



INVITATION TO BID FOR THE SUPPLY OF VARIOUS OFFICE EQUIPMENT

The University of the Philippines Mindanao, through the General Appropriations Act of 2016 intends to apply the sum of One Million One Hundred Thirteen Thousand Five Hundred Fifty One Pesos Only [P1,113,551.00] being the Approved Budget for the Contract (ABC) to payments under the contract. Bids received in excess of the ABC for each item shall be automatically rejected at bid opening.

The University of the Philippines now invites bids for the Supply of Various Office Equipment. Delivery of the Goods is required 30-60 calendar days upon receipt of Notice to Proceed. Bidders should have completed, within five (5) years 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.

Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.

Interested bidders may obtain further information from the University of the Philippines Mindanao Bids and Awards Committee Secretariat and inspect the Bidding Documents at the address given below during hours from 8:00 AM-5:00 PM, Monday-Friday (except holidays).

A complete set of Bidding Documents may be acquired by interested Bidders starting August 29, 2017 (August 28, 2017 being a holiday) from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB. *Note: For lot procurement, the maximum fee for the Bidding Documents for each lot shall be based on its ABC, in accordance with the Guidelines issued by the GPPB; provided that the total fees for the Bidding Documents of all lots shall not exceed the maximum fee prescribed in the Guidelines for the sum of the ABC of all lots.*

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

The University of the Philippines Mindanao will hold a Pre-Bid Conference on **September 4, 2017, 9:00 AM** at the Conference Room, Administration Building, University of the Philippines Mindanao, Mintal, Davao City, which shall be open to prospective bidders.

Bids must be duly received by the BAC Secretariat at the address below on or before **September 18, 2017, 9:00 AM**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause1.15..

Bid opening shall be done immediately after the deadline for submission of bids at the Conference Room, Administration Building, University of the Philippines Mindanao, Mintal, Davao City. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

Only payments in cash or Manager's Check payable to UP Mindanao may be accepted.

The University of the Philippines Mindanao reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

*Ms Socorro Acuna or Melanie Compendio
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Tel No. [082] 293-0016 local 103; Fax No. [082] 293-0185*

PROF. VICENTE B. CALAG
BAC Chair