



Republic of the Philippines  
**UNIVERSITY OF SOUTHEASTERN PHILIPPINES**  
**Bids and Awards Committee**

Obrero Campus, Davao City  
 Telephone No. (+63) (82) 227-8192 local 309  
 Website: <http://www.usp.edu.ph>, email add: [uspcba@usp.edu.ph](mailto:uspcba@usp.edu.ph)

## INVITATION TO BID

1. The University of Southeastern Philippines (USEP), Obrero Campus, Davao City through Fund 164 intends to apply the sum indicated below being the Approved Budget for the Contract (ABC) to payments under the contract as shown below. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The University of Southeastern Philippines (USEP) now invites bids for the Goods described in the table below. Delivery of the Goods is required within the specified duration below. Bidders should have completed, within five (5) years from the date of submission and receipt of bids, a contract similar to the Project with a value of at least fifty percent (50%) of the ABC. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.

Item	Description	Delivery Period	Approved Budget for the Contract (ABC)	Cost of Bid Documents
1	Procurement of ICT Equipment for the Quality Assurance Division, Obrero Campus, Davao City	25 CD	PHP 1,100,000.00	PHP 5,000.00

### Technical Specifications:

Items Nos.	Units	Items Description	Qty	Total ABC/per items
1	units	<b>High Speed Color Image Scanner (Flatbed with ADF) : 10 units</b> Technical Specifications: 1.1 Photoelectric Device: 1200 dpi color 4 line CCD sensor (RGB and black), 1.2 Optical Resolution: Flatbed: 1200 dpi, ADF: 600 dpi, 1.3 Hardware Resolution: Flatbed: 1200 x 1200 dpi with Micro Step Drive™ Technology, ADF: 600 x 600 dpi Micro Step Drive technology, 1.4 Maximum Resolution: 1200 flatbed and 600 dpi ADF, 1.5 Color Bit Depth: 48-bits per pixel internal / 24-bit external, 1.6 Grayscale Bit Depth: 16-bits per pixel internal / 8-bit external, 1.7 Optical Sensor: 1200 dpi 4 line color CCD line sensor (RGB & black), 1.8 Scanning Speed: 200 dpi, B/W: Up to 25 ppm / 50 ipm with ADF Color: Up to 25 ppm / 50 ipm with ADF, 300 dpi B/W: Up to 25 ppm / 50 ipm with ADF Color: Up to 25 ppm / 50 ipm with ADF, 600 dpi, B/W: Up to 6 ppm / 12 ipm with ADF, Color: Up to 4 ppm / 8 ipm with ADF, 1.9 Automatic Document Feeder: capacity: 100 pages (80 gm) Type: Sheet fed 1-pass duplex scanning 1.10 Document Sizes: A4, Letter, Legal, B5, A5 Max. Size 8.5" x 40" Min. Size 4" x 6" 1.10 Paper Weight: Thickness 50 to 128 gm	10	550,000.00
2	units	<b>External Webcam with Built-in Microphone</b> Technical specifications: 2.1 Resolution: HD, 1080p 2.2 Focus type: autofocus 2.3 Built-in mic: stereo 2.3 Cable length: 1.5 m 2.4 Others : § Tripod-ready universal clip fits laptops, LCD or monitors § Compatible with Windows 7 or above, MAC OS 10.10 or later, § Works in USB Video Device Class (UVC) mode with supported video-calling. § USB Port	10	88,000.00

3	units	<b>Pocket WI-Fi : 5 units</b> Technical specifications: Network Type: 4G LTE3.2 Data Rates: 150 mbps download and 50 mbps download3.3 Others:§ All useful information at a glance with screen displays 2000 mAh battery for up to 8 hours working. § Equipped with micro SD card slot for up to 32 GB of optional storage.	5	22,000.00
4	units	<b>Action Camera : 5 units</b> Technical Specifications: CMOS Sensor 4.2 Zeiss 24mm-Equivalent Lens, f/4 Aperture 4.3 Ultra-Compact Lightweight Body 4.4 Water, Shock & Crushproof Body 4.5 Records 1080p60 Video Internally	5	165,000.00
5	units	<b>5. Document Camera</b> Technical Specifications: 5.1 Pixels: 2MP (1920 x 1080 pixels) 5.2 Camera Sensor: 1/2.7 inch CMOS Sensor 5.3 Resolution: Up to Full HD (1080p) 5.4 Zoom: 10x Digital Zoom, 12x Optical Zoom 5.5 Others: USB, HDMI or Analog connection for use in PC or laptop	5	275,000.00

**Note:**

1. Specify Brand and Model of the product offered.
2. Provide latest brochure of the product offered.
3. If possible, highlight the specification that satisfy the specifications stated in the bid document. Indicate the number of specification in accordance with the technical specification in the bidding document.

Note: Evaluation and awarding will be done per item, hence the SLCC requirement shall be based on the ABC per item or the total ABC of all items being quoted/with bid submission.

1. 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.
2. Interested bidders may obtain further information from UseP-BAC Secretariat and inspect the Bidding Documents at the address given below from 8:30 A.M. to 4:30 P.M. (Monday to Friday) except holidays.
3. A complete set of Bidding Documents may be acquired by interested Bidders on **26 October 2020 to 18 November 2020** 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 stated in the table above for the package.  
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 [www.usep.edu.ph](http://www.usep.edu.ph), provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.  
Bidders shall pay the applicable fee for the Bidding Documents not later than the date of submission of their bids in any of the following payments options:
  - Over-the-counter payment at UseP-Cashier's office, Obrero Campus, Davao City,
  - 0915-010315-030 CM Recto Branch; or
  - Online fund transfer at Development Bank of the Philippines (DBP) Account No. -

Prior to payment, bidders are advised to coordinate first with the BAC Secretariat Head, Ms. Olivia D. Estremos, at (082) 227-8192 local 309 or through mobile phone at 09365127964 (Globe) for the issuance of the "Payment Order" and instructions.

4. **The USEP BAC will hold a Pre-Bid Conference on 04 November 2020 (4:00 P.M.) at the USEP-Hostel, Obrero Campus, Davao City, which shall be open to prospective bidders but limited to one (1) physically present representative per bidder only. The Pre-bid Conference is likewise accessible online through the ZOOM link: <https://us02web.zoom.us/j/89355689213?pwd=Slk6a0NWZ0tDSmNmNmZ6STBRTGZlZz09>**
5. **Bids must be duly received by the BAC Secretariat at the address below on or before 18 November 2020 (3:00 P.M.). All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.**
6. **Bid opening shall be on 18 November 2020 (3:15 P.M.) at the USEP-Hostel, Obrero Campus, Davao City, which shall be accessible online through the ZOOM link: <https://us02web.zoom.us/j/88127534500?pwd=RRFRNVU0eWlHVVlc3WCsNmI0MlBkZz09> Bids will be opened in the presence of the bidders' representative who choose to attend at the address below. Only one representative of the Bidder shall be allowed to physically attend in the opening of bids. Late bids shall not be accepted.**

**REYNILO D. GARCIA**

Chairperson, Bids and Awards Committee-Goods & Services  
University of Southeastern Philippines  
Obrero Campus, Davao City

Telephone No. (+63) (82) 227-8192 LOCAL 309,

Website: <http://www.usep.edu.ph>

E-mail Address: [usepbacgoods@gmail.com](mailto:usepbacgoods@gmail.com)

6. **The USEP 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.**
7. **For further information, interested bidders may inspect the Bidding Documents or inquire from the BAC Secretariat Head, Miss Olivia D. Estremos, at the address and contact numbers stated above from 8:30 AM – 4:30 PM, Monday to Friday.**

  
**REYNILO D. GARCIA**  
Chairperson, Bids & Awards Committee (BAC)  
Goods & Services