



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 Furniture for the University**

Approved Budget Cost: **PHP 1,092,400.00**

Purchase Request No.: **PR 25-01-043**

Closing Date: **March 12, 2025 at 9:30 A.M.**

Delivery Period: **Thirty (30) Day/s**

Bid Docs: **Php 5,000.00**

1.) *Five (5) pcs of Book Shelves*

Specifications:

*With lock, steel, sliding glass doors, 5 shelves, 2 columns,
LxWxH: 35.5" x 15" x 74"*

CMed. ABC: Php 75,000.00

2.) *One (1) pc of Bulletin Board*

4 ft x 6 ft with stand

ILS-HS. ABC: Php 5,500.00

3.) *Seven (7) pcs of Classroom Table*

48 inches (L) x 28 inches (W) x 30 inches (H)

CSM - 4

CSWCD - 3. ABC: Php 71,400.00

4.) *One (1) pc of Conference Table*

16 ft x 4 ft (192" x 48")

TABLE MELAMINE BOARD TOP, BEACHWOOD COLOR

CLA. ABC: Php 40,000.00

5.) *Five (5) pcs of SENIOR Executive Chair*

Gaslift, high back with armrest, steel stand

CLA. ABC: Php 42,500.00

6.) *Three (3) pcs of Junior Executive Chair*

With armrest, gaslift

CSWCD. ABC: Php 22,500.00

7.) *Five (5) pcs of Executive Office Table*

With 1/4" glasstop, 30" x 60", wooden type,

*With 1 center drawer with lock & 6-side (left & right) drawer, with lock
For Fabrication*

CLA. ABC: Php 75,000.00

8.) *Twenty-Two (22) pcs of Steel Filing Cabinet*

4 drawers, vertical type, gauge 20, with lock

CLA - 10

CMED - 5



CN - 5
ILS HS - 2. ABC: Php 308,000.00

9.) *Five (5) pcs of Steel Rack
Heavy duty 4 layer storage rack, matte finish,
24 inches x 72 inches x 77 inches*

CMED. ABC: Php 80,000.00

10.) *Five (5) pcs of Steel Rack
Heavy duty 5 layer rack, with caster wheel*

CMED. ABC: Php 90,000.00

11.) *Twelve (12) pcs of Visitor's Chair
Without armrest; painted cast aluminum*

CLA . ABC: Php 31,200.00

12.) *Six (6) pcs of Visitor's Chair
With armrest, wooden*

ILS HS. ABC: Php 16,800.00

13.) *Five (5) pcs of White Board
4' x 8', with aluminum frame , with aluminum frame and stand with roller*

*CFES - 1
CSM - 4. ABC: Php 67,500.00*

14.) *Fifteen (15) pcs of White Board
4' x 8', with aluminum frame , with edge protector*

CLA. ABC: Php 142,500.00

15.) *Two (2) pcs of White Board
2' x 3' wall mounted, aluminum frame with edge protection*

CSWCD. ABC: Php 3,000.00

16.) *One (1) pc of Writing Table, 8 seaters*

CSWCD. ABC: Php 21,500.00

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 February 20 until March 12, 2025, from the BAC Office or download from website (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 Thousand Pesos (Php.5,000.00). (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. Pre-Bid Conference will be on February 27, 2025 9:30 AM at BAC Office for Goods, WMSU, 2nd Floor Administration Building, Zamboanga City and/or through video conferencing or webcasting via Zoom, which shall be open to prospective bidders.
5. Bid Submission will be on or before March 12, 2025 at 9:30 A.M. through Manual Submission.
6. Bid opening shall be on March 12, 2025 at 9:30 A.M. 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.
7. Price validity shall be for a period of 120 calendar days.
8. Bidders shall submit original brochures showing certifications of the product being offered.
9. 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.
10. 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.