

Republic of the Philippines WESTERN MINDANAO STATE UNIVERSITY

Normal Road, Baliwasan Zamboanga City www.wmsu.edu.ph Telephone: 062-991-1771 LOC 1003

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 and Equipment for the

University

Approved Budget Cost: PHP 788,500.00
Purchase Request No.: PR 25-03-120
Closing Date: April 22, 2025 at 9:30 A.M.
Delivery Period: Thirty (30) Calendar Days
Bid Docs: One Thousand Pesos (Php.1,000.00)

1.) One (1) unit of Book Truck/Cart Double Sided Steel Utility Book Truck Cart, 3 Shelves, 36 x 18 x 43 Inches

LIBRARY. ABC: Php 6,000.00

2.) One (1) set of Sala Set 3-seater, wooden frame, fixed seat cushion (polyurethane foam), fixed back cushion, 100% polyester cover, metal legs

TEC. ABC: Php 40,000.00

3.) Eight (8) pcs of Visitor's Chair With armrest, wooden

CCS. ABC: Php 22,400.00

4.) Two (2) pcs of Visitor's Chair Without armrest, painted cast aluminum

LIBRARY. ABC: Php 4,600.00

5.) Fifty (50) pcs of Monobloc Chair With writing pad/tablet 100% Virgin Plastic Resin

CCS. ABC: Phpf 125,000.00

6.) Eleven (11) pcs of SENIOR EXECUTIVE CHAIR Leather Height 24.5" Floor to Seat, Tilt lock Gaslift, High Back with Armrest, Steel Stand

CCS - 2 CLA - 4 CSSPE - 1 CArchitecture - 1 c/o Supply Office - 3

ABC: Php 82,500.00

7.) Five (5) pcs of JUNIOR EXECUTIVE CHAIR With armrest, gaslift

CCJE - 2 CCS - 3

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ABC: Php 29,500.00

8.) Ten (10) pcs of STEEL FILING CABINET 4 drawers, Vertical type, Gauge 20, with lock

CLA - 2 CCJE - 1 CCS - 3

CSSPE - 4

ABC: Php 140,000.00

9.) Nine (9) 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

CLA - 4 CCJE - 2 CCS - 2 ITDF/MISTO - 1

ABC: Php 135,000.00

10.) Four (4) pcs of JUNIOR EXECUTIVE OFFICE TABLE With 1/4" glasstop, 30" x 42", Wooden type,

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

CCS - 3

CN-RLE - 1. ABC: Php 54,000.00

11.) Three (3) pcs of Book Shelves

Specifications:

With lock, steel, sliding glass doors, 5 shelves, 2 columns,

LxWxH: 35.5 x 15 x 74

CCS. ABC: Php 45,000.00

12.) One (1) pc of White Board Wall Mounted, Aluminum Frame

3 x 6 with frame

GUIDANCE. ABC: Php 4,000.00

13.) Three (3) pcs of White Board 4' x 8', with aluminum frame,

With aluminum frame and stand with roller

CCS. ABC: Php 40,500.00

14.) Sixty (60) piece of Monobloc Chair With arm, 100% Virgin Plastic Resin

CHE-LAB. ABC: Php 60,000.00

15.) Ten (10) piece of Monobloc Chair Without arm, 100% Virgin Plastic Resin

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ABC: Php 8,000.00

16.) Twelve (12) piece of Visitor's Chair Single with Armrest 17"L x 21"W x 30"H

CSSPE. ABC: Php 21,600.00

17.) Five (5) piece of Classroom Table 48"L x 28"W x 30"H

CSSPE. ABC: Php 35,000.00

18.) Four (4) piece of TESTING TABLE

Specifications:

-Length: 50 inches

-Width: 30 inches

-Height: 30 inches

-Color (please coordinate with the end-user)

-For "Fabrication"

GUIDANCE. ABC: Php 25,000.00

19.) Eight (8) piece of Steel Filing Cabinet Vertical All-Metal Body Cabinet 2 drawer, key-locked

CSSPE. ABC: Php 89,600.00

20.) Six (6) piece of White Board 4 'x 6' w/ Aluminum frame, stand

CHE-LAB. ABC: Php 54,000.00

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 (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 April 15 to April 22, 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 One Thousand Pesos (Php.1,000.00). (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



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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. Bid Submission will be on or before April 22, 2025 at 9:30 A.M. through Manual Submission.
- 5. Bid opening shall be on April 22, 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.
- 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.