



BID BULLETIN 01

Date: 09 March 2022

Project Title: *Supply and Delivery of Office Furniture and Fixtures (GOODS-22-20)*

Location: VSU Main, Visca, Baybay City, Leyte

Bidders are hereby informed/reminded of the following addendums/amendments/clarifications:

I. LIST OF REQUIREMENTS

(1st Envelope) TECHNICAL COMPONENT ENVELOPE	
<i>Legal Documents</i>	
1	PhilGEPS Certificate of Registration (Platinum)
	or
	a. Registration Certificate (SEC, DTI or CDA)
	b. Mayor's/Business Permit
	c. Tax Clearance
<i>Technical Documents</i>	
2	Statement of All On-Going Government & Private Contracts
3	Statement of Bidder's Single Largest Completed Contract (at least 50% of the ABC or Php 667,053.50)
	Or
	Statement of at least two (2) similar completed contracts w/ total amount of at least Php 667,053.50 and the largest of which should be at least PhP 333,526.75 .
4	Bid Security
5	Technical Specifications
6	SCHEDULE of Requirements/Production and delivery schedule
7	Manpower Requirements
8	After Sales service/parts from acceptance of delivered goods (at least 1 year for equipment)
9	Original Duly Signed Omnibus Sworn Statement
<i>Financial Documents</i>	
10	The Supplier's Audited Financial Statements
11	Net Financial Contracting Capacity (at least Php 1,334,107.00)
	Or
	Committed Line of Credit (at least Php 133,410.70)
(2nd Envelope) FINANCIAL COMPONENT ENVELOPE	
12	Original of duly signed and accomplished Financial Bid Form
13	Original of duly signed and accomplished Price Schedule(s)



Please take note:

In the **Technical Specifications**, bidders must state either “Comply” or “Not Comply” **against each of the individual parameters of the specifications** per item stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in the **Bidders Bid** and cross-referenced to that evidence. Evidence shall be in the form of **manufacturer’s un-amended sales literature (Data Sheets), unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data, and Brand and Model** as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the provisions of **ITB** Clause 3.1(a)(ii) and/or **GCC** Clause 2.1 (a)(ii).

II. Preparation of Electronic Bid (for bidders who prefer electronic bid submission)

1. Convert all documents into Portable Document Format (PDF) and should be printable.
2. Properly label all documents for prompt identification. Filename of documents, whichever are applicable to the bidder, should be as follows:

Document	Filename (in PDF form)
1. PhilGEPS Certificate of Registration (Platinum)	PhilGEPS
2. Registration Certificate (SEC/DTI)	Registration Certificate
3. Mayor’s/Business Permit	Mayor’s-Business Permit
4. Tax Clearance	Tax Clearance
5. Statement of On-Going Government & Private Contracts	Statement of On-Going Contracts
6. Statement of Bidder's Single Largest Completed Contract	SLCC
7. Statement of at least two (2) similar completed contracts	Statement of Completed Contracts
8. Bid Security	Bid Security
9. Technical Specifications	Technical Specifications
10. SCHEDULE of Requirements/Production and delivery schedule	Schedule of Requirements
11. Manpower Requirements	Manpower Requirements
12. After Sales service/parts	After Sales
13. Omnibus Sworn Statement	Omnibus Sworn Statement
14. Audited Financial Statements	Audited Financial Statements
15. Net Financial Contracting Capacity	NFCC
16. Committed Line of Credit	CLC
17. Bid Form	Bid Form
18. Price Schedule	Price Schedule

3. Create two (2) folders that are password-protected. The first folder should contain all requirements under Technical Component checklist as presented under Section VIII.



The second folder should contain all requirements under Financial Component checklist.

4. Compress the two (2) folders and name as follows: a) first folder: **Technical Documents**, b) second folder: **Financial Documents**.
5. Email the 2 compressed folders to Ms. Jessamine C. Ecleo at jessamine.ecleo@vsu.edu.ph before the deadline.

III. Changes in the Bidding Documents

Original	
<p>Section I. Invitation to Bid</p> <p>6. A complete set of Bidding Documents may be acquired by interested Bidders on <i>23 February – 17 March 2022 until 8:30 AM</i> from the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Thousand Pesos (PhP 5,000.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.</p>	<p><i>(Amendment)</i></p> <p>A complete set of Bidding Documents may be acquired by interested Bidders on <i>23 February – 17 March 2022 until 8:30 AM</i> from the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Thousand Pesos (PhP 5,000.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means:</p> <p>The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.</p> <p>The Bidders may deposit the payment for the bidding documents to the Visayas State University Landbank Account with the following details:</p> <p>Account Name: Visayas State University Fund 164 Account Number: <u>3572-1000-13</u></p> <p>Then send the deposit slip to jessamine.ecleo@vsu.edu.ph</p>
<p>Section II. Instructions to Bidders</p> <p>15. Sealing and Marking of Bids</p>	<p><i>(Additional Instructions)</i></p> <p>Bidders are requested to submit three (3) copies of its bid – 1 Original, Copy 1, and Copy 2.</p> <p>For filing purposes, the bidders are urged to use Brown envelopes for its Technical and Financial Component envelopes, including the Mother (outer) Envelope.</p>



IV. Revised List of Goods and Technical Specifications


- Some Specifications were added (in red font) and/or deleted (in blue font)
- Some Quantities and Unit Prices (ABC) were changed

Item No.	Description	Unit	Qty	ABC/Unit	Total ABC
1	Chair, computer, ergodynamic with mesh backrest	pcs	2	7,000.00	14,000.00
2	Chrome gang chair, 4 seater	units	2	8,500.00	17,000.00
	<i>4-Seater</i>				
	<i>Seat Finish: Powder Coated with Chrome Frame</i>				
	<i>Seat Design: Perforated Sheet</i>				
	<i>280 Lbs Weight Capacity for Each Seat</i>				
	<i>Chrome Armrest and Leg</i>				
	<i>Length: 2,380mm</i>				
	<i>Width: 680mm</i>				
	<i>Height: 800mm</i>				
3	Computer Table, tower type	units	2	3,000.00	6,000.00
	■Dimension: 60 x 40 x 123 cm				
	■Color: black				
	■with top printer shelf and sliding flat drawer for key board				
	■ for indoor use				
4	Conference Table with 16 steel frame chair	unit	1	62,307.00	62,307.00
	Specifications:				
	<i>Left and Right side : 4800mm L x 600mm D x 750mm Ht</i>				
	<i>Center side : 2400mm L x 600mm D x 750mm Ht</i>				
	<i>Structure: Melamine</i>				
	<i>Finish: MFC Laminated available in 9 colors</i>				
	<i>Top : 25mm thick board ; Legs: 18mm thick board</i>				
	<i>Sidings in 2mm PVC edge band</i>				
	<i>Divided into 6 cuts</i>				
	<i>Max Weight Capacity 120Kg</i>				
	Features:				
	<i>Optional for Wire management</i>				
	<i>Metal Brackets</i>				
	<i>Adjustable feet leveler</i>				
5	Conference table with chair	set	1	56,000.00	56,000.00
	<i>Size: 420m x 140m x 75h (18 to 20 seaters)</i>				
	<i>Material: Wood</i>				
	<i>Design: Modern design</i>				
	<i>Style: Minimalist</i>				
	<i>Warranty: At least 1 year</i>				
	<i>Free assemble</i>				
6	Executive Table	unit	1	25,000.00	25,000.00
	<i>L-shaped Executive Table (1800x900x750mm)</i>				
	<i>HPL laminated finished with side table, cabinet and soft C</i>				
7	Filing cabinets, 2 doors good quality , 5 shelves W-90 CM X D -40 CM X H-185 CM	pcs	4	15,000.00	60,000.00
	■Filing cabinets, 2 doors good quality , 5 shelves				
	■W-90 CM X D -40 CM X H-185 CM				
	■Material: Metal				



8	MC Low Back Office Chair	pc	3	7,600.00	22,800.00
	<i>Dimensions, W58XD64XH101-111cm, black color</i>				
9	Metal filing shelves open 5 layers	unit	15	10,000.00	150,000.00
	<i>5 LAYERS</i>				
10	Metal filing shelves, open, 4 layers	unit	3	10,000.00	30,000.00
	<i>185cm (H) x 90cm (W) x 45cm (D), with back and side cover</i>				
11	Monoblock Study Chairs with Writing Tablet, White	pcs	300	1,050.00	315,000.00
	<i>for classroom, white color</i>				
12	Office chair, with arm rest	pcs	3	5,000.00	15,000.00
	■at least (580mmx600mmx890-990mm)				
	■Butterfly Mechanism = 360 Degree Swivel Seat				
	■Backrest: Polypropylene (Pp) Plastic With New Foam Covered With Mesh Fabric				
	■Seat: Plywood Seatpad With Injection Molded Foam, Covered With Polyester Fabric				
	■Arm: Polypropylene plastic				
	■Base: Chrome finish, Adjustable lumbar support, pneumatic seat height adjustment				
13	Office Table	pcs	4	4,000.00	16,000.00
	■Laminated Wood,				
	■One Long Drawer with 3 Side Drawers,				
	■2 Top Drawers with Locks,				
	■color: Gray, Wenge,				
	■Dimension: at least W22.75" x L47.25" x H29.5"				
14	Office table, good quality	units	6	9,500.00	57,000.00
	Minimum Specifications:				
	<i>Pedestal 3-Drawer Cabinet and table in one.</i>				
	<i>2.5 cm thickness of laminated hardwood.</i>				
	<i>Steel frame , which is powder Coated preventing it from rusting</i>				
	<i>Gage 20 thickness of the steel frame.</i>				
	<i>Table comes with a pedestal 3-Drawer Cabinet. central lock, powder Coated. color beige.</i>				
	Dimensions of table				
	<i>W60cm x L120cm x H 74cm pedestal 3-Drawer</i>				
	<i>W40cm x 56cm x H71cm</i>				
	<i>gage 20 thickness</i>				
15	Senior Executive High back chair	pcs	2	6,500.00	13,000.00
	■double-layer cushion with leatherette armrest,				
	■with back-rest reclining adjustment and knee tilt mechanism				
16	Senior Executive High back chair	pc	1	10,500.00	10,500.00
	■double-layer cushion with leatherette armrest,				
	■with back-rest reclining adjustment and knee tilt mechanism				
17	Steel Cabinet with glass Door, sliding door, (Assembled) Adjustable shelves,	pc	1	10,500.00	10,500.00
	<i>Display Cabinet, Filing Cabinet</i>				
	<i>Dimensions: 900mm x 450mm x 1850mm</i>				
	<i>Powder coated</i>				
	<i>Adjustable shelves</i>				



18	Steel Cabinet with glass Door, sliding door, (Assembled) Adjustable shelves, <i>Display Cabinet, Filing Cabinet</i> <i>Dimensions: 900mm x 450mm x 1850mm</i> <i>Powder coated</i> <i>Adjustable shelves</i>	pcs	2	12,000.00	24,000.00
19	Steel Cabinet, 4 Drawers w/ lock, Vertical, Dirty White ■size of the product is <i>W=46CM,L=62CM,H=133CM(1 inch=2.54CM),</i> ■ 37KG Pure steel product. ■The steel thickness of the file cabinet is 0.7-1.2mm ■4 Drawers steel vertical filing cabinet	pcs	9	11,000.00	99,000.00
20	Steel Cabinet, 4 drawers, Dark Green ■at least 45.2x 62 x 133.1cm (LWH) ■Vertical ■preferably dark green color	pcs	2	8,500.00	17,000.00
21	Center Table, Glass <i>Size: 1100*600*450mm</i> <i>Materials: Glass Tempered Glass,</i> <i>Wooden Leg, Color brown</i> <i>Feature: Magazine Rack at side</i>	pc	1	6,000.00	6,000.00
22	Zebra Roller Blinds Pleated ■Color: Beige ■Size: 120 cm x 160 cm (LxW) Rebidding (from GOODS-22-09) - FOB VSU Tolosa	rolls	70	1,300.00	91,000.00
23	Shelving (Heavy Duty) • 4 shelf unit • 1000 lb. capacity per shelf • 60 inches width x 24 inches depth x 70 inches height • Electrostatic coating of steel; Frame is 19 gauge cold rolled steel with after sales service and warranty	units	2	25,000.00	50,000.00
					
	Rebidding (from GOODS-22-04)				
24	Slim Drawer (5layers), Material: Plastic	pc	3	1,500.00	4,500.00
25	Zebra Roller Blinds Pleated ■ Color: Beige ■ Size: 120 cm x 160 cm (LxW)	rolls	125	1,300.00	162,500.00
				TOTAL:	1,334,107.00

Sgd.
DILBERTO O. FERRAREN
BAC Chairman