

PHILIPPINE BIDDING DOCUMENTS

(As Harmonized with Development Partners)

Procurement of GOODS

Government of the Republic of the Philippines

Contract Reference No. : IB_GOODS_2023-11-132

Name of Contract : PURCHASE AND DELIVERY OF SUPPLIES, MATERIALS
AND EQUIPMENT NOT AVAILABLE AT PS-DBM FOR CY
2024

Location of Contract : KALINGA STATE UNIVERSITY-MAIN CAMPUS, NATIONAL
HIGHWAY, PUROK 6, BULANAO, TABUK CITY, KALINGA

Name of Procuring Entity : KALINGA STATE UNIVERSITY (KSU)



Kalinga State University envisions to be "a Knowledge and Technology Hub in Asia-Pacific Region"

Sixth Edition
July 2020



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Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

Consulting Services – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

CDA - Cooperative Development Authority.

Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

DDP – Refers to the quoted price of the Goods, which means “delivered duty paid.”

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

Foreign-funded Procurement or Foreign-Assisted Project– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

Framework Agreement – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting



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the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

GFI – Government Financial Institution.

GOCC – Government-owned and/or –controlled corporation.

Goods – Refer to all items, supplies, materials, and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project, or activity, whether in the nature of the Equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of Equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration, or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control, and drainage, water supply, sanitation, sewerage, and solid waste management systems, shore protection, energy/power, and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project, or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency, which shall be consolidated in the procuring entity’s Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

Supplier – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business, and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier, as used in these Bidding Documents, may likewise refer to a distributor, manufacturer, contractor, or consultant.

UN – United Nations.



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Section I. Invitation to Bid



INVITATION TO BID FOR PURCHASE AND DELIVERY OF SUPPLIES, MATERIALS AND EQUIPMENT NOT AVAILABLE AT PS-DBM FOR CY 2024

1. The **Kalinga State University**, through the **Regular Agency Fund (RAF) Fund for CY 2024 (Early Procurement Activity)**, intends to apply the sum of **Four Million Seven Hundred Eighty Thousand One Hundred Ten Philippine Pesos and Eighteen Centavos (Php 4,780,110.18)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Purchase and Delivery of Supplies, Materials and Equipment not Available at PS-DBM for CY 2024/ IB_Goods_2023-11-132** for the following lots. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Lot No.	Particulars	ABC	Bidding Fees (Non-Refundable)	Delivery Period
1	Common-use Supplies Including Janitorial and Miscellaneous Supplies and Materials	2,376,843.85	5,000.00	45 cd
2	ICT Supplies, Equipment and Consumables	2,149,007.93	5,000.00	45 cd
3	Hardware and Agricultural Supplies and Materials	254,258.40	500.00	45 cd
Total Amount of ABC		4,780,110.18		

Partial bids are allowed. All Goods are grouped into lots listed above. Bidders shall have the option of submitting a proposal on any or all lots, and evaluation and contract award will be undertaken on a per-lot basis. Lots shall not be divided further into sub-lots for the purpose of bidding, evaluation, and contract award.

2. The **Kalinga State University** now invites bids for the above Procurement Project. Delivery of the Goods is required **within Forty-Five (45) calendar days upon receipt of the Purchase Order**. Bidders should have completed, within **five (5) years** from the date of submission and receipt of bids, a contract similar to the project. The description of an eligible bidder is contained in the Bidding Documents, particularly in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

4. Prospective Bidders may obtain further information from **Kalinga State University** and inspect the Bidding Documents at the address given below during **office hours from 9 am to 4 pm**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **December 1, 2023 (Friday) until 10 am of December 26, 2023 (Tuesday)** from the given address and websites below, *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of not more than Five Thousand Philippine Pesos (Php 5,000.00) as prescribed in the Guidelines for the sum of the ABC of all lots as stated above.* The Procuring Entity shall allow the bidder to present its proof of payment for the fees *either in person or through electronic means*.
6. The **Kalinga State University** will hold a **Pre-Bid Conference** on **December 14, 2023 (Thursday), 10 am** at the **BAC Conference Room, Procurement Management Office, Administration Building, KSU-Main Campus, National Highway, Purok 6, Bulanao, Tabuk City, Kalinga**, and/or through video conferencing or webcasting via **Google Meet Platform** at the link: meet.google.com/iox-mdjq-reu, which shall be open to prospective bidders.



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7. Bids must be duly received by the BAC Secretariat through **manual submission** at the office address indicated below, on or before **10 am on December 26, 2023 (Tuesday)**. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.
9. Bid opening shall be on **10:01 am on December 26, 2023 (Tuesday)**, at the given address below and/or via **Google Meet Platform** at the link: meet.google.com/nve-iovq-chp. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. Bidders should comply with the applicable provisions of Section 23.4.1.1 of 2016 Revised IRR of R.A. 9184 (Eligibility Criteria for Procurement of Goods) and with a modified set of requirements integrating eligibility documents and criteria for procurement of goods as provided in Annex D of the 2016 revised IRR of RA No. 9184.
11. The **Kalinga State University** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
12. For further information, please refer to:

Ricky James B. Sagun
BAC Secretariat
Procurement Management Office
Kalinga State University-Main Campus
Administration Building, National Highway, Purok 6, Bulanao, Tabuk City, Kalinga 3800
procurement-service_bac@ksu.edu.ph
(074) 627-5321 / 09176240170
<https://ksu.edu.ph/>

13. You may visit the following websites:

For downloading of Bidding Documents: <https://ksu.edu.ph/bid/purchase-and-delivery-supplies-materials-and-equipment-not-available-ps-dbm-cy-2024>

November 30, 2023

(Sgd)
ROMUALDO U. WACAS, PhD
BAC Chairperson for Bulanao Campus



Section II. Instructions to Bidders



1. Scope of Bid

The Procuring Entity, **Kalinga State University**, wishes to receive Bids for the **Purchase and Delivery of Supplies, Materials and Equipment not Available at PS-DBM for CY 2024**, with identification number **IB_Goods_2023-11-132**.

The Procurement Project (referred to herein as "Project") is composed of **three (3) Lots**, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP, through the source of funding as indicated below for **CY 2023** in the amount of **Four Million Seven Hundred Eighty Thousand One Hundred Ten Philippine Pesos and Eighteen Centavos (Php 4,780,110.18)**.

2.2. The source of funding is:

NGA - the National Expenditure Program for CY 2024 (Regular Agency Fund CY 2024).

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules, and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration, and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex "I" of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

5.2. Foreign ownership limited to those allowed under the rules may participate in this Project.

5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:

a. For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.

5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods



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There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

7. Subcontracts

7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that:

- a. Subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address at **BAC Conference Room, Procurement Management Office, Administration Building, KSU-Main Campus, National Highway, Purok 6, Bulanao, Tabuk City, Kalinga**, and/or through video conferencing/webcasting as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC, as indicated in **ITB** Clause 5.3, should have been completed within **five (5) years** prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in a foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Bid Prices



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- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
- a. For Goods offered from within the Procuring Entity's country:
 - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to the delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in e.
 - b. For Goods offered from abroad:
 - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

13. Bid and Payment Currencies

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- a. Payment of the contract price shall be made in Philippine Pesos.

14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security shall be valid until **One Hundred Twenty (120) calendar days**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Each Bidder shall submit **three (3)** copies of the first and second components of its Bid labeled as original copy, copy 1 and copy 2.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

16. Deadline for Submission of Bids

- 16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission, as indicated in paragraph 7 of the **IB**.



17. Opening and Preliminary Examination of Bids

- 17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case video conferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

- 17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

18. Domestic Preference

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.

- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.

- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items that participated in by the prospective Bidder.

- 19.4. The Project shall be awarded as follows:

Option 2 – One Project having several items grouped into several lots, which shall be awarded as separate contracts per lot.

- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- 20.2. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.



Section III. Bid Data Sheet

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Bid Data Sheet

ITB Clause																					
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p>a. Single Largest Completed Contract shall refer to any of the following: Lot 1: Purchase and Delivery of Supplies and Materials including Janitorial and Miscellaneous, 50% of the ABC for Lot 1: or Lot 2: Purchase and Delivery ICT Supplies, Equipment and Consumables, 50% of the ABC of Lot 2; or Lot 3. Procurement and/or Delivery of Agricultural and Hardware Supplies and Materials, 50% of the ABC of Lot 3</p> <p>b. Completed within five (5) years prior to the deadline for the submission and receipt of bids.</p>																				
7.1	<i>Subcontracting is not allowed.</i>																				
12	The price of the Goods shall be quoted DDP port of Manila or the applicable International Commercial Terms (INCOTERMS) for this Project.																				
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:</p> <p>Lot 1: Office Supplies and Materials including Janitorial and Miscellaneous:</p> <p>a. The amount of not less than Php 47,536.88 (2%) if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</p> <p>b. The amount of not less than Php 118,842.19 (5%) if bid security is in Surety Bond.</p> <p>Lot 2: Various ICT Equipment and materials including Consumables:</p> <p>a. The amount of not less than Php 42,980.16 (2%) if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</p> <p>b. The amount of not less than Php 107,450.40 (5%) if bid security is in Surety Bond.</p> <p>Lot 3: Purchase and Delivery of Agricultural and Hardware Supplies and Materials.:</p> <p>a. The amount of not less than Php 5,085.17 (2%) if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</p> <p>b. The amount of not less than Php 12,712.92 (5%) if bid security is in Surety Bond</p> <p>For Total Lots (1, 2 & 3):</p> <p>a. The amount of not less than Php 95,602.20, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</p> <p>b. The amount of not less than Php 239,005.51, if bid security is in Surety Bond.</p>																				
19.3	<p>The Project will be awarded by lot, and the following are the grouping of lots:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Lot No.</th> <th style="text-align: center;">Title</th> <th style="text-align: center;">Items</th> <th style="text-align: center;">ABC</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Common-use Supplies including Janitorial and Miscellaneous Supplies and Materials</td> <td>Various items, refer to Section VII (Technical Specifications)</td> <td style="text-align: right;">2,376,843.85</td> </tr> <tr> <td style="text-align: center;">2</td> <td>ICT Supplies, Equipment and Consumables</td> <td>Various items, refer to Section VII (Technical Specifications)</td> <td style="text-align: right;">2,149,007.93</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Hardware and Agricultural Supplies and Materials</td> <td>Various items, refer to Section VII (Technical Specifications)</td> <td style="text-align: right;">254,258.40</td> </tr> <tr> <td colspan="3" style="text-align: center;">Total ABC of 3 Lots</td> <td style="text-align: right;">4,780,110.18</td> </tr> </tbody> </table>	Lot No.	Title	Items	ABC	1	Common-use Supplies including Janitorial and Miscellaneous Supplies and Materials	Various items, refer to Section VII (Technical Specifications)	2,376,843.85	2	ICT Supplies, Equipment and Consumables	Various items, refer to Section VII (Technical Specifications)	2,149,007.93	3	Hardware and Agricultural Supplies and Materials	Various items, refer to Section VII (Technical Specifications)	254,258.40	Total ABC of 3 Lots			4,780,110.18
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3	Hardware and Agricultural Supplies and Materials	Various items, refer to Section VII (Technical Specifications)	254,258.40																		
Total ABC of 3 Lots			4,780,110.18																		
20.2	<p>List of licenses and permits relevant to the Project and the corresponding law requiring it:</p> <p>a. VAT or Non-VAT Registration Certificates; and</p> <p>b. Other appropriate licenses and permits, as may be required during post-qualification evaluation.</p>																				
21.2	<p>Contract documents relevant to the Project:</p> <p>a. The following relevant documents are to be submitted by the lowest calculated and responsive bidder after issuance of a notice of award:</p>																				



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1. Performance Security. The Winning Bidder shall be responsible for the extension of its performance security during the remaining period or duration of the Project reckoned from the date of the effectivity of the contract, or for any contract time extension granted by the Procuring Entity, which shall be valid until final acceptance of the Project.

In place of the Performance Security, a post qualified bidder may submit an unnotarized Performance Securing Declaration (PSD) - Revised Edition, to guarantee its faithful performance of obligations under the contract, subject to the following:

- i) Such declaration shall state, among others, that the winning bidder shall be blacklisted from being qualified to participate in any government procurement activity for one (1) year, in case of first offense or two (2) years, if with a prior similar offense, in the event it violates any of the conditions stated in the contract.
- ii) The unnotarized PSD may be accepted, subject to submitting a notarized PSD before payment unless the same is replaced with performance security in the prescribed form.

The end-user may require the winning bidder to replace the submitted PSD with performance security in any of the prescribed forms under Section 39.2 of the 2016 revised IRR of RA No. 9184 upon lifting the State of Calamity, or community quarantine or similar restrictions, as the case may be.

- b.** During or after the delivery, the Supplier shall submit the following requirements:
1. Delivery Receipt
 2. Supplier's Sales Invoice



Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

The General Conditions of Contract (GCC) in this Section, read in conjunction with the Special Conditions of Contract in Section V and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

Matters governing performance of the Supplier, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are included in the GCC and Special Conditions of Contract.

Any complementary information, which may be needed, shall be introduced only through the Special Conditions of Contract.



1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

2. Advance Payment and Terms of Payment

2.1. Advance payment of the contract amount is provided under Annex "D" of the revised 2016 IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section IV (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

5. Warranty

6.1. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.

6.2. The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.



Section V. Special Conditions of Contract

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Special Conditions of Contract

GCC Clause	
1	<p><i>Additional requirements for the completion of this Contract.</i></p> <p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p><i>For Goods supplied from abroad:</i></p> <p style="padding-left: 40px;">“The delivery terms applicable to the Contract are DDP delivered in the port of Manila in accordance with INCOTERMS.”</p> <p><i>For Goods supplied from within the Philippines:</i></p> <p style="padding-left: 40px;">“The delivery terms applicable to this Contract are delivered at the Kalinga State University- Main Campus, National Highway, Purok 6, Bulanao, Tabuk City, Kalinga. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements) and Section VII (Technical Specifications).</p> <p>For purposes of this Clause, the Procuring Entity’s Representative at the Project Site is:</p> <p style="padding-left: 40px;">Mr. Joseph Tracy D. Labbutan Supply and Property Officer Supply and Management Office Kalinga State University-Main Campus, National Highway, Purok 6, Bulanao Tabuk City 3800, Kalinga, Philippines</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <ol style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and e. training of the Procuring Entity’s personnel, at the Supplier’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.



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	<p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p> <p>Spare Parts –</p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p> <ol style="list-style-type: none">a. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; andb. in the event of termination of production of the spare parts:<ol style="list-style-type: none">i. advance notification to the Procuring Entity of the pending termination, insufficient time to permit the Procuring Entity to procure needed requirements; andii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested. <p>The spare parts and other components required are listed in Section VI (Schedule of Requirements), and the costs thereof are included in the contract price.</p> <p>The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of 30 days. <i>If not used, a time period of 90 days, which is three times the warranty period.</i></p>
	<p>Packaging –</p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.</p> <p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <ul style="list-style-type: none">Name of the Procuring EntityName of the SupplierContract DescriptionFinal DestinationGross weightAny special lifting instructionsAny special handling instructionsAny relevant HAZCHEM classifications
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical, the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p>



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	<p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from the use of the Goods or any part thereof.</p>
2.2	<i>Partial payment is not allowed.</i>
4	The inspections and tests that will be conducted are: Testing and Sealing by the Inspectorate and Acceptance Committee of the University, including a COA representative, TWG, and end-users representatives.



Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date, which is the date of delivery to the project site.

No.	Lot and Reference	Qty	Unit	Delivered, Weeks/Months
1	COMMON-USE SUPPLIES INCLUDING JANITORIAL AND MISCELLANEOUS SUPPLIES AND MATERIALS	1	Lot	Delivery shall be completed within FORTY-FIVE (45) CALENDAR DAYS upon acceptance of the Purchase Order
2	ICT SUPPLIES, EQUIPMENT AND CONSUMABLES	1	Lot	Delivery shall be completed within FORTY-FIVE (45) CALENDAR DAYS upon acceptance of the Purchase Order
3	HARDWARE AND AGRICULTURAL SUPPLIES AND MATERIALS	1	Lot	Delivery shall be completed within FORTY-FIVE (45) CALENDAR DAYS upon acceptance of the Purchase Order

Note:

- a) *Contract Warranty:* Three (3) months in the case of Expendable Supplies and One (1) year, in the case of Non-Expendable Supplies, after acceptance by the Procuring Entity of the delivered supplies.
- b) *To be delivered at:* Supply and Property Management Office (SPMO), Administration Building, KSU-Main Campus, National Highway, Purok 6, Bulanao, Tabuk City, Kalinga, Philippines

I hereby certify to comply and deliver the above requirements.

Name of Company/Bidder

Signature Over Printed Name
of Representative

Date



Section VII. Technical Specifications

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Technical Specifications

ITEM NO.	ITEM AND DESCRIPTION	QTY	UNIT	STATEMENT OF COMPLIANCE
				<i>[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the Equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of Specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification, or the execution of the Contract may be regarded as fraudulent and render the Bidder or Supplier liable for prosecution subject to the applicable laws and issuances.]</i>
	LOT 1: COMMON-USE SUPPLIES INCLUDING JANITORIAL AND MISCELLANEOUS SUPPLIES AND MATERIALS			
	I. COMMON-USE SUPPLIES AND DEVICES			
1	Accession Book, 64 leaves	2	book	
2	Acetate, Gauge #3, 50 m/roll	4	roll	
3	Acrylic Sign Display Holder (Museum Label Holder), 10cm x 4cm	50	piece	
4	Air Cooler, with remote control, 5-in-1, 1-7 hours timer options, 90°Oscillation, 3 wind speed, 3 wind mode, With dust-proof filter protection, With water pump protection system, With dismountable honeycomb filter, Cooling: water pump sprinkling cycling system, Fixed water tank, capacity 7L"	2	unit	
5	Air humidifier, Electrical, 4 liters, air purifiers with essential oils	1	unit	
6	Aircon, 2.5HP Window Type Inverter	1	unit	
7	Alcohol, ethyl, 68%-72%, scented, 3.785 Liters	3	galloon	
8	Alcohol, Isopropyl, 70% solution, 500ml/bottle	10	bottle	
9	Arch File Folder, 13 1/2" H x 11" W x 3" diameter, Blue; 2-hole punch	105	piece	
10	Arch File Folder, 13 1/2" H x 11" W x 3" diameter, Green	134	piece	
11	Ball Point Pen, High Quality Writing, BP-S Fine, 12pcs/box, Black	90	box	
12	Ball Point Pen, High Quality Writing, BP-S Fine, 12pcs/box, Blue	1	box	
13	Ball Point Pen, High Quality Writing, BP-S Fine, 12pcs/box, Red	2	box	
14	Ballpen, Black, quality writing output, 12pcs/box, Press type	2	box	
15	Ballpen, Black, quality writing output, Press type	10	piece	
16	Ballpen, Ordinary, 100 pc/box, blue	1	box	
17	Ballpen, Ordinary, 12pcs/box, Black	159	box	
18	Ballpen, Ordinary, 12pcs/box, Blue	7	box	
19	Ballpen, Ordinary, 12pcs/box, Green	5	box	
20	BATTERY 522 BP1 9V	10	pack	
21	Battery, dry cell, AA, 2 pieces per blister pack	5	pack	



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ITEM NO.	ITEM AND DESCRIPTION	QTY	UNIT	STATEMENT OF COMPLIANCE
22	BATTERY, Rechargeable, size AA	4	pair	
23	Battery, size AA, alkaline, 2 pieces/blister pack	29	pack	
24	Battery, size AAA, alkaline, 2 pieces/blister pack	25	pack	
25	BATTERY, size AAA, Chargeable, 2 pieces/pack	2	pack	
26	BINDING AND PUNCHING MACHINE, two (2) hand lever system, 34cm or 13" (24 holes) punching, width adjustable to any format, binds 425 sheets, or up to 2" thick, all metal construction	4	unit	
27	BOOK ENDS; Specifications: Height: 17 cm/ 7inches; Width: 13 cm/5inches; Length: 15 cm/6inches; material: metal; Weight: 260g	5	pair	
28	BOOK STAND, 9" Plain Metal	1	piece	
29	Bookshelf, Wood, Narrow slit, 5 layers, Lateral, size: 30cm x 24cm x 180cm	2	unit	
30	BOOKSHELVES, Made of Chipboard, 4 layers, 8 shelves, 23.6"D x 19.7"W x 0.6"H	2	unit	
31	Cabinet, 12-Door Steel Locker, H1850 x W900 x D400 mm, 0.7mm, Gauge no. 22, Knockdown/Not Assembled, Double Lock, Label box and air vent on each door, Electrostatic powder coated, 0.75mm Thickness	1	unit	
32	CABINET, Steel Filing, 4D, Lateral, 90(W)x45(D)x103(H)cm, 65kg.	7	unit	
33	CABINET, Steel Filing, 4D, Lateral, 90(W)x45(D)x103(H)cm, 65kg., Black	1	unit	
34	CABINET, Steel Filing, 4D, Lateral, 90(W)x45(D)x103(H)cm, 65kg., White	3	unit	
35	CABINET, Steel Filing, 4D, Vertical, 46(W)x62(D)x134(H)cm, 43kg, Gray	1	unit	
36	CABINET, Steel Filing, 4D, Vertical, 46(W)x62(D)x134(H)cm, 43kg, White	3	unit	
37	CABINET, Steel Filing, 4D, Vertical, 46(W)x62(D)x134(H)cm, 43kg.	2	unit	
38	Carbon Paper, permafilm legal, blue	1	box	
39	Certificate Frame (8.5" x 11")	45	piece	
40	Certificate Frame (8.5" x 13")	73	piece	
41	Certificate Frame with stand, A4	30	piece	
42	Certificate Frame, A4	271	piece	
43	Chair Monoblock Lowback Green	100	piece	
44	Chair, Monobloc, Lowback, Beige	6	piece	
45	Clamp meter, Digital, True RMS, 2000 Count Display, Low cost & DMM functions, Data hold function	1	piece	
46	Clear Book paper organizer, Legal, 60 Pockets, White	20	piece	
47	Clear Plastic Protective, LP Outer Sleeves Vinyl Record Sleeves Album Covers, 10pcs/ pack, A4 size	10	pack	
48	Clear Plastic Protective, LP Outer Sleeves Vinyl Record Sleeves Album Covers, 10pcs/ pack, legal (8.5" x 13") size	10	pack	
49	Clipboard, With Cover File Folder Organizer, Expandable, double clip, Legal Size, Black	5	piece	
50	Coffee maker 8-10 cups capacity, thermo glass carafe, reusable filter basket, auto drip, dua; water indicator,keep warm heater plate, on/off swithch with light indicator	1	unit	
51	Colored paper, Assorted colors, A4	21	ream	
52	Colored Paper, Assorted Colors, Legal	23	ream	
53	Colored Paper, Assorted Colors, Letter	3	ream	
54	COLORED PAPER, Legal, apple green	9	ream	
55	COLORED PAPER, Legal, Yellow	1	ream	
56	Compact Disc (rewritable) with case, 700mb	30	piece	
57	Computer Desk/Office Desk, KUCA, L-Shape Left Section 120 x 100 x 60 Dimension, Ergonomic	1	unit	
58	Computer Table Study Desk Home Office Table Desk Furniture with Large Storage rack With Drawer, (Dimension: Length 120cm x Rack Height 110cm x Table Height 72.8cm x Width 55cm)	1	unit	
59	Computer Table, 3 Layers	2	unit	
60	Continuous Form, 3 ply, 280mm x 241mm, 5,000 sets/box, Carbonless	18	box	



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ITEM NO.	ITEM AND DESCRIPTION	QTY	UNIT	STATEMENT OF COMPLIANCE
61	Cork Board, 2' x 3'	4	unit	
62	Cork Board, 3' x 4'	1	unit	
63	Cork Board, 3' x 5'	2	unit	
64	Crime Scene evidence marker, Acrylic (1-20)	20	piece	
65	Crime Scene Tape 3 inches x 1,000 feet	2	roll	
66	Curtain, Blackout, Thick, Size: 52inches x 87inches, color: old rose	3	piece	
67	Curtain, ring-top/grommet-top, blackout, beige	16	piece	
68	Curtains, Blackout, thick, 52" x 87", old rose	24	piece	
69	Cutter Blade, L500, 10 pcs/tube	20	tube	
70	Cutter, L500, Retractable	29	piece	
71	Data File Box with cover, 15 1/2" W x 11" H x 11 1/2" diameter	30	piece	
72	Data file box, made of chipboard, with closed ends, Green	5	piece	
73	DATA FOLDER, Legal, Green	5	piece	
74	DESK RECEIPT HOLDER, Spindle with round base notes paper memo fork with protective cover, 110x73cm, suitable for holding receipts, memos, paper, notes, etc.	1	piece	
75	DESKTOP STORAGE BOX, transparent pen holder frosted simple oblique insertion type multifunctional stationary tube, material: plastic, with compartments, no cover, Capacity: 12*7cm 25*5cm	1	set	
76	Dish Cabinet, dual upper storage spacious dish rack durable, 46cm length, 37cm width, 59cm height	2	unit	
77	Document Holder, Monitor Mounted, Adjustable, copy clip holds up to 100 sheets of paper	1	unit	
78	Door Mat (Cloth)	47	piece	
79	Door Mat (plastic), 17 x 30 inch	2	piece	
80	Door Mat (plastic/Rubberize), 17 x 30 inch	13	piece	
81	Door mat, rectangular non-slip, heavy duty, 18 x 30 inch	8	piece	
82	Door mat, rubberized, 17 x 30 inch	2	piece	
83	Dressmaker Pin, 20 mats per box	5	box	
84	DUCT TAPE, 2", 48mm x 10m	3	roll	
85	Duct Tape, 2", black, 48mm x 10m	27	roll	
86	Duct Tape, 2", blue, 48mm x 10m	44	roll	
87	Duct Tape, 2", green, 48mm x 10m	25	roll	
88	DUCT TAPE, 2", Grey, 48mm x 10m	2	roll	
89	Duct Tape, 2", Red, 48mm x 10m	24	roll	
90	Duct Tape, 2", Yellow, 48mm x 10m	24	roll	
91	Electric Fan, Stand Type, 16" diameter	1	unit	
92	Electric Fan, Stand Type, 18" Industrial Metal blade	1	unit	
93	Electric Fan, Stand type, 18" plastic blade	10	unit	
94	Electric Fan, Stand Type, Metal Blade, 16"	4	unit	
95	Emergency Lamp, Automatic Operation, Light Source: 2x1W High Power SMT LED, Battery: 4V 4.0Ah Sealed Lead Acid, Charging Time: <20 hours, Performance Time: ≤6 hours (at full charge), Power Source: 220-240V 50 60HZ,	1	unit	
96	Envelope, Documentary, A4	100	piece	
97	Envelope, Documentary, A4, 500pcs/box	2	box	
98	Envelope, Documentary, for filing, 8.8 x 9 inches (customized)	2500	piece	
99	Envelope, Documentary, for Filing, 9 x 6 inches (customized)	1500	piece	
100	Envelope, Documentary, legal, 500pcs/box	8	box	
101	Envelope, Documentary, letter, 500pcs/box	2	box	
102	ENVELOPE, Documentary, long, 100pcs/pack	100	piece	
103	Envelope, Expanding, Kraftboard, Legal	15	piece	
104	ERASER, Whiteboard, magnetic	5	piece	



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ITEM NO.	ITEM AND DESCRIPTION	QTY	UNIT	STATEMENT OF COMPLIANCE
105	EXPANDABLE DOCUMENT ORGANIZER FILE FOLDER, A4 or 31.5x23cm, metal + plastic material, can hold more than 100 sheets of A4 paper, double clip	3	piece	
106	EXPANDABLE DOCUMENT ORGANIZER FILE FOLDER, A4 or 31.5x23cm, metal + plastic material, can hold more than 100 sheets of A4 paper, single clip	3	piece	
107	Facial tissue, 3 ply, 140 pulls/box	24	box	
108	FASTENER, FLAT FILE CLIP, can hold up to 20mm of paper, punch holes in paper and place over fastener prongs, durable and rust resistance	6	piece	
109	Fastener, metal, non-sharp edges, 70mm between prongs, 50 sets per box	115	box	
110	FASTENER, plastic, Assorted colors, 7cm ,50set/box	20	box	
111	File Organizer, Expanding, plastic, legal	5	piece	
112	File Tab Divider, 50 index card dividers in 5 colors, 10 per color, Size: Legal (8.5" x 13")	1	pack	
113	File Tab Divider, bristol board for A4	24	pack	
114	File Tab Divider, Letter	43	pack	
115	File/Magazine File Holder/Organizer (3-layer compartments), metal	8	piece	
116	Fingerprint dusting powder, 237 ml	5	bottle	
117	Fingerprint, slab ink, 4 ounces	5	bottle	
118	FIRST AID EMERGENCY KIT, complete set/42 pcs, Package Contents: 1 Storage bag, 1 Roll elastic bandage, 4* Povidine- Iodine Prep Pad, 10* Band-aid, 1 Roll silicone tourniquet, 1 Small scissors, 10*Alcohol Pad, 1 Roll of medical tape, 10* pcs of Individual needles, 2* sterile gauze pieces, 1 Plastic tweezer	11	set	
119	Flashlight, Rechargeable, waterproof, USB Charger	5	set	
120	Flexible Rubber Magnetic Sheets with Adhesive (0.5mm Thick), 10 pcs/ pack, A4	5	pack	
121	Folder, Expandable, with Tab, Legal, size 210mm x 370mm, 100pcs/box, Apple Green	1	box	
122	Folder, Expandable, with Tab, Legal, size 210mm x 370mm, 100pcs/box, Green	2	box	
123	Folder, Expandable, with Tab, Legal, size 210mm x 370mm, 100pcs/box, Light Green	1	box	
124	Folder, Expandable, with Tab, Legal, size 210mm x 370mm, Red	70	piece	
125	Folder, Fancy (morocco), A4, 50pcs/bundle	3	bundle	
126	Folder, Fancy (morocco), legal, 50pcs/bundle	3	bundle	
127	Folder, Fancy (morocco), Short, 50pcs/bundle	1	bundle	
128	FOLDER, Fancy, with Slide, A4, 50pcs/bundle	2	bundle	
129	FOLDER, Fancy, with Slide, Legal, 50pcs/bundle	3	bundle	
130	Folder, Pressboard, A4, size 210mmx297mm, red	25	piece	
131	Folder, Pressboard, Legal, size 210mm x 370mm, Green	20	piece	
132	Folder, Pressboard, Legal, size 210mm x 370mm, Light Green	50	piece	
133	Folder, Pressboard, Legal, size 210mm x 370mm, Red	74	piece	
134	Folder, Pressboard/ Expanded, A4, 100pcs/box, Brown	1	box	
135	Folder, Pressboard/ Expanded, Legal, 100pcs/box, Brown	1	box	
136	Folder, Pressboard/ Expanded, Legal, size 210mm x 370mm, 100pcs/box, Blue	1	box	
137	Folder, Pressboard/ Expanded, Legal, size 210mm x 370mm, 100pcs/box, Green	12	box	
138	Folder, Pressboard/ Expanded, Legal, size 210mm x 370mm, 100pcs/box, Red	2	box	
139	Folder, Pressboard/ Expanded, Legal, size 210mm x 370mm, 100pcs/box, Yellow	1	box	
140	Folder, Pressboard/ Expanded, Legal, size 210mm x 370mm, Green	50	piece	



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141	Folder, Short, 100pcs/pack	2	pack	
142	Folder, Tagboard, A4, 100 pcs/pack	4	pack	
143	Gang Chair, 4-seater, all steel	4	unit	
144	Glue Gun, heavy duty, big size	9	piece	
145	Glue Stick, big size	75	piece	
146	Glue Stick, large	100	piece	
147	GLUE, All-purpose, 130 grams min	2	tube	
148	GLUE, All-purpose, 240 grams	9	tube	
149	Gun tucker wire, T50	36	box	
150	Gun tucker, HD, T50	6	unit	
151	High Rolling and Stackable Storage Box File Desk Organizer with Detachable Lid and Wheels, can store folio or legal size papers and folders	3	piece	
152	INDEX CARD (8" X 5" or 1/8), White	5000	piece	
153	INDEX TAB, self-adhesive, Green, 5sets/box	5	box	
154	INDEX TAB, self-adhesive, transparent, 5sets/box	97	box	
155	INK, Refill for Xstamper Quix Self-Inking stamp, 10ml, blue	5	bottle	
156	Ink, Refill, Permanent, Black, 30ml	10	bottle	
157	Ink, Refill, Whiteboard, Black, 30 ml	10	bottle	
158	Ink, Refill, Whiteboard, Black, 30ml	20	bottle	
159	Ink, Self-inking stamp, purple, 50 ml/bottle	5	bottle	
160	KSU Letterhead letter size 8.5 x 11 full color gsm 16	6	ream	
161	KSU Letterhead long size 8.5 x 13 full color gsm 16	3	ream	
162	LABEL MAKER, Thermal Printer XP-490B, for parcel labeling, file management labeling, High Speed, Clear printing, USB interface, Photographic Color Quality, Model: OC-490B, Size: (with box) 25 X 33.5 X 22 cm	1	unit	
163	Laminating Film, A3/A4, 55/80/125/200 microns, 100 sheets/pack	2	pack	
164	Linen board, 180 gsm, 10pcs/pack, A4, Blue	20	pack	
165	Linen board, 180 gsm, 10pcs/pack, A4, Cream	150	pack	
166	Linen board, 180 gsm, 10pcs/pack, A4, Pale Cream	10	pack	
167	Linen board, 180 gsm, 10pcs/pack, A4, Pink	10	pack	
168	Linen board, 180 gsm, 10pcs/pack, A4, Purple	20	pack	
169	Linen board, 180 gsm, 10pcs/pack, A4, White	363	pack	
170	Linen board, 180 gsm, 10pcs/pack, A4, Yellow	10	pack	
171	Linen board, 180 gsm, 10pcs/pack, A4, Green	20	pack	
172	Linen board, 180gsm, 10pcs/pack, Legal, Black	10	pack	
173	Linen board, 180gsm, 10pcs/pack, Legal, Cream	125	pack	
174	Linen board, 180gsm, 10pcs/pack, Legal, Pale Cream	10	pack	
175	Linen board, 180gsm, 10pcs/pack, Legal, Pink	10	pack	
176	Linen board, 180gsm, 10pcs/pack, Legal, White	404	pack	
177	Linen board, 180gsm, 10pcs/pack, Legal, yellow	10	pack	
178	Linen board, 180gsm, 10pcs/pack, Letter, Cream	50	pack	
179	Linen board, 180gsm, 10pcs/pack, Letter, White	254	pack	
180	Linen board, 200gsm, 10pcs/pack, Legal, white	50	pack	
181	Linen board, 200gsm, 10pcs/pack, Letter, White	10	pack	
182	Linen Paper matte, 80gsm, A4 10 sheets/pack, white	245	pack	
183	Linen Paper, 80gsm, 10pcs/pack, Legal, white	260	pack	
184	Linen Paper, 90gsm, A4, Pale Cream, 100 sheets/ream	4	pack	
185	Linen Paper, matte, 80gsm, legal, 10sheets/pack, Ivory	60	pack	
186	Linen Paper, matte, 80gsm, Letter, 10sheets/pack, White	80	pack	
187	Linen Paper, matte, 90gsm, legal, 10sheets/pack, Pale Cream	20	pack	
188	MAGAZINE FILE BOX, large	2	piece	
189	Magnetic Fingerprint brush	5	piece	



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190	MAGNETIC WHITEBOARD CALENDAR (with Corkboard at the bottom, 17" x 23", black, rectangular)	1	unit	
191	Magnifying lens 3x45 dual lenses, 3 LED lights	3	piece	
192	Marker for Projector, Permanent, Fine tip, 0.4mm	10	piece	
193	Marker Permanent, broad type, 12pcs/box, refillable, red	1	box	
194	Marker, Overhead Projector, EK-853 F, Black, Permanent, Indelible 12pcs/pack	3	piece	
195	MARKER, Permanent, black, bullet type, refillable	2	piece	
196	MARKER, Permanent, blue, bullet type, refillable	2	piece	
197	MARKER, Permanent, red, bullet type, refillable	2	piece	
198	MARKER, permanent, black	6	piece	
199	MARKER, permanent, blue	6	piece	
200	MARKER, Permanent, broad type, 12pcs/box, Refillable, Black	33	box	
201	MARKER, Permanent, broad type, refillable, color: Blue	4	piece	
202	MARKER, Permanent, bullet type, 12pcs/box, Refillable, Black	25	box	
203	Marker, permanent, felt tip, bullet type, black, 12pcs/box	4	box	
204	Marker, permanent, felt tip, bullet type, blue, 12pcs/box	4	box	
205	Marker, permanent, felt tip, bullet type, red, 12pcs/box	4	box	
206	MARKER, permanent, red	6	piece	
207	Marker, White Board, Bullet type, Black, refillable	2	piece	
208	Marker, White Board, Bullet type, Red, refillable	3	piece	
209	MARKER, Whiteboard, Broad type, refillable, 12pcs/box, black	24	box	
210	MARKER, Whiteboard, Broad type, refillable, Black	1	piece	
211	MARKER, Whiteboard, Bullet type, refillable, 12pcs/box, Black	19	box	
212	MARKER, Whiteboard, Bullet type, refillable, 12pcs/box, color: Blue	1	box	
213	MARKER, Whiteboard, Bullet type, refillable, 12pcs/box, color: Red	1	box	
214	MARKER, Whiteboard, Bullet type, Black	50	piece	
215	Marker, whiteboard, felt tip, bullet type, black, 12pcs/box	5	box	
216	Marker, whiteboard, felt tip, bullet type, blue, 12pcs/box	5	box	
217	Marker, whiteboard, felt tip, bullet type, red, 12pcs/box	5	box	
218	Mobile Pedestal, Steel, 2 layers, movable, 40W x 56D x 70Hcm	1	unit	
219	Mobile pedestal, Steel, 3 layers, movable, H=23.5", W= 15.5", D=22.5"	3	unit	
220	Moisturizer, Fingertip money counting	10	piece	
221	Note Pad, Stick-on, 2" x 1", 100 sheets/pad	30	piece	
222	Notebook, 40 leaves, spring	50	piece	
223	Notebook, 50 leaves, Spring	50	piece	
224	Notebook, Spiral, A5 size, green, 25 leaves	100	piece	
225	Notebook, stenographer	1	piece	
226	NOTEPAD, stick on, 3" x 4", 100 sheets/pad	20	pad	
227	Office Computer Desk Desktop Table with Drawers and Three Key Locks 2 Ratings 120cm x 60cm	1	unit	
228	Open Shelve, Metal Frames and Shelves, Powder Coated, H 2000mm x L 900mm x W 400mm, 5 Layers	11	unit	
229	Organizing Tray/Rack, 3 layers, Metal	20	unit	
230	Paper Binding Cover, Morocco Board, 230gsm, 100sheets/pack, A4 size, green	40	pack	
231	PAPER BAG, large	58	piece	
232	Paper Bag, legal	50	piece	
233	PAPER BAG, Medium	38	piece	
234	PAPER CUTTER, A5, Wood Base, L22cm x W18cm	1	unit	
235	PAPER, MULTICOPY, Letter, 80gsm	152	ream	
237	Paper, Multi-Purpose, 8.5 X 24 In, 70gsm (customized size)	16	ream	
238	PAPER, Multi-Purpose, Letter, 70 gsm	26	ream	



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239	PAPER, PARCHMENT, 8.5" x 11"	882	piece	
240	Paper, Vellum, white, 200gsm, 8.5" x 13", 10 sheets/pack	10	pack	
241	Paper, Yellow, ruled Pad	26	pad	
242	Pencil sharpener, Table Mountable type with metal clamp	7	piece	
243	Percolator, 12L Capacity	6	unit	
244	Percolator, 15 liters capacity	1	unit	
245	PHILIPPINE NATIONAL FLAG, Cotton, Standard size, (3ft. X 6ft.)	2	piece	
246	Photo Paper, 20 pcs/pack, Legal, Glossy	64	pack	
247	Photo Paper, 20 pcs/pack, Letter, Glossy	13	pack	
248	Photo Paper, 20pcs/pack, A4, Glossy	139	pack	
249	Photo paper, High gloss, Letter, 10pcs/pack	15	pack	
250	PROTECTIVE SAFETY GOGGLES	3	piece	
251	PUSH PIN, Flathead type, assorted colors, 100s/case	12	box	
252	PUSH PIN, hammer head type, Assorted colors, 100pcs/case	48	box	
253	PVC Binding Cover, A4, 216mm x 330mm, 100 pcs/pack	4	pack	
254	PVC Binding Cover, legal, 217mm x 331mm x 200mic, 100 pcs/pack	21	pack	
255	RING BINDER, Plastic, 1/2", 1.2m long	28	piece	
256	RING BINDER, plastic, 3/4 inch, 1.2m long	58	piece	
257	RING BINDER, plastic, 1 inch, 1.2m long	63	piece	
258	RING BINDER, plastic, 2 inches, 1.2m long	63	piece	
259	RING BINDER, plastic, 3 inches, 1.2m long	32	piece	
260	Roller Ball Refill, Black	6	piece	
261	RUBBER BAND (small size)	4	box	
262	Rubber Stamp, Receiving	2	piece	
263	Ruler, metal, heavy duty, 12"	7	piece	
264	Scissors, symmetrical blade, Heavy Duty, length: 100mm	6	pair	
265	Self-Inking Stamp	2	unit	
266	Self-Inking Stamp (Certified True Copy)	1	unit	
267	Self-Inking Stamp (Received)	1	unit	
268	Self-Inking Stamp, name with signature	2	piece	
269	Self-Inking Stamp, receive stamp with date	3	piece	
270	Shuttlecock, made of top-grade feather and cork, Perfect for club and competition use, Colour: White, Weight: 4.6-5.6g (0.1oz), Quantity: One tube contains one dozen (12 shuttles)	15	tube	
271	SIDE TABLE with Caster Wheels, Size: 50 x 30 x 60 cm (LWH), made from metal frame and particle board;	3	unit	
272	Sign Pen, Gel ink, 0.5mm needle tip, 12pcs/box, Black	2	box	
273	Sign Pen, Gel Ink, 0.7mm ball, Metal point, 12 pcs/box, black	6	box	
274	Sign Pen, Gel Ink, 0.7mm ball, Metal point, 12 pcs/box, blue	12	box	
275	Sign Pen, Liquid gel ink, 0.5 mm ball, metal point, Blue, 12pcs/box	13	box	
276	Sign Pen, Liquid gel ink, 0.5mm ball, metal point, Green, 12pcs/box	3	box	
277	Sign Pen, Liquid gel ink, 0.5mm needle tip, 12pcs/box, Black	29	box	
278	Sign Pen, Liquid gel ink, 0.5mm needle tip, 12pcs/box, Blue	29	box	
279	Sign Pen, Liquid gel ink, 0.7mm ball, metal point, Black	15	piece	
280	Sign Pen, Liquid gel ink, 0.7mm ball, metal point, Blue	25	piece	
281	Sign Pen, Roller Ball Pens, G-Tec C4, 0.4mm, Black	1	box	
282	Sign Pen, Roller Ball Pens, G-Tec C4, 0.4mm, Blue	1	box	
283	Soccer ball, PVC Leather, size 5	5	piece	
284	Sofa Cushion, 22inches x 22inches x 2 inches thickness, with cover	5	piece	
285	Stamp pad ink, 25 ml purple or violet	2	bottle	
286	Stamp pad ink, 25 ml, blue	10	bottle	
287	Stamp pad ink, 25 ml, red	3	bottle	
288	Stamp Pad Ink, purple or violet, 50ml (min.)	23	bottle	



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289	Staple Wire 23/10, 500 pcs/box	1	box	
290	Staple Wire, 23/15, 15mm, 90-140sheets	2	box	
291	Staple Wire, 23/17	2	box	
292	Staple Wire, 23/23	2	box	
293	Staple Wire, 23/8, 1208 FA-h, 8mm	100	box	
294	Stapler with Staple Remover, Heavy Duty	44	piece	
295	Stapler, binder type, No. 0399, heavy duty	10	unit	
296	Stapler, heavy duty, No. 0385	1	unit	
297	Stapler, Long Arm, No. 35	4	unit	
298	Stick on arrow (sign here tab), 5sets/pad	65	pad	
299	Stick on arrow, (sign here tab), 10 sets/pad	165	pad	
300	STICKER LABEL, Blank Thermal Printer Waterproof Self-adhesive, Size: 57mm x 50mm, compatible with Thermal Printing Functions Thermal paper for receipt printer, 10/per pack	5	pack	
301	STICKER LABEL, Blank Thermal Printer Waterproof Self-adhesive, Size: 4 inches x 6 inches x 700pcs, compatible with Thermal Printing Functions, White	2	roll	
302	Sticker Paper, 10 pcs/pack, A4	50	pack	
303	STICKER PAPER, 10 pcs/pack, A4, Glossy, White	10	pack	
304	STICKER PAPER, 10 pcs/pack, A4, Matte, White	10	pack	
305	STICKER PAPER, 10 pcs/pack, A4, White	80	pack	
306	Sticker paper, 10pcs/pack	8	pack	
307	Sticker paper, 175gsm, A4, glossy, 10pcs/pack	10	pack	
308	Sticker paper, 175gsm, A4, matte, 10pcs/pack	10	pack	
309	Sticker Paper, A4, Green, 10pcs/pack	2	pack	
310	Sticky Notes Film Index "Sign Here", 5 sets/pack	44	pack	
311	Stocker Organizer File Storage Box, 23x32x13 cm, A4	3	piece	
312	Swivel Chair, Gas Type, Clerical with arm rest	3	unit	
313	SWIVEL CHAIR, Jr. Executive, Black, Steel Base, leather, tilting and reclining backrest	10	unit	
314	SWIVEL CHAIR, Senior Executive chair; high back with tilting and reclining backrest; leather finish; black color; B9	5	unit	
315	TABLE BASE FLOOR MOBILE STORAGE RACK WITH CASTER WHEELS, Dimensions (min) 60 x 60 x 60 cm;	1	unit	
316	Table, Junior Executive, 1 Center Drawer, 6 Side Drawer, Metal	3	unit	
317	Table, Junior Executive, 1 Middle Drawer, 3 Side Drawer, Metal	1	unit	
318	Table, Monobloc, Beige, L36" x W36" X H28"	1	unit	
319	Table, Senior Executive, Metal Base, 6 side drawers with a center drawer	1	unit	
320	Table, Senior Executive, Metal Base, 6 side drawers with a center drawer (L150cm X W 70cm X H 74cm)	1	unit	
321	Table, with 3 side drawers and 1 center drawer (L 46" X W 22" X H 28")	1	unit	
322	Tape Dispenser, packing, Metal, 2", Heavy-duty	2	piece	
323	Tape Dispenser, Top Table, 24mm wide on 75mm core	4	unit	
324	Tape, double sided 1/2", 50m/roll	102	roll	
325	Tape, Double Sided, 1", 50m/roll	119	roll	
326	Tape, Double Sided, 1/2" w/ Foam	5	roll	
327	TAPE, DOUBLE SIDED, 1/2inches, Adhesive, 50m/roll	20	roll	
328	TAPE, DOUBLE SIDED, 1', 11yards/roll	1	roll	
329	TAPE, DOUBLE SIDED, 1', Adhesive, 50m/roll	87	roll	
330	Tape, Double-Sided, Foam Type, width: 48mm (±1mm)	5	roll	
331	Tape, Electrical, B/s Black	72	roll	
332	Tent fabricated, 3m x 4m, Materials: GI pipe 1 1/2" S.20, GI pipe 1 1/4 S.20", GI pipe 1 S.20", GI pipe 3/4 S.20, Tulda Green with KSU name and logo	1	unit	



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333	Thermal Transfer Label Rolls, Weatherproof, Size: 1" x 0.5" (RL2076 - 9,900 labels per roll)	4	roll	
334	Thermal Transfer Label Rolls, Weatherproof, Size: 3" x 2" (RL940 - 730 labels per roll)	6	roll	
335	Thumbtacks, Flat Head, 1000pcs/box	20	box	
336	TISSUE PAPER, Interfolded Paper Towel, 150 pulls	24	pack	
337	Triangular Acrylic Perspex, 3-Sided (Menu Holder) Menu Leaflet Holders 1/3rd A4	30	piece	
338	TWINE, plastic, 1 kilo/roll	2	roll	
339	VENETIAN BLINDS, duo roller, gray and white, size: 120X180cm	4	piece	
340	Vinyl Venetian Window Blinds, 5 ft x 6 ft, White, Thickness min. 2 mm, Packing Type - Roll	5	piece	
341	Vinyl Venetian Window Blinds, 5ft x 6ft, Blue, Thickness min. 2 mm, Packing Type - Roll	3	piece	
342	Vinyl Venetian Window Blinds, 5ft x 6ft, Green, Thickness min. 2 mm, Packing Type - Roll	8	piece	
343	Volleyball ball, MVA 310, FIVB Official Standard Ball; Design with 2 panels, no bumps on the surface; Soft touch; Low impact; Easy to control	5	piece	
344	Wall Clock, Analog, 18"	12	piece	
345	WATER CONTAINER, 20 liters, round plastic, for water dispenser	9	piece	
346	Water Dipper (tabo), green	5	piece	
347	WATER DISPENSER, Free Standing, (hot-500Watts, cold- 85watts, 230 volts ac 60Hz, high-speed cooling system, adjustable temperature control) with a gallon	5	unit	
348	White Board, 2' x 3'	1	piece	
349	White board, 3' x 4'	1	piece	
350	White board, 4' x 8'	1	unit	
II. JANITORIAL SUPPLIES AND MATERIALS				
1	Basin, Plastic, 15cm x 40.5cm	1	piece	
2	BATH SOAP, 70g/box, menthol cool	5	box	
3	BATH SOAP, Jumbo size	13	piece	
4	Bleach, Lemon, 1000ml/bottle	4	bottle	
5	Bleach, Original	120	liter	
6	Bleach, Safe blossom, 1000 ml/bottle	11	bottle	
7	Cleaner, Toilet/Urinal, 500ml/bottle, Lavander	12	bottle	
8	Cleaner, Toilet/Urinal, 900ml/bottle, Floral	12	bottle	
9	Dishwashing Liquid, 1000ml/bottle, with pump	66	bottle	
10	Dishwashing Liquid, 250 ml/bottle, with pump	67	bottle	
11	Dishwashing Liquid, 500 ml/bottle, with pump	91	bottle	
12	Dishwashing paste, anti-bacterial, 400g	27	piece	
13	Dishwashing sponge, Scour Power Dish Washing Sponge	72	piece	
14	Dishwashing sponge, Scour Power Dish Washing Sponge, 10pcs/pack	2	pack	
15	Disinfectant Spray, 600ml/can	41	can	
16	Dust duster, cloth	11	piece	
17	Dust pan, medium size, plastic	1	piece	
18	Dustpan, non-rigid plastic	1	piece	
19	Dustpan, Stainless, Medium Size	18	piece	
20	Fabric conditioner, 1 liter/bottle	22	bottle	
21	FLOOR WAX, paste type, red, 500g/can	42	can	
22	Garbage bag, plastic, XXL 10 pcs/pack black	6	pack	
23	Garbage bin, plastic with Cover, 16 Liters	7	piece	
24	Garbage bin, Rectangular, plastic with Cover, 10 Liters	2	piece	
25	Garbage bin, Rectangular, plastic with Cover, 30 Liters	4	piece	
26	GLASS CLEANER, 1000ml/bottle, Spray	45	bottle	
27	Hand Sanitizer, 250 ml/bottle, Spray	5	piece	
28	LIQUID HAND SOAP, 250 ml/bottle, with pump	39	bottle	



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29	Liquid hand soap, 500 ml/bottle, with pump	50	bottle	
30	LIQUID SOAP, 1000ml/bottle, with pump	10	bottle	
31	Pail, 16 Liter capacity, with cover	1	piece	
32	Soft Broom, Kalinga Made	2	piece	
33	TISSUE PAPER, 12rolls/bag, 3 ply	228	pack	
34	Toilet bowl brush with stand, plastic, medium size	16	piece	
35	Toilet Bowl Brush, wooden handle	10	piece	
36	Toilet Bowl Cleaner, 1000ml/bottle	50	bottle	
37	Toilet Bowl Cleaner, 500ml/bottle	25	bottle	
38	Toilet brush with handle, Aluminum	6	piece	
39	Toilet Deodorant Cake, 100g, 3pcs/pack	27	pack	
40	Toilet Deodorant Cake, 100g/pc	25	piece	
41	Toilet Tissue Paper, 12rolls/pack, 2 ply	96	pack	
42	Tornado spin mop stainless wringer bucket with mop pole and microfiber mop heads eco series 360-degree spin mop head	32	set	
43	Trash Bin, with pedal, 20 liters, plastic rectangular with lid	6	piece	
44	Utility Pail/Water Drum, Durable, Made of Prime & Virgin HDPE Thermoplastics Resins, Size L x W x H 82cm H x 70cm Diameter, 168Liter Capacity	1	unit	
45	VACCUM CLEANER, Wet and Dry, Tank size - 10 liters capacity, L 31 x W 29.5 x H 44, 5.8 kgs., Max Watts - 1400 watts	1	unit	
III. MISCELLANEOUS SUPPLIES AND MATERIALS				
1	Coffee Creamer, 48 sachets per bag	2	bag	
2	Coffee cups, mugs set	4	dozen	
3	Coffee Mugs, Medium Size, White	8	dozen	
4	Coffee, Brewed, 400grams/box	38	box	
5	Cup & Saucer Set (12 pcs/set), White Porcelain	2	set	
6	Paper Cup, 8oz, 50 pcs/pack	10	pack	
7	Drinking glass, 250ml	2	dozen	
8	Drinking glass, 290 ml cap., clear/transparent, thick	1	dozen	
9	Flower Pot Black 22 cm, plastic	15	piece	
10	Flower pot, rubberized, 16 x 14 inches	20	piece	
11	Plastic spoon, disposable 50pcs/pack	3	pack	
12	Sugar, Brown	6	kilo	
LOT 2: ICT SUPPLIES, EQUIPMENT AND CONSUMABLES				
1	A3 Wi-Fi Duplex All-in-One Ink Tank Printer	1	unit	
2	Bluetooth Dongle, TP-Link UB500 Nano USB Bluetooth 5.0 Adapter/Bluetooth Receiver	4	piece	
3	COMPUTER MOUSE, 3.0, USB Type	1	unit	
4	Desktop and Monitor Bundle, Windows 11 Home SL, Intel® Core™ i5-12400 processor, 8GB DDR4, 256GB SSD + 1TB HDD, NVIDIA® GeForce® GT 730 with 2 GB of DDR3, 21.5 screen, 1920x1080 resolution)	1	unit	
5	Desktop monitor, 24 inches, LCD 24 inches Full HD Resolution, Flat LED Monitor	1	unit	
6	Digital Camera, Digital Single-lens reflex camera, Sensor: CMOS APS-C 22.2 X 14.7mm; Maximum resolution: 12.2 effective megapixels, 4,272 x 2848, Film Speed: ISO 100 TO 6400, Focus Mode; AI focus, one-shot, AI Servo; LCD Screen: 2.7 in color TFT LCD, 230,000 pixels, Battery: LP-E10 Battery Pack; Dimensions: 130mm x 100mm x 78mm; Weight: 495g	1	unit	
7	Digital Voice Recorder, Enlarged OLED Display and Recording LED, Internal 4GB Memory & microSD Expansion, Highly Sensitive S-Microphone	1	unit	
8	Document Scanner, Heavy Duty, 40 sheet auto document feeder, Flatbed and ADF.	1	unit	
9	External Hard Drive, 1TB, USB 3.0	19	piece	
10	External Hard Drive, 2TB, USB 3.0	1	piece	
11	Flash Drive, 16GB capacity	13	piece	
12	Flash Drive, 3.0, 32GB capacity	9	piece	



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13	Flash Drive, 32GB capacity	13	piece	
14	Flash Drive, 64GB capacity	2	piece	
15	Flash drive, 8GB, capless	6	piece	
16	Flash Drive, OTG, 128 GB, capless	4	piece	
17	Flash Drive, OTG, 64 GB, capless	10	piece	
18	HDMI Cable 1.5M High Speed Red Black Braided Cord Cables RD1.5	7	piece	
19	HDMI Cable High Quality Dual Magnetic Ring Nylon Protection 25 meters	3	piece	
20	Ink Cart, compatible for Epson Printer, 003, Black	20	bottle	
21	INK CARTRIDGE, EPSON C13T664100 (T6641), BLACK	135	bottle	
22	INK CARTRIDGE, EPSON C13T664200 (T6642), CYAN	68	bottle	
23	INK CARTRIDGE, EPSON C13T664300 (T6643), MAGENTA	68	bottle	
24	INK CARTRIDGE, EPSON C13T664400 (T6644), YELLOW	68	bottle	
25	Ink, Brother Printer, BT5000, Cyan	32	bottle	
26	Ink, Brother Printer, BT5000, Magenta	22	bottle	
27	Ink, Brother Printer, BT5000, Yellow	22	bottle	
28	Ink, Brother Printer, BTD60, Black	47	bottle	
29	Ink, Brother Printer, DCP-T700W, Black	11	bottle	
30	Ink, Brother Printer, DCP-T700W, Cyan	7	bottle	
31	Ink, Brother Printer, DCP-T700W, Magenta	7	bottle	
32	Ink, Brother Printer, DCP-T700W, Yellow	7	bottle	
33	Ink, Brother Printer, Magenta, BT5000	10	bottle	
34	Ink, Brother Printer, MFC-T4500DW, Black	7	bottle	
35	Ink, Brother Printer, MFC-T4500DW, Cyan	4	bottle	
36	Ink, Brother Printer, MFC-T4500DW, Magenta	4	bottle	
37	Ink, Brother Printer, MFC-T4500DW, Yellow	4	bottle	
38	Ink, Brother Printer, Yellow, BT5000	10	bottle	
39	Ink, compatible for Epson Printer, 001, Black	10	bottle	
40	Ink, compatible for Epson Printer, 001, Cyan	3	bottle	
41	Ink, compatible for Epson Printer, 001, Magenta	3	bottle	
42	Ink, compatible for Epson Printer, 001, Yellow	3	bottle	
43	Ink, compatible for Epson Printer, 003, Black	691	bottle	
44	Ink, compatible for Epson Printer, 003, Cyan	388	bottle	
45	Ink, compatible for Epson Printer, 003, Magenta	388	bottle	
46	Ink, compatible for Epson Printer, 003, Yellow	384	bottle	
47	Ink, compatible for Epson Printer, 008, Black	5	bottle	
48	Ink, compatible for Epson Printer, 008, Cyan	3	bottle	
49	Ink, compatible for Epson Printer, 008, Magenta	3	bottle	
50	Ink, compatible for Epson Printer, 008, Yellow	3	bottle	
51	Ink, compatible for Epson Printer, T6641, Black	6	bottle	
52	Ink, compatible for Epson Printer, T6642, Cyan	3	bottle	
53	Ink, compatible for Epson Printer, T6643, Magenta	3	bottle	
54	Ink, compatible for Epson Printer, T6644, Yellow	3	bottle	
55	Ink, compatible for Epson WF869R, Ink Standard Capacity, Black	1	bottle	
56	L4260 A4 Wi-Fi Duplex All-in-One Ink Tank Printer, Auto-duplex printing, Wi-Fi Direct Printer, Print, Scan, Copy Compact integrated tank design, Print speeds up to 15ipm for black and 8.0ipm for colour Auto-Duplex printing, Ethernet & Wi-Fi Direct Seamless setup via Epson Smart Panel Borderless Printing up to A4 size Spill-free ink refilling	1	unit	
57	Laptop, Lightweight, 43211503-LAP002 Intel Corei5 1135G7 Based Clock Speed 2.40GHZ, 8MB Cache, 4-Physical Cores, 8 Threads, Turbo Core Speed 4.20GHZ, 11th Generation	1	unit	
58	Laptop, Screen Size: 14 Inches Graphics Chipset Manufacturer: Integrated, Storage Capacity: 128GB, Storage Type: SSD, Processor Type: AMD Ryzen 3, Operating System: Windows, CPU Frequency: 2.6Ghz	2	unit	



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59	Microphone, cord, 10 meters	2	piece	
60	Microphone, Professional Microphone Wired, Heavy Duty, 10 meters wire	1	unit	
61	Microphone, wireless with 2 pcs/set battery	2	unit	
62	Mouse, Optical, 3.0, USB Type	7	unit	
63	Multimedia Projector, 4000 min ANSI lumens	6	unit	
64	Multimedia Projector, Multi-functional, - Colour & White Brightness: Up To 3600 Lumens - XGA Resolution - High Contrast Ratio: 15,000:1 - 12,000 Hours Of Lamp Life In Eco-mode - 2W Monaural Speaker - 3 in 1 USB Display - Easy Selection In Home Screen - Auto Power On & Source Search - Horizontal Keystone Slider - Built-in Wi-Fi 6 Connectivity, Optional Wireless support (ELPAP10) - Standard Size (Screen): 60" Screen (1.77 - 2.4 m) - Analog Input: D-Sub 15pin: 1 (Blue molding), Composite: RCA x 1 (Yellow) - Digital Input: HDMI: 1 (MHL Not Supported) - Audio Input: 2 RCA (White / Red): 1 - RGB Liquid Crystal Shutter Projector System - Start-Up Period: About 6 Seconds, Warm-up Period: 30 Seconds	1	unit	
65	Photocopier toner Gestetner Model: M2701	1	bottle	
66	Printer, 3 in 1, Continuous Ink	5	unit	
67	Printer, 3-in-1, Wi-Fi ready, ink tank with ADF L4260 A4 Wi-Fi Duplex All-in-One Ink Tank Printer, Auto-duplex printing, Wi-Fi Direct	13	unit	
68	PRINTER, impact, dot matrix, 9 pins	2	unit	
69	RIBBON CART, EPSON C13S015632, Black	30	piece	
70	Ribbon Cartridge, LX-310	6	piece	
71	RJ45 Crimper, Crimping tool for Passthrough/ Passthru RJ45	1	piece	
72	RJ45 Pass Through Modular Plug Connector, 100pcs.	1	box	
73	Scanner type Flatbed, ADF Scan resolution, optical Up to 600 dpi (colour and monochrome, ADF); Up to 1200 dpi (colour and monochrome, flatbed) Duty cycle (daily) Up to 1,500 pages (ADF)	1	unit	
74	Scanner, Flatbed, Scan Stacks of Documents up to 25 ppm; features 50-page Auto Document Feeder (ADF); Seamless Capability with document management systems; Scan to online storage accounts; Organize easily with the included software suite; Streamline your workflow, Scan originals in a variety of sizes -up to 8.5" x 11.7" on the flatbed and up to 8.5" x 14" using ADF, Generate Searchable and editable files; Intelligent color and image adjustment; Send scans to any computer network	1	unit	
75	Scanner, Handheld POS, Digital, Handhel, Wired Automatic, Specifications: Input voltage: 5V +/-10% at 130 mA typical, 175mA max. Power source: Host power or external power supply; Scan rate 100 scans per second; Host system interfaces: USB, RS-232, Keyboard Wedge, IBM 468x/9x; Scan pattern:Bi-directional single line; Decode capability: Reads 1D barcodes, including GS1 DataBar (formerly RSS) symbologies. Also reads UPC/EAN, UPC/EAN with supplementals, UPC/EAN 128, Code 39, Code 39 Full ASCII, Code 39 TriOptic, Code 128, Code 128 Full ASCII, Codebar, Interleaved 2 of 5, Discrete 2 of 5, Code 93, MSI, Code 11, IATA, Chinese 2 of 5; Depth of field: From contact to 17 in./43 cm on 100% UPC/EAN symbols; Drop specs: Unit functions normally after repeated 5 ft./1.5m drops to concrete; Electrostatic discharge: Confirms to 15 kV air discharge and 8 kV of contact discharge; Reader dimensions: 2.5 x 3.34 x 6 inches/6.3 x 8.4 x 15.2 cm (L x W x H); Reader weight: 5.29 oz./150 g	1	unit	



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76	Scanner. Color Duplex Document Scanner Fast scan speeds, from a leader in image capturing technology — up to 35 ppm/70 ipm (1); one-pass duplex scanning; Easily scan stacks of documents — robust design with 50-page Auto Document Feeder (ADF) Designed for reliability — enhanced features include Slow Speed Mode, programmable jobs and a peak daily duty cycle of up to 4,000 sheets (2) Seamless compatibility with most document management systems — includes TWAIN and ISIS drivers for easy integration with existing software	5	unit	
77	Sound System, powered portable, with Free 2 Wireless Handheld Microphones PRO-5008R 15 2 Way 450W	4	unit	
78	Speaker, Portable Multimedia (USB 3.5 mm)	2	unit	
79	Speaker, powerful, wireless, 750-1000-watt, w/ 1-unit microphone + USB playback, & AM & FM	2	unit	
80	Television, 40 Inch Screen, FHD LED Smart TV, High Dynamic Range, Clear Audio fine-tunes TV, Smart TV, High Dynamic Range (HDR)	1	unit	
81	Un-interrupted Power Supply (UPS), 650VA Backups with AVR, Output, Power Capacity: 400watts	1	unit	
82	UPS, 650VA, Backups with AVR, output, power capacity: 300 Watts / 500 VA	4	unit	
83	USB Adapter Coupler, 3.0, Type A Female To Female	2	piece	
84	USB HUB PORT, 7-PORT, 2.0 HIGH SPEED WITH ON / OFF SWITCH ADAPTER LED LIGHT (WITH 21" USB CABLE)	4	piece	
85	USB Hub, 4 port	1	piece	
86	WEB CAMERA WITH MICROPHONE, 2K to 4K Full HD, USB interface type, 3840x2160 max resolution, auto focus, 8-10 mega pixels, CMOS image sensor, built-in microphone with noise cancelling system, compatible with computer desktop and laptop	1	piece	
87	WiFi Adapter Dongle Dual Band WiFi Receiver Wireless Network Card, 600M USB, WiFi Speed: 2.4GHz-150Mbps, 5.8GHz-433Mbps, Frequency: Dual Band 2.4GHz + 5.8GHz	2	piece	
88	Wireless HDMI Extender Transmitter and Receiver 50m – PH, Specification: 1. Transmitter: 1xHDMI, 1xUSB-C 2.Receiver: 1xHDMI, 1xVGA, 1x USB-C with power, 1x3.5mm Audio 3.Resolution: 1080P@60Hz 4.Frequency Range: 2400-2483.5MHz/5150-5250MHz/5475-5850MHz 5.Audio Sampling Rate: Up to 24bit 48kHz 6.Transmission Distance: 50 m/164 ft (No blocking) 7.USB Cable (A to C) *2 for power	2	sets	
LOT 3: HARDWARE AND AGRICULTURAL SUPPLIES AND MATERIALS				
1	Anti-Rust Lubricant, 400ml/bottle	2	bottle	
2	Bioprime 5-5-5, 15g/Pouch	3	Pouch	
3	Bolo (Butbut made)	1	piece	
4	Budding tape, 3cm x 150 m	10	roll	
5	Bulb, LED (10 w)	32	piece	
6	Bulb, LED, 50watts	5	piece	
7	Compression Coupling, 1"	5	piece	
8	Compression Coupling, 1/2"	5	piece	
9	Compression Coupling, 3/4"	5	piece	
10	Door knob, steel, with keys, heavy duty	3	piece	
11	Drill with Angle Grinder set: Impact Drill: SPECIFICATIONS: Rated Input Power: 500W, Weight: 1.5kg, No-load Speed: 0 – 2,600rpm, Power Output: 250W, Drill Spindle Connecting Thread: 3/8"-24 UNF, Chuck Capacity Min./Max.: 1.5 – 10mm, Tool Dimensions (Width): 69mm, Tool Dimensions (Length): 262mm, Tool Dimensions (Height): 180mm, Impact Rate At No-load Speed: 0 – 41,600bpm, Drilling Diameter In Concrete: 10mm, Drilling Diameter In Wood: 20mm, Drilling Diameter In	1	set	



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ITEM NO.	ITEM AND DESCRIPTION	QTY	UNIT	STATEMENT OF COMPLIANCE
	Steel: 8mm Angle Grinder: SPECIFICATIONS: Rated Input Power: 750W, No-load Speed: 11,000rpm, Disc Diameter: 100mm, Grinding Spindle Thread: M 10, Tool Dimensions (Width): 73mm, Tool Dimensions (Length): 270mm, Tool Dimensions (Height): 100mm, Weight: 1.8kg			
12	Extendable Adjustable Curtain Rod, gold, thick, heavy duty; diameter: 25/28MM, length: 150 cm	2	piece	
13	Extendable Adjustable Curtain Rod, gold, thick, heavy duty; diameter: 25/28MM, length: 300 cm	3	piece	
14	Extension wire, 10m, 5 gang, No. 14	8	set	
15	Extension wire, 15m/roll, 5 gang, No. 14	6	set	
16	Extension wire, 5m long, 4 gang, No. 14	2	set	
17	Extension wire, No. 14, 4 gang, 15 meters	1	set	
18	Extension wire, Universal, 3 gang, 15m	1	set	
19	Extension wire Heavy Duty Industrial 15 Meters WEW-15M / WRE-306	2	set	
20	Extension wire (25 m long, 4 multipurpose socket)	11	set	
21	Extension wire with male plug and female sockets, 4m, No. 14	4	set	
22	Extension wire, 100m with 4 gang, No. 14	1	set	
23	Extension wire, 16AWG/2c with 4 gang, 10 meters, No. 14	1	set	
24	Extension Wire, 20m, 3 gang, Wheel	1	set	
25	Extension wire, 4 gang, 10m, No. 14	2	set	
26	Extension wire, 4 gang, 20 m, No. 14	1	set	
27	Extension wire, 4 gang, 5 m, No. 14	2	set	
28	Finishing nail, 1 1/2"	4	kilo	
29	Finishing nail, 2"	4	kilo	
30	Finishing nail, 3"	4	kilo	
31	Gate Valve, 1/2", GI pipe	2	piece	
32	Grafting tape, 3cm x 150 m	10	roll	
33	Grafting Tool, Heavy duty, Grafting Tape Garden Pruning Tool Shear Pruner Scissor for Plant Branch Twig Vine Fruit Tree, Material: Stainless Steel Total Length: 21cm / 8.26" Package Size: 28*10*3cm / 11.02*3.94*1.18in Package Weight: 320g / 11.29oz	5	set	
34	Impact Wrench Set	2	set	
35	Indole Butyric acid (rooting hormones)	2	bottle	
36	Insecticide, 25grams/sachet, (10 sachet/Pouch)	3	Pouch	
37	Jigsaw Power Tools Set, with 10 pcs Saw Cutting Blades, 600 watts	1	unit	
38	Junction Box Plastic	10	piece	
39	Knapsack Sprayer, 2 in 1 Battery and Manual Operated, Net Weight (Kg): 5.25 Capacity of Tank: 16L Working Pressure (mpa) 0.15-0.4 Pump: Diaphragm Pump Stroke 1.4mm Voltage: 12 Nozzle: 1.4mm Battery: 12V/ 8AH	1	unit	
40	Ladder, Double sided A, 6 steps, 5ft	1	piece	
41	LED Tube (Basic T8) & Box Type Set, 15 watts, Daylight	10	piece	
42	Light Emitting Diode (LED), Light Bulb, 15W	5	piece	
43	Lona Trapal Tolda (12ft x15ft)	13	piece	
44	Masonry drill bit, 10 mm	5	piece	
45	Masonry drill bit, 12 mm	5	piece	
46	Masonry drill bit, 4 mm	5	piece	
47	Masonry drill bit, 8 mm	5	piece	
48	Measuring tape, Steel, Length & width:20mx12.5mm	2	piece	



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49	Multimeter, Digital, 3-3 / 4 digits 4000 count, 0.7% best accuracy, Capacitance measurement	1	piece	
50	Nano liquid Fertilizer (1 liter bottle)	4	bottle	
51	Padlock, heavy duty, 40mm	29	piece	
52	Plastic Solvent	1	piece	
53	Polyethylene bag, 2" x 4" x 10", expandable	5000	piece	
54	Polyethylene bag, 2" x 2" x 6", expandable	5000	piece	
55	Polyethylene bag, 4"x4"x10"	5000	piece	
56	Power tool set, 2in1, 850w-grinder and drill in a box	2	set	
57	PVC pipe cutter, 8 inches	2	piece	
58	PVC pipe, Elbow, 1/2", blue	1	piece	
59	SACK, Brand New, 50kg capacity	102	piece	
60	Standard Electrical gloves	2	pair	
61	Stranded wire (THHN) # 12, 150m/box	1	box	
62	Stranded wire (THHN) # 14, 150m/box	1	box	
63	Stranded Wire (THHN) #10, 150m/box	1	box	
64	T-joint, Compression, 1/2", Coupling, PVC	1	set	
65	Vermicompost, 50kls/bag	10	bag	
66	WELDING MACHINE, 200 Amperes, portable IGBT Inverter Welding machine	4	unit	
67	Wood router machine, Electric, 1600 watts	1	unit	
68	Wood sander machine, 680 watts	1	unit	
	Terms and Conditions:			
	a) Device and Components should be branded (not clone, imitation, or assemble) and brand new.			
	b) Partial bid is allowed. All the items are grouped in three (3) lot and each lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.			
	c) Evaluation of bids and award of contract shall be based on the total lowest offer of all the items in each lot.			
	d) Provision of Technical Data Sheet indicating the brand name and model of applicable item/s			
	e) The items as specified in this Technical Specifications shall be delivered only to the address indicated herein to be received by authorized personnel.			
	f) The Supplier shall notify the indicated authorized receiving personnel at the Project Site at the scheduled date of delivery at least three (3) working days in advance, and shall ensure that the authorized receiving personnel of the Purchaser is present during the date and time of delivery. The Receiving Personnel reserves the right to refuse to receive/accept delivered Goods made before 8:00 A.M. or after 5:00 P.M., and on non-working days.			
	g) The Supplier shall replace any rejected item within fifteen (15) calendar days from receipt of a written notice from the end-user.			
	h) Prior to issuing the Certificate of Complete Deliveries, the Equipment's testing and sealing must be conducted with the end-users, Inspectorate Team or TWGs.			
	i) After the Testing and Sealing, the Supplier shall be evaluated and will conform to the end user's evaluation rating results as a requirement for payment.			
	j) Three (3) months Warranty, in the case of Expendable Supplies, after acceptance by the Procuring Entity of the delivered supplies/items.			
	k) The total price offered/quoted is subject to withholding tax and payable checks.			
	l) Award of Contract shall be per lot.			
	m) Partial payment is not allowed. All of the items in each lot shall be delivered and accepted before the preparation of documents for payment.			
	n) During or after the delivery, the Supplier shall submit the following requirements: 1. Delivery Receipt 2. Supplier's Sales Invoice 3. Operations and Maintenance Manual 4. Warranty or KSU will deduct 1% on the total value of the items as Retention Money			



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I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Signature Over Printed Name
of Representative

Date



Section VIII. Checklist of Technical and Financial Documents

Notes on the Checklist of Technical and Financial Documents

The prescribed documents in the Checklist are mandatory to be submitted in the Bid, but shall be subject to the following:

- a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or
- b. Any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

The BAC shall be checking the submitted documents of each Bidder against this Checklist to ascertain if they are all present, using a non-discretionary “pass/fail” criterion pursuant to Section 30 of the 2016 revised IRR of RA No. 9184.



Checklist of Technical Documents

Name of Project	: PURCHASE AND DELIVERY OF SUPPLIES, MATERIALS AND EQUIPMENT NOT AVAILABLE AT PS-DBM FOR CY 2024
Approved Budget for the Contract	: [] Lot 1:Php 2,376,843.85 [] Lot 2: Php 2,149,007.93 [] Lot 3:Php 254,258.40 Total: Php 4,780,110.18
Name of Bidder	:
Address of Bidder	:

ITEM NO.	REQUIREMENTS	PASSED	FAILED
I. TECHNICAL COMPONENT ENVELOPE			
<i>Class "A" Documents</i>			
<i>Legal Documents</i>			
<input type="checkbox"/>	A. Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages); and		
<input type="checkbox"/>	B. Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document, and		
<input type="checkbox"/>	C. Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas; and		
<input type="checkbox"/>	D. Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).		
<i>Technical Documents</i>			
<input type="checkbox"/>	E. Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; and		
<input type="checkbox"/>	F. Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; This statement shall be supported with any of the following as applicable: a) For Government Contracts: i. Certificate of Final Acceptance (CFA) and/or Certificate of Complete Deliveries (CCD) signed by Head of the Procuring Entity (HOPE) or its duly authorized representative, or ii. Official Receipt(s) of the bidder covering the full amount of the contract; or Sales Invoice issued for the contract, if completed. b) For Private Contracts: i. End-user's Acceptance, or ii. Official Receipt(s) of the bidder covering the full amount of the contract; and		
<input type="checkbox"/>	G. Original copy of Bid Security. If in the form of a Surety Bond, also submit a certification issued by the Insurance Commission; or Original copy of Notarized Bid Securing Declaration; and		
<input type="checkbox"/>	H. Conformity with Technical Specifications, which include Production/ Delivery Schedule based on Section VI- Schedule of Requirements, and After-Sales/Parts, if applicable; and		



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ITEM NO.	REQUIREMENTS	PASSED	FAILED
<input type="checkbox"/>	I. Original duly signed revised Omnibus Sworn Statement, with the following supporting paragraphs as follows:		
	1) Signatory is proprietor/duly authorized representative of bidder.		
	2) Full power and authority to perform acts or represent bidder.		
	3) Not "blacklisted" or barred from bidding		
	4) Each document is authentic copy of original, complete, and correct.		
	5) Authorizing Head of Procuring Entity to verify all documents submitted.		
	6) Not related to HOPE, BAC, TWG, Secretariat, PMO/IU, within 3rd civil degree.		
	7) Complies with existing labor laws and standards.		
	8) Aware of and undertaken responsibilities as a bidder.		
	9) Did not give any commission, amount, fee, or consideration.		
	10) Failure to perform or deliver any of the obligations and undertakings in the Contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.		
<input type="checkbox"/>	i.1. if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder <i>(Authority of the signatory)</i>		
<input type="checkbox"/>	i.2. Integrity Pledge of KSU Service Provider with the attached ID of AMO and		
<i>Financial Documents</i>			
<input type="checkbox"/>	J. The Supplier's audited financial statements , showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; and		
<input type="checkbox"/>	K. The prospective bidder's computation of Net Financial Contracting Capacity (NFCC); or A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.		
<i>Class "B" Documents</i>			
<input type="checkbox"/>	L. If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence; or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.		
<i>Other documentary requirements under RA No. 9184 (as applicable)</i>			
<input type="checkbox"/>	M. [For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos] Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.		



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ITEM NO.	REQUIREMENTS	PASSED	FAILED
<input type="checkbox"/>	N. Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.		
<input type="checkbox"/>	O. Certificate of Exclusive Distributorship, if applicable		
<input type="checkbox"/>	P. License to Operate issued by a relevant government agency		

NOTE:

1. Any missing, incomplete, or patently insufficient document in the above-mentioned Checklist is a ground for outright rejection (non-complying) of the bid.
2. For hassle-free and easier bid evaluation, the Technical and Financial Envelopes are preferably soft bound and with Ear-Tabbing for each Checklist. Ring bound is discouraged.

CHECKED BY:

BAC MEMBER's/TWG's Name and Signature: _____

DATE AND TIME OF EVALUATION: _____

- REMARKS: Eligible/ Passed
 Non-Eligible/ Failed



Checklist of Financial Documents

Name of Project	:	PURCHASE AND DELIVERY OF SUPPLIES, MATERIALS AND EQUIPMENT NOT AVAILABLE AT PS-DBM FOR CY 2024
Approved Budget for the Contract	:	[] Lot 1:Php 2,376,843.85 [] Lot 2: Php 2,149,007.93 [] Lot 3:Php 254,258.40 Total: Php 4,780,110.18
Name of Bidder	:	
Address of Bidder	:	

ITEM NO.	REQUIREMENTS	PASSED	FAILED
II. FINANCIAL COMPONENT ENVELOPE			
<input type="checkbox"/>	A. Original of duly signed and accomplished Financial Bid Form; and		
<input type="checkbox"/>	B. Original of duly signed and accomplished Price Schedule(s)		
<input type="checkbox"/>	C. Technical Data Sheet of Items, as applicable		

NOTE:

1. Any missing, incomplete, or patently insufficient document in the above-mentioned Checklist is a ground for outright rejection (non-complying) of the bid.
2. For hassle-free and easier bid evaluation, the Technical and Financial Envelopes are preferably soft bound and with Ear-Tabbing for each Checklist. Ring bound is discouraged.
3. **Each and every page of the Documents comprising the Financial Proposal shall be signed by the duly authorized representative/s of the Bidder.** Failure to do so shall be a ground for the rejection of the bid.

CHECKED BY:

BAC MEMBER's/TWG's Name and Signature: _____

DATE AND TIME OF EVALUATION: _____

REMARKS:

- Complying**
 Non-Complying

