



INVITATION TO BID FOR Procurement of one (1) lot Office Supplies

1. The *Northwestern Mindanao State College of Science & Technology (NMSCST)*, through the *STF FY 2021* intends to apply the sum of Four Million Five Hundred Ninety-Three Thousand One Hundred Eighty-Nine Pesos Only (Php. 4,593,189.00) being the ABC to payments under the contract for Procurement of one (1) lot Office Supplies/20BPTNMSC11-G. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *NMSCST* now invites bids for the above Procurement Project. Delivery of the Goods is required by *month of August, September and November of 2021*. Bidders should have completed, within *three (3) 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.

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 *NMSCST* and inspect the Bidding Documents at the address given below during 8:00 – 5:00 PM.
5. A complete set of Bidding Documents may be acquired by interested Bidders on June 9 – 29, 2021 from the given address and website(s) below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Four Thousand Five Hundred Ninety-Four Pesos (Php. 4,594.00)*.
6. The *NMSCST* will hold a Pre-Bid Conference¹ on *June 17, 2021 at 01:00 PM* through video conferencing or webcasting *via zoom (see meeting details below)* 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. Late bids shall not be accepted.

| Type of Submission | Description | Deadline of Submission |
|-----------------------------------|---|----------------------------------|
| a.) Manual submission: | <u>Office Address:</u> NMSCST BAC Office, New Admin Building, Labuyo, Tangub City, Misamis Occidental | June 29, 2021 at 9:00 AM |
| b.) Online/Electronic Submission: | <u>Official email address:</u> bacsecoffice@nmsc.edu.ph (please refer to the last page for the guidelines of online submission) | June 28, 2021 at 03:00 PM |

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 *June 29, 2021 at 01:00 PM* through video conferencing or webcasting *via zoom (see meeting details below)*. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. **Summary of Procurement Activities:**

| Activity | Schedule | Meeting ID (Zoom) | Venue |
|----------------------------|---------------------------------|------------------------------|---|
| <i>Pre-Bid Conference:</i> | <i>June 17, 2021 at 1:00 PM</i> | Meeting ID: 881 6186 9750 | <i>NMSCST Legarda Hall, Labuyo, Tangub City</i> |
| <i>Opening of Bids:</i> | <i>June 29, 2021 at 1:00 PM</i> | Meeting ID: 812 5098 2316 | |

11. The *NMSCST* 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:

RUTZDEE MAE G. GILBOLINGO, MPA

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NMSCST BAC Office
Labuyo, Tangub City
Misamis Occidental
Tel No.: (088) 586-0173
bacsecoffice@nmsc.edu.ph
www.nmsc.edu.ph

13. You may visit the following websites:

For downloading of Bidding Documents: www.nmsc.edu.ph

[If applicable] For online bid submission: bacsecoffice@nmsc.edu.ph

Date of Issue: _____

MARILOU M. ABATAYO, Ph.D.

NMSCST Bids and Awards Committee, Chairperson
Authorized Representative