



BID BULLETIN 01

Date: 01 December 2022

Project Title: Supply and Delivery of Office Furniture and Fixtures (VSU-GOODS-23-09)

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)
<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 679,814.50)
	Or
	Statement of at least two (2) similar completed contracts w/ total amount of at least Php 679,814.50 and the largest of which should be at least Php 339,907.25 .
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 and 3 months for supplies), if applicable
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 1,359,629.00)
	Or
	Committed Line of Credit (at least Php 135,962.90)
(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:

1. 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).

2. Bidders are advised to use the latest GPPB forms for the following documents:

- a) Omnibus Sworn Statement
- b) Performance Securing Declaration (if applicable)
- c) Price Schedule for Goods Offered
- d) Bid Form
- e) Bid Securing Declaration

These forms can be accessed from the GPPB website: <https://www.gppb.gov.ph/downloadables.php>. Documents that are not in its updated/latest format shall be a ground for disqualification of the bidder.

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. Statement of On-Going Government & Private Contracts	Statement of On-Going Contracts
3. Statement of Bidder's Single Largest Completed Contract	SLCC
4. Statement of at least two (2) similar completed contracts	Statement of Completed Contracts
5. Bid Security	Bid Security
6. Technical Specifications	Technical Specifications
7. SCHEDULE of Requirements/ 8. Production and delivery schedule	Schedule of Requirements
9. Manpower Requirements	Manpower Requirements
10. After Sales service/parts	After Sales
11. Omnibus Sworn Statement	Omnibus Sworn Statement
12. Audited Financial Statements	Audited Financial Statements
13. Net Financial Contracting Capacity	NFCC
14. Committed Line of Credit	CLC
15. Bid Form	Bid Form
16. 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>5. A complete set of Bidding Documents may be acquired by interested Bidders on <i>18 November – 09 December 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>18 November – 09 December 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>
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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 (Pesos)	Total ABC (Pesos)
1	3 sets modern indoor lounging set with water dispenser, coffee table, coffee maker and chairs	sets	1	120,000.00	120,000.00
	☐ Lounging set: Leather Fabric with the dimensions in attached picture.				
	☐ Coffee table with coffee machine and water dispenser:				
	☐ coffee machine with brewer and bean grinder specs: LED display screen, removable and washable high density filter, water tank capacity 2L, fully automatic, stainless steel body.				
	☐ Water dispenser: can have hot and cold water, modern digital display				
2	5 layers Boltless warehouse office steel rack shelves	pcs	1	7,000.00	7,000.00
3	5 layers Boltless warehouse office Steel Rack Shelves	pieces	2	6,500.00	13,000.00
	H 2.0 meters X W 150cm x D 40cm, 2mm THK,				
	Metal powder coated, Off-white, with 18mm with 3/4" Marine Plywood secondary flooring per rack painted with white.				
	At least 150Kgs load capacity per rack.				
4	Back Ergonomic Comfort conference chair	pcs	14	1,500.00	21,000.00
	Split Pull Back Chair Size: 57*24.5*51CM Features: Thickened and reinforced backrest design, sturdy and tear-resistant mesh, widened and enlarged cushions, effectively supporting the armrests, thickened and stable arched feet.				
5	Clerical table	unit	2	4,800.00	9,600.00
	☐ With center & 3-side drawers, with lock				



	Size: 120cm W x 60cm D x 75 cm H				
6	Computer Table, tower type	unit	1	3,000.00	3,000.00
	Dimension: 60 x 40 x 123 cm				
	Color: black				
	with top printer shelf and sliding flat drawer for key board				
	for indoor use				
7	Computer tables with chair	lot	1	220,500.00	220,500.00
	50 pieces of tables and chairs				
	Table:				
	Material: Alloy steel frame				
	Table Top: E1 solid wood particle board?				
	With provision for CPU				
	Size: 80*60*74cm				
	Strong load-bearing				
	Waterproof, corrosion-resistant and wear-resistant				
	High-temperature resistance without deformation				
	Paint-thickened steel frame				
	Chairs				
	Clerical chair without armrest				
	Materials: Fabric back and seat rest, chrome star base				
	Dimension: 38W X40D X77-85H CM				
	Accessories: Gas lift for height adjustment, caster wheels				
	Color: Gray				
8	Conference Table set with chairs	sets	2	65,000.00	130,000.00
	Table: High Quality Laminated Finish Ready Made, NOT more or less: 4200*1600*750 mm				
	Swivel Chair: faux leather chair, tilt lock mechanism, 360° Swivel Function, pneumatic height adjustment, Chromed Steel 5 prong starbase with nylon casters, 15 chairs.				
9	Conference Table with 12 steel frame chair for instruction office	set	1	35,000.00	35,000.00
	wooden U-Type				
	12 seaters				
	size: 3000x1800x750mm				
	brand new				
	good quality				
	Material: Stainless				
	Color: silver, with chrome end cap				
12	Curtains	length	25	700.00	17,500.00
	Jacquard, grommet, 58" x 80"				
13	Dining set 6 Seaters	set	1	23,000.00	23,000.00
	<i>Measurements</i>				
	Table: L150xW90xH73.8 cm				
	Chair: W43xD42xH95 cm				
	Seat Height: 47cm				
	<i>Color</i>				
	Wood: Dark Walnut				
	Fabric: Beige				
	Materials				
	Table				



	MDF board laminated with Rubber wood veneer table top with NC painted Solid rubber wood frame & 65x65 mm legs				
	Chair				
	NC painted solid rubber wood frame & legs with 32 mm thick foam covered with polyester fabric seat				
	<i>Product Weight-delete</i>				
	<i>Table: 35 kgs-delete</i>				
	<i>Chair: 5.25 kgs-delete</i>				
	<i>Assembly Required</i>				
	Yes				
14	Dish Cabinet	unit	1	10,000.00	10,000.00
	☐ALUMINUM KITCHEN CABINET / DISH CABINET/ DISH ORGANIZER				
	☐Aluminum				
	☐Functional and Space Saver				
	☐Easy to clean				
	☐Collapsible design				
	☐Easy to assemble				
	☐Installation guide included				
	☐Stylish and Functional				
	☐With Drainer				
	☐Glass door				
	☐DIMENSION : 64 X 40 X 175 CM (LWH)				
15	Folding Training Table	pc	4	4,500.00	18,000.00
	Folding Training Table , Metal Frame				
	Table Top Material:High-Density Polyethylene (HDPE) light gray				
	at least 6ft in Length, 30 inches width, 29 inches Height				
16	Gang Chair, 5-Seater	piece	1	12,000.00	12,000.00
	Steel Gang Chair, 5 Seater,				
	Materials: Arm and Leg Frames are steel with chrome plated finished, Beam Quality Steel,				
	150kg Weight Rating seat, Perforated Seat and Back,				
	Dimension: W287cm, D63.5xH81.28cm, Color: Black and Silver				
17	L shape sofa set, 4 seater with 1 seat extension plus 2 seater	set	1	38,000.00	38,000.00
	☐Locally made item				
	☐Color: Either of the ff: Grey, Taupe, or Neutral Colors				
	☐Foam type: high-density polyurethane foam. Foam can be wrapped in softer material or cotton to make it softer.				
	☐Detachable down cushion				
	☐Frame Material: Wood preferably made of mahogany or narra				
	☐L sofa set includes 1 unit 4-seater sofa with one seat extension				
	☐And 1 unit – 2 seater				
	☐Dimensions - 4-Seater: Approximately				




	375(W) x 90(D) x 86(H) cm				
	☐Dimensions - 2-Seater: Approximately 150(W) x 90(D) x 86(H) cm				
18	L-shape modern design computer desk	set	1	67,500.00	67,500.00
	Size - 120cm(L) x 100cm(W) x 74cm(H), Bearing 250lbs. Offering a large space for multiple monitors, pc setup, or other essential home office supplies				
19	Metal filing shelves, open, 4 layers	unit	1	10,000.00	10,000.00
	185cm (H) x 90cm (W) x 45cm (D), with back and side cover				
20	Monoblock Chair all gray or all white in color	pcs	6	500.00	3,000.00
	☐Durable Quality Monoblock chair				
	☐Dimensions Seat Width: 375 mm Seat Depth: 330 mm Front Legs Distance: 355 mm Side Legs Distance Left: 378 mm Side Legs Distance Right: 378 mm Back Legs Distance: 210 mm Back Rest Height: 779 mm Seat Back Height: 405 mm Seat Height: 376 mm Gross Weight: 2.25 kgs-delete				
21	Monoblock Study Chairs with writing Tablet White	pc	128	1,050.00	134,400.00
	☐For classroom use				
	☐white color				
22	Office Chair High Back Swivel Mesh Computer Comfort Reclining with Headrest & footrest (Ergonomics)	unit	4	5,000.00	20,000.00
	Office Chair High Back Swivel Mesh Computer Comfort Reclining with Headrest footrest				
	STABLE & BREATHABLE				
	OMAX-delete high backrest mesh office chair has an integrated contoured backframe with built-in neck support.				
	ERGONOMIC DESIGN				
	The seat height adjust ranges from 16" to 19.5". Built-in lumbar cushion support your lower back and enhances the natural curve of your spine.				
	SOLID & DURABLE				
	Offers nylon five-star heavy-duty base and smooth-rolling silenced casters covered with soft PU				
	OVERALL DIMENSIONS				
	Chair size: 23.6" x 23.6" x 43.7"-47.6" (L x W x H)				
	Seat height adjust: 16"-20"				
	Seat area: 18.5" x 20.5"				
	Backrest area: 15 x 27.5"				
	Assembly required				
23	Office chair with arm rest, durable leather seat	pcs	2	5,000.00	10,000.00
	Back Tilt Tension: 90 degrees -180 degrees				
	Hydraulic: Level 4 100mm SGS Certified				
	Base Material: Solid Nylon Base				
	Inner Structure: Sturdy Metal Frame, Padded Soft Sponge				



	Outer Material: Durable PU Leather, Skin-friendly				
	Weight Capacity: 140KG				
	Package Weight: 16.7KG-delete				
24	Office Chair, High Back, with Lumbar support (Ergonomic)	unit	6	6,000.00	36,000.00
	Back Tilt Tension: 90 degrees -180 degrees				
	Max Reclining (Adjustable chair back): 170°				
	Hydraulic: Level 4 100mm SGS Certified				
	Base Material: Solid Nylon Base				
	Inner Structure: Sturdy Metal Frame, Padded Soft Sponge				
	Outer Material: Durable Unfading Fabric, Skin-friendly, Breathable fabric				
	Weight Capacity: at least 140KG				
	Free headrest & lumbar pillow set				
	Smoothing –rolling caster wheels				
25	Office chair, with arm rest	pc	5	5,000.00	25,000.00
	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				
26	Office Swivel Chair for Smart Classroom	unit	1	5,000.00	5,000.00
	Desk Chair Type: Ergonomic Chair				
	Material: Polyvinyl Chloride (PVC)				
	Backrest: Breathable Mesh				
	Color: Black				
	Chair leg: Electroplated steel feet				
	Chassis: Thickened explosion-proof chassis				
	Gas Rod: SGS certified gas rod				
	Cushion: Sponge/Spring				
	Pulley: Nylon silent pulley				
	Product size: 74*60*120cm				
	Five chair legs increase 35degree				
27	Office Table with 3 drawers, 150cm (W)x 70cm (D) x 75cm (H)	unit	1	14,999.00	14,999.00
	Office Table, 3-drawers side by side, 1 drawer at the center, material: wood				
28	Office Table with Mobile Pedestal	pc	2	12,500.00	25,000.00
	Executive Desk with metal legs,				
	Melamine Table Top Finish				
	Size: 140cm x 70cm x 75cm				
	with center pen tray				
	Mobile pedestal: 3 drawers, H66cm x W40cm x D56cm, Compatible with the table				
29	Office table, good quality	unit	3	9,500.00	28,500.00
	Minimum Specifications:				
	Pedestal 3-Drawer Cabinet and table in one.				
	2.5 cm thickness of laminated hardwood.				
	Steel frame , which is powder Coated				



	preventing it from rusting				
	Gage 20 thickness of the steel frame.				
	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				
	W40cm x 56cm x H71cm				
	guage 20 thickness				
30	Office Visitor's Chair	pcs	8	3,500.00	28,000.00
	dimension, W61 X D51 X H84cm, Color Gray				
	Office Visitor's Chair				
					
	Color				
	Item Material				
	<p>Fabric: Gray (OS-309) Metal: Chrome Backrest: 13mm thick plywood with 25mm thick foam covered with Polyester fabric. Seat: 13mm thick plywood with 50mm thick foam covered with Polyester fabric. Leg: 19mm dia. x 1.2mm thick metal tube in chrome plating finish.</p>				
31	Open Type Filing Cabinet	pc	2	10,000.00	20,000.00
	■5 Layer Metal,				
	■Dimensions: W85cmx D40cmxH185cm,				
	■Color: Gray,				
	■Materials: All metal Construction gauge 24				
32	Open Type Filing Cabinet	lot	1	90,000.00	90,000.00
	9 units of Open Type Filing Cabinet				
	5 Layer Metal				
	Dimensions: W85cm x D40 CM X H185 cm				
	Color : Gray				
	Materials: All metal construction gauge 24				
33	Senior Executive High back chair	pc	2	6,500.00	13,000.00
	■double-layer cushion with leatherette armrest,				
	■with back-rest reclining adjustment and knee tilt mechanism				
34	Sofa, 2 Seater, Fabric, Black, at least 1335mm W x 800mm D x 860mm H, Pillows included	set	1	14,900.00	14,900.00
	Sofa, 2 Seater, Fabric, Black, 1335mm W x 800mm D x 860mm H, at least Pillows included				
35	Steel Cabinet with glass Door, sliding door, (Assembled) Adjustable shelves,	pc	2	12,000.00	24,000.00
	Display Cabinet, Filing Cabinet				



	Dimensions: 900mm x 450mm x 1850mm				
	Powder coated				
	Adjustable shelves				
36	Steel Cabinet, 4 Drawers w/ lock, Vertical, Dirty White	pieces	1	11,000.00	11,000.00
	■size of the product is W=46CM,L=62CM,H=133CM(1 inch=2.54CM),				
	■ 37KG Pure steel product.				
	■The steel thickness of the file cabinet is 0.7-1.2mm				
	■4 Drawers steel vertical filing cabinet				
37	Steel Cabinet, 4 drawers with lock, vertical, black	unit	3	11,000.00	33,000.00
38	Steel Cabinet, 4 drawers, Dark Green	pcs	1	9,000.00	9,000.00
	■at least 45.2x 62 x 133.1cm (LWH)				
	■Vertical				
	■preferably dark green color				
39	Swivel Chair, high quality	unit	1	8,000.00	8,000.00
	Dimension (WDH): 650mm x 650mm x 850 mm				
	Height Adjustable up to: 940 mm				
	Back Rest: Mesh Fabric in Nylon Fiberglass Frame with 3D-PP Back Support				
	Seat: Density Mold Foam Cushion Fabric Seat				
	Armrest: PU Adjustable				
	With tilting mechanism				
	Base: Metal Chrome Star Base				
	Casters: Floor-safe PU Casters				
	Color: Black				
	Weight capacity: 110kg				
40	Top glass for office table	pc	1	4,000.00	4,000.00
	Top glass for office table, clear, 70cm (width) x 120cm (length), 1/4 inch thickness.				
41	Two-doors cabinet	unit	1	11,500.00	11,500.00
	With 4 shelves, metal, gray, with lock				
	Size: 185cm H x 90cm W x 45cm D				
42	Venetians Duo Roller Blinds Plain Curtain, 130*170 (W*L)	pc	3	800.00	2,400.00
	Product details:				
	Venetians Duo Roller Blinds Plain Curtain roller blinds for the living room office home				
	Size (W*L): 130x170cm				
	100% brand new.				
	Good quality.				
	DUO ROLLER BLINDS (include brackets and screws)				
	Curtain & Blind Type: Day Curtain/ Blind				
	Color: White				
	Environmental protection polyester fabric easy to clean				
	Please ensure that the blinds are parallel when pulling				
	NOTE:				
	If Item size (130*170cm) is not applicable, we also consider Item size (130*180cm)				
42	Delete Item 42				



43	Venetians Duo Roller Blinds Plain Curtain, 180*160cm	piece	4	1,600.00	6,400.00
	Product details:				
	Venetians Duo Roller Blinds Plain Curtain roller blinds for the living room office home				
	Size (W*L): 180x160cm				
	100% brand new.				
	Good quality.				
	DUO ROLER BLINDS (include brackets and screws)				
	Curtain & Blind Type: Day Curtain/ Blind				
	Color: White				
	Environmental protection polyester fabric easy to clean				
	Please ensure that the blinds are parallel when pulling				
	NOTE:				
	If Item size (180*160cm) is not applicable, we also consider Item size (180*180cm)				
44	White Board, 100x150cm	piece	2	4,515.00	9,030.00
	Aluminum Frame with movable stand and roller				
45	4 drawer lateral office cabinet	pc	1	16,000.00	16,000.00
	The specification are the following: color gray, with Anti Tilt mechanism, 2 Hanging bars in per drawer, 3 sections slide rails, Electrostatic powder coat, thickness: Gauge 24, and Size: 1320mm(h) x 900mm(w) x 450mm(d).				
				TOTAL:	1,359,629.00

DILBERTO O. FERRAREN
BAC Chairman