



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 IT Equipment and Accessories for the Administration Offices**

Approved Budget Cost: **PHP 1,320,550.00**

Purchase Request No.: **PR 25-02-076**

Closing Date: **June 24, 2025 9:30 AM**

Delivery Period: **Forty-Five (45) Calendar Days**

Bid Docs: **Php 5,000.00**

1.) Ten (10) unit of TABLET

Specifications:

- . Processor: At least Octa-core, 2.3 GHz
- . Display Size: At least 10.1 inches
- . Resolution: At least Full HD (1920 x 1200)
- . Type: At least IPS LCD
- . Display Surface: At least Anti-glare coating
- . RAM: At least 4GB
- . Storage: At least 64GB (Expandable via microSD up to 256GB or higher)
- . Operating System: At least Android 10.0 or newer
- . Cameras:
 - Rear Camera: At least 8MP
 - Front Camera: At least 5MP
- . Battery Capacity: At least 6000mAh
- . Connectivity: Wi-Fi, Bluetooth, USB
- . Audio: At least Stereo speakers or Dolby Atmos
- . Other Features:
 - Fingerprint Scanner or Face Unlock
 - Fast Charging Support: At least 18W
 - Stylus Support: Optional
- . Accessories Included: charger, USB cable, and optional protective case

VPAF. ABC: Php 180,000.00

2.) Two (2) unit of Computer Monitor

Specifications:

- . Panel Type: VA or IPS
- . Screen Size: At least 27 inches
- . Refresh Rate: At least 75Hz
- . Response Time: 8ms (GTG) or faster
- . Resolution: Full HD (1920 x 1080)
- . Aspect Ratio: 16:9
- . Panel Surface: Anti-Glare
- . Brightness: 250 cd/m² or higher
- . Viewing Angle: 178° horizontal / 178° vertical
- . Ports: VGA, HDMI (at least 1 each); DVI optional
- . Audio: Audio out port (3.5mm), if available
- . Mounting Support: VESA mount compatible (e.g., 100x100 mm)
- . Inclusions: Power cable, HDMI cable, VGA cable

PROCUREMENT. ABC: Php 20,000.00

3.) One (1) unit of Printer

Specification



- . Function: Print
- . Continuous Ink Supply System

PPES. ABC: Php 7,500.00

4.) Sixteen (16) unit of 3-IN-1 MULTIFUNCTION PRINTER

Specification

- . Function: Print, Scan, Copy
- . Continuous Ink Supply System

UDRRMO - 1

HRMO - 6

PMO - 1

VPAA - 4

SHOLARSHIP - 2

VPAF - 2. ABC: Php 192,000.00

5.) Eleven (11) unit of 3-IN-1 MULTIFUNCTION PRINTER WITH WIRELESS CONNECTIVITY

Specification

- . Function: Print, Scan, Copy
- . Connectivity: Wi-Fi
- . Continuous Ink Supply System

CAREER JOB & PLACEMENT - 1

HRMO - 1

OUE - 1

DPO - 1

ELIRO - 1

FINANCE - 4

VPSAS - 2. ABC: Php 165,000.00

6.) Seventeen (17) unit of Multifunction Ink Tank Printer

Specification:

- . Copy, Print, Scan, Fax
- . ADF Capability
- . Bi-directional printing
- . Print Speed: (Black) up to 33ppm; (Colour) up to 15ppm
- . Maximum Copy Resolution: at least 600 x 600 dpi
- . Maximum Copy Size: Legal
- . Scanner Type: Flatbed colour image scanner
- . Maximum Scan Area: 216 x 297 mm (8.5 X 11.7")
- . Scanner Resolution: at least 1200 x 2400 DPI
- . Network: Ethernet, WI-FI IEEE 802.11b/g/n & Wi-Fi Direct

SUPPLY - 5

IAO - 1

PLANNING - 1

BOARDSEC - 1

CASHIER - 5

ODA - 1

PPES - 3. ABC: Php 289,000.00

7.) One (1) unit of A3 WI-FI All-in-One Ink Tank Printer

Specifications:

- . Printer Type: Print, Scan, Copy, Fax with ADF
- . Print speed: up to 17.0 ipm
- . Prints up to A3+ (for simplex)
- . Print Resolution: up to 1200 x 2400 dpi
- . Copy Resolution: 600 x 600 dpi



- . Optical Resolution: 1200 x 1200 dpi
- . Scanner Type: Flatbed and ADF
- . Automatic duplex printing
- . Maximum Copy Size: legal
- . Connectivity: USB, Ethernet (LAN), Wi-Fi, Wi-Fi Direct, Mobile Printing
- . Paper Tray Capacity: Cassette: up to 250 sheets for A4 Rear Slot: up to 20 sheets for A3+
- . Include: at least 2 sets of original ink

PPES. ABC: Php 49,900.00

8.) One (1) unit of PHOTOCOPIER

Specification:

- . Standard Paper Tray: up to 250 sheets (or higher)
- . Automatic Document Feeder (ADF): up to 50 sheets
- . Print Speed: 24 ppm (or higher)
- . Resolution: 2400 x 600 dpi
- . Connectivity: WiFi, WiFi Direct, LAN, Mobile connectivity, USB
- . Duplex Printing
- . Multi-page Duplex Scan, Copy, Fax
- . Scan speed: up to 27ipm

ODA. ABC: Php 49,000.00

9.) One (1) unit of HD Webcam for Streaming

Specification:

- . Max Resolution: 1080p @ 30 fps
- . Camera Megapixel: 3 MP or better
- . Focus Type: Autofocus
- . Lens Type: Glass
- . Built-in Microphone: Stereo
- . Mic Range: Up to 1 meter
- . Diagonal Field of View (dFoV): 78°
- . Digital Zoom: up to 1.2x
- . Mounting: Tripod-ready universal clip

BOARDSEC. ABC: Php 10,000.00

10.) One (1) unit of AUDIO MIXER for Live Streaming

Specification:

- . Ultra-compact analog, low-noise, high-headroom audio mixer
- . At least 2 microphone inputs with built-in preamps
- . +48V phantom power support for condenser microphones
- . At least 2 channels with one-knob compressor control
- . Built-in USB audio interface for direct connection to a computer
- . At least 3-band EQ per channel (high, mid, low)
- . At least one post-fader FX send per channel
- . Main stereo outputs, headphone output, and 2-track outputs
- . 2-track and USB inputs assignable to main mix or headphone output
- . Includes free software for audio recording, editing, and podcasting, with at least 150 instrument/effect plug-ins
- . High-quality components and durable construction
- . External power supply included
- . Plug-and-play

DPO. ABC: Php 10,000.00

11.) One (1) sets of Microphone Kit for 4K Camcorder for Live Streaming

Specifications:

- . Transducer Type: electret condenser
- . Polar Pattern: super cardioid



- . Frequency Response: at least 100Hz - 16kHz
 - . Impedance: nominal 1k? / load 2.3k? or better
 - . Connector Types: XLR and 3.5mm jack
 - . Included Components:
 - suspension shock mount
 - adjustable stand mount
 - camera shoe adapter
 - wind muff and wind shield
 - hand grip
 - cables (2 XLR to XLR, XLR to 3.5mm, 3.5mm to 6.3mm adapter)
 - carrying case
- NOTE: compatible with existing unit (Sony PXW-Z150)

DPO. ABC: Php 8,000.00

12.) One (1) pc of PASSIVE DIRECT INJECTION (DI) BOX FOR LIVE STREAMING
Specifications:

- . Type: Passive DI box
- . Inputs: at least 1 x 1/4" TS (unbalanced) input
- . Outputs: at least 1 x XLR (balanced) output and 1 x 1/4" Thru output
- . With Ground Lift Switch
- . Construction: rugged metal

DPO. ABC: Php 4,000.00

13.) Two (2) pcs of HDMI EXTENDER for Live Stream

- .Distance: Supports up to 120 meters or more
- .Supported Cable: Cat5e/6 RJ45 Ethernet Cable or better
- .Resolution: Up to 4K at 60Hz or better
- .Features: No compression, no latency, supports cascade connection, with IR

DPO. ABC: Php 6,000.00

14.) Two (2) pcs of POWER SUPPLY for System Unit

Specifications:

- .Wattage: 550W or higher
- .Efficiency: 80 Plus Standard or better
- .Form Factor: ATX

DPO. ABC: Php 6,800.00

15.) Two (2) pcs of RAM

Specifications:

- . Type: DDR4 SDRAM
- . Memory Speed: 3200 MHz (PC4-25600)
- . Capacity: 16 GB (1 x 16 GB module)

NOTE: upgrade Old - Desktop (For Livestreaming)

DPO. ABC: Php 6,400.00

16.) Two (2) pcs of STORAGE (Internal Hard Drive)

Specifications:

- . Storage Type: SSD
- . Capacity: 1TB
- . Form Factor: 2.5 inches
- . Type: SATA Revision 3.0 (6 Gbit/s)
- . Sequential Read Speed: Up to 545 MB/s or better
- . Sequential Write Speed: Up to 450 MB/s or better



NOTE: For Livestreaming

DPO. ABC: Php 10,000.00

17.) Two (2) pcs of HDMI SPLITTER for Live Stream

.Connections: 1 in 4 out

.Resolution: Up to 3840 x 2160 at 60Hz (4K)

DPO. ABC: Php 3,000.00

18.) One (1) pc of USB SOUND CARD

Specifications:

. Input Interface: USB 2.0

. Output Interfaces: at least 1 x 3.5mm microphone port, 1 x 3.5mm 4-pin headset port, and 1 x 3.5mm earphone port

. With volume control knob, mute switch for both microphone and headphones, and LED indicators (blue for earphones, red for microphone)

. Cable Length: approximately 10 cm

NOTE: For Livestreaming

DPO. ABC: Php 1,000.00

19.) Two (2) pcs of USB VIDEO CAPTURE CARD

Specifications:

. Input Interface: 1x HDMI Female

. Output Interfaces: 1x USB-C Male, 1x USB-A Male (adaptor)

. Input Resolution: Up to 4K@60Hz

. Output Resolution: 1080P@30Hz or better

. Cable Length: 10 cm more or less

NOTE: For Livestreaming

DPO. ABC: Php 2,400.00

20.) One (1) pc of AUDIO CABLE

Specifications:

. Connector Type: XLR Female (input) and 3.5mm TRS Male (output)

. Cable Length: at least 1 meter

. Material: PVC insulation

. Shielding: Triple shielding

NOTE: For Livestreaming

DPO. ABC: Php 500.00

21.) One (1) pc of AUDIO CABLE

Specifications:

. Connector Type: 1 TRS 3.5mm Male and 2 TS 6.5mm Male Connect (PL)

. Cable Length: at least 2 meters

. Material: PVC insulation

. Shielding: Triple shielding

NOTE: For Livestreaming

DPO. ABC: Php 500.00

22.) Four (4) pcs of HDMI CABLE(for LiveStream)

Specifications:



- . Length: at least 3 ft
- . Features: Supports 4K at 120Hz and 8K at 60Hz
- . Jacket Material: PVC (Polyvinyl Chloride)
- . Connector: Gold-plated connectors

NOTE: For Livestreaming

DPO. ABC: Php 800.00

23.) One (1) assembly of Camera Lens (Canon-compatible)

Specifications:

- . Mount Compatibility: Canon EF or RF mount Focal
- . Length: at least 70-200mm or 100-400mm
- . Maximum Aperture: f/4-f/5.6 or better
- . Autofocus Motor: STM or USM for fast, silent focusing
- . Built-in Optical Image Stabilization (IS)
- . Closest Focusing Distance: approximately 0.7 to 1.0 meters
- . Filter Diameter: 58mm to 67mm
- . Included Accessories: front and rear lens caps, lens hood, and padded lens bag or case

PAO. ABC: Php 35,000.00

24.) Two (2) pcs of External Hard Drive

.4TB Storage Capacity, USB 3.1 Interface, Bus-Powered Design

ODA. ABC: Php 18,000.00

25.) Four (4) pcs of External Hard Drive

.2TB expansion HDD 2.5 portable

OCTCDEM - 2

GRRC - 2. ABC: Php 24,000.00

26.) One (1) pc of External Hard Drive

.1TB Storage Capacity, USB 3.1 Interface, Bus-Powered Design

PLANNING. ABC: Php 3,900.00

27.) Eighteen (18) pcs of Internal Hard Drive

.1 TB Sata 3.5" - 1 TB Sata 7200 RPM, 3.5"

PAO - 10

FINANCE - 2

OCTCDEM - 1

VPAA - 1

BOARDSEC - 3

CASHIER - 1. ABC: Php 68,400.00

28.) Four (4) pcs of SD Card

.Capacity 128GB Read Speed up to 200MB/s

PAO

. ABC: Php 6,000.00

29.) Thirty-Four (34) pcs of Flash Drive, 128GB

OUE - 1

DPO - 2

OCTCDEM - 2



GRRC - 7
VPAA - 1
BOARDSEC - 5
CASHIER - 14
PPES - 2. ABC: Php 51,000.00

30.) Eight (8) pcs of Flash Drive, 64 GB

PLANNING - 1
RAO - 4
VPAF - 3. ABC: Php 8,000.00

31.) Forty-Four (44) pcs of Flash Drive, 32 GB

FINANCE - 40
ODA - 4 . ABC: Php 22,000.00

32.) Two (2) pcs of High-Speed HDMI Cable, 10 meters
Specifications:

- . Version: HDMI 2.0 or higher
- . Resolution Support: Up to 4K @ 60Hz
- . Bandwidth: Up to 18 Gbps
- . Connector Type: HDMI Type A (male to male)
- . Build: Triple-layer shielding for interference protection
- . Jacket Material: PVC or braided nylon
- . Compatibility: HDTVs, monitors, projectors, laptops, gaming consoles

VPAA. ABC: Php 3,000.00

33.) Three (3) sets of Wireless Optical Mouse with mousepad

RAO. ABC: Php 1,950.00

34.) Thirty-Six (36) pcs of USB Wired Optical Keyboard

PAO-2
RAO-3
DPO-2
PROCUREMENT-3
VPAA-1
BOARDSEC-5
CASHIER- 20. ABC: Php 14,400.00

35.) Thirty-Three (33) pcs of USB Wired Optical Mouse

PAO - 2
DPO - 2
PROCUREMENT - 3
VPAA - 1
BOARDSEC - 5
CASHIER - 20. ABC: Php 9,900.00

36.) Four (4) pcs of Microsoft Office License
.Microsoft Office Home 2024 (One-time purchase) - for 1 PC

PLANNING. ABC: Php 28,000.00

37.) One (1) pc of MS OFFICE 365 PERSONAL
.Subscription Type: 1 Year subscription.
.Office Apps: Word, Excel, PowerPoint, Outlook, OneNote or more



.Cloud Storage: 1 TB OneDrive Storage or more

DPO. ABC: Php 3,200.00

38.) One (1) pc of Antivirus

.Offers All-in-one protection for multiple devices (at least 3)

PLANNING ABC: Php 2,000.00

DELIVERY PERIOD: 45 CALENDAR DAYS.

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 (Eligibility Checklist can be downloaded in the associated components of this Invitation to Bid).

IMPORTANT NOTICE FOR BIDDERS:

1. Bidding papers may be acquired starting June 4 to June 24, 2025, from the BAC Office or download from agency website (www.wmsu.edu.ph) and PhilGEPS website. 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 proposal duly signed by your representative in a sealed envelope. Failure to submit any of the eligibility documents, technical components and financial proposal during bid opening will result in disqualification.

4. Pre-Bid Conference will be on June 11, 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 June 24, 2025 9:30 AM. through Manual Submission.

6. Bid opening shall be on June 24, 2025 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.

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.



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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.