



Republic of the Philippines
KALINGA STATE UNIVERSITY
National Highway, Purok 6, Bulanao, Tabuk City, Kalinga
Bids and Awards Committee

**INVITATION TO BID FOR PURCHASE AND DELIVERY OF OFFICE SUPPLIES,
MATERIALS AND EQUIPMENT INCLUDING JANITORIAL AND CONSUMABLES FOR CY
2023**

1. The Kalinga State University, through the Regular Agency Fund (RAF) Fund for CY 2023, intends to apply the sum of **Four Million Five Hundred Four Thousand Six Hundred Sixty-Eight Philippine Pesos and Sixty-Three Centavos (Php 4,504,668.63)** being the ABC to payments under the contract for **Purchase and Delivery of Office Supplies, Materials and Equipment including Janitorial and Consumables for CY 2023/ IB_Goods_2023-02-010**. Partial bid is not allowed. All the items are grouped in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award. Bids received in excess of the ABC shall be automatically rejected at bid opening.
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, any of the following:
 - a. A contract similar to the project with 50% of the ABC (Php 2,252,334.31); or
 - b. For these Expendable Supplies, the SLCC must be at least 25% of the ABC (Php 1,126,167.16); or
 - c. The bidder should have completed at least 2 similar contracts, and the aggregate contract amounts should be equivalent to at least 25% of the ABC (Php 1,126,167.16). The largest of these similar contracts must be equivalent to at least half of the 25% of the ABC (Php 563,083.58).

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 **February 6, 2023 (Monday) until 10 am of February 28, 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 **February 16, 2023 (Thursday), 10 am** at the **BAC Conference Room, Procurement Management Office, Administration Building, KSU-Main Campus, National Highway,**



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Purok 6, Bulanao, Tabuk City, Kalinga, and/or through video conferencing or webcasting via **Google Meet Platform** at the link: meet.google.com/gye-wpvv-pxt, which shall be open to prospective bidders.

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 February 28, 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 February 28, 2023 (Tuesday)** at the given address below and/or via **Google Meet Platform** at the link: meet.google.com/zom-dftn-jfq. 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
<https://ksu.edu.ph/>

13. You may visit the following websites:

For downloading of Bidding Documents: <https://ksu.edu.ph/bid/purchase-and-delivery-office-supplies-materials-and-equipment-including-janitorial-and>

February 3, 2023

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