



**NUEVA VIZCAYA STATE UNIVERSITY**  
**OFFICIAL RELEASE**

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## INVITATION TO BID

### ***For Project 2025-08G: Supply and Delivery of Various Office Supplies and Consumables for the University***

1. The *Nueva Vizcaya State University*, through the General Fund (GF), Special Trust Fund (STF), and *Trust Fund (TF-FF)* intends to apply the sum of Three Million Three Hundred Thirty-Four Thousand Four Hundred Sixty-Four pesos & 46/100 only (*Php3,334,464.46*) being the Approved Budget for the Contract (ABC) to payments under the contract of the project 2025-08G: Supply and Delivery Various Office Supplies and Consumables for the University. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Nueva Vizcaya State University* now invites bids for the above Procurement Delivery of the Goods/Equipment is required by thirty (30) calendar days. Bidders should have completed within two (02) 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 non-discretionary "pass/fail" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from *Nueva Vizcaya State University* and inspect the Bidding Documents at the address given below from *Mondays to Fridays, 8:00AM to 5:00PM*.
5. A complete set of Bidding Documents may be acquired by interested bidders starting on March 19, 2025, from 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 Php5,000.00*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *through electronic means*.

**NVSU LANDBANK ACCOUNT No.: 0432-1028-82**

6. The *NVSU* will hold a Pre-Bid Conference<sup>1</sup> on *March 27, 2025 @ 1:30PM at the Board Room, 3/F New Administration Building, NVSU Bayombong, Campus* and through videoconferencing/webcasting *via Zoom (Meeting ID: 494 840 6176, Password: Password: nvsu@2025)*, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before April 8, 2025 at 1:29PM. 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 16**.

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9. Bid opening shall be on *April 8, 2025 at 1:30PM at the Board Room, 3/F New Administration Building, NVSU Bayombong, Campus and through via Zoom (Meeting ID: 494 840 6176; Password: nvsu@2025)*. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The *Nueva Vizcaya State University* 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 Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

**DR. MARITNESS N. MORTERA**  
**MS. ICY P. GARCIA**  
**MS. ELAINE LOVE E. TACDERAN**  
**MS. ALONA M. AGUSTIN**  
**MS. JOVELYN S. ADDUCUL**  
**MS. DONNA JEAN A. CHANSUYCO**  
**MS. JOVITA C. RAHON**  
**MR. JOEL B. DEGAMO**  
**MS. JEMALOU L. MARQUEZ**  
**MR. GRANIEL G. MIRANDA**  
**MS. WEENZEL E. ARROYO**  
**MS. LLEANA MAE P. ALVAREZ**  
UBAC Secretariat

UBAC Office, 3<sup>rd</sup> floor New Administration Building,  
NVSU Bayombong Campus,  
Bayombong, Nueva Vizcaya  
Tel. No. 078-321-2112-115 (trunk line)/078-392-1605  
Email address: [nvsubacgas@nvsu.edu.ph](mailto:nvsubacgas@nvsu.edu.ph)

12. You may visit the website:

For downloading of Bidding Documents: [www.nvsu.edu.ph](http://www.nvsu.edu.ph) on March 19, 2025.

for:   
ELMA P. APOSTOLA  
UBAC Chairperson, Goods/Services  
and Consultancy Services