



## Bid Notice Abstract

### Invitation to Bid (ITB)

**Reference Number** 8103917  
**Procuring Entity** TARLAC STATE UNIVERSITY  
**Title** SUPPLY AND DELIVERY OF OFFICE APPLIANCES AND EQUIPMENT (APP 2021)  
**Area of Delivery** Tarlac

<b>Solicitation Number:</b>	2021-017	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Public Bidding	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	7
<b>Category:</b>	Office Equipment	<b>Date Published</b>	21/10/2021
<b>Approved Budget for the Contract:</b>	PHP 4,819,760.00	<b>Last Updated / Time</b>	21/10/2021 00:00 AM
<b>Delivery Period:</b>	30 Day/s	<b>Closing Date / Time</b>	09/11/2021 14:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Jhenna Micah Manalo Aquino Clerk Romulo Blvd. San Vicente, Tarlac City Tarlac City Tarlac Philippines 2300 63-45-6068157  jmaquino@tsu.edu.ph		

#### Description

1. The Tarlac State University, through Regular Agency Fund (RAF) and Special Fund (SB) 2021 intends to apply the sum of Four Million Eight Hundred Nineteen Thousand Seven Hundred Sixty Pesos (₱ 4,819,760.00) to payments under the contracts for the project: Supply and Delivery of Office Appliances and Equipment (APP 2021) consisting of the following lots with their corresponding Approved Budget for the Contract (ABC):

Lot Number Description ABC, ₱  
 Lot 1 Appliances and Office Devices 778,000.00  
 Lot 2 Office Equipment 1,058,760.00  
 Lot 3 Furnitures 2,983,000.00

Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

2. The Tarlac State University now invites bids for the project: Supply and Delivery of Office Appliances and Equipment (APP 2021). Delivery of the Goods is required within thirty (30) calendar days from the receipt of the Notice to Proceed. Bidders must have completed, within the last five (5) years prior to 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.

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 Tarlac State University and inspect the Bidding Documents at the address given below during Tuesday to Friday from 8:00 A.M. to 5:00 P.M.:

BAC Secretariat  
Gender and Development Building  
Tarlac State University  
Romulo Blvd., San Vicente, Tarlac City  
Tel. No. (045) 606-8142  
Email: bacsec@tsu.edu.ph/jmamanankil@tsu.edu.ph

5. A complete set of Bidding Documents may be acquired by interested Bidders from October 21, 2021 to November 9, 2021 from the aforementioned address upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of ₱ 1,000.00

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

6. The Tarlac State University will hold a Pre-Bid Conference on October 28, 2021 (2:00 P.M.) via Zoom Meeting. Meeting ID: 825 0433 3127 Passcode: 054744, which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat at the address below on or before November 9, 2021 (2:00 P.M.). Late bids shall not be accepted.

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Gender and Development Building  
Tarlac State University  
Romulo Blvd., San Vicente, Tarlac City  
Tel. No. (045) 606-8142  
Email: bacsec@tsu.edu.ph / jmamanankil@tsu.edu.ph

8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.

9. Bid opening shall be on November 9, 2021, at 2:00 P.M., at the Business Center Audio-Visual Room, 2nd Floor, Business Center Bldg., Tarlac State University, Romulo Blvd., San Vicente, Tarlac City. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below.

10. The Tarlac State University 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 Sections 35.6 and 41 of the 2016 Revised IRR of RA 9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:

Ms. Jhenna Micah A. Manankil /Ms. Maria Ysabela S. Galang  
BAC Secretariat  
Gender and Development Building  
Tarlac State University  
Romulo Blvd., San Vicente, Tarlac City  
Tel. No. (045) 606-8142  
Email: bacsec@tsu.edu.ph / jmamanankil@tsu.edu.ph

(SGD) CONSOLACION S. LAGMAN  
BAC Chairperson

#### Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Appliances and Office Devices	Please refer to Section VII. Technical Specs	1	Lot	778,000.00
2	Office Equipment	Please refer to Section VII. Technical Specs	1	Lot	1,058,760.00
3	Furnitures	Please refer to Section VII. Technical Specs	1	Lot	2,983,000.00

#### Pre-bid Conference

Date

Time

Venue

28/10/2021

2:00:00 PM

Prebid: via Zoom Meeting. Meeting ID: 825  
0433 3127 Passcode: 054744

**Other Information**

<https://www.tsu.edu.ph/opportunities/bid-opportunities/2021-bid-opportunities/>

**Created by** Jhenna Micah Manalo Aquino

**Date Created** 20/10/2021

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# Section I. Invitation to Bid



Republic of the Philippine  
**TARLAC STATE UNIVERSITY**  
Romulo Blvd., San Vicente, Tarlac City  
Tel. No.: (045) 982 4630  
Website: www.tsu.edu.ph

## INVITATION TO BID

### For the Project

### Supply and Delivery of Office Appliances and Equipment (APP 2021)

#### Invitation to Bid No. 2021-017

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Lot Number	Description	ABC, ₱
Lot 1	Appliances and Office Devices	778,000.00
Lot 2	Office Equipment	1,058,760.00
Lot 3	Furnitures	2,983,000.00

Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

2. The Tarlac State University now invites bids for the project: **Supply and Delivery of Office Appliances and Equipment (APP 2021)**. Delivery of the Goods is required within **thirty (30) calendar** days from the receipt of the Notice to Proceed. Bidders must have completed, within the last five (5) years prior to 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.
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**(SGD) CONSOLACION S. LAGMAN**  
BAC Chairperson