



Republic of the Philippines

CARAGA STATE UNIVERSITY CABADBARAN CAMPUS

T. Curato Street, Cabadbaran City 8605, Agusan del Norte

Telefax (+63 85) 343-1020

(+63 85) 818-5583

URL: <http://csucc.carsu.edu.ph>

Email address: csuccofficial@gmail.com



Certificate No: AJA17-1018
ISO Certified University

INVITATION TO BID FOR SUPPLY, DELIVERY AND INSTALLATION OF ICT EQUIPMENT (PRINTING AND BINDING MACHINE)

1. The **CARAGA STATE UNIVERSITY CABADBARAN CAMPUS (CSUCC)**, through the **CAMPUS INTERNALLY GENERATED FUND 2018 BUDGET** intends to apply the sum of *Nine Hundred Twenty Four Thousand Three Hundred Forty One Pesos Only (Php 924,341.00)* being the Approved Budget for the Contract (ABC) to payments under the contract by lot. Bids received in excess of the ABC by lot shall be automatically rejected at bid opening.
2. The **CSUCC** now invites bids for **SUPPLY, DELIVERY AND INSTALLATION OF ICT EQUIPMENT (PRINTING AND BINDING MACHINE)** (.¹ Delivery of the Goods is required within **thirty (30) calendar days** upon receipt of Notice to Proceed. Bidders should have completed, within **two (2) years (CY 2015 to CY 2017)** 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.
3. 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.

4. Interested bidders may obtain further information from **CSUCC** and inspect the Bidding Documents at the address given below during **Monday to Friday 8:00 am to 5:00 pm**.
5. A complete set of Bidding Documents may be acquired by interested Bidders starting **December 13, 2018 - January 4, 2019; 9:00 AM** from the address below upon payment of a non-refundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of PhP 1,000.00.

¹ A brief description of the type(s) of Goods should be provided, including quantities, location of project, and other information necessary to enable potential bidders to decide whether or not to respond to the invitation.



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

6. The CSUCC will hold a Pre-Bid Conference² on **December 19, 2018; 9:00AM** at **CSUCC Conference Room**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before **January 4, 2019; 9:00AM, CSUCC Audio Visual Room (AVR)**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause Error! Reference source not found.** Bids submitted beyond 9:00AM will be disqualified to join the bidding process.
8. Bid opening shall be on **January 4, 2019; 9:00AM, CSUCC Audio Visual Room (AVR)**. 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.
9. The CSUCC 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.
10. For further information, please refer to:

*Ms. Wennie Catubig
Bidding & Awards Committee Office
Caraga State University Cabadbaran Campus
T. Curato St., Cabadbaran City
Mobile No.: 09177110906
Telefax: 085-8186713
Email: csucbac@gmail.com
www.csucc.carsu.edu.ph*

DR. FLORDELIZA G. ALBURO
BAC Chairperson

²May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the CSUCC may not hold a Pre-Bid Conference.