



**INVITATION TO BID FOR  
PROCUREMENT OF OTHER MACHINERY & EQUIPMENT:  
SUPPLY, DELIVERY AND INSTALLATION OF EQUIPMENT  
FOR DORSU ADMINISTRATIVE & FINANCE DIVISION  
(GOODS2025-EPA-06)**

- The **Davao Oriental State University** through the **General Appropriations Act FY 2025** intends to apply the sum of **One Million Four Hundred Forty-Five Thousand Pesos (P1,445,000.00)** being the ABC to payments under the contract for **Procurement of Other Machinery and Equipment: Supply, Delivery and Installation of Equipment for DorSU Administrative and Finance Division (GOODS2025-EPA-06)**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The Davao Oriental State University, through the General Appropriations Act FY 2025 intends to apply the sum of the following items being the ABC to payments under the contract for each lot.

	Item #	Description	ABC
<b>LOT 1</b>	1.	Document Scanner	955,000.00
	2.	Photo Scanner	
	3.	65 inches LED Smart TV with Brackets and Accessories	
	4.	Digital Queuing Machine	
<b>LOT 2</b>	1.	Battery Sets for existing 10KVA UPS	490,000.00
<b>TOTAL ABC</b>			<b>1,445,000.00</b>

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

- The DOrSU now invites bids for the above Procurement Project. Delivery of the Goods is required by **sixty (60) calendar days upon** receipt of the Notice to Proceed. Bidders should have completed, within five (5) 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).
- 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 DOrSU – Bids and Awards Committee Secretariat/Procurement Management Office and inspect the Bidding Documents at the address given below during 8:00 AM to 5:00 PM excluding Saturdays and Sundays and Holidays.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **December 26, 2024 to January 15, 2025** 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:

<b>Lot #</b>	<b>ABC</b>	<b>Amount of Bidding Documents</b>
1	P 955,000.00	P 1,000.00
2	P 490,000.00	P 500.00

The Procuring Entity shall allow the bidder to present its proof of payment for the fees be presented in person or through electronic means.

As an alternative option for payment, DOrSU accepts payments of bidding documents through bank payment with the following details:

Bank Name: Landbank of the Philippines – Mati Branch  
Account Name: DOrSU – IGP  
Account Number: 1022-1027-17

Copy of payment receipt must be emailed to [procurement@dorsu.edu.ph](mailto:procurement@dorsu.edu.ph) before the deadline of submission of bids.

6. The DOrSU will hold a Pre-Bid Conference<sup>1</sup> on **January 3, 2025, 10:00AM at Board Room, DOrSU, Guang-guang, Dahican, City of Mati, Davao Oriental** 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 **January 15, 2025, 10:00AM**. Late bids shall not be accepted.
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 **January 15, 2025, 10:15AM** at the given address below. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity.
10. The Davao Oriental 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

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<sup>1</sup> 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.

