



BID BULLETIN 01

Date: 21 November 2023

Project Title: Supply and Delivery of Office Furniture and Fixtures (VSU-GOODS-23-48)

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 1,280,000.00)
	Or
	Statement of at least two (2) similar completed contracts w/ total amount of at least Php 1,280,000.00 and the largest of which should be at least PHP 640,000.00 .
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),
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 2,650,000.00)
	Or
	Committed Line of Credit (at least Php 265,000.00)
(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. **Scan per document** 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 **Mr. Leopoldo S. Escala Jr** at leopoldo.escala@vsu.edu.ph on or 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>04 November – 28 November 2023 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>04 November – 28 November 2023 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 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 leopoldo.escala@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 #	Description	Unit	Qty	Unit Price	Total Price
1	4-layer Multipurpose Cabinet, Plastic, Transparent door	pc	2	3,600.00	7,200.00
2	Back Ergonomic Comfort conference chair	pc	15	1,500.00	22,500.00
	<i>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. stainless steel metal frame</i>				
3	Chair, Conference stacking,	pc	20	3,500.00	70,000.00
	<input checked="" type="checkbox"/> <i>black Steel frame with leatherette foam, for adult size</i>				
4	curtain rod bracket, 3/4" in diameter, silver, with screw and tox	pc	50	80.00	4,000.00
	<i>material: stainless</i>				
	<i>inclusion: with screw and tox</i>				
5	curtain rod, pole, 3/4" x 150", silver, with chrome end caps	pc	30	400.00	12,000.00
	<i>Material: Stainless</i>				
	<i>Color: silver, with chrome end cap</i>				
6	Curtains	pc	50	700.00	35,000.00
	<i>Jacquard, grommet, 58" x 80"</i>				
7	Ergonomic Office Chair	unit	1	14,500.00	14,500.00
	<input checked="" type="checkbox"/> Features				
	◀ <i>Full Back Reclining with 3 position locking function</i>				
	◀ <i>Height & Angle Adjustable Headrest</i>				
	◀ <i>Height & Angle Adjustable Armrest</i>				
	◀ <i>Height Adjustable Lumbar Support</i>				
	◀ <i>Waterfall Seat</i>				
	◀ <i>Gaslift</i>				
	◀ <i>Anti-skid wheels</i>				
	<input checked="" type="checkbox"/> Material				
	◀ <i>Seat: Waterfall Seat, Nylon Mesh</i>				
	◀ <i>Back Seat: nylon Mesh</i>				
	◀ <i>Caster wheels: 60mm BIFMA PU nylon wheels"</i>				
	◀ <i>Frame: Nylon Back Frame</i>				
	<input checked="" type="checkbox"/> Weight				
	◀ <i>Box size: 74 x 39 x 64 cm</i>				
	<input checked="" type="checkbox"/> Headrest				
	◀ <i>Headrest Angle Max Adjustment: 320 degree</i>				



	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				
8	Filing cabinets, 2 doors good quality , 5 shelves W-90 CM X D -40 CM X H-185 CM	pc	1	15,000.00	15,000.00
	☐Filing cabinets, 2 doors good quality , 5 shelves				
	☐W-90 CM X D -40 CM X H-185 CM				
	☐Material: Metal				
9	Folding Training Table	pc	41	4,500.00	184,500.00
	Metal Frame				
	Table Top Material:High-Density Polyethylene (HDPE)				
	light gray				
	at least 6ft in Length,				
	30 inches width, 29 inches Height				
10	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				
11	Low Back Office Chair	pc	1	8,512.00	8,512.00
	Dimension, W69 X D66 X H99 - 106cm, Color Black				
12	Mahogany wood Sala Set	set	1	35,000.00	35,000.00
	1 pc 3-seaters, 2 pcs 1-seater with removable foam for sofa set, 1 center table 2ft-3ft , with top glass				



13	Metal Storage Shelves	pc	20	7,500.00	150,000.00
	☐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	Monoblock chairs	pc	530	400.00	212,000.00
	☐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				
15	Monoblock Chair all gray or all white in color	pc	20	500.00	10,000.00
	☐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				
16	Monoblock Study Chairs with writing Tablet White, Material is hard plastic	pc	400	2,500.00	1,000,000.00
	☐For classroom use				
	☐white color				
17	Office Chair	pc	5	5,000.00	25,000.00
	with arm rest				
	at least (580mmx600mx890-990mm)				
	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				
18	Office Chair High Back Swivel Mesh Computer Comfort Reclining with Headrest & footrest (Ergonomics)	unit	20	5,000.00	100,000.00
	STABLE & BREATHABLE				
	OMAX high backrest mesh office chair has an integrated contoured backframe with built-in neck support.				




	ERGONOMIC DESIGN				
	<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>				
	SOLID & DURABLE				
	<i>Offers nylon five-star heavy-duty base and smooth-rolling silenced casters covered with soft PU</i>				
	OVERALL DIMENSIONS				
	<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>				
19	Office Partition Panel	set	2	30,000.00	60,000.00
	<i>h-6ft x w-7ft, removable, free-standing wall partition, fiber glass, opaque</i>				
20	Office Steel Rack Shelves, 5 Layers	unit	1	10,000.00	10,000.00
	☐ Boltless warehouse office Steel Rack Shelves				
	☐ with rubber feet tipplings				
	☐ 40cm (layer height) x 120cm (length) x 200cm (height)				
	☐ 5 layer steel rack				
21	Office table	unit	1	18,000.00	18,000.00
	☐ office wooden table				
	☐ with lockable drawers, two sided 3 drawers				
	☐ Dimension: L 63" x W 30" x H 30"				
	☐ Colors: Mahogany				
22	Office Table	pc	5	4,000.00	20,000.00
	☐ 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"				
23	Senior Executive High back chair	pc	1	6,500.00	6,500.00
	☐ double-layer cushion with leatherette armrest,				
	☐ with back-rest reclining adjustment and knee tilt mechanism				
	Metal frame, color is black				
24	Steel Cabinet with glass Door, sliding door, (Assembled) Adjustable shelves,	pc	12	12,000.00	144,000.00
	☐ Display Cabinet, Filing Cabinet				
	☐ Dimensions: 900mm x 450mm x 1850mm				
	☐ Powder coated				
	☐ Adjustable shelves				
25	Steel Cabinet, 4 Drawers w/ lock, Vertical, Dirty White	pc	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				
26	terracotta pot, Big	pc	30	1,200.00	36,000.00
	15 inches width x 13 inches length				
27	Tv Cabinet	unit	1	10,000.00	10,000.00
	Length 190-200cm height: 450-480cm depth:450-500 finish:hpl material:wood				
28	Upholstery of Conference Chairs	pc	20	300.00	6,000.00
	Seat Height = 19 inches				
	Seat Width= 16inches				
	Seat Depth= 16 inches				
	Back Height = 15 inches				
	Back Width = 16 inches				
	Seat Material= Leather				
	Back Material = Leather				
	Seat Color = Dark Blue/ Black				
	Back Color = Dark Blue/ Black				
	Frame Color = Black				
	Frame Material= Steel				
29	Venetian Vertical Blinds, pvc W776 x H140cm, beige color with accessories	set	1	15,000.00	15,000.00
	☑Good Quality				
30	White Board 4x6 Ft.	unit	3	9,000.00	27,000.00
	☑Specification:				
	☑Size: 4x6 ft.				
	☑Magnetic With Stand and Roller Stopper				
	☑Collapsible stand and rollers				
	☑With white board eraser holder				
	with aluminum frame and stand				
31	window blinds	pc	3	1,200.00	3,600.00
	120 cm x 160 cm				
	The size is width by length, 160cm is length, you can adjust the length with the roller				
	Width (left to right) by height (top to bottom)				
	Suitable for office				
	Easy to install (include brackets and screws)				
	Color blackout Gray				
32	Window blinds 160x180	pc	8	1,200.00	9,600.00
	180x160				
	The size you can adjust the length with the roller				
	Width (left to right) by height (top to bottom)				
	Suitable for living room bedroom office				
	Easy to install (include brackets and screws)				
33	Steel Cabinet, 4 drawers with lock, vertical, black	unit	1	11,000.00	11,000.00
34	Student Desk (15 units)	lot	1	150,000.00	150,000.00
	1 Lot: 15 units Student Desk				



	Specifications:				
	Width: 150 cm				
	Depth: 60 cm				
	Height: 75 cm				
	Table top: MDF with high gloss white painting				
	Legs: Metal iron in white powder coating				
	Product Weight: 15 kgs				
	Weight Capacity: 20 kgs				
35	Office Chair High Back Swivel Mesh Computer Comfort Reclining with Headrest & footrest,	lot	1	134,000.00	134,000.00
	23 units - Office Chair High Back Swivel Mesh Computer Comfort Reclining with Headrest & footrest,				
	STABLE & BREATHABLE				
	ERGONOMIC DESIGN				
	assembly required				
	Rebidding (from VSU-GOODS-23-32)				
36	3-layer magazine tray/storage/desk organizer/holder/rack	pcs	2	300.00	600.00
	Packing: 1 X 1pcs magazine tray				
	Material: stainless steel black paint				
	Color: Black				
	Product Size: 27cm X 30cm				
37	4-layer Multipurpose Cabinet, Plastic, Transparent door	pcs	2	3,600.00	7,200.00
					
38	Curtain rod, pole, 3/4" x 150", silver, with chrome end caps	pcs	5	400.00	2,000.00
	Material: Stainless				
	Color: silver, with chrome end cap				
39	Dark Green Velvet Curtains Room Darkening Blackout Solid Curtains Thermal Insulated Soundproof Curtain	pairs	2	3,000.00	6,000.00
	■ 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				
	■ Elegant Design: Ideal home decoration. Dark green velvet curtains d				
	■ Fine details: Interior diameter of grommet hole is 1.6 inch. Sewn well at each edge of the curtain.				
	Machine washable in cold water and tumble dry.				



40	Heavy Duty Slotted Angle Rack - 6 layers[micro]	pc	1	7,100.00	7,100.00
	<i>Heavy Duty Slotted Angle Rack 2.0mm Slotted angle bars 10mm 1/2 Plywood boards 100 kilos per layer</i>				
41	heavy duty steel shelves	unit	2	7,350.00	14,700.00
	<i>Heavy Duty Slotted Angle Rack</i>				
	<i>2.0mm Slotted angle bars</i>				
	<i>10mm 1/2 Plywood boards</i>				
	<i>100 kilos per layer</i>				
	<i>Height - 6ft</i>				
	<i>Length - 4ft</i>				
	<i>Width - 18"</i>				
	<i>6 Layers</i>				
42	Slim Drawer (5layers), Material: Plastic	pc	1	3,000.00	3,000.00
					
43	Whiteboard with stand	unit	3	5,000.00	15,000.00
	<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>				
44	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>				
				TOTAL:	2,650,000.00



DILBERTO O. FERRAREN
 BAC Chairman