



Invitation to Bid No. 20-02-02

PROCUREMENT OF VARIOUS IT, JANITORIAL AND OFFICE SUPPLIES

1. The **West Visayas State University**, through the **Special Trust Fund, GAA and Custodial Fund 2020** intends to apply the sum of **Four Million One Hundred Ninety Six Thousand Three Pesos and 37/100 (PhP4,196,003.37) Only** being the Approved Budget for the Contract (ABC), to payment under the contract for **Procurement of Various IT, Janitorial and Office Supplies**. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening, broken down as follows:

Item No.	Description	Qty./ Unit	Unit Cost	Total Cost
I.	IT Supplies and Consumables	1 lot	1,826,503.12	1,826,503.12
II	Janitorial Supplies	1 lot	278,274.80	278,274.80
III.	Office Supplies	1 lot	2,091,225.45	2,091,225.45
	-Nothing Follows-			
	GRAND TOTAL			PhP4,196,003.37

2. The **West Visayas State University** now invites bids for **Procurement of Various IT, Janitorial and Office Supplies**. Delivery of the Goods is required for **forty five (45) calendar days**. Bidders should have completed, within two (2) years from the date of submission and receipts of bids, a contract similar to 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 a non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.

4. Interested bidders may obtain further information from the office of the **BAC Secretariat** and inspect the Bidding Documents at the address given below during **8:00 A.M. to 5:00 P.M.**
5. A complete set of Bidding Documents may be acquired by interested Bidders on **February 17 – March 09, 2020** from **8:00 A.M. – 5:00 P.M.** at the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of **Five Thousand Pesos (PhP5,000.00) Only**.

If interested bidder opt to bid by item, the applicable fee for the bidding documents are as follows:

Item Description	Cost of Bidding Documents
IT Supplies and Consumables	3,000.00
Janitorial Supplies	500.00
Office Supplies	3,500.00

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The **West Visayas State University** will hold a Pre-Bid Conference on **February 26, 2020, 10:00 A.M. at BAC Secretariat Office, Administration Building, WVSU Main Campus, La Paz, Iloilo City** which shall be open only to all interested parties who have purchased the Bidding Documents.



7. Bids must be delivered to the address below **on or before 2:00 P.M.** on **March 10, 2020.** All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

Bid opening shall be on **March 10, 2020, 2:00 P.M. at BAC Secretariat Office, Administration Building, WVSU Main Campus, Luna Street, La Paz, Iloilo City.** Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

8. The West Visayas 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

NONA P. SALVIO

BAC Secretariat

WVSU Luna Street, La Paz, Iloilo City 5000

Tel. 320-0870-77-78 local 1103/1104/1234 / Fax No. 320-7793

bac@wvsu.edu.ph / procurement@wvsu.edu.ph

JULIUS B. UNДАР

Chairperson, Bids and Awards Committee