



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:

1.) One (1) unit of MULTI-FUNCTION COLORED COPIER with DOCUMENT DESK

Specifications:

- .Type: Multi-function color copier
- .Functions: Printing, copying, scanning, faxing
- .Copy Resolution: 600 x 600 dpi or better
- .Print Resolution: 1200 x 1200 dpi
- .Scan Resolution: 600 x 600 dpi or better
- .Print Speed (Black and White): Up to 45 ppm
- .Scan speed: up to 140/140 ipm (simplex) / up to 280/280 ipm (duplex)
- .Fax Speed: Up to 33 kbps
- .Imaging Technology: Laser
- .Document Feeder: Automatic Document Feeder (ADF)
- .Automatic Duplex Printing
- .Two-sided scanning
- .Interface: USB, WiFi, Ethernet
- .Standard Paper Tray Input" up to 500 sheets
- .Bypass: up to 150 sheets
- .Connectivity: USB 2.0, Ethernet, Wi-Fi, Wi-Fi Direct
- .Display: Touchscreen

.With available local service centers and supplies

.Supplier must provide a special program or agreement(MOA) that they will supply all the consumables such as toner, drum starter, and so on (except paper), spare parts needed for maintenance and repairs, as well as unlimited calls for technical support.

.The charges must be specified in the program or agreement based on monthly meter reading of the machine, minus certain percent of spoilage.

.Likewise provide the rates per prints, separated the full color from black and white for paper size of A4, Letter, Long, Legal, B45, A3, 11x17, A3+, 12x18.

.Rates must be inclusive of VAT

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 Reform 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 March 27, 2024 until April 23, 2024, 2024 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 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 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 April 8, 2024, 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 April 23, 2024 at 9:30 A.M. through Manual Submission.
6. Bid opening shall be on April 23, 2024 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.
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 and to accept the bid most advantageous to the government, and to award the contract by lot, if warranted.