



## INVITATION TO BID FOR PURCHASE OF OFFICE AND JANITORIAL SUPPLIES AND MATERIALS

1. The **Kalinga State University**, through the **General Appropriations Act** under the **Regular Agency Fund CY 2020**, intends to apply the sum of **Two Million, Thirty-Six Thousand, Six Hundred Forty Thousand Philippine Pesos and Thirty-Seven Centavos (Php 2,036,640.37)** being the total ABC to payments under the contract for **Purchase of Office and Janitorial Supplies and Materials/ IB\_Goods\_2020-10-050** for the following lot. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

Lot No.	Particulars	ABC	Bidding Fees (Non-Refundable)	Delivery Period
1	Office Supplies, Materials, and Fixtures	1,845,756.93	5,000.00	30 cd
2	Janitorial Supplies and Materials	190,883.44	500.00	30 cd
<b>Total</b>		<b>2,036,640.37</b>	<b>5,000.00</b>	<b>30 cd</b>

Partial bids are allowed. All Goods are grouped into lots listed below. 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 by **Thirty (30) 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 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 8 am to 5 pm**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **October 8, 2020 (Thursday) until 10 am of October 28, 2020 (Wednesday)** 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 and schedule indicated above but not to exceed the maximum amount of Five Thousand Philippine Pesos (Php 5,000.00) as prescribed in the Guidelines for the sum of the ABC of all lots*. 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 **October 16, 2020 (Friday), 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/sgo-tfrb-rbd](https://meet.google.com/sgo-tfrb-rbd), 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 October 28, 2020 (Wednesday)**. 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 October 28, 2020 (Wednesday)** at the given address below and/or via **Google Meet Platform** at the link: [meet.google.com/umc-yuvk-qkh](https://meet.google.com/umc-yuvk-qkh). 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:

**Ronaldo B. Daluping**  
**BAC Secretariat**  
**Procurement Management Office**  
**Kalinga State University-Main Campus**  
**Administration Building, National Highway, Purok 6, Bulanao, Tabuk City, Kalinga 3800**  
[procurementservice\\_bac@ksu.edu.ph](mailto:procurementservice_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-office-and-janitorial-supplies-and-materials>

**October 8, 2020**

  
**EDNA P. YUMOL, CPA, PhD**  
BAC Chairperson