



Republic of the Philippines
CARAGA STATE UNIVERSITY
CABADBARAN CAMPUS

T. Curato St., Cabadbaran City, Agusan Del Norte
 Tel. No. (085) 818-6713

URL: <http://www.csucc.carsu.edu.ph>

Email address: csuccbac@gmail.com/csuccbac@carsu.edu.ph

INVITATION TO BID

for the

Supply And Delivery Of ICT Equipment And Appurtenances

PUBLIC BIDDING NO. : IGF-2020-02-067

1. The CSUCC, through the IGF 2020 intends to apply the sum of ***One Million Nine Hundred Ninety Six Thousand Two Hundred Forty Eight Pesos and Thirty One Centavos (Php 1,996,248.31)*** being the Approved Budget for the Contract (ABC) to payments under the contract for the ***Supply and Delivery of ICT Equipment and Appurtenances***. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The CSUCC now invites PhilGEPS registered suppliers to bid for hereunder list of items:

Lot No.	Quantity	Item/ Description	Approved Budget for the Contract (ABC)	Price of Bid Documents	Delivery Period
1	10	Laptops	1, 996,248.31	Php 5,000.00	45 cd
	22	Desktops			
	70	Appurtenances			

Bidders should have completed, within **two (2) years (CY 2018 to Present)** from the date of submission and receipt of bids, a contract similar to the Project.

The summary of the bidding activities is as follows:

Advertisement	July 8, 2020 - July 15, 2020
Issuance of Bid Documents	July 8, 2020 - July 29, 2020
Pre-Bid Conference	July 15, 2020 @ 2:00 PM https://forms.gle/2CiwvSksvx8Y7AJK6
Deadline of Submission and Receipt of bids / Opening of Bids	July 29, 2020 @ 10:00 AM

3. 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.

4. Interested bidders may obtain further information from **CSUCC BAC Office** and inspect the bidding documents at the address given below during Mondays to Fridays, 8AM -5PM. Or, they may get in touch with the following contact numbers and email address:

Mobile Phone: 0995-1515-702

Email: csucbac@carsu.edu.ph

5. A complete set of Bidding Documents may be acquired by interested Bidders on **July 8, 2020 – July 29, 2020 before 10:00 AM** from the address below and upon payment of the applicable fee for the Bidding Documents in the amount of Five Thousand Pesos (Php 5,000.00).

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the CSUCC, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The CSUCC will hold an **Online Pre-Bid Conference**¹ via **Google Meet** on **July 15, 2020 @ 2:00 PM**. This will be open to all prospective bidders who submitted the filled pre-registration form <https://forms.gle/2CiwYsksvx8Y7AJK6> prior to the meeting schedule. A link to join the virtual meeting shall follow after the pre-registration is submitted. Pursuant to GPPB Circular no. 02-2018, *attendance to the Pre-Bid Conference is enjoined*.
7. Bids must be duly received by the BAC Secretariat either through *manual or electronic* submission with the attached proof of payment of the applicable fee before **July 29, 2020, 10:00 AM**.

- a) **For Manual Submission of Bids**. Bids must be received by the BAC Secretariat at the address below upon presentation of the following documents by the bidder or his/her authorized representative:
 - Original Official Receipt (OR) of payment of bidding documents;
 - Original copy of duly signed company's **Authorization letter** (*in case of a representative*);
 - Company ID; and,
 - Government-issued ID

Note: Due to the present pandemic, bidders or their duly authorized representative must strictly comply with the minimum public health standards for the duration of this public health crisis, such as wearing of face mask and social distancing

¹May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the CSUCC may not hold a Pre-Bid Conference.

b) **For Electronic Submission of Bids.** Bidders, after payment of applicable fee, must send their bidding documents in **PDF file using the official email address of their company, in archive format compression with Password Protection to this email address: csucbac@carsu.edu.ph**, any time before the specified closing date and time.

Together with their bid, a clear scanned copy of the following shall also be submitted:

- **Deposit slip** of the payment of Bid Docs (*Note: Official Acceptance of Bid shall follow after Cashier's verification/validation of payment along with the issuance of official receipt*).
- **Duly signed Authorization letter/Special Power of Attorney (SPA)** of the company's duly authorized representative, if any
- **Duly Signed Omnibus Sworn Statement re: Electronic Submission of Bid Documents**
- **Company ID** of the owner and its designated Representative, if any; and,
- **Government issued ID** of the owner and its designated Representative, if any.

Important: *Hard copy of bidding documents shall be sent to the address below through **Courier** and **must be received** by CSUCC BAC office before the start of **Bid Evaluation** on July 30, 2020.*

8. **Payments may be deposited to Land Bank bearing the following information**

Account name: **CSU Cabadbaran Campus**

Account number: **3152 1015 88**

Purpose: Payment for Bid Docs - Supply and Delivery of ICT Equipment and Appurtenances

9. The **CSUCC** 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.

10. For further information, please refer to:

BAC Secretariat

Bidding & Awards Committee Office

Caraga State University Cabadbaran Campus

T. Curato St., Cabadbaran City

Telefax: 085-8186713/0995-1515-702

Email: csucbac@carsu.edu.ph/csucbac@gmail.com

www.csucc.carsu.edu.ph

SGD. DR. FLORDELIZA G. ALBURO
BAC Chairperson