



Republic of the Philippines
WESTERN MINDANAO STATE UNIVERSITY
Normal Road, Baliwasan Zamboanga City
www.wmsu.edu.ph
Telephone: 062-991-1771 LOC 1002



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 Laptop (Technical) for the Administration**

Approved Budget Cost: **PHP 3,404,000.00**

Purchase Request No.: **PR 26-04-156**

Closing Date: **June 23, 2026 @ 9:30 AM**

1.) Thirty-Seven (37) units of LAPTOP (TECHNICAL)

Specification:

.Processor: 24M Cache, 2.3 GHz Base Freq (or higher)

.Memory: at least 8GB DDR5 (expandable)

.Storage: at least 512 GB NVME or better

.Display: at least 15.6" FHD

.Graphics: at least 8GB GDDR6

.Camera: Built-in 720p HD Webcam or better

.Network Interface: Ethernet, Wi-fi, Bluetooth

.Ports: 2 USB 3.0 or 3.1, 1 USB 2.0, HDMI, Memory Card Reader and audio jacks

.Installed Licensed Proprietary OS Pro Version

.Installed and Activated Proprietary Office Applications

.With laptop bag

PLANNING - 1

QUALITY ASSURANCE - 1

FINANCE - 1

PROCUREMENT - 1

ADMIN. OFFICE - 1

VPAA - 32.

ABC: Php 3,404,000.00

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. 12009 (New 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 1 to June 23, 2026, Monday to Friday, 8:00



AM to 5:00 PM 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 : June 9, 2026 @ 9:30 A.M. @ BAC Conference Office, Ground Floor Admin Building, WMSU, Z.C.

5. Bid Submission will be on or before June 23, 2026 @ 9:30 AM. through Manual Submission.

6. Bid opening shall be on June 23, 2026 @ 9:30 AM. at BAC Office, Ground 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. The contract will be awarded to the bidder who submits the Lowest Calculated Responsive Bid (LCRB).

8. Price validity shall be for a period of 120 calendar days.

9. Bidders shall submit original brochures showing certifications of the product being offered.

10. 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.

11. 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 pursuant to Section 64 and 70 of RAI2009 and to accept the bid most advantageous to the government, and to award the contract by lot, if warranted.