE, masking, 24mm		
80	212	roll	TAPE, masking, 48 mm		
81	177	roll	TAPE, packaging, 48 mm		
82	497	roll	TAPE, transparent, 24mm		
83	365	roll	TAPE, transparent, 48 mm		
84	37	pack	WRAPPING PAPER, kraft, 50 sheets per pack		
			Sub-ABC = Php 1,267,322.11		
			LOT 2 - JANITORIAL SUPPLIES		
85	421	can	AIR FRESHENER, Aerosol type, 150g		
86	279	gallon	ALCOHOL, Ethyl, 1 Gallon		
87	939	bottle	ALCOHOL, Ethyl, 500 mL		
88	112	piece	BROOM, Soft (Walis Tambo)		
89	103	piece	BROOM, Stick (Walis Ting-ting)		
90	68	piece	DETERGENT BAR, 140g as packed		
91	100	pouch	DETERGENT POWDER, all purpose, 1kg		

Signature of Bidder _____

Name of Firm _____

Date _____



Project Reference No: **CHMSU 23-027-0807-G**
 Name of the Project: **PROCUREMENT OF CONSOLIDATED OFFICE AND JANITORIAL SUPPLIES**
 Location of the Project: **UNIVERSITY-WIDE**

BILL OF QUANTITIES

Item No.	Qty	Unit	ARTICLES and DESCRIPTION	Unit Price	Total Price
92	308	can	DISINFECTANT SPRAY, Aerosol type, 400g		
93	76	piece	DUST PAN, rigid non-breakable plastic		
94	82	can	FURNITURE CLEANER, Aerosol type, 300mL		
95	145	can	INSECTICIDE, 600mL		
96	946	bottle	LIQUID HAND SOAP, 500mL		
97	15	unit	MOP BUCKET, heavy duty, hard plastic, 30 liters capacity		
98	11	piece	MOPHANDLE, heavy duty		
99	15	piece	MOPHEAD, made of rayon		
100	299	pack	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack		
101	126	piece	WASTEBASKET, rigid plastic		
			Sub-ABC = Php 395,596.23		
			-x-x-x-x-x-x-x-x-x-x-nothing follows-x-x-x-x-x-x-x-x-x-x-		
			TOTAL ABC = Php 1,662,918.34		
			PR# 23-366-0711 07-11-23/P. Estacion		
			MDS 156-101-23-07 07-10-23		

Signature of Bidder _____
 Name of Firm _____
 Date _____