



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 AND DELIVERY OF OFFICE SUPPLIES

1. The *CENTRAL MINDANAO UNIVERSITY*, through the GF intends to apply the sum of One Million Five Hundred Forty Thousand Eight Hundred Seventy-Seven Pesos & 15/100 (Php1,540,877.15) being the ABC to payments under the contract for *Supply & Delivery of Office Supplies with Project Identification Number GS-2024-32*. **Bids received in excess of the ABC per lot shall be automatically rejected at bid opening.**
2. The *CENTRAL MINDANAO UNIVERSITY* now invites bids for the above Supply & Delivery of GROCERIES. 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 **April 26, 2024, until the deadline of bid submission on May 15, 2024, 3:00 PM** from the given address and website(s) below *and upon payment of a non-refundable fee in the amount of Five Thousand Pesos (Php 5,000.00)*.  
  
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> May 3, 2024 @3:00 PM 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 (Php1,000,000.00) where the Procuring Entity may not hold a Pre-Bid Conference.

8. **Bid opening shall be on May 15, 2024 at 3:00 PM** 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***  
*BAC Office, CMU, Musuan, Maramag, Bukidnon*  
Head, BAC-Secretariat  
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