



## 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:

Name of Project: **Procurement of Various Office Equipment and Supplies for Various Office of the University**

Approved Budget Cost: **PHP 273,700.00**

Purchase Request No.: **PR 24-08-382**

Closing Date: **October 29, 2024 9:30 AM**

Delivery Period: **Thirty (30) Calendar Days**

Bid Docs: **Php 500.00**

1.) Four (4) pcs of EXECUTIVE CHAIR

Junior gas lift chair  
with armrest and steel stand  
for: QMS ISO

2.) One (1) piece of EXECUTIVE CHAIR

Senior gas lift chair  
High back with armrest  
Steel stand  
for: QMS ISO

3.) One (1) piece of OFFICE TABLE

Executive Table with 1/4" glass top  
Dimension: 30" x 60"  
Wooden Type  
1 Center drawer with 3-left side drawers and 3-right side drawers  
with lock keys  
for: QMS ISO

4.) Two (2) pcs of COMPUTER TABLE

Triple deck  
sliding keyboard case  
CPU/UPS base  
carter wheels (rollers)  
material: wood/metal  
for: QMS ISO

5.) Three (3) unit of DESKTOP COMPUTER

Specifications:

- .Processor: 12M Cache, UP TO 4.3GHz (or higher)
- .Motherboard: Highly rated (branded) compatible motherboard
- .Memory: 8GB DDR4 or higher
- .Graphics: 2 GB DDR3 or higher
- .Storage: 1TB SATA HDD + 128GB SSD
- .Display: at least 21.5" LED Monitor
- .Connectivity: LAN
- .I/O Ports: USB ports 2.0, USB 3.0, Audio Jacks, VGA , LAN
- .Accessories: Combo USB keyboard and mouse with pad, UPS with built-in AVR 720 VA or higher
- .With latest licensed OS (64 bit Pro version)
- .With latest proprietary Office application installed

for:

QMS ISO - 1 unit

VP RESEL - 2 units



6.) One (1) unit of LECTERN WITH WIRELESS VHF MIC

Specifications:

- .Material: Wood or fiberboard construction
  - .Built-in Amplifier Power: 60W
  - .With built-in three (3) woofers, one (1) tweeter
  - .With built-in Mic
  - .Flexible gooseneck Mic with lamp
  - .Two (2) MIC input, one (1) line input and one (1) aux input, USB input
  - .Bluetooth Connectivity
  - .Includes two (2) VHF wireless MIC
  - .Transmission distance: 15m - 30m
  - .Power Supply: AC 220V, 50/60Hz
- for: QMS ISO.

7.) Five (5) units of VIDEO CARD (GPU)

Specification:

- .Memory Type: GDDR5
- .Memory Speed: 2 GB or higher
- .Bus Width: at least 128 bit
- .Operating Frequency: 1100 MHz up to 1183 MHz
- .Memory Clock: up to 1750 MHz

for: VP RESEL

8.) Two (2) roll of HDMI CABLE

10 meters/roll

for: RESEL-EXTENSION

9.) One (1) unit of EXTENSION CORD CABLE REEL

at least 20 meters

220V, 4 outlets

With leakage protection

With handle and support

for: RESEL-EXTENSION

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 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 may be acquired starting October 18 to October 29, 2024, from the BAC Office or download from website ([www.wmsu.edu.ph](http://www.wmsu.edu.ph)). The WESTERN MINDANAO STATE UNIVERSITY shall allow the bidder to present its proof of payment for the Bidding Documents fees before the submission of their bids, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Hundred Pesos (Php. 500.00). (Please attached the machine 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 Components and original of Financial Proposal and clearly mark each "ORIGINAL – ELIGIBILITY DOCUMENTS and TECHNICAL COMPONENTS", and "ORIGINAL – FINANCIAL PROPOSAL", respectively. Bidders shall submit one (1) set of the first and second components of its bid. 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 Submission will be on or before October 29, 2024 9:30 AM through Manual Submission.
5. Bid opening shall be on October 29, 2024 9:30 AM at BAC Office, 2nd Floor Administration 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.
6. Price validity shall be for a period of 120 calendar days.
7. Bidders shall submit original brochures showing certifications of the product being offered.
8. 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.
9. 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.