



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.

Name of Project:

PR no. MCO2023-11-1090– Supply and Delivery of Year- End Package for Bataan Peninsula State University (BPSU) Employees complete details and specifications shall be included in the official bidding documents and can be viewed at the PhilGEPS). Approved Budget for this contract – **Three Million Six Hundred Thousand Pesos only (Php 3,600,000.00).**

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 automatically be rejected at Bid Opening.

All particulars relative to Eligibility Statement and Screenings, Bid Security, Performance Security, Pre-bid Conferences, Evaluation of Bids, Post Qualification and Award of Contract shall be governed by the pertinent provision of R.A. 9184 and its revised I.R.R.

The schedules of activities are as follows:

ACTIVITY	DATE/TIME	VENUE
Issuance of Bid Documents	November 23, 2023 (8:00am - 5:00pm) to December 13, 2023 up to 8:30am	BAC Office, 1 st Floor BPSU Main Campus
Pre-Bid Conference	December 1, 2023 /10:00 AM	Board Rm, 2 nd Floor Admin Bldg., BPSU Main Campus
Submission of Bids	December 13, 2023 up to 9:00 AM	BAC Office, 1 st Floor BPSU Main Campus
Opening of Bids	December 13, 2023/10:00AM	Board Rm, 2 nd Floor Admin Bldg., BPSU Main Campus
Bid Evaluation	December 14, 2023	
Post Qualification	December 15, 2023	
Approval of Resolution/Issuance of Notice of Award	December 16, 2023	Tentative Schedule depends on the result of the post-qualification report and recommendation from the TWG/End-User Unit
Contract Preparation and Signing	December 18, 2023	
Notice to Proceed	December 19, 2023	

The instruction to bidders and checklist of requirement for Bidding may be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS). The complete set of the Bidding Documents may be purchased by any prospective supplier/contractor from the BPSU – BAC Secretariat upon payment of a **non-refundable fee of Php 5, 000.00.**

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.

Sgd.
REV. FR. EDGARDO S. SIGUA
BAC Chairperson