



INVITATION TO BID

The Visayas State University through its Bids and Awards Committee (BAC), invites suppliers/manufacturers/distributors to apply for eligibility and to bid for the hereunder project:

Name of Project : Supply and Delivery of 4 Units 100 KVA Transformers and
Construction Supplies (GOODS-20-48)
Location : Visayas State University-Main, Visca, Baybay City, Leyte
Total Approved Budget for the Contract: Php **2,625,600.00**
Source of Fund : General Fund
Delivery Period : 30 Calendar Days

Prospective bidders should have experience in undertaking a similar project within the last 2 years with an amount of at least 50% of the proposed project for bidding. The description of an eligible bidder is contained in the Bidding Documents particularly in Section II. Instructions to Bidders.

Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 9184), otherwise known as the “Government Procurement Reform Act”. It is also restricted to Filipino citizens/sole proprietorships, partnerships or organization with at least sixty percent (60%) interest or outstanding capital share belonging to citizens of the Philippines.

The significant schedules and deadlines of procurement activities are shown below:

1. Availability and Issuance of Bidding Documents	16 September 2020 – 07 October 2020 until 8:59 AM
2. Pre-Bid Conference	23 September 2020 (Wednesday) 9:00 AM at Cooperative Building, VSU Market, Visca, Baybay City, Leyte
3. Submission & Receipt of Bids	Until 07 October 2020 (Wednesday) 8:59 AM
4. Opening of Bids	07 October 2020 (Wednesday), 9:00 AM at Cooperative Building, VSU Market, Visca, Baybay City, Leyte

The Bidding Documents can be downloaded free of charge from the PhilGEPS. Bidders who are interested to submit bids are required to pay within the above specified date a non-refundable amount of Php 5,000.00 to the VSU Cashier or through bank deposit to the VSU official bank account.

Bid submission shall be done either **manually or electronically**. Bidders who opt manual submission must submit their bids, using the forms specified in the Bidding Documents, in two (2) separate sealed bid envelopes and such bids must be duly received by the BAC Secretariat at the address indicated in the bidding documents. On the other hand, bidders who opt electronic submission must submit their bids, using the forms specified in the Bidding Documents, in two (2) password-protected Bidding Documents in compressed archive folders,



which shall be submitted simultaneously to the email address indicated in the bidding documents. The first shall contain the technical component of the bid, including the eligibility

requirements stated in **ITB** Clause 12.1, and the second shall contain the financial component of the bid.

Bids must be accompanied by a bid security in the amount of and acceptable form as stated in Section 27.2 of the Revised IRR.

Bids shall be opened in the presence of bidder's representatives who choose to attend physically at the specified venue or virtually through video conferencing. For electronic bid submission, the passwords for accessing the Bidding Documents will be disclosed by the Bidders only during the actual bid opening which may be done in person or face-to-face through the videoconference. Late bids shall not be accepted. Bids received in excess of the ABC shall be automatically rejected during bid opening.

The VSU reserves the right to accept or reject any bid and to annul the bidding process any time before contract award without incurring any liability to the affected bidders.

(Sgd.)
DILBERTO O. FERRAREN
BAC Chairman