



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 and IT Equipment and Devices for the Administration**

Approved Budget Cost: **PHP 697,200.00**

Purchase Request No.: **PR 25-02-052**

Closing Date: **March 26, 2025 9:30 AM**

Delivery Period: **Thirty (30) Calendar Days**

Bid Docs: **Php 1,000.00**

1.) *Two (2) unit of AVR
2000VA, Servo type, with time delay*

*HRMO - 1
BOARDSEC - 1. ABC: Php 24,000.00*

2.) *Thirty-Five (35) unit of UPS with built-in AVR
1000VA*

*PAO - 2
DPO - 2
FINANCE - 1
VPSAS - 2
PROCUREMENT - 3
CASHIER - 14
VPAF - 3
PPES- 8. ABC: Php 192,500.00*

3.) *Eleven (11) unit of Emergency Light
Rechargeable with desktop fan*

*CASHIER - 5
PLANNING - 1
HRMO - 2
VPAA - 2
VPAF - 1. ABC: Php 41,800.00*

4.) *Nine (9) unit of UPS with built-in AVR
650VA*

*VPAA - 3
BOARDSEC - 6. ABC: Php 28,800.00*

5.) *One (1) unit of UPS with built-in AVR
Heavy Duty, 2000VA*

*VPAF
ABC: Php 8,000.00*

6.) *Two (2) unit of PORTABLE TROLLEY SPEAKER
Specification:
. With USB, SD, Bluetooth, FM
. With Built-in rechargeable battery
. Woofer: at least 8", 1000W
. Built-in 2-band equalizer*



- . *Compatible with ULM wireless microphones*
- . *Built-in handle and rolling wheels*
- . *Includes dynamic microphones and cables*

GRRC - 1

OVPA - 1 . ABC: Php 20,000.00

7.) Two (2) sets of DUAL WIRELESS HANDHELD PROFESSIONAL MICROPHONE

Specifications:

- . *With Receiver*
- . *Infrared Pairing Frequency*
- . *Frequency: UHF up to 800 MHz*
- . *Distance: Up to 30 meters*
- . *Heavy Duty*
- . *With Carrying case*

GRRC - 2. ABC: Php 7,700.00

*8.) Three (3) unit of Emergency Light
Rechargeable with desktop fan*

OP. ABC: Php 9,000.00

*9.) Seven (7) unit of Window Intercom Speaker
Dual-way talk office window glass counter*

CASHIER

ABC: Php 14,000.00

10.) Four (4) unit of SMART TV 4K

Specification

- . *Size: at least 55 inches*
- . *Resolution: 4K or UHD*
- . *Operating System: Android TV or better*
- . *Audio: Equipped with built-in speakers*
- . *Connectivity: HDMI, USB, and support for Wi-Fi and Bluetooth.*
- . *Includes AVR at least 1000VA Servo Motor Type*
- . *with stand and wall mounting bracket*

HRMO - 1

GRRC - 1

VPAA - 1

VPSAS - 1. ABC: Php 140,000.00

*11.) Fourteen (14) unit of ELECTRIC FAN
Stand type, 16", Plastic Blade*

PLANNING - 1

HRMO - 2

GRRC - 2

VPAA - 2

VPAF - 1

ODA - 2

PPES - 4. ABC: Php 23,800.00

*12.) Four (4) unit of ELECTRIC FAN
Ceiling mount, orbit type, 16", Plastic Blade*

CASHIER . ABC: Php 6,800.00



13.) *Four (4) unit of ELECTRIC FAN*
Wall mount, 16", Plastic Blade

CASHIER. ABC: Php 6,800.00

14.) *Four (4) unit of Water Dispenser*
Table Top Hot and Cold

HRMO - 1
VPAA - 1
CASHIER - 1
ODA - 1. ABC: Php 22,400.00

15.) *One (1) unit of REFRIGERATOR*
Inverter, 6 cu. ft.,
2 Door Direct Cool
Extra Large Freezer Space

ODA
ABC: Php 15,000.00

16.) *Four (4) unit of AIR COOLER (For Gymnasium)*
220 watts power for up to 50sqm.
Area: Dual motor + Dual blade strong axial Flow fan type at 10,000 m³/hr (5,000 m³/hr x 2)
Air flow, Heavy duty type,
35 liters water tank capacity
Auto pump shut-off protection on low water
3 Fan Speed
With Remote Control
With Caster Wheels

GSO. ABC: Php 80,000.00

17.) *Two (2) pcs of Wireless Presentation Remote Clicker*
Specification
.Wireless Technology: 2.4 GHz RF
.Operating Distance: Approximately 15 meters (50 feet)
.Receiver Interface: USB
.Type: 2 AAA batteries
.Life (Laser Pointer): Up to 20 hours or higher
.Life (Presenter): Up to 1,000 hours or higher

GRRC. ABC: Php 5,200.00

18.) *Three (3) unit of DIGITAL VOICE RECORDER*
Specification:
.USB direct connection
.Memory: at least 4GB (expandable to 32 GB microSD)
.With a built-in S-microphone system
.With noise cancellation; Interface: USB, Stereo Mic-in Jack,
.Stereo Earphone jack, Recording format: Linear PCM/MP3

BOARDSEC - 1
LEGAL - 2. ABC: Php 17,400.00

19.) *One (1) unit of Voice Recorder*
Specifications
.4 GB Memory (expandable)
.With built-in microphone and USB
.With noise canceling



.Battery: Rechargeable lithium battery

VPAA. ABC: Php 4,000.00

20.) Five (5) pcs of HEADSET

Specification:

.Built-in controls for volume and muting

.Adjustable headband

.With noise cancelling feature

.Connector: 3.5mm headphone jack / USB Stereo

.Speaker frequency response: 20 Hz to 20 kHz

.Microphone frequency response: 100 Hz to 10 kHz

.Cable: at least 1.5 m

.Heavy Duty

PAO - 1

DPO - 1

PROCUREMENT - 1

VPAA - 1

LEGAL - 1. ABC: Php 15,000.00

*21.) One (1) unit of Ring Binder Machine
Legal Size, Complete Set*

OCTCDEM. ABC: Php 10,000.00

*22.) One (1) unit of Ring Binder Machine
A4 Size, Complete Set*

OCTCDEM. ABC: Php 5,000.00

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.

IMPORTANT NOTICE FOR BIDDERS:

1. Bidding papers may be acquired starting March 19 until March 26, 2025, 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.



Republic of the Philippines
WESTERN MINDANAO STATE UNIVERSITY
Normal Road, Baliwasan Zamboanga City
www.wmsu.edu.ph
Telephone: 062-991-1771 LOC 1003



4. Bid Submission will be on or before March 26, 2025 9:30 AM through Manual Submission.
5. Bid opening shall be on March 26, 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.
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.