



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:

- 1.) Eighty-Three (83) bottle of Air Freshener
Aerosol Type
300ml/bottle.**
- 2.) Seventy (70) pcs of Broom Soft, Walis Tambo.**
- 3.) Fifty (50) pcs of Broom Stick, Walis Ting-Ting.**
- 4.) One Hundred (100) bottle of Cleanser, Toilet Bown & Urinal 1L/bottle.**
- 5.) One Hundred Ninety (190) pcs of Correction Tape, 8M.**
- 6.) Seventy (70) packs of Detergent Powder,
All Purpose,
1 kg/pack.**
- 7.) Two Hundred (200) bar of Detergent Bar, 140g.**
- 8.) Twenty-Eight (28) pcs of Data File Box, Made of Chipboard w/Closed End.**
- 9.) Thirty-One (31) pcs of Data File Box, Made of Chipboard.**
- 10.) Two Thousand (2000) pcs of Envelop, Documentary, A4.**
- 11.) Two Thousand (2000) pcs of Envelop, Documentary Long.**
- 12.) One Thousand Five Hundred (1500) pcs of Expanding Envelop w/ Garter, long.**
- 13.) Fifty (50) boxes of Envelop, Mailing Long 500pcs/box.**
- 14.) One Hundred (100) can of Floor Wax Paste, 450g/can.**
- 15.) One Hundred Fifty (150) boxes of Fastener Paper, Non-sharp Edge (Metal)
50set/box.**
- 16.) Fifty (50) boxes of Folder, Pressboard, long. 100pcs/box.**
- 17.) One Hundred (100) bottle of Insecticide, 600ml/bottle.**
- 18.) Twenty (20) sets of Marker, Flourescent, 3 color/set.**
- 19.) Thirty (30) pcs of Marker, Permanent, Bullet tip.**
- 20.) Thirty (30) pcs of Philippine National Flag, 3x6 ft..**
- 21.) One Hundred (100) boxes of Paper clip, Vinyl/Plastic Coated 33mm**
- 22.) One Hundred (100) boxes of Paper clip, Vinyl/Plastic Coated 50mm, Jumbo.**
- 23.) Twenty-Five (25) boxes of Pencil #2, 10pcs/box.**
- 24.) One Thousand Five Hundred (1500) reams of BOND PAPER**



**A4 S20,
500shts/ream.**

- 25.) Six (6) boxes of Rubber Band #18, 350g.**
- 26.) One Hundred (100) pcs of Record Book 300 pages.**
- 27.) One Hundred (100) pcs of Record Book 500 pages.**
- 28.) Three Hundred (300) pcs of Sign Pen Black Liquid or Gel, 0.5mm.**
- 29.) Four Hundred (400) pcs of Sign Pen Blue Liquid or Gel, 0.5mm.**
- 30.) Fifty (50) pcs of Sign Pen Red Liquid or Gel, 0.5mm.**
- 31.) One Hundred Fifty (150) boxes of Staple Wire Standard #35.**
- 32.) Thirty (30) pcs of Stamp Pad, Violet Felt 3x5.**
- 33.) Ten (10) pcs of Scissors, Symmetrical or Asymmetrical.**
- 34.) Forty (40) pcs of Stapler #35.**
- 35.) Three Hundred Fifty (350) rolls of Tape Masking 24mm.**
- 36.) Three Hundred Forty (340) rolls of Tape Masking 48mm.**
- 37.) One Hundred Ten (110) rolls of Tape Packing 48mm.**
- 38.) One Hundred Twelve (112) rolls of Tape Transparent 24mm.**
- 39.) One Hundred Twenty-Four (124) rolls of Tape Transparent 48mm.**
- 40.) Thirty (30) rolls of Twine, Plastic 400g.**
- 41.) Two Hundred (200) packs of Toilet Tissue Paper 2 ply, 12roll/pack.**
- 42.) One Hundred (100) pcs of White Board Marker Bullet Tip23.**
- 43.) Sixty (60) bottles of Ink for Stamp Pad.**
- 44.) Two Hundred Ninety (290) pcs of Battery, Dry Cell, AA.**
- 45.) Two Hundred Eighty (280) pcs of Battery, Dry Cell, AAA.**
- 46.) Two Hundred (200) pcs of Deodorant Cake.**
- 47.) One Hundred (100) bottle of Disinfectant Spray.**
- 48.) One Hundred Fifty (150) packs of Trash Bag XXL, 10 pcs/pack.**
- 49.) Fifteen (15) pcs of Calculator, 12 Digits, Compact.**
- 50.) Thirty-Three (33) pcs of Flash Drive, 64 GB.**
- 51.) Fifty-One (51) packs of Cartolina, Assorted Color, 20pcs/pack.**
- 52.) Thirty-One (31) pcs of Dust Pan.**
- 53.) One Hundred (100) packs of SPECIAL PAPER**



Color: Pale Cream
Size: 8.5" x 13", 200 gsm
10 sheets/pack

**54.) Two Hundred Fifty (250) bottles of COMPUTER INK FOR BROTHER PRINTER
BTD60 - Black.**

**55.) Three Hundred (300) bottles of COMPUTER INK FOR BROTHER PRINTER
BT5000 Colored**
Magenta - 100 bottles
Cyan - 100 bottles
Yellow - 100 bottles

**56.) Four Hundred (400) bottles of ORIGINAL COMPUTER INK FOR EPSON
PRINTER**
T6641 - Black.

**57.) One Hundred Ten (110) bottles of ORIGINAL COMPUTER INK FOR EPSON
PRINTER**
T6642 - Cyan.

**58.) One Hundred Ten (110) bottles of ORIGINAL COMPUTER INK FOR EPSON
PRINTER**
T6643 - Magenta.

**59.) One Hundred Ten (110) bottles of ORIGINAL COMPUTER INK FOR EPSON
PRINTER**
T6644 - Yellow.

60.) Fifty (50) box of COMPUTER CONTINUOUS FORM
11 x 14 7/8
Carbonless
4 ply.

61.) Fifty-Five (55) box of COMPUTER CONTINUOUS FORM
9-1/2 x 11
Carbonless
4 ply.

62.) Fifty-Three (53) box of COMPUTER CONTINUOUS FORM
9-1/2 x 13
Carbonless
4 ply.

63.) Thirty (30) piece of DOOR KNOB
standard size.

64.) One Hundred (100) bottle of MURIATIC ACID
1 liter/bottle.

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 13 until April 8, 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 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 March 20, 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 8, 2024 at 9:30 A.M. through Manual Submission.

6. Bid opening shall be on April 8, 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.

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.