



University of Southeastern Philippines
Bids and Awards Committee (BAC)

Invitation to Apply for Eligibility and to Bid

The University of Southeastern Philippines (USEP), Obrero Campus, Davao City through **Fund 101/164 (ICT Equipment)** intends to apply the sum of **Twenty-Five Million Six Hundred Eighty-Six Thousand One Hundred Pesos (PhP 25,686,100.00)** being the **Approved Budget Contract (ABC)** to payment for the project: **Procurement of Consolidated ICT Learning Resources & Equipment, USEP, Obrero Campus, Davao City.**

1. Now therefore, the USEP, through the Bids and Awards Committee (BAC) invites all interested bidders to apply for eligibility and to bid for the hereunder project:

Contract ID No. : **2019-14/Goods**
Name of the Project : **Procurement of Consolidated ICT Learning Resources & Equipment**
Location : **USEP, Obrero Campus, Davao City**
Brief Description : **Procurement of Consolidated ICT Learning Resources & Equipment**
Approved Budget for The ABC Contract : **PhP 25,686,100.00**
Funding Source : **Fund 101/164**
Delivery Period : **60 calendar days**

No.	Unit	Item Description	Quantity	Approved Budget Cost (ABC)
1	lot	Procurement of Consolidated ICT Learning Resources & Equipment	1	25,686,100.00
		1. High-End Computer (5 Units)		
		2. DSLR Camera (3 units)		
		3. Large Format Colour Inkjet Printer (5 unit)		
		4. Computer Set (190 units)		
		5. Digital Light Processing Projector (68 units)		
		6. Digital Duplicating Machine (1 unit)		
		7. Laptop (25 units)		
		8. Colored Laser Printer (1 unit)		
		9. Computer Set (122 units)		
		10. Manageable Switch (8 port with SFP slot) (1 unit)		
		11. Router (1 unit)		
		12. UTP Cable (Cat 6-306 meters) (1 unit)		

		13. All in one Printer (1 unit)		
		14. Monochrome Digital Copiers for A3 Format (1 unit)		
		15. Scanner (2 units)		
		16. High End Computer Set with AVR (15 units)		
		17. Network Switch (24 ports) (9 units)		
		18. Digital Voice Recorder with Built-in USB 4GB Built in Memory (Black) (1 unit)		
		19. Printer (3-in-1) (5 unit)		
		20. Document Camera/Projector (1 unit)		
		21. Laser Printer (2 unit)		
		22. Digital Lux Meter (Light meter) (1 unit)		
		23. Digital Sound Level Meter (1 unit)		
		24. Digital Distance Light Meter (1 unit)		
		25. RFID Security Detection (1 unit)		
Total Approved Budget Contract (ABC)			TOTAL	25,686,100.00

1. Bids received in excess of the ABC shall be automatically rejected at the bid opening.
2. Prospective bidders should have experience in undertaking a similar project (within three (3) years 2016-2019, minimum 2) with an amount of at least 50% of the proposed project for bidding. The Eligibility Check/Screening as well as the Preliminary Examination of Bids shall use non-discretionary "pass/fail" criteria. Post-qualification of the lowest calculated bid shall be conducted.
3. 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 and subject to Commonwealth ACT 138.
4. Interested bidders may obtain further information from the University of Southeastern Philippines and inspect the Bidding Documents at the address given below during the weekdays from 8:30 a.m – 4:30 p.m.
5. A complete set of Bidding Documents may be purchased by the interested Bidders on **October 01 to 22, 2019** from address below upon submission of Letter of Intent (LOI) and

upon payment of a non-refundable fee for the bidding documents in the amount of **Twenty-Five Thousand Pesos (PhP. 25,000.00)**.

It may also be downloaded free of charge from the website of the Procuring Entity (www.usep.edu.ph/bac), provided that Bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.

6. The University of Southeastern Philippines (USEP) will hold a **Pre-Bid Conference on October 09, 2019 at 3:00 p.m** at the **USEP-Gymnasium (Dug out A)**, Obrero Campus, Davao City;
7. All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Pre-Bidding Conference(s), Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Revised Implementing Rules and Regulation (IRR).
8. The Schedule of BAC activities is as follows:

Procurement Activities	Schedule		
	Time	Date	Venue
Date Publication		September 30 to October 8, 2019	
1. Period of availability/issuance of Bidding Documents		October 1 to 22, 2019	USEP-BAC Office, Trade & Crafts Training & Production Building, Obrero Campus, D.C
2. Pre-Bid Conference	3:00 PM	October 9, 2019	USEP-Gymnasium (Dug out A)
3. Deadline of submission and receipt of Bids	3:30 PM	October 23, 2019	-do-
4. Opening and Examination of Bids	3:30 PM	October 23, 2019	-do-
5. Evaluation of Bid	3:00 PM	October 25, 2019	-do-
6. Post-qualification Report	3:00 PM	October 30, 2019	-do-

9. Bids must be delivered to the address below on or before **3:30 p.m of October 23, 2019**. Late bids shall not be accepted. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in Instruction to Bidders Clause 18.
10. Bid opening shall be on **October 23, 2019 at 3:30 p.m** at the USEP- Gymnasium (Dug out A), Obrero Campus, Davao 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.

11. The University of Southeastern Philippines (USEP) reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders and to accept only such bids most advantageous to the University and to the government.
12. For further information, please refer to:

The BAC Chairman/BAC Secretariat Head
Dr. Reynaldo D. Garcia/Ms. Olivia D. Estremos
University of Southeastern Philippines, Obrero Campus, Davao City, 8000, Philippines
Telefax: (082) 221-0086; (082) 227-8192 local 309


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Chairman, Bids and Awards Committee 

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