



BID BULLETIN 01

Date: 02 March 2021

Project Title: *Supply and Delivery of Office Furniture and Fixtures for VSU Main and VSU Isabel (GOODS-21-16)*

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)
	or
	a. Registration Certificate (SEC, DTI or CDA)
	b. Mayor's/Business Permit
	c. Tax Clearance
<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 714,915.13)
	Or
	Statement of at least two (2) similar completed contracts w/ total amount of at least Php 714,915.13 and the largest of which should be at least Php 357,457.56.
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 1,429,830.26)
	Or
	Committed Line of Credit (at least Php 142,983.03)
(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:

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).

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. Registration Certificate (SEC/DTI)	Registration Certificate
3. Mayor’s/Business Permit	Mayor’s-Business Permit
4. Tax Clearance	Tax Clearance
5. Statement of On-Going Government & Private Contracts	Statement of On-Going Contracts
6. Statement of Bidder's Single Largest Completed Contract	SLCC
7. Statement of at least two (2) similar completed contracts	Statement of Completed Contracts
8. Bid Security	Bid Security
9. Technical Specifications	Technical Specifications
10. SCHEDULE of Requirements/Production and delivery schedule	Schedule of Requirements
11. Manpower Requirements	Manpower Requirements
12. After Sales service/parts	After Sales
13. Omnibus Sworn Statement	Omnibus Sworn Statement
14. Audited Financial Statements	Audited Financial Statements
15. Net Financial Contracting Capacity	NFCC
16. Committed Line of Credit	CLC
17. Bid Form	Bid Form
18. 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 jecleo@vsu.edu.ph before the deadline.

III. Changes in the Bidding Documents

Original	Amendment
<p>2. The <i>Visayas State University – Main Campus</i> now invites bids for the above Procurement Project. Delivery of the Goods is required by <i>forty-five (45) calendar days upon receipt of Notice to Proceed (NTP)</i>. Bidders should have completed, within <i>two (2) years</i> from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).</p>	<p>2. The <i>Visayas State University – Main Campus</i> now invites bids for the above Procurement Project. Delivery of the Goods is required by Sixty (60) calendar days upon receipt of Notice to Proceed (NTP). Bidders should have completed, within <i>two (2) years</i> from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).</p>
<p>5. A complete set of Bidding Documents may be acquired by interested Bidders on <i>14 February – 09 March 2021 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>5. A complete set of Bidding Documents may be acquired by interested Bidders on <i>14 February – 09 March 2021 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 also deposit the applicable fee to Visayas State University Landbank Account:</p> <p>Account Name: Visayas State University Fund 164</p> <p>Account Number: 3572-1000-13</p> <p>And send the deposit slip to Ms. Jessamine C. Ecleo at jecleo@vsu.edu.ph</p>



IV. Revised List of Goods and Technical Specifications

- Some Specifications were added and/or deleted
- Some Quantities and Unit Prices (ABC) were changed

Item No.	Description & Specifications	Unit	Qty	ABC/unit	Total ABC/item
	For VSU Main (FOB Baybay, Leyte)				
1	Office Table Laminated Wood, One Long Drawer with 3 Side Drawers, 2 Top Drawers with Locks, Color: Gray or Wenge Dimension: at least W22.75" x L47.25" x H29.5"	pcs	2	4,000.00	8,000.00
2	Metal Filing Shelves, open, 4 layers 90W x 45D x 180 H cm	units	6	10,000.00	60,000.00
3	Office chair, 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	pcs	7	5,000.00	35,000.00
4	Zebra Roller Blinds Pleated Color: Beige Size: 120 cm x 160 cm (LxW)	rolls	13	1,300.00	16,900.00
5	Connectible Conference Table w/ 16 units Chairs (Fabric Steel Chair) Total Conference Table Dimension: 1m depth x 6m long x 0.75 high The entire conference table consists of 2 half rounds at 0.75m R x 1.5m D x 0.75m H and 6 rectangular desks (laminated material, beige) at 0.60m D x 1.5m W x 0.75m H Oval Form Table Capacity: 16 seaters	set	1	90,000.00	90,000.00
	For VSU Isabel (FOB Isabel, Leyte)				
6	Wooden Executive Table Size: Main Table: 2400*1100*750Hmm Side Table: 1000*600*670Hmm Inner Material: High Quality MDF, Durable Strong	units	8	22,000.00	176,000.00




	Surface Material: High Density Veneer and PU Leather Cover				
	Edge: High Quality PVC Edge, Smooth				
	Color: Brown				
	Shape: L-Shape				
					
7	Sofa Set w/ Center Table (glass top)	sets	5	43,000.00	215,000.00
	Material: Leatherette + Wood				
	Foam: Standard Foam				
	Color: Black				
	1 - Seater, Dimension: L38" x W34" x H38"				
	3 - Seater Dimension: L80" x W34" x H38"				
	Set includes: (1) Piece 3 - Seater and (2) Pieces 1 - Seater				
					
8	Conference Table (8 Seater) with Chairs	units	5	35,500.00	177,500.00
	Material: Melamine Cherry Finish with scratch				
	Dimension: L71" x W35.4 x H30" Color: Walnut				
					
	Ergodynamic Mesh Chair 360° Swivel Function Black Mesh Backrest Black				
					



9	Portable Sink, for handwash	units	1	25,000.00	25,000.00
	Stainless steel double sink				
					
10	Storage Steel Cabinet	sets	10	20,000.00	200,000.00
	Dimension: 180 x 90 x 40 cm				
	Color: Metal Grey				
	2 Drawers, 4 Door and Lock System				
					
11	Display Cabinet	units	12	15,500.00	186,000.00
	Dimension: 185H x 90W x 420 CM				
	Powder Coated Metal				
	Steel Swing Door with Glass Lock & keys				
	Combination of Gray & Wooden Brown Color				
	22 Gauge				
					



12	Metal Locker, 18 Compartments	units	13	18,000.00	234,000.00
	Size: H1800 * W900 * D400 mm				
	Thickness: .6mm regular; 0.4-1.00mm				
	Color: RAL or Pantone Color				
					
				Total ABC (for this project):	1,429,830.26

Sgnd
DILBERTO O. FERRAREN
BAC Chairman