



Republic of the Philippines  
**Benguet State University**  
 La Trinidad, Benguet  
 Tel/Fax (074) 661-1839



**Bids and Awards Committee**  
**(Goods and Services)**

**INVITATION TO BID**

The Benguet State University (BSU), through the Bids and Awards Committee (BAC), invites suppliers/distributors to bid for the hereunder project:

<b>Project Number</b>	<b>IB NO. 2024-31</b>
<b>Name of Project</b>	<b>PROCUREMENT OF VARIOUS LABORATORY EQUIPMENT FOR THE COLLEGE OF MEDICINE</b>
<b>Brief Description</b>	The project is Supply, Delivery and Installation of 8 items of Laboratory equipment for the College of Medicine. The bidding and awarding of the project is by item.
<b>Total Approved Budget for the Contract (ABC)</b>	Php 1,445,000.00
<b>Delivery Period</b>	15 Calendar Days
<b>Source of Fund</b>	2023 GAA Capital Outlay (FLR)
<b>Bid Document Fee</b>	2,000.00 if bidding all the items

Bidders should have completed within five (5) years from the date of submission and receipt of bids a contract similar to the Project which is at least 50% of the ABC. The description of an eligible bidder is contained in the Bidding Document, particularly, in Section II (Instructions to bidders). Bids received in excess of the ABC shall be automatically rejected at the bid opening.

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 open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the 2016 revised IRR of RA 9184.

BAC activities are as follows:

	<b>Activities</b>	<b>Date, Time and Venue</b>
<b>1.</b>	<b>Advertisement of Invitation to Bid</b>	Starting June 10, 2024 – July 2, 2025
<b>2.</b>	<b>Issuance of Bidding Documents</b>	Starting June 10, 2024 from 8:00 AM to 5:00 PM at the Procurement Management Office (PMO), 1 <sup>st</sup> Floor, Admin Bldg., BSU, La Trinidad, Benguet
<b>3.</b>	<b>Pre- Bid Conference</b>	June 18, 2024, 2:00 PM (PST), BSU RDC Hall, 2 <sup>nd</sup> Floor, Admin. Bldg., BSU, La Trinidad, Benguet; and /or through video conferencing via google meet with link : <a href="https://meet.google.com/iih-nrds-cpo">meet.google.com/iih-nrds-cpo</a>

	<b>Activities</b>	<b>Date, Time and Venue</b>
<b>4.</b>	<b>Deadline for submission of Bids</b>	July 2, 2024, on or before 2:00 PM (PMO Clock) at the Procurement Management Office (PMO), 1 <sup>st</sup> Floor, Admin Bldg., BSU, La Trinidad, Benguet;
<b>5.</b>	<b>Opening of Bids and Eligibility Checking/Screening (Manual Submission)</b>	July 2, 2024, 2:01 PM (PST), BSU RDC Hall, 2 <sup>nd</sup> Floor, Admin. Bldg., BSU, La Trinidad, Benguet; and /or through video conferencing via google meet with link : <a href="https://meet.google.com/iih-nrds-cpo">meet.google.com/iih-nrds-cpo</a>
<b>6.</b>	<b>Bid Evaluation &amp; Post Qualification</b>	July 4, 2024, 2:00 PM (PST), BSU RDC Hall, 2 <sup>nd</sup> Floor, Admin. Bldg., BSU, La Trinidad, Benguet

The BAC will issue bid documents at the Procurement Management Office, 1<sup>st</sup> floor Administration Bldg., Benguet State University, Km. 5, La Trinidad, Benguet. The bid documents are also downloadable from the university's website: [bsu.edu.ph](https://www.bsu.edu.ph) or PhilGEPS postings. Bid Document Fee can be paid either through the BSU Cashier's Office or at the Landbank payment portal- <https://www.lbp-eservices.com/egps/portal/index.jsp>.

Late bids shall not be accepted. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.

BSU assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of their bids. The University, through its BAC, 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 the Section 41 of 2016 revised IRR of RA 9184, without thereby incurring any liability to the affected bidder or bidders.

The BAC reserves the right to waive any formalities in queries and responses to this invitation.

*The documents that will be submitted shall be used for procurement purposes only.*

For further information, please refer to:

**BAC Secretariat**  
**Procurement Management Office (PMO)**  
**Benguet State University- La Trinidad Campus**  
**Tel. No. 661-1839/ CP No. 09506032749**  
**Email: [procurement@bsu.edu.ph](mailto:procurement@bsu.edu.ph)**

**Sgd**  
**SAMUEL S. POLIDEN**  
 Chairperson  
 Bids and Awards Committee