



Management
System
ISO 9001:2015



INVITATION TO BID FOR *Supply and Delivery of Common Office Supplies and Office Equipment*

1. The *Camarines Norte State College*, through the *2020 General Fund* intends to apply the sum of *Four Hundred Sixty Six Thousand Eight Hundred Forty (Php 466,840.00) Pesos* being the Approved Budget for the Contract (ABC) to payments under the contract for *Supply and Delivery of Common Office Supplies and Office Equipment*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Camarines Norte State College* now invites bids for *Supply and Delivery of Common Office Supplies and Office Equipment*. Delivery of the Goods is required *maximum of thirty (30) days*. Bidders should have completed, within *three (3) 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) 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 the *HEAD, BAC SECRETARIAT FOR GOODS AND SERVICES, CAMARINES NORTE STATE COLLEGE* and inspect the Bidding Documents at the address given below during *office hours Monday to Friday*.
5. A complete set of Bidding Documents may be acquired by interested Bidders on *September 22, 2020 – September 30, 2020* from the office of the *BAC Secretariat for Goods and Services* and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of *Five Hundred Pesos (Php 500.00) at the CNSC Cashier's Office*.

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. Bids must be duly received by the BAC Secretariat at the address below on or before **September 30, 2020 at 10:00 AM**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

Bid opening shall be on **September 30, 2020 at 10:30 AM** at the **College Library**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

7. The ***CAMARINES NORTE STATE COLLEGE*** 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
8. For further information, please refer to:

EVANGELINE L. SARION
HEAD, BAC SECRETARIAT FOR GOODS AND SERVICES
SUPPLY & PROPERTY MANAGEMENT OFFICE
GROUND FLOOR, GENERAL ADMINISTRATION BUILDING
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