



Republic of the Philippines  
**BULACAN STATE UNIVERSITY**  
City of Malolos, Bulacan

**BIDS AND AWARDS COMMITTEE**  
**GOODS, SUPPLIES AND SERVICES**

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Project Reference No.: G-2024-19

Date: April 27, 2024

**Invitation to Bid for the**  
**Procurement of Air Conditioning Units for**  
**New COE Building and Natividad Hall (G-2024-19)**

1. The *Bulacan State University (BulSU)*, through the *Income Fund* intends to apply the sum of *Six Million Seven Hundred Ninety-Nine Thousand Seven Hundred Thirty Pesos (₱6,799,730.00)* being the ABC to payments under the contract for *Procurement of Air Conditioning Units for New COE Building and Natividad Hall (G-2024-19)*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Bulacan State University (BulSU)* now invites bids for the above Procurement Project. Delivery of the goods is required within *Fifteen (15) calendar days upon receipt of Notice to Proceed except for the 2.5HP Wall Mounted Inverter Air Conditioner with drain pump inclusion which will be delivered 15 days upon notice of the end-user*. Bidders should have completed, *within the last three (3) years* from the date of submission and receipt of bids on *May 21, 2024*, 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. The summary of the bidding activities is as follows:

Activities	Date / Time	Venue
1. Advertisement/Posting of Invitation to Bid	April 27, 2024 – May 4, 2024	PhilGEPS website ( <a href="http://www.philgeps.gov.ph">www.philgeps.gov.ph</a> ), BulSU website ( <a href="http://www.bulsu.edu.ph">www.bulsu.edu.ph</a> ) and at conspicuous places in the premises of BulSU
2. Issuance and Availability of Bid Documents	April 29, 2024 – May 21, 2024	2 <sup>nd</sup> floor Procurement Office, CSSP Building (near Gate 4), BulSU Main Campus, Malolos
3. Pre-bid Conference	May 9, 2024 (Thursday), 9:00 a.m.	E-Library, BulSU Main Campus, Malolos
4. Deadline for Submission of Bids	May 21, 2024 (Tuesday), 8:30 a.m.	2 <sup>nd</sup> floor Procurement Office, CSSP Building (near Gate 4), BulSU Main Campus, Malolos
5. Opening of Bids	May 21, 2024 (Tuesday), 9:00 a.m.	3 <sup>rd</sup> floor BAC Conference Room, Hostel, BulSU Main Campus, Malolos

4. 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.

5. Prospective Bidders may obtain further information from **Bulacan State University (BulSU)** and inspect the Bidding Documents at the address given below during *office hours from Monday to Friday (except on holidays)*.
6. A complete set of Bidding Documents may be acquired by interested Bidders on **April 29, 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 **Ten Thousand Pesos (₱ 10,000.00)*** over the counter through the University Cashier. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.
7. The **Bulacan State University (BulSU)** will hold a Pre-Bid Conference on **May 9, 2024 (Thursday), 9:00 a.m.** at E-Library, Bulacan State University, City of Malolos, Bulacan, and/or through video conferencing or webcasting via **Zoom**, which shall be open to prospective bidders. Prospective bidders are advised to send a letter of intent containing the names and email addresses of interested participants on or before **May 8, 2024 (Wednesday)**. Kindly coordinate with the BulSU BAC Secretariat prior to said date for further details and instructions.

The Pre-bid Conference shall be open to all interested parties. **Bidders are encouraged to send their authorized technical and/or administrative representatives who will prepare the bid documents to ensure completeness and compliance of bids.**

8. Bids must be duly received by the BAC Secretariat through **manual submission** at the office address indicated below, on or before **May 21, 2024 (Tuesday) 8:30 a.m.** Late bids shall not be accepted.
9. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
10. Bid opening shall be on **May 21, 2024 (Tuesday) 9:00 a.m.** at 3<sup>rd</sup> floor BAC Conference Room, Hostel, Bulacan State University, City of Malolos, Bulacan. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
11. The **Bulacan State University (BulSU)** 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 bidders.
12. For further information, please refer to:

**Ms. CARMINA A. DIONISIO**  
Head, BAC Secretariat  
Bulacan State University

Guinhawa, City of Malolos, Bulacan 3000  
Tel. No. (044) 896-1790; (044) 919-7800 local 1056  
Email Address: [bulsu.bac2secretariat@bulsu.edu.ph](mailto:bulsu.bac2secretariat@bulsu.edu.ph)  
Website: [www.bulsu.edu.ph](http://www.bulsu.edu.ph)

13. You may visit the following websites:

For downloading of Bidding Documents:

*PhilGEPS: [philgeps.gov.ph](http://philgeps.gov.ph)*

*Email Address: [bulsu.bac2secretariat@bulsu.edu.ph](mailto:bulsu.bac2secretariat@bulsu.edu.ph)*

*Website: [www.bulsu.edu.ph](http://www.bulsu.edu.ph)*

Sgd.  
**RAFAEL DJ. DAYAO, Ph.D.**  
*Chairperson*  
*BAC Goods, Supplies, & Services*