



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

RECEIVED: Aug 8/14/24 5:00
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INVITATION TO BID
FOR Project 2024-12G: Procurement of
Office Supplies and Consumables

1. The *Nueva Vizcaya State University*, through the General Fund (GF), Special Trust Fund (STF), Trust Fund (TF), Revolving Fund (RF) and Auxillary Fund (AF) for *Fund FY 2024* intends to apply the sum of **Php 6,823,341.97** being the ABC to payments under the contract for *Project 2024-12G: Procurement of Office Supplies and Consumables*. 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 *August 15, 2024* 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 Php10,000.00*. 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 *August 23, 2024 8:30AM* at the *Board Room, 3/F New Administration Building, NVSU Bayombong Campus* and through video conferencing or webcasting *via Zoom, ZOOM Meeting ID: 494 840 6176, Password: nvsu@2024*, 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 *September 04, 2024 at 12:00PM*. Late bids shall not be accepted.

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.


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 *September 04, 2024 at 1:30PM* at the given address and via **ZOOM (Meeting ID: 494 840 6176, Password: nvsu@2024)**. 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:
DR. MARITNESS N. MORTERA
MS. ELAINE LOVE E. TACDERAN
MS. ALONA M. AGUSTIN
MS. JOVELYN S. ADDUCUL
MS. DONNA JEAN A. CHANSUYCO
MS. JOVITA C. RAHON
MR. JOEL G. DEGAMO

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 DBP Solano Branch ACCOUNT No.: 0525-004781-032

12. You may visit the website:
Bidding Documents can be downloaded at www.nvsu.edu.ph *August 15, 2024.*


ELMA P. APOSTOLA
UBAC Chairperson - Goods & Services