



University of Southeastern Philippines
BIDS AND AWARDS COMMITTEE (BAC)

**INVITATION TO BID FOR the Supply and Delivery of I.T.
Equipment and Supplies
2020-006/Goods**

1. The UNIVERSITY OF SOUTHEASTERN PHILIPPINES Tagum-Mabini Campus, through the GOP-Fund 164 – Internet Fee intends to apply the sum of Four Million Four Hundred Forty One Thousand Seven Hundred Sixty Five Pesos (Php 4,441,765.00) being the Approved Budget for the Contract (ABC) to payments under the contract for “Supply and Delivery of I.T. Equipment and Supplies.” Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The University of Southeastern Philippines Tagum-Mabini Campus now invites bids for Supply and Delivery of I.T. Equipment and Supplies.

Lot Item	Particular			Qty.	Unit	ABC	Total Cost	Bid Docs Fee
		Qty	Units					
1	Information and Communication Technology Equipment			1	Lot		3,569,500.00	5,000.00
	Computer Sets	125	units					
2	Information and Communication Technology Supplies			1	Lot		687,465.05	1,000.00
	Computer Server for Enrolment System (Tagum-Mabini Campus)	2	units					
	3 in 1 Printer	9	Units					
	8-Port Gigabit L2 Managed Switch with 2 SFP Slots TL-SG3210	5	units					
	8-Port Rackmount Switch unmanaged switch	5	unit					
	UPS 1050VA with built-in AVR (Tagum-Mabini Campus)	9	unit					
	15u 2 post open frame data network cabinet	1	unit					
	UTP Cable cat6e indoor type	5	box					
	EnGenius Technologies Long Range 11n 2.4GHz Wireless Outdoor (Access Point)	5	unit					
	1TB STATA Hard Drive	15	pcs.					
	1TB External Hard Drive	2	units					
	Automatic Voltage Regulator (AVR)	30	pcs.					
	DDR4 Memory	20	pcs.					
	DDR3 Memory	15	pcs.					
	24 Port gigabit switch hub	3	unit					
	Switch Hub Cabinet	1	unit					
	PS2 Keyboard	20	pcs.					
	PS2 Mouse	20	pcs.					

	LAN Card	5	pcs.					
	Epson Ink #774 Black	30	bottle					
	Epson Ink #774 Magenta	15	bottle					
	Epson Ink #774 Cyan	15	bottle					
	Epson Ink #774 Yellow	15	bottle					
	120gb Solid State Drive (SSD)	25	pcs.					
	External Drives	1	unit					
3	Office Supplies			1	Lot	84,800.00	84,800.00	500.00
	Long Size Bond Paper	100	Reams					
	A4 size Bond Paper	100	Reams					
	Sign Pen, Black	2	Dozens					
	Steel Cabinets (4 drawers)	5	Units					
	Paper Shredder	1	Unit					
4	59" Led Tv/monitor	2	Units	1	Lot	100,000.00	100,000.00	500.00
	TOTAL						4,441,765.05	

Delivery of the Goods is required 60 Calendar days after receipt of the Purchased Order or Notice to Proceed. Bidders should have completed, within 3 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 the BAC Office of USEP Tagum-Mabini Campus and inspect the Bidding Documents at the address given below during office hours from 8:00a.m – 5:00 p.m.
- A complete set of Bidding Documents may be acquired by interested Bidders on February 27-March 13, 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 prescribed above.
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, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.
- The University of Southeastern Philippines Tagum-Mabini Campus will hold a Pre-Bid Conference¹ on March 2, 2020, @ 1:30 o'clock in the afternoon at the BAC, which shall be open to prospective bidders.
- Bids must be duly received by the BAC Secretariat at the address below on or before March 16, 2020 at 9:00 o'clock in the morning. 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 March 16, 2020 @ 9:30 in the morning at the BAC Office, USEP Tagum-Mabini Campus, Apokon, Tagum City. 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.

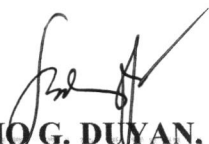
9. The Schedule of Activities is as follows:

Procurement Activities	Schedule		
	Time	Date	Venue
1. Date of Publication	February 21-28, 2020		
2. Period of Availability/ Issuance of Bidding Documents	8:00 a.m to 5:00 p.m	February 27- March 13, 2020	USEP-BAC ffice, USEP Bulletin Board, Tagum City
3. Pre-Bid Conference	1:30 p.m	March 2, 2020	USEP-BAC Office, Tagum City
4. Deadline of submission and receipt of Bids	9:00 a.m	March 16, 2020	USEP-BAC Office, Tagum City
5. Opening and Examination of Bids	9:30 a.m	March 16, 2020	USEP-BAC Office, Tagum City
6. Bid Evaluation	1:30 p.m	March 17, 2020	USEP-BAC Office, Tagum City
7. Post-Qualification of Bids	1:30 p.m	March 20, 2020	USEP-BAC Office, Tagum City

10. The University of Southeastern Philippines Tagum-Mabini Campus 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.

11. For further information, please refer to:

The BAC Chairman/BAC Secretariat Head
 Mr. Remegio G. Duyan, Jr./Ms. Cecile B. Ariola
 University of Southeastern Philippines, Tagum-Mabini Campus, Tagum City, 8100
 Philippines Telefax: (084) 645-3051 local 516


REMEGIO G. DUYAN, JR.
 Chairperson, Bids and Awards Committee

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