



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: Php 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



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*

GUIDANCE



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

