



BID BULLETIN 01

Date: April 5, 2024
Project Title: Supply and Delivery Office Furniture and Fixture (VSU-GOODS-24-30)
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 315,000.00)
	Or
	Statement of at least two (2) similar completed contracts w/ total amount of at least Php 315,000.00 and the largest of which should be at least Php 157,500.00
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)
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 1,260,000.00)
	Or
	Committed Line of Credit (at least Php 126,000.00)
(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 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 <i>on 21 March – 15 April 2024 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 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>5. A complete set of Bidding Documents may be acquired by interested Bidders <i>on 21 March – 15 April 2024 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 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 jessamine.ecleo@vsu.edu.ph</p>
<p>Section VII. Technical Specifications</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 and Purchase Order (PO)</p>	<p>Section VII. Technical Specifications</p> <p>All Items Should Be Delivered to VSU Main Campus, Visca, Baybay City, Leyte within 60 calendar days from receipt of Notice to Proceed and Purchase Order (PO)</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 #	Description	Unit	Qty	ABC/Unit (Pesos)	Total ABC (Pesos)
1	Block-out Roll-Up Roller Shades	lot	1	1,192,000.00	1,192,000.00
	<i>(1 unit) Block-out Roll-Up Roller Shade, 33 3/8"(W)x 86"(H)</i>				
	<i>(2 units) Block-out Roll-Up Roller Shade, 33" 3/4"(W) x 100"(H)</i>				
	<i>(3 units) Block-out Roll-Up Roller Shade, 33" 3/4" (W) x 86" (H)</i>				
	<i>(4 units) Block-out Roll-Up Roller Shade, 34" (W) x 100" (H)</i>				
	<i>(2 units) Block-out Roll-Up Roller Shade, 34" (W) x 86" (H)</i>				
	<i>(2 units) Block-out Roll-Up Roller Shade, 34" 1/4" (W) x 86" (H)</i>				
	<i>(1 unit) Block-out Roll-Up Roller Shade, 34" 1/2" (W) x 100" (H)</i>				
	<i>(1 unit) Block-out Roll-Up Roller Shade, 34" 1/2" (W) x 86" (H)</i>				
	<i>(1 unit) Block-out Roll-Up Roller Shade, 34" 1/8"(W)x100"(H)</i>				
	<i>(1 unit) Block-out Roll-Up Roller Shade, 36" (W) x 86" (H)</i>				
	<i>(1 unit) Block-out Roll-Up Roller Shade, 36" 1/2" (W) x 86" (H)</i>				
	<i>(2 units) Block-out Roll-Up Roller Shade, 37" (W) x 100" (H)</i>				
	<i>(2 units) Block-out Roll-Up Roller Shade, 37" (W) x 86" (H)</i>				
	<i>(1 unit) Block-out Roll-Up Roller Shade, 37" 1/4"(W) x 100"(H)</i>				
	<i>(1 unit) Block-out Roll-Up Roller Shade, 37" 1/4" (W) x 86" (H)</i>				
	<i>(2 units) Block-out Roll-Up Roller Shade, 37" 1/2" (W)x100"(H)</i>				
	<i>(1 unit) Block-out Roll-Up Roller Shade, 38 1/2"(W)x 86"(H)</i>				
	<i>(7 units) Block-out Roll-Up Roller Shade, 38" 1/4" (W)x100"(H)</i>				
	<i>(4 units) Block-out Roll-Up Roller Shade, 38" 1/4" (W) x 86" (H)</i>				
	<i>(2 units) Block-out Roll-Up Roller Shade, 38" 1/2"(W)x100"(H)</i>				
	<i>(2 units) Block-out Roll-Up Roller Shade, 38" 1/8"(W)x100"(H)</i>				
	<i>(2 units) Block-out Roll-Up Roller Shade, 38" 1/8"(W) x 86"(H)</i>				
	<i>(1 unit) Block-out Roll-Up Roller Shade, 38" 3/6" (W) x 86"(H)</i>				
	<i>(4 units) Block-out Roll-Up Roller Shade, 38" 3/8"(W) x 100"H)</i>				
	<i>(4 units) Block-out Roll-Up Roller Shade, 38" 3/8"(W) x 86"(H)</i>				
	<i>(1 unit) Block-out Roll-Up Roller Shade, 39" (W) x 100" (H)</i>				



(1 unit) Block-out Roll-Up Roller Shade, 39" 1/4" (W) x 100" (H)			
(2 units) Block-out Roll-Up Roller Shade, 39" 1/4" (W) x 86" (H)			
(1 unit) Block-out Roll-Up Roller Shade, 39" 3/4" (W) x 86" (H)			
(1 unit) Block-out Roll-Up Roller Shade, 39" 1/6"(W) x 86"(H)			
(1 unit) Block-out Roll-Up Roller Shade, 40" (W) x 100" (H)			
(1 unit) Block-out Roll-Up Roller Shade, 40" (W) x 86" (H)			
(2 units) Block-out Roll-Up Roller Shade, 41" (W) x 86" (H)			
(1 unit) Block-out Roll-Up Roller Shade, 41" 1/2"(W) x 100"(H)			
(1 unit) Block-out Roll-Up Roller Shade, 43" 1/2" (W) x 29" (H)			
(2 units) Block-out Roll-Up Roller Shade, 44" 1/2"(W) x 29"(H)			
(1 unit) Block-out Roll-Up Roller Shade, 46" 1/2"(W) x 100"(H)			
(2 units) Block-out Roll-Up Roller Shade, 47" (W) x 86" (H)			
(1 unit) Block-out Roll-Up Roller Shade, 47" 1/4" (W) x 86" (H)			
(2 units) Block-out Roll-Up Roller Shade, 47" 1/2"(W) x 100"(H)			
(1 unit) Block-out Roll-Up Roller Shade, 47" 1/2" (W) x 86" (H)			
(1 unit) Block-out Roll-Up Roller Shade, 47" 3/4" (W) x 86" (H)			
(1 unit) Block-out Roll-Up Roller Shade, 47" x 100"			
(1 unit) Block-out Roll-Up Roller Shade, 48" (W) x 100" (H)			
(1 unit) Block-out Roll-Up Roller Shade, 48" 3/4" (W) x 86" (H)			
(1 unit) Block-out Roll-Up Roller Shade, 49" x 100"			
(1 unit) Block-out Roll-Up Roller Shade, 60" 1/2" (W) x 52" (H)			
(13 units) Block-out Roll-up Roller Shade, 61" (W)x 52"(H)			
(1 unit) Block-out Roll-Up Roller Shade, 65 3/4" (W) x 76" (H)			
(3 units) Block-out Roll-Up Roller Shade, 66 1/2"(W) x 76"(H)			
(1 unit) Block-out Roll-Up Roller Shade, 66 3/8" (W) x 76" (H)			
(1 unit) Block-out Roll-Up Roller Shade, 66" (W) x 76" (H)			
(1 unit) Block-out Roll-Up Roller Shade, 67 1/4" (W) x 76" (H)			
(2 units) Block-out Roll-Up Roller Shade, 69 1/2" (W) x 76" (H)			
(1 unit) Block-out Roll-Up Roller Shade, 69 1/4" (W) x 76" (H)			
(2 units) Block-out Roll-Up Roller Shade, 69 1/8"(W) x 76"(H)			
(1 unit) Block-out Roll-Up Roller Shade, 69 5/8" (W) x 76" (H)			
(1 unit) Block-out Roll-Up Roller Shade, 69" (W) x 76" (H)			
(2 units) Block-out Roll-Up Roller Shade, 70 1/2" (W) x 76" (H)			
(2 units) Block-out Roll-Up Roller Shade, 70 1/4"(W)x 76"(H)			
(11 units) Block-out Roll-Up Roller Shade, 70 3/4"(W)x 76"(H)			
(2 units) Block-out Roll-Up Roller Shade, 70 3/8"(W) x 76"(H)			
(8 units) Block-out Roll-Up Roller Shade, 70" (W)x 76"(H)			
(2 units) Block-out Roll-Up Roller Shade, 70" (W) x 76" (H)			
(1 unit) Block-out Roll-Up Roller Shade, 70" 1/2" (W) x 29" (H)			
(7 units) Block-out Roll-up Roller Shade, 70" 1/2"(W)x 76"(H)			
(1 unit) Block-out Roll-Up Roller Shade, 71" (W) x 29" (H)			
(2 units) Block-out Roll-Up Roller Shade, 71" (W) x 76" (H)			
(2 units) Block-out Roll-Up Roller Shade, 71" 1/2"(W)x 29"(H)			
(1 unit) Block-out Roll-up Roller Shade, 71" 1/4"(W)x 76"(H)			



	Specifications:				
	<i>Fabricated exactly according to indicated size:</i>				
	<i>HEAVY-DUTY Block-out Roller Shades</i>				
	<i>Material: 100% polyester fabric coated with 100% blackout white backing</i>				
	<i>Protected Thermal Insulated Fabric, UV Protection</i>				
	<i>Lift or lower smoothly using a chord</i>				
	<i>Can easily be cleaned by simply wiping with a damp cloth</i>				
	<i>Color: off-white or close to similar</i>				
	<i>All mounting hardware included</i>				
	<i>with On-site free installation included</i>				
2	Office chair, with arm rest	pc	3	5,000.00	15,000.00
	<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>				
3	Office Executive Chair	pc	1	11,000.00	11,000.00
	<i>High back chair with armrest and headrest</i>				
	<i>Materials: Backrest - Mesh/Net</i>				
	<i>Seat rest Fabric</i>				
	<i>PVC Armrest</i>				
	<i>Accessories: Gaslift, caster wheel</i>				
4	Steel Cabinet with glass Door, sliding door, (Assembled) Adjustable shelves,	pc	1	12,000.00	12,000.00
	<i>Display Cabinet, Filing Cabinet</i>				
	<i>Dimensions: 900mm x 450mm x 1850mm</i>				
	<i>Powder coated</i>				
	<i>Adjustable shelves</i>				
5	Wooden L-Type Executive Table	pc	1	30,000.00	30,000.00
	<i>Dimension: 160 cm. x 80 cm. x 76 cm.</i>				
	<i>Drawer Dimension : 120 cm. x 40 cm. x 55 cm.</i>				
	<i>with extension cabinet drawers</i>				
	<i>Color Brown</i>				
				TOTAL:	1,260,000.00

DILBERTO O. FERRAREN
BAC Chairman