



BID BULLETIN 01

Date: 17 July 2023

Project Title: Supply and Delivery of Office Furniture and Fixtures (VSU-GOODS-23-32)

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 545,150.00)
	Or
	Statement of at least two (2) similar completed contracts w/ total amount of at least Php 545,150.00 and the largest of which should be at least PhP 272,575.00 .
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 1,090,300.00)
	Or
	Committed Line of Credit (at least Php 109,030.00)
(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 05 July – 25 July 2023 until 1:30 PM 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 on 05 July – 25 July 2023 until 1:30 PM 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 layer magazine tray/storage/desk organizer/holder/rack	pcs	2	300.00	600.00
	<i>Packing: 1 X 1pcs magazine tray</i>				
	<i>Material: stainless steel black paint</i>				
	<i>Color: Black</i>				
	<i>Product Size: 27cm X 30cm</i>				
	<i>Design: 3 layer</i>				
2	4 layer Multipurpose Cabinet, Plastic, Transparent door	pcs	2	3,600.00	7,200.00
					
3	Computer Table, tower type	unit	1	3,000.00	3,000.00
	☐ <i>Dimension: 60 x 40 x 123 cm</i>				
	☐ <i>Color: black</i>				
	☐ <i>with top printer shelf and sliding flat drawer for key board</i>				
	☐ <i>for indoor use</i>				
4	curtain rod, pole, 3/4" x 150", silver, with chrome end caps	pcs	5	400.00	2,000.00
	<i>Material: Stainless</i>				
	<i>Color: silver, with chrome end cap</i>				



5	Dark Green Velvet Curtains Room Darkening Blackout Solid Curtains Thermal Insulated Soundproof Curtain	pairs	2	3,000.00	6,000.00
	☐Velvet				
	☐Imported				
	☐Size & Material: 2 panels of 52"x108" luxury dark green velvet curtains. The back of the curtain is made of high-quality velvet fabric and black yarn.				
	☐Function: Blackout curtains can block about 70% of the light (the darker color works better), and can also reduce noise and keep heat down in summers or keep cold out in winters to achieve smart energy saving and provide privacy.-delete				
	☐Elegant Design: Ideal home decoration. Dark green velvet curtains decorate your room into a elegant retro and noble style.-delete				
	☐Fine details: Interior diameter of grommet hole is 1.6 inch. Sewn well at each edge of the curtain.				
	☐Kindly Remind: Due to the production process, curtains in different light intensity and angle may show plush silver reflective. If wrinkled, use a steamer iron on the back and front of the curtain at low temperature.-delete Machine washable in cold water and tumble dry.				
6	Ergonomic Office Chair	unit	1	14,500.00	14,500.00
	☐Features				
	◀Full Back Reclining with 3 position locking function				
	◀Height & Angle Adjustable Headrest				
	◀Height & Angle Adjustable Armrest				
	◀Height Adjustable Lumbar Support				
	◀Waterfall Seat				
	◀Gaslift				
	◀Anti-skid wheels				
	☐Material				
	◀Seat: Waterfall Seat, Nylon Mesh				
	◀Back Seat: nylon Mesh				
	◀Caster wheels: 60mm BIFMA PU nylon wheels"				
	◀Frame: Nylon Back Frame				
	☐Weight				
	◀Box size: 74 x 39 x 64 cm				
	☐Headrest				
	◀Headrest Angle Max Adjustment: 320 degree angles				
	☐Lumbar Support				
	◀Height of Lumbar Support: 12.8 cm from				



	bottom of backrest				
	◀Lumbar Support Height Adjustability: 5 cm				
	▣Arm Rest				
	◀Arm Rest Height: 20.5-28.5 cm				
	◀Arm Rest Angle:15 degrees inward and 15 degrees outward				
	▣Overall Chair				
	◀Maximum Recline: 124 degrees				
	◀Reclines at 3 positions: 102, 113, and 124 degrees				
	◀Chair Height: 117-126cm				
	◀Seat Depth: 47 cm				
	◀Backrest Load Capacity: 175 kg				
	◀Seat Load Capacity: 125 kg				
7	Folding Training Table	pc	2	4,500.00	9,000.00
	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				
8	Gang Chair, 5-Seater	piece	2	9,000.00	18,000.00
	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				
9	Heavy Duty Slotted Angle Rack - 6 layers[micro]	pc	1	5,500.00	5,500.00
	Heavy Duty Slotted Angle Rack 2.0mm Slotted angle bars 10mm 1/2 Plywood boards 100 kilos per layer				
10	heavy duty steel shelves	unit	3	4,900.00	14,700.00
	Heavy Duty Slotted Angle Rack				
	2.0mm Slotted angle bars				
	10mm 1/2 Plywood boards				
	100 kilos per layer				
	Height - 6ft				
	Length - 4ft				
	Width - 18"				
	6 Layers				
11	Lounge Sofa set with center table	set	1	16,400.00	16,400.00
	▣Seat Material: fabric				
	▣Frame Material: Wood				




	☑Lounge set includes 1 unit 3-seater sofa and 2 units 1-seater sofa				
	☑Dimensions - 3-Seater: 175(W) x 76(D) x 82(H) cm				
	☑Dimensions - 1-Seater: 74(W) x 76(D) x 82(H) cm				
	☑Center Table : wood				
	☑CAPACITY: Quality Wood and MDF with classic textured the modern stylish table is sturdy can hold up to 200lbs.				
	☑2-tier table with storage shelf				
	☑120 by 60cm				
12	L-Shape Executive Desk for Department Head-delete	unit	1	17,000.00	17,000.00
	160 L-Shape Executive Desk				
	Material: Wood				
	Color: Wenge				
	Main Table Dimension: W1600 x D800 x H760mm				
	Side Table Dimension: W1200 x D400 x H600mm				
13	Metal Storage Shelves	pc	3	7,500.00	22,500.00
	☑Full Steel,				
	☑5 layer shelves storage,				
	☑boltless,				
	☑keyhole locking system,				
	☑500kg capacity,				
	☑fully adjustable shelves,				
	☑wire/steel shelves,				
	☑Plastic floor protectors,				
	☑powder coated paint,				
	☑1830mm H x 914mm W x 406mm D				
14	Modern Single Office Cubicle for ViCARP-delete	pcs	5	20,000.00	100,000.00
	U-Type Office Cubicle				
	Office Partition with Table included				
	Particle board with Aluminum Profile width of 24" (61 cm), length of 48" (122 cm), and requires a total area of 16 ft ² (1.5 m ²). <i>height atleast 73cm</i>				
15	Monobloc chairs adult size	piece	10	645.94	6,400.00
16	Monoblock Chair all gray or all white in color	pcs	27	645.94	17,500.00
	☑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				



17	Office Chair High Back Swivel Mesh Computer Comfort Reclining with Headrest & footrest (Ergonomics)	unit	1	5,000.00	5,000.00
	<i>STABLE & BREATHABLE</i>				
	<i>OMAX high backrest mesh office chair has an integrated contoured backframe with built-in neck support.</i>				
	<i>ERGONOMIC DESIGN</i>				
	<i>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.</i>				
	<i>SOLID & DURABLE</i>				
	<i>Offers nylon five-star heavy-duty base and smooth-rolling silenced casters covered with soft PU</i>				
	<i>OVERALL DIMENSIONS</i>				
	<i>Chair size: 23.6" x 23.6" x 43.7"-47.6" (L x W x H)</i>				
	<i>Seat height adjust: 16"-20"</i>				
	<i>Seat area: 18.5" x 20.5"</i>				
	<i>Backrest area: 15 x 27.5"</i>				
	<i>Assembly required</i>				
18	Office Chair, High Back, with Lumbar support (Ergonomic)	unit	4	6,000.00	24,000.00
	<i>Back Tilt Tension: 90 degrees -180 degrees</i>				
	<i>Max Reclining (Adjustable chair back): 170°</i>				
	<i>Hydraulic: Level 4 100mm SGS Certified</i>				
	<i>Base Material: Solid Nylon Base</i>				
	<i>Inner Structure: Sturdy Metal Frame, Padded Soft Sponge</i>				
	<i>Outer Material: Durable Unfading Fabric, Skin-friendly, Breathable fabric</i>				
	<i>Weight Capacity: at least 140KG</i>				
	<i>Free headrest & lumbar pillow set</i>				
	<i>Smoothing –rolling caster wheels</i>				
19	Office chair, with arm rest	pc	1	5,000.00	5,000.00
	<i>at least (580mmx600mx890-990mm)</i>				
	<i>Butterfly Mechanism = 360 Degree Swivel Seat</i>				
	<i>Backrest: Polypropylene (Pp) Plastic With New Foam Covered With Mesh Fabric</i>				
	<i>Seat: Plywood Seatpad With Injection Molded Foam, Covered With Polyester Fabric</i>				
	<i>Arm: Polypropylene plastic</i>				
	<i>Base: Chrome finish, Adjustable lumbar support, pneumatic seat height adjustment</i>				
20	Office Steel Rack Shelves, 5 Layers	unit	2	10,000.00	20,000.00
	<i>Boltless warehouse office Steel Rack Shelves</i>				
	<i>with rubber feet tippings</i>				



	<ul style="list-style-type: none"> ■40cm (layer height) x 120cm (length) x 200cm (height) ■5 layer steel rack 				
21	Office table	unit	3	18,000.00	54,000.00
	<ul style="list-style-type: none"> ■office wooden table ■with lockable drawers, two sided 3 drawers ■Dimension: L 63"x W 30" x H 30" ■Colors: Mahogany 				
22	Office Table with Mobile Pedestal	pc	1	12,500.00	12,500.00
	<ul style="list-style-type: none"> ■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 				
23	Office table, good quality	unit	4	9,500.00	38,000.00
	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.				
	Dimensions of table				
	W60cm x L120cm x H 74cm pedestal 3-Drawer				
	W40cm x 56cm x H71cm				
	gage 20 thickness				
24	Sala set	set	1	25,000.00	25,000.00
	<ul style="list-style-type: none"> Wooden frame 3-seater leather sofa with 2 single chairs, 1 center table: Glass top, Wooden frame 				
25	Senior Executive High back chair, with back-rest reclining adjustment and knee tilt mechanism (TEST)	pc	2	5,500.00	11,000.00
26	Slim Drawer (5layers), Material: Plastic	pc	1	2,500.00	2,500.00
					
27	Steel Cabinet 4 shelves w/ lock & key; board glass door swing door	pcs	8	10,000.00	80,000.00
	Dimension: height: 180 cm				
	length: 90 cm				



	<i>width: 45 cm</i>				
28	Steel Cabinet with glass Door, sliding door, (Assembled) 4 Adjustable shelves,	pc	26	12,000.00	312,000.00
	☐Display Cabinet, Filing Cabinet				
	☐Dimensions: 900mm x 450mm x 1850mm				
	☐Powder coated				
	☐Adjustable shelves				
29	Steel Cabinet, 4 Drawers w/ lock, Vertical, Dirty White	pieces	4	11,000.00	44,000.00
	☐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				
30	Steel Cabinet, 4 drawers, Dark Green	pcs	8	8,500.00	68,000.00
	☐at least 45.2x 62 x 133.1cm (LWH)				
	☐Vertical				
	☐preferably dark green color				
31	Whiteboard with stand	unit	3	3,000.00	9,000.00
	<i>Rotatable Back-to-back 4' x 5' Whiteboard with aluminum frame and a movable and adjustable iron stand with a maximum height of 6'.</i>				
32	Center Table, Glass	pc	1	1,000.00	1,000.00
	<i>Table Center, Glass, Size 1100*600*450mm</i>				
	<i>Materials: Tempered Glass, Wooden Leg, color Brown</i>				
	<i>Feature: Magazine Rack at the side</i>				
33	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				
34	Office Chair Executive	pc	1	10,000.00	10,000.00
	<i>Highback chair with armrest & headrest</i>				
	<i>Materials: Backrest - Mesh/net Seatrest - Fabric,</i>				



	PVC armrest and PVC Accessories: Gaslift, caster wheel				
35	Executive Office Table	pc	1	30,000.00	30,000.00
	Executive Table				
	Materials: Glass Table, Metal Frame				
	Dimensions:				
	Long Drawer - W100xD40xH75 cm				
	Short Drawer - W40xD40xH61 cm				
	Warranty: 6 Months				
	Finish: Black				
	W180xD80xH75 cm				
	Rebidding (from VSU-GOODS-23-16)				
36	Curtains	pcs	25	700.00	17,500.00
	Jacquard, grommet, 58" x 80"				
37	Custom Glass 24"Lx10"Dx14"H, 2 Shelves, Tapered/Slanted front Countertop Glass Food Display Case, Dr	pc	2	3,000.00	6,000.00
	☐ This item is built to order from the manufacturer. Allow 1 in half, up to 2 weeks or less for production.				
	◀ tapered Front Dry Case				
	◀ 24"Lx10"Dx14"H				
	◀ 2 stationary shelves				
	◀ 3 compartment levels				
	◀ sliding rear doors				
	◀ tapered front glass				
	◀ glass with polished brushed steel frame				
	◀ non-refrigerated case (dry case)				
	◀ great for collectibles, glasses, pastries etc.				
38	Dark Green Velvet Curtains Room Darkening Blackout Solid Curtains Thermal Insulated Soundproof Curtain	pairs	1	3,000.00	3,000.00
	☐ Velvet				
	☐ Size & Material: 2 panels of 52"x108" luxury dark green velvet curtains. The back of the curtain is made of high-quality velvet fabric and black yarn.				
	☐ Function: Blackout curtains can block about 70% of the light (the darker color works better), and can also reduce noise and keep heat down in summers or keep cold out in winters to achieve smart energy saving and provide privacy.				
	☐ Elegant Design: Ideal home decoration. Dark green velvet curtains decorate your room into a elegant retro and noble style.				
	☐ Fine details: Interior diameter of grommet hole is 1.6 inch. Sewn well at each edge of the curtain.				
	☐ Kindly Remind: Due to the production				



	<i>process, curtains in different light intensity and angle may show plush silver reflective. If wrinkled, use a steamer iron on the back and front of the curtain at low temperature. Machine washable in cold water and tumble dry.</i>				
39	Venetians Duo Roller Blind Plain Curtains	pcs	3	2,000.00	6,000.00
	<i>Size: (W*L): 200x120cm</i>				
	<i>DUO ROLLER BLINDS (include brackets and screws)</i>				
	<i>Curtain * Blind Type: Day Curtain/Blind</i>				
	<i>Color: White</i>				
	<i>Environmental protection polyester fabric easy to clean</i>				
40	Venetians Duo Roller Blinds Plain Curtain	pcs	2	2,500.00	5,000.00
	<i>Size: (W*L): 300x120cm</i>				
	<i>DUO ROLLER BLINDS (include brackets and screws)</i>				
	<i>Curtain & Blind Type: Day Curtain/Blind</i>				
	<i>Color: White</i>				
	<i>Environmental protection polyester fabric easy to clean</i>				
41	Venetians Duo Roller Blinds Plain Curtains	pcs	1	3,500.00	3,500.00
	<i>Size: (W*L): 400x120cm</i>				
	<i>DUO ROLLER BLINDS (include brackets and screws)</i>				
	<i>Curtain * Blind Type: Day Curtain/Blind</i>				
	<i>Color: White</i>				
	<i>Environmental protection polyester fabric easy to clean</i>				
				TOTAL:	1,090,300.00

DILBERTO O. FERRAREN
BAC Chairman