



Republic of the Philippines
BATAAN PENINSULA STATE UNIVERSITY
City of Balanga Bataan
☎ (047) - 237 - 1341

INVITATION TO BID

The BATAAN PENINSULA STATE UNIVERSITY (BPSU), through its Bids and Award Committee (BAC) invites all qualified suppliers to bid for the hereunder project.

The project's name is **P.R. No. MCO2023-08-729 - Supply and Delivery of (2) ID Printers and Consumables for BPSU Employees and Students** with full details and specifications provided in the official public bidding documents, which can be viewed at the PhilGEPS and BPSU Website. The source of funding of the project is **Retained Income Fund – School ID (A.Y. 2023-2024)** with Approved Budget for the Contract (ABC) of **Two Million Eighty-nine Thousand Two Hundred Pesos Only (Php2,089,200.00)** with Lot 1 and Lot 2.

Details of the Lot;

Lot 1 - Php1,209,200.00 in ID Printers and Consumables with a 15-calendar day delivery period

Lot 2 - Php880,000.00 in ID Lace with hard plastic ID holder with a 30-calendar day delivery period

Prospective bidders should have experienced undertaking similar projects within the last three (3) years amounting to at least 50% of the proposed project for bidding. Eligibility check as well as the preliminary examination of bids shall use non-discretionary “pass/fail” criteria. Post qualification of the lowest calculated bids shall be conducted. All Bids in excess of the Approved Budget for the Contract shall be automatically rejected at the Bid Opening.

All details concerning Eligibility Statements and Screenings, Bid Security, Performance Security, Pre-bid Conferences, Bid Evaluation, Post Qualification, and Contract Award shall be governed by the relevant provision of R.A. 9184, as well as its amended I.R.R.

The following are the activity schedules:

ACTIVITY	DATE/TIME	VENUE
Issuance of Bid Documents	August 24, 2023 (8:00AM) to September 13, 2023 (9:00AM)	BAC Secretariat Office (1 st Floor, Admin. Bldg.)
Pre-Bid Conference	September 1, 2023 1:00PM	Board Room (2 nd Floor, Admin. Bldg.)
Submission of Bids	September 13, 2023 9:00AM	BAC Secretariat Office (1 st Floor, Admin. Bldg.)
Opening of Bids	September 13, 2023 10:00AM	Board Room (2 nd Floor, Admin. Bldg.)
Bid Evaluation	September 14, 2023	
Post Qualification	September 15, 2023	
Approval of Resolution / Issuance of Notice of Award	September 18, 2023	Tentative Schedule depends on the result of the post-qualification report and recommendation from the TWG/End-User Unit.
Contract Preparation and Signing	September 19, 2023	
Notice to Proceed	September 20, 2023	

Instructions to Bidders and a checklist of Bidding Requirements can be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS). The complete set of the Public Bidding Documents can be purchased by any prospective supplier or contractor from the BPSU – BAC Secretariat upon payment of a ***non-refundable fee of Php5,000.00 for Lot 1 and/or Php1,000.00 for Lot 2.***

BPSU assumes no responsibility whatsoever to compensate or indemnify supplier for any expenses incurred in the preparation of bid.

BPSU reserves the right to accept or reject any bid, to declare a failure of bidding, not to award the contract, to annul the bidding process and to reject all bids at any time prior to contract award without thereby incurring any liabilities to the affected bidders. Furthermore, the BPSU reserves the right to waive any minor defects of formality and to accept the proposal most advantageous to the agency.

For any queries or concerns, please send an email to bac@bpsu.edu.ph


Rev. Fr. Edgardo S. Sigua
BAC Chairperson