



Republic of the Philippines
NUEVA VIZCAYA STATE UNIVERSITY
Bayombong, Nueva Vizcaya

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INVITATION TO BID
FOR Project 2023-13G: Procurement of Insurance
Coverage for School Year 2023-2024
for Bambang Campus

1. The *Nueva Vizcaya State University*, through the Trust Fund (TF) for Fund FY 2023 intends to apply the sum of *Php456,600.00* being the ABC to payments under the contract for *2023-13G: Procurement of Insurance Coverage for School Year 2023-2024 for Bambang Campus*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *NVSU* now invites bids for the above procurement project. 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 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 *NVSU-BAC* and inspect the Bidding Documents at the address given below during *Mondays-Fridays from 8:00AM-5:00PM*.
5. A complete set of Bidding Documents may be acquired by interested Bidders starting on *May 17, 2023* 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 Php500.00*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *through electronic means*.
6. The *NVSU* will hold a Pre-Bid Conference¹ on *May 25, 2023, 9:00AM* at the *Board Room, 3/F New Administration Building, NVSU Bayombong Campus* and through video

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.


conferencing or webcasting *via Zoom*, which shall be open to prospective bidders. To reduce the risks and hazards of community transmission of COVID-19, the BAC shall conduct meetings and conferences **via ZOOM (Meeting ID: 237 313 4467, Password: nvsu@2023)** until further notice, or until such time that the state of calamity, or implementation of community quarantine or similar government restrictions shall have been lifted by the proper government authorities.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before *June 6, 2023 at 8:59am* or courier submission on the same address on or before *June 2, 2023 at 5:00pm*. 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 *June 6, 2023, 9:00am* at the given address and via **ZOOM (Meeting ID: 237 313 4467, Password: nvsu@2023)**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The *NVSU* 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 bid
11. For further information, please refer to:
MS. ALONA M. AGUSTIN
MS. JOVITA C. RAHON
MS. JOVELYN S. ADDUCUL
MS. ELAINE LOVE T. LALICA
MS. DONNA CHANSUYCO
BAC Secretariat

3rd floor UBAC Office, New Administration Building
NVSU Bayombong Campus, Bayombong, Nueva Vizcaya
Tel. No. 078-392-1605/078-321-2112
Email Address: nvsubacgas@nvsu.edu.ph

NVSU LANDBANK ACCOUNT No.: 0432-1028-82

12. You may visit the website:
For downloading of Bidding Documents: www.nvsu.edu.ph *May 17, 2023.*


ELMA R. APOSTOL
UBAC Chairperson – Goods & Services