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## Bid Notice Abstract

### Invitation to Bid (ITB)

**Reference Number** 7289794  
**Procuring Entity** DON HONORIO VENTURA TECHNOLOGICAL STATE UNIVERSITY  
**Title** Supply and Delivery of Office Supplies and Devices.  
**Area of Delivery** Pampanga

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<b>Solicitation Number:</b>	2020 DHVSU - 064	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	<a href="#">Order</a>
<b>Procurement Mode:</b>	Public Bidding	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Office Supplies and Devices	<b>Date Published</b>	28/10/2020
<b>Approved Budget for the Contract:</b>	PHP 2,006,930.00	<b>Last Updated / Time</b>	28/10/2020 12:00 AM
<b>Delivery Period:</b>	30 Day/s	<b>Closing Date / Time</b>	07/12/2020 11:59 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Antonio Bartolo Mercado Administrative Officer III Cabambangan, Bacolor Pampanga Philippines 2003 63-45-9002453 Ext.691 63-45-9002453 dhvtsupprocurement@yahoo.com		

#### Description

Republic of the Philippines  
DON HONORIO VENTURA STATE UNIVERSITY  
Villa de Bacolor, Pampanga

INVITATION TO BID FOR The Supply and Delivery of Office Supplies and Devices

1. The Don Honorio Ventura State University through the Fund 101 (GAA) for the Fiscal Year 2020 intends to apply the sum of Two Million Six Thousand Nine Hundred Thirty Pesos Only (P2,006,930.00) being the ABC to payments under the contract for The Supply and Delivery of Office Supplies and Devices (Contract No. 2020 DHVSU – 064). Bids received in excess of the ABC shall be automatically rejected at bid opening.

Select this for lot-procurement:

The DHVSU, through the Fund 101 (GAA) for the Fiscal Year 2020 intends to apply the sum of Two Million Six Thousand Nine Hundred Thirty Pesos Only (P2,006,930.00) The Supply and Delivery of Office Supplies and Devices (Contract No. 2020 DHVSU – 064), being the ABC to payments under the contract for each lot/item. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

2. The DHVSU now invites bids for the above Procurement Project. Delivery of the Goods is required within thirty (300) calendar days after receipt of Notice to Proceed (NTP). Bidders should have completed, within the last 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).

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) No. 9184.

[Select one of the two following paragraphs and delete the other depending on the existence of conditions under Section 23.4.1.2 of the 2016 revised IRR of RA No. 9184]

a. [Select this paragraph if conditions (a), (c), and (d) under Section 23.4.1.2 of the 2016 revised IRR of RA No. 9184 do not exist:] 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 No. 5183.

4. Prospective Bidders may obtain further information from DHVSU and inspect the Bidding Documents at the address given below during office hours from 8:00 a.m. to 4:00 p.m.

5. A complete set of Bidding Documents may be acquired by interested Bidders on October 27, 2020 to December 06, 2020, 8:00 A.M. to 4:00 P.M., and December 07, 2020, 8:00 A.M. to 12:00 A.M. from the BAC Secretariat from the given address and website(s) below and upon payment of non-refundable fee in the amount of Five Thousand Pesos Only (P5,000.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees [specify the manner if it will be presented in person, by facsimile, or through electronic means.]}

[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.]

6. The DHVSU will hold a Pre-Bid Conference on November 24, 2020 , 11:00 A.M. at the BAC Office, 2nd floor UFC Building, DHVSU, Villa de Bacolor, Pampanga and/or through video conferencing or webcasting via Zoom, which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address indicated below, (ii) online or electronic submission as indicated below, or (iii) both} on or before at least three (3) days before submission. Late bids shall not be accepted.

8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.

9. Bid opening shall be on December 07, 2020, 1:30 P.M. at the given address below and/or via Zoom. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

10. For the Zoom meeting ID, please contact the DHVSU BAC Secretariat thru email: DHVTSUBACSecretariat@gmail.com .

11. The DHVSU 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 Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

12. For further information, please refer to:

Mr. Antonio B. Mercado  
Head, BAC Secretariat

Villa de Bacolor, Pampanga  
DHVTSUBACSecretariat@gmail.com  
(045) 626 - 59 - 57 / (045) 901 - 06 - 01  
www.dhvsu.edu.com

Engr. RANIE B. CANLAS  
Chairman, B A C (GOOS & SERVICES)

#### Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Office Supplies & Devices	Supply and Delivery of Office Supplies and Devices – Line Item #1 Paper Products	1	Lot	1,466,100.00
2	Office Supplies & Devices	Supply and Delivery of Office Supplies and Devices – Line Item #2 Pens, Markers and Other Writing Materials	1	Lot	446,980.00
3	Office Supplies & Devices	Supply and Delivery of Office Supplies and Devices – Line Item #3 Adhesives, Binding Materials and Devices	1	Lot	25,750.00
4	Office Supplies & Devices	Supply and Delivery of Office Supplies and Devices – Line Item #4 Other Office Devices and Materials	1	Lot	68,100.00

#### Pre-bid Conference

Date	Time	Venue
24/11/2020	11:00 AM	BAC Office, 2nd Floor, University Food Center Building, DHVSU, Villa de Bacolor, Pampanga.

**Created by** Antonio Bartolo Mercado

**Date Created** 27/10/2020

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