



Bid Notice Abstract

Invitation to Bid (ITB)

Reference Number	11928214
Procuring Entity	TARLAC STATE UNIVERSITY
Title	SUPPLY AND DELIVERY OF OFFICE EQUIPMENT AND APPLIANCES (APP 2025-1ST QUARTER)
Area of Delivery	Tarlac

Solicitation Number:	Goods 2025-027	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Public Bidding	Bid Supplements	0
Classification:	Goods	Document Request List	2
Category:	Office Equipment	Date Published	15/04/2025
Approved Budget for the Contract:	PHP 2,825,000.00	Last Updated / Time	15/04/2025 00:00 AM
Delivery Period:	30 Day/s	Closing Date / Time	06/05/2025 14:00 PM
Client Agency:			
Contact Person:	Jhenna Micah Aquino Manankil Admin Aide IV Romulo Blvd. San Vicente, Tarlac City Tarlac City Tarlac Philippines 2300 63-45-6068157 bacsec@tsu.edu.ph		

Description

1. The Tarlac State University, through Special Budget Fund intends to apply the sum of Two Million Eight Hundred Twenty-Five Thousand Pesos (₱ 2,825,000.00) to payments under the contracts for the project: Supply and Delivery of Office Equipment and Appliances (APP 2025 – 1st Quarter).

Bids received in excess of the ABC for shall be automatically rejected at bid opening.

Line Item No. Description Qty. Unit ABC, ₱

1. Copier 2 unit 700,000.00
 2. Currency Counting Machine 1 unit 150,000.00
 3. Photocopying Machine 2 unit 1,200,000.00
 4. Television 5 unit 275,000.00
 5. Stopwatch 1 unit 50,000.00
 6. Television 9 unit 450,000.00
- Total ABC: 2,825,000.00

2. The Tarlac State University now invites bids for the project Supply and Delivery of Office Equipment and Appliances (APP 2025 – 1st Quarter). Delivery of the Goods is required within thirty (30) calendar days from the receipt of the Notice to Proceed. Bidders must have completed, within the last five (5) years prior to 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) 9184, otherwise known as the "Government Procurement Reform Act".

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 5183.

4. Interested bidders may obtain further information from Tarlac State University and inspect the Bidding Documents at the address given below during Tuesday to Friday from 7:00 A.M. to 6:00 P.M:

BAC Secretariat
Motorpool and Administration Building
Tarlac State University
Romulo Blvd., San Vicente, Tarlac City
Tel. No. (045) 606-8110-142 / 0998 846 0206
Email: bacsec@tsu.edu.ph

5. A complete set of Bidding Documents may be acquired by interested Bidders from April 15, 2025, to May 7, 2025, from the aforementioned address upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of ₱ 5,000.00.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the

Bidding Documents not later than the submission of their bids.

6. The Tarlac State University will hold a Pre-Bid Conference on April 24, 2025 (2:00 P.M.) at the Bids and Awards Committee Conference Room, 3rd Floor, Motorpool and Administration Building, Tarlac State University, Romulo Blvd., San Vicente, Tarlac City, which shall be open to prospective bidders.

7. Three (3) copies of the bid proposals (one original, and additional copy 1 and 2) must be submitted to the BAC which must be duly received by the BAC Secretariat through manual submission at the office address indicated in the bidding documents, on May 6, 2025 at 1:30 P.M. Failure of bidders to comply with the said request of additional copies shall not be a ground for disqualification.

Late submission shall not be accepted.

BAC Secretariat
 Motorpool and Administration Building
 Tarlac State University
 Romulo Blvd., San Vicente, Tarlac City
 Tel. No. (045) 606-8110-142 / 0998 846 0206
 Email: bacsec@tsu.edu.ph

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 May 6, 2025 at 2:00 P.M., at the Bids and Awards Committee Conference Room, 3rd Floor, Motorpool and Administration Building, Tarlac State University, Romulo Blvd., San Vicente, Tarlac City. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below.

10. The Summary of the procurement activities is as follows:

Activities Date and Time Venue
 Posted to PhilGEPS April 15, 2025 N/A
 Pre-Bid Conference April 24, 2025 (2:00 PM) BAC Conference Room, 3rd Floor, Motorpool and Administration Building, Tarlac State University, Romulo Blvd., San Vicente, Tarlac City
 Deadline of Submission of Bids May 6, 2025 (1:30 PM)
 Opening of Bids May 6, 2025 (2:00 PM)

11. The Tarlac 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 IRR of RA 9184, without thereby incurring any liability to the affected bidder or bidders.

12. For further information, please refer to:

Ms. Jhenna Micah A. Manankil
 BAC Secretariat
 Motorpool and Administration Building
 Tarlac State University
 Romulo Blvd., San Vicente, Tarlac City
 Tel. No. (045) 606-8110-142 / 0998 846 0206
 Email: bacsec@tsu.edu.ph

(SGD) ATTY. WILMARK J. RAMOS, DBA
 BAC Chairperson – Goods and Services

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Copier	Please see attached documents	2	Unit	700,000.00
2	Currency Counting Machine	Please see attached documents	1	Unit	150,000.00
3	Photocopying Machine	Please see attached documents	2	Unit	1,200,000.00
4	Television	Please see attached documents	5	Unit	275,000.00
5	Stopwatch	Please see attached documents	1	Unit	50,000.00
6	Television	Please see attached documents	9	Unit	450,000.00

Pre-bid Conference

Date	Time	Venue
24/04/2025	2:00:00 PM	BAC Conference Room, 3rd Floor, Motorpool and Administration Building, Tarlac State University, Romulo Blvd., San Vicente, Tarlac City

Other Information

You may also download the bidding documents at the link below:

<https://www.tsu.edu.ph/opportunities/bid-opportunities/2025-bid-opportunities/>

Created by Jhenna Micah Aquino Manankil

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