



INVITATION TO BID FOR PURCHASE OF OFFICE SUPPLIES, MATERIALS AND CONSUMABLES FOR FY 2020

- The **Kalinga State University (KSU)**, through the **Government of the Philippines (GoP)** under the **National Expenditure Program (NEP) for the succeeding year (2020) – Single Year** intends to apply the sum of **Two Million, One Hundred Forty-Eight Thousand, Forty-Three Philippine Pesos and Seventy-Two Centavos (Php 2,148,043.72)** being the Approved Budget for the Contract (ABC) to payments under the contract for each lot under the **Project: Purchase of Office Supplies, Materials and Consumables for FY 2020 / IB_Goods_2019-12-130**. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

Bidders shall have the option of submitting a proposal on any lot or all lots. If the Bidder opts to bid for more than one lot, only one set of eligibility requirements shall be submitted. Evaluation and award of contract will be undertaken on per lot basis; however, for bidder that bids to more than one lot and determined to have the Lowest Calculated Responsive Bid per lot shall be awarded with only one contract. Prospective bidders should complete each offer of all items in each lot. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

- The **Kalinga State University** now invites bids for **Purchase of Office Supplies, Materials and Consumables for FY 2020**, categorized as follows:

Lot No.	Particulars	ABC (in Pesos)	Bidding Fees (Non-Refundable)	Delivery Schedule
Lot A	Office Supplies and Materials	1,734,574.14	5,000.00	Quarterly Basis (Fifteen Calendar Days upon receipt of Purchase Order) preferably on every 1st Week of January, April, July, and October 2019; to be delivered at KSU Supply and Property Office, Main Campus, Purok 6, Bulanao, Tabuk City, Kalinga
Lot B	Consumables	243,411.00	500.00	
Lot C	Janitorial Supplies and Materials	170,058.58	500.00	
Total ABC for Lot A to C		2,148,043.72	5,000.00 <i>(if bidding for all lots)</i>	

Delivery of the Goods, which shall be on a quarterly basis, is required within **Fifteen (15) calendar days for all lots, upon receipt of the Notice to Proceed or Purchase Order** in accordance with the Delivery Schedule under Section VI. Schedule of Requirements. 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.

- 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) 9184, otherwise known as the “Government Procurement Reform Act”.

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 5183.

- Interested 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.
- A complete set of Bidding Documents may be acquired by interested Bidders on **December 3, 2019 (Tuesday) until 4:00 PM of December 23, 2019 (Monday)** from the address 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 state above.*



Republic of the Philippines
KALINGA STATE UNIVERSITY
BIDS AND AWARDS COMMITTEE
National Highway, Purok 6, Bulanao, Tabuk City, Kalinga
Website: <https://ksu.edu.ph> Email: procurementservice_bac@ksu.edu.ph Tel.No.: (074)6275321

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPs) and the website of the Procuring Entity at <https://ksu.edu.ph/good-governance/invitebid>, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The **Kalinga State University** will hold a **Pre-Bid Conference** on **December 11, 2019 (Wednesday), 4:00 PM at Alumni Center, KSU-Main Campus, National Highway, Purok 6, Bulanao, Tabuk City, Kalinga**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before **December 23, 2019 (Monday) at 4:00 PM**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

Bid opening shall be on **4:01 PM on December 23, 2019 (Monday)** at the Conference Hall, Administration Building, KSU-Main Campus, National Highway, Purok 6, Bulanao, Tabuk City, Kalinga. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

8. Bidders should comply with the applicable provisions of Section 23.4.1.1 of the 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 revised 2016 IRR of R.A. 9184.
9. 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

Further, the **Kalinga State University** is undertaking this Project: **Procurement of Furnitures and Fixtures, and Laboratory Equipment**, as part of the **Early Procurement Activity (EPA)** pursuant to Section 7.6 of the Revised IRR of RA No. 9184, as enforced by GPPB Resolution No. 14-2019 and GPPB Circular No. 06-2019 or the Guidelines on the Implementation of EPA, which states that Procuring Entities may undertake EPA short of award to facilitate the immediate implementation of procurement of Goods, Infrastructure Projects or Consulting Services, even pending approval of the General Appropriations Act (GAA).

10. For further information, please refer to:

Mr. Ronaldo B. Daluping

BAC Secretariat, Kalinga State University - Main Campus
National Highway, Purok 6, Bulanao, Tabuk City, Kalinga 3800
+63917-774-4185 /procurementservice_bac@ksu.edu.ph
<https://ksu.edu.ph/>


EDNA P. YUMOL, CPA, PhD
BAC Chairperson

Date issued: December 3, 2019