



Republic of the Philippines  
CENTRAL MINDANAO UNIVERSITY  
Bids and Awards Committee  
University Town, Musuan, Maramag, Bukidnon  
E-mail: [bac@cmu.edu.ph](mailto:bac@cmu.edu.ph)

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## INVITATION TO BID FOR SUPPLY, DELIVERY AND INSTALLATION OF SMART BLOCK MAKER

1. The *CENTRAL MINDANAO UNIVERSITY*, through the TF 2024 intends to apply the sum of **Five Hundred Forty Thousand One Hundred Eight-Three Pesos and 88/100 (540,183.88)** being the ABC to payments under the contract for *Supply, Delivery and Installation of Smart Block Maker with Project Identification Number GS-2024-12R*. **Bids received in excess of the ABC per item shall be automatically rejected at bid opening.**
2. The *CENTRAL MINDANAO UNIVERSITY* now invites bids for the above *Supply, Delivery and Installation of Smart Block Maker*. Delivery of the Goods is required within **45 days** upon receipt of notice to proceed. Bidders should have completed, within **two (2) years** prior 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) 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 *CENTRAL MINDANAO UNIVERSITY* and inspect the Bidding Documents at the address given below during **7:00-11:00 AM and 1:00-5:00 PM**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **March 14, 2024 until the deadline of bid submission on April 3, 2024** from the given address and website(s) below *and upon payment of a non-refundable fee in the amount of One Thousand Pesos (1000.00)*:  
  
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. However, the Bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.  
  
*[NOTE: For lot procurement, the maximum fee for the Bidding Documents for each lot shall be based on its ABC, in accordance with the Guidelines issued by the GPPB; provided that the total fees for the Bidding Documents of all lots shall not exceed the maximum fee prescribed in the Guidelines for the sum of the ABC of all lots.]*
6. The *CMU* will hold a Pre-Bid Conference<sup>1</sup> **March 22, 2024 @ 10:00 AM** at *BAC Conference Office, CMU, Musuan, Maramag, Bukidnon*, which shall be open to prospective bidders.
7. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.

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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.

8. Bid opening shall be on **April 3, 2024 at 10:00 am** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity. Late bids shall not be accepted.
9. The *CENTRAL MINDANAO 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 No. 9184, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:  
  
*IRIS M. DAJAO-OPISO*  
Head, BAC-Secretariat  
*BAC Office, CMU, Musuan, Maramag, Bukidnon*  
CP# 0917-718-2368  
E-mail Add. **[bac@cmu.edu.ph](mailto:bac@cmu.edu.ph)**
11. You may visit the following websites:  
  
For downloading of Bidding Documents: [cmu.edu.ph](http://cmu.edu.ph) & [philgeps.gov.ph](http://philgeps.gov.ph)

**HERMIE P. PAVA**  
BAC Chairperson for  
Goods and Services



Republic of the Philippines  
CENTRAL MINDANAO UNIVERSITY  
University Town, Musuan, Bukidnon

## INSTRUCTION TO BIDDERS

1. All bids and eligibility requirements must be submitted to the BAC–Secretariat of Central Mindanao University – Bids and Awards Committee (BAC) on or before **10:00 o'clock in the morning, Central Mindanao University BAC Office time** on the day of the scheduled bidding. Bids submitted after the deadline shall not be accepted by the BAC;
2. All bids must be accompanied by a Bid Security in an amount equivalent to a percentage of the Approved Budget for the Contract to be bid (ABC) in an acceptable form of bonds as follows:  

<b>CASH, MANAGER'S CHECK, CASHIER'S CHECK, BANK DRAFT OR BANK GUARANTEE OF ABC</b>	<b>- 2%</b>
<b>SURETY BOND OF ABC</b>	<b>- 5%</b>

  
**NOTARIZED BID SECURING DECLARATION**
3. The prospective bidder should have an experience in undertaking a similar project within the University or any other government agencies and private companies for the last two (2) years with an amount of at least fifty percent (50 %) of the Approved Budget for the Contract to be bid;
4. In case the Net Financial Contracting Capacity (NFCC) is not equal to the ABC prospective bidder must secure a commitment from a License bank to extend to it a credit line if awarded the contract to be bid, or a cash deposit certificate equivalent to at least ten percent (10 %) of the ABC, which is specific to the contract;
5. A single-stage, two-envelope system of bidding will be adopted by the BAC;
6. A prospective bidder should submit his/her bid documents in **two (2) separate sealed bid envelopes**, with **envelope no. 1 duly marked as Eligibility & Technical requirements, envelope no. 2 marked Financial envelope** containing the bid proposal. All envelopes must be sealed in an outer envelope which shall be marked with the name of the contract to be bid and the name of the bidder and addressed to the BAC;
7. Bid documents submitted must be in **three (3) copies**, with the original mark as **original copy** to facilitate evaluation of the documents by the BAC – TWG;
8. Eligibility checking of the prospective bidders shall be done using a non – discretionary **“pass / fail criteria”**;

9. Withdrawal or Modification of Bids after Bid Opening is NOT allowed; Submission of Waiver after Bid Opening will mean forfeiture of Bid Security and Subject to Administrative Sanction – Suspension of one year for 1<sup>st</sup> offense and Suspension of two years for the second offense.
10. All items are subject to inspection and tests prior to acceptance and payment.
11. All representatives shall be authorized by the Owner/ Proprietor through a Special Power of Attorney or a Secretary's Certificate in the case of Corporations.
12. All clarifications must be in the form of writing.
13. Attached to make part of this Instruction to Bidders are sample standard forms to be included in the bidding documents.

**(Sgd.) HERMIE P. PAVA**  
**BAC Chairman, GOODS AND SERVICES**

# ***Section II. Instructions to Bidders***

## **1. Scope of Bid**

The Procuring Entity, *CENTRAL MINDANAO UNIVERSITY* wishes to receive Bids for the [*Supply, Delivery and Installation of Smart Block Maker*], with identification number *GS-2024-12R*].

The Procurement Project (referred to herein as “Supply, Delivery and Installation of Smart Block Maker, is composed of One Lot, the details of which are described in Section VII (Technical Specifications).

## **2. Funding Information**

2.1. The GOP through the source of funding as indicated below for *GS-2024-12R* in the amount of *(540,183.88)*

2.2. The source of funding is:

a. Trust Fund

## **3. Bidding Requirements**

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **ITB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

## **4. Corrupt, Fraudulent, Collusive, and Coercive Practices**

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.