



INVITATION TO BID ITB No. 2021-03/Goods

1. The **University of Southeastern Philippines (USEP), Obrero Campus, Davao City** through **Fund 101** 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 the Opening of Bids.
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	Total Approved Budget for the Contract (ABC)	Cost of Bid Documents
1	Supply, delivery, and installation of Civil/Architecture works, Millworks (including cushions and upholstery works), and other machinery and equipment for the Establishment of Smart Facility of IT Building, Obrero Campus, ITB No. 2021-03/Goods) 1 lot	120 CD	PhP 10,731,000	PhP 25,000.00

Technical Specifications:

1	lot	CIVIL / ARCHITECTURAL WORKS	1	10,731,000.00
		Wall partition with paint finishes (for ground and second floor), 12 mm thk Gypsum board drywall (1.20 x 2.40), Metal studs (Ga. 18 x .045 x 3.0), Metal track (Ga. 18 x .045), Latex paint on Gypsum board, Latex paint finish		
		* Pantry trellis (18.07 m ²)		
		* Conference room trellis (8.20 m ²)		
		* Faculty area trellis (4.65 m ²)		
		* Faculty area standard door (22.26 m ²)		
		* Huddle area (34.57 m ²)		
		* Receiving area - Faculty (35.91 m ²)		
		* Networking trellis (4.65 m ²)		
		* Student local council cabinet (12.29 m ²)		
		* Accreditation room (56 m ²)		
		MILLWORKS (INCLUDE CUSHIONS AND UPHOLSTERY WORKS)		
		CABINET , customized shelves & cabinet, for Student Local Council, 1 set		

		CABINET , wall mounted shelves, marine plywood 3/4, semi-gloss paint finish, metal frame bracket, for Networking Area, 1 set		
		CABINET for Recognition Wall with customized wall mounted shelves, combination of close and open shelves, .5m x .3m x H 2.2m, 1 set		
		CUSTOMIZED EQUIPMENT CABINET , metal frame 1x1x2, 200cm x 40cm, 200cm, 3 sets		
		CUSTOMIZED FULL CABINET 230 x 210 x 30cm, for Accreditation Office, 1 set		
		CUSTOMIZED LOW CABINET 80 x 300 x 40cm, for Accreditation Office, 1 set		
		CUSTOMIZED OFFICE CABINET for Dean's Office, with dimensions of 2.58m x .3m x H 2.2m & 1.6m x .3m x H 2.2m, 1 set		
		ELLIPTICAL PLATFORM with 2.8m x .3m x H .3m, 1 set		
		FACULTY OVERHEAD CABINET , customized, 1 set		
		FACULTY FLOOR CABINET , customized, 1 set		
		LETTER TYPE SHELVES , "T" with 1.6m x .4m x H 2.4m & "I" with .4m x .4m x H 2.4m, 1 set		
		CUSTOMIZED COUNTERTABLE WITH EXTENDED COUNTERTOP , 150cm x D 60cm x H 75cm/ H 100cm for extended countertop, for Laboratory Assistant Office, 1 set		
		CUSTOMIZED COUNTERTABLE 150cm x 40cm x H 100cm / 70 cmx 40cm x H 100cm WITH EXTENDED COUNTERTOP 140cm x 60cm x H 75cm / 40cm x 60cm x H 75cm, for Accreditation Office, 1 set		
		CUSTOMIZED WORKSTATION for Accreditation Office, 1 set (cabinet , 600mm x 600mm x H 2025mm) / table 600mm x 1125mm x H 750mm, 600mm x 2000mm x h 750 , 600mm x 1800mm x H750mm with 2 side partiition 600mm x H 1100mm x 50mm		
		EXECUTIVE TABLE , with built-in drawer 1.5m x .7m x H .75m dimension, for Dean's Office, 1 set		
		FACULTY RECEIVING COUNTER , extended counter with 1.5m x .4m x H 1m/ .7m x .4m x H 1m; under table with 1.4m x .6m x H .75m/.4m x .6m x H .75m, 1 set		
		RECEIVING COUNTER , 1 set *Receiving counter with extended countertop with built-in drawer, extended countertop - 2.25m x .4m x H 1m/1.3m x .4m x H 1m, under table - 2.25m x .6m x H .75m/1m x .6m x H .75m *Receiving table 1.6m x .6 x H .75m/1.3m x .6m x H .70m		
		DOOR , sliding door wooden with glass view section, for Receiving Area Faculty Room, 1 set		
		DOOR , 100mm thk tempered clear glas single leaf door (800 x 2100mm) alum frame with complete door accessories, for Student Local Council Room, 1 set		

		ELLIPTICAL SOFA for collab lounge, with back partition and design trellis - 3m x .85m x .55m (3 sections), 1 set		
		L TYPE COLLABORATIVE SOFA , 1.5m x .55m x H .85m/seating H .40m, 3" cushion leatherette for seating and 2" cushion leatherette for backing, for Huddle Area/Collab Lounge, 2 sets		
		OTHER MACHINERY AND EQUIPMENT		
		LED TV 70 inches, Smart TV, 20 units		
		LED WALL 3 mtrs x 6 mtrs (20 panels), for Auditorium Area, 1 set		
		INTERACTIVE BOARD 75" - Conference, 1 set		
		ACCESS DOOR with complete accessories - Data Center, 22 units		
		AUDIO SYSTEM , power amplifier, speaker system, monitor system, audio-mixer audio technical ATIDM 0604, equalizer - alto AEQ 231 stereo - speaker stand, microphone cable - heavy duty, speaker cable (royal cord 1.25mm), connector (Male XLR), connector (Female XLR), connector (PL-55 phone plug), snake cable 24 sends, 8 returns (30 mtrs), speak on speaker connector, automatic voltage regulator 500-watts, 1 set		
		CONFERENCE ROOM SOUND SYSTEM , 20-person conference microphone system, handsfree wireless microphone system, tabletop conference wireless gooseneck microphones, foam mic windscreens, rack mountable receiver base with detachable rack mount brackets, control unit with recorder, power amplifier/audio-mixer, stereo audio format converted wall speaker, removable receiver antennas, audio connection cable, XLR cable connectors, power adapter, 1 set xxxxx nothing follows xxxxxx		

Note: Evaluation and awarding will be done as one (1) LOT

- 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 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.
- A complete set of Bidding Documents may be acquired by interested Bidders on **April 20 to May 11, 2021** 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,

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;
- Over-the-counter deposit at Development Bank of the Philippines (DBP) Account No. - 0915-010315-030 CM Recto Branch; or
- Online fund transfer at Development Bank of the Philippines (DBP) Account No. 0915-010315-030 CM Recto Branch.

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.

6. The USEP BAC will hold a **Pre-Bid Conference on 28 April 2021 (1:00 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 Google link:
<https://meet.google.com/djn-yois-vjo?authuser=0>
7. Bids must be duly received by the BAC Secretariat at the address below on or before **May 12, 2021 (1:00 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**.

Bid opening shall be on **May 12, 2021 (1:15 P.M.)** at the **USEP-Hostel, Obrero Campus, Davao City**, which shall be accessible online through the Google Link: <https://meet.google.com/awr-hseo-gkx?authuser=0>. 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

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

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8. 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.
9. 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