



Republic of the Philippines  
**Benguet State University**  
 La Trinidad, Benguet  
 Tel/Fax (074) 422-2176; 422-2127 Loc. 11

## **Bids and Awards Committee** **(Goods and Services)**

### **INVITATION TO BID**

The Benguet State University (BSU), through the Bids and Awards Committee (BAC), invites suppliers/distributors to bid for the hereunder projects:

Project Number	IB NO. 2020- 09	IB NO. 2020- 10	IB NO. 2020- 11
<b>Name of Project</b>	<b>Procurement of Various IT Equipment and Peripherals</b>	<b>Procurement of Various Photocopiers</b>	<b>Procurement of Various Laboratory Equipment</b>
<b>Brief Description</b>	Supply and Delivery of various IT Equipment and Peripherals (attached list)	Supply and Delivery of various Photocopiers (attached list)	Supply and Delivery of Laboratory Equipment (attached list)
<b>Approved Budget for the Contract (ABC)</b>	Php 1,228,200.00	Php 1,480,000.00	Php 1,845,000.00
<b>Delivery Period</b>	30 calendar days	30 calendar days	30-60 calendar days
<b>Source of Fund</b>	IGI- Capital Outlay	IGI- Capital Outlay	IGI & GAA- Capital Outlay
<b>Bid Document Fee</b>	To be determined ( Php 500.00 to Php 1,000.00)	Php 1,500.00	To be determined ( Php 500.00 to Php 1,000.00)

Prospective bidders should have experience in undertaking a project of similar nature within the last Five (5) years, with an amount of at least 50% of the proposed project for bidding, and have key personnel available for the prosecution of the project.

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".

BAC activities are as follows:

	<b>Activities</b>	<b>Date , Time and Venue</b>
1.	<b>Advertisement of Invitation to Bid</b>	Starting July 13, 2020 to July 20, 2020
2.	<b>Issuance of Bidding Documents</b>	Starting July 13, 2020 at the Procurement Management Office (PMO), 1 <sup>st</sup> Floor, Admin Bldg., BSU, La Trinidad, Benguet
3.	<b>Pre- Bid Conference</b>	July 21, 2020 (Tuesday) 10:00 AM (PST), BSU ADCOR, 2 <sup>nd</sup> Floor, Admin. Bldg., BSU, La Trinidad, Benguet
4.	<b>Deadline for submission of Bids</b>	August 03, 2020 (Monday) on or before 2:00 PM (PST) at the Procurement Management Office (PMO), 1 <sup>st</sup> Floor, Admin Bldg., BSU, La Trinidad, Benguet
5.	<b>Opening of Bids and Eligibility Checking/Screening</b>	August 03, 2020 (Monday) 2:01 PM (PST), BSU ADCOR, 2 <sup>nd</sup> Floor, Admin. Bldg., BSU, La Trinidad, Benguet
6.	<b>Bid Evaluation &amp; Post Qualification</b>	August 05, 2020 (Wednesday) 10:00 AM (PST), BSU ADCOR, 2 <sup>nd</sup> Floor, Admin. Bldg., BSU, La Trinidad, Benguet

The BAC will issue bid documents at the Procurement Management Office, 1<sup>st</sup> floor Administration Bldg., Benguet State University, Km. 5, La Trinidad, Benguet upon presentation of the official receipt of payment (BSU Cashier's Office) of Bid Document Fee.

BSU assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of their bids. The University, through its BAC, 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 the Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

The BAC reserves the right to waive any formalities in queries and responses to this invitation.

For further information, please refer to:

BAC Secretariat

Benguet State University- La Trinidad Campus

Tel. No. 661-1839

Email: [procurement@bsu.edu.ph](mailto:procurement@bsu.edu.ph)

**ALLAN C. SACPA**

Vice-Chairperson

Bids and Awards Committee (Goods)