



BID BULLETIN 01

Date: 05 March 2024

Project Title: *Supply and Delivery of Linens and Other Lodging Supplies (VSU-GOODS-24-20)*

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)
<i>Technical Documents</i>	
2	Statement of All On-Going Government & Private Contracts
3	Statement of Bidder's Single Largest Completed Contract (at least 25% of the ABC or Php 196,007.50 .)
	Or
	Statement of at least two (2) similar completed contracts w/ total amount of at least Php 196,007.50 and the largest of which should be at least PhP 98,003.75
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 and 3 months for supplies)
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 784,030.00)
	Or
	Committed Line of Credit (at least Php 78,403.00)
(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 scanned 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 19 February – 11 March 2024 <i>until 1:30 PM</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 One Thousand Pesos (PhP 1,000.00). 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>5. A complete set of Bidding Documents may be acquired by interested Bidders on 19 February – 11 March 2024 <i>until 1:30 PM</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 One Thousand Pesos (PhP 1,000.00). 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 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 Pink envelopes for its Technical and Financial Component envelopes, including the Mother (outer) Envelope.</p>



<p>Section VI. Schedule of Requirements</p> <p>All Items Should Be Delivered to VSU Main Campus, Visca, Baybay City, Leyte within 30 calendar days from receipt of Notice To Proceed (NTP)</p>	<p><i>(Amendment)</i></p> <p>All Items Should Be Delivered to VSU Main Campus, Visca, Baybay City, Leyte within 30 calendar days from receipt of Purchase Order (PO)</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	Total ABC (Pesos)	Total ABC (Pesos)
1	Fitted Sheet , King size bed <i>75"x78"x7"</i> <i>300 TC</i> <i>1 cm Stripes</i> <i>White, 100% cotton</i>	pc	10	1,700.00	17,000.00
2	Fitted Sheet , Queen <i>60"x75"x7"</i> <i>300TC</i> <i>1 cm Stripes</i> <i>White, 100% cotton</i>	pc	18	1,400.00	25,200.00
3	Fitted sheet, single <i>36"x75"x5</i> <i>300TC</i> <i>1 cm stripes</i> <i>White, 100% cotton</i>	pc	70	950.00	66,500.00
4	Mattress, Matrimonial Bed <i>*high quality*53.15" x 74.80"</i>	unit	6	12,000.00	72,000.00
5	Mattress, Roll Away <i>*high quality*75" x 31"</i>	unit	20	5,000.00	100,000.00
6	Mattress. Single Bed <i>*high quality*36" X 72"</i>	unit	35	5,500.00	192,500.00
7	FLAT SHEET, QUEEN <i>90"x108"</i> <i>300TC 1CM STRIPES WHITE 100% COTTON</i>	pcs	18	1,360.00	24,480.00
8	FLAT SHEET, SINGLE <i>60"x90"</i> <i>300TC 1CM STRIPES WHITE 100% COTTON</i>	pcs	120	810.00	97,200.00
9	FLAT SHEET, KING <i>108"x108"</i> <i>300TC 1CM STRIPES WHITE 100% COTTON</i>	pcs	10	1,900.00	19,000.00
10	soft head pillow <i>atleast 2.5 kg/pc</i> <i>dewfoam-delete soft pillow;</i> <i>Microfiber, 20x30inch</i>	pc	106	400.00	42,400.00



	<i>vacuum sealed delivery</i>				
11	Ready made curtain (mint green)	pcs	19	450.00	8,550.00
	☐Dimension: 60"x84"				
	☐Color: Mint green				
	☐Fabric Material: Synthetic Fabric or any light material which allows air and light to pass through				
	☐Design: Plain, most importantly -- NO Flowers and Lace				
	<i>Grommet type gold color</i>				
12	Ready-Made Curtain (RMC), Maroon Color	pc	13	450.00	5,850.00
	Dimension: 60"x84"				
	Color: Maroon (NOT Red)				
	Fabric Material: Synthetic Fabric or any light material which allows air and light to pass through				
	<i>Grommet type gold color</i>				
	Design: Plain, most importantly -- NO Flowers and Lace				
13	PILLOW CASE	pcs	106	225.00	23,850.00
	20"x30"				
	300TC 1CM STRIPES WHITE 100% COTTON				
14	Good Morning Kit	kit	500	30.00	15,000.00
	**Guest kit sets will not be individually repacked to avoid damage during shipment				
	Includes:				
	1pc generic guest kit box				
	1pc white roundhead 155mm toothbrush / white diamond head 157mm toothbrush				
	1pc 3g toothpaste sachet				
	1pc 5g shampoo sachet				
	1pc 10g white rectangular soap in glassine wrapper				
15	Curtain Linens	pcs	70	550.00	38,500.00
	*Plain white				
	*cotton, <i>not grommet</i>				
	*Standard				
	<i>*160cm H x 400cm L</i>				
16	Curtain Rails	pcs	30	450.00	13,500.00
	*good quality				
	*standard				
17	curtain Rods	pcs	50	450.00	22,500.00
	*stainless				
	*standard				
	*good quality				
	<i>adjustable, atleast 260cm</i>				
				TOTAL:	784,030.00

DILBERTO O. FERRAREN
BAC Chairman



VISAYAS
STATE UNIVERSITY

Bidding No.: GOODS-24-20
Bidding Title: Supply and Delivery of Linens and Other Lodging Supplies
Location of the Project: VSU Main, Visca, Baybay City Leyte