



**SUPPLY, DELIVERY AND INSTALLATION
OF LABORATORY EQUIPMENT AND
MATERIALS FOR INSTITUTE OF FOOD
SCIENCE AND TECHNOLOGY AND SOILS
LABORATORY**

Procure

These Philippine Bidding Documents (PBDs) for the procurement of Goods through Competitive Bidding have been prepared by the Government of the Philippines for use by any branch, constitutional commission or office, agency, department, bureau, office, or instrumentality of the Government of the Philippines, National Government Agencies, including Government Owned and/or Controlled Corporations, Government Financing Institutions, State Universities and Colleges, and Local Government Unit. The procedures and practices presented in this document have been developed through broad experience, and are for mandatory use in projects that are financed in whole or in part by the Government of the Philippines or any foreign government/foreign or international financing institution in accordance with the provisions of the 2016 revised Implementing Rules and Regulations of Republic Act No 9184.

The Bidding Documents shall clearly and adequately define, among others (i) the objectives, scope, and expected outputs and/or results of the proposed contract or Framework Agreement, as the case may be; (ii) the eligibility requirements of Bidders; (iii) the expected contract or Framework Agreement duration, the estimated quantity in the case of procurement of goods, delivery schedule and/or time frame; and (iv) the obligations, duties, and/or functions of the winning bidder.

Care should be taken to check the relevance of the provisions of the PBDs against the requirements of the specific Goods to be procured. If duplication of a subject is inevitable in other sections of the document prepared by the Procuring Entity, care must be exercised to avoid contradictions between clauses dealing with the same matter.

Moreover, each section is prepared with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents. The following general directions should be observed when using the documents:

- a. All the documents listed in the Table of Contents are normally required for the procurement of Goods. Halangang mga dokumento ay nangangailangan ng pagpapalit ng mga Produkto. —A**

- d The cover should be modified as required to identify the Bidding Documents as to the Procurement Project, Project Identification Number, and Procuring Entity, in addition to the date of issue**
- e Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.**
- f For guidelines on the veio Mne**

1	Scope of Bid.....	12
2	Funding Information.....	12
3	Bidding Requirements.....	12
4	Corrupt, Fraudulent, Collusive, and Coercive Practices	12
5	Eligible Bidders.....	13
6	Origin of Goods.....	14
7	Subcontracts.....	14
8	Pre Bid Conference.....

Glossary of Acronyms, Terms, and Abbreviations

- **Approved Budget for the Contract**

- **Bids and Awards Committee**

- **A signed offer or proposal to undertake a contract submitted by a bidder in response to and in conformance with the requirements of the bidding documents. Also referred to as Proposal and Tender. (2016 revised IRR, Section 5(c))**

- **Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5(d))**

The documents issued by the Procuring Entity as the basis for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5(e))

- **Bureau of Internal Revenue**

- **Department of Trade and Industry**

- **Exvols**

- **“Free Carrier” shipping point**

- **“Free on Board” shipping point**

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Section I. Invitation to Bid

The Invitation to Bid (IB) provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The IB shall be posted in accordance with Section 21.2 of the 2016 Revised IRR of RA No. 9184.

Apart from the essential items listed in the Bidding Documents, the IB should also indicate the following:

- a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;
- b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- c. The deadline for the submission and receipt of bids; and
- d. Any important bid evaluation criteria (e.g., α R, β a, γ sed, δ em, ϵ Ma).

CAVITE STATE UNIVERSITY
Don Severino de las Alas Campus

**Supply, Delivery and Installation of Laboratory Equipment and
Materials for Institute of Food Science and Technology and
Soils Laboratory**

- 1. The _____, through the corporate budget for the contract, intends to apply the sum of Two Million Two Hundred Eighty Two Thousand Two Hundred Ninety Eight Pesos (~~2,282,298.00~~) being the ABC top payments under the contract for Supply, Delivery and Installation of Laboratory Equipment and Materials for Institute of Food Science and Technology and Soils Laboratory - 21G-014. Bids received in excess of the ABC shall be automatically rejected at bid opening.**

- 7 Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before March 14, 2024, 12:00NN. 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 Clause 14.**
- 9 Bid openings shall be on March 14, 2024, 2:30PM, CSU Lasap Hall, Administration Building, Cavite State University, Indang, Cavite. Bids will be opened in the presence of the bidders' representative who choose to attend the activity.**
- 10 The Cavite 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 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.**
- 11 For further information, please refer to

Ms. ROSELYN M. MARANAN
BAC Secretary
Cavite State University
Indang, Cavite
✉ mmaranan@csueduph
(0977) 0863570
(046) 8896373**
- 12 You may visit the following website

For downloading of Bidding Documents: <https://csueduph/invitation-to-bid/>**

BAC Chair, Goods and Consulting Services

Section II. Instructions to Bidders

This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.

**The Procuring Entity,
Delivery and Installation of o**

wishes to receive Bids for the Supply

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a Philippine Resos

- 141. The Bidders shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the . , which shall be not less than the percentage of the ABC in accordance with the schedule in the .**
- 142. The Bid and bid security shall be valid until [indicate date]. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive**

Each Bidders shall submit one copy of the first and second components of its Bid

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and thus, automatically disqualified

- 161. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the**

cd l d opa or g rd nte

172 The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No 9184

181 The Procuring Entity will grant a margin of preference, for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No 9184

191 The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated "passed" using nondiscretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No 9184

192 If the Project allows partial bids, bidders may submit a proposal on any of the lots/criterions, and evaluation will be undertaken on a per lot/criterion basis, as the case may be. In this case, the Bid Security as required by Clause 15 shall be submitted for each lot/criterion separately.

193 The descriptions of the lots/criterions shall be indicated in _____, although the ABCs of these lots/criterions are indicated in the _____ for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No 9184. The NFCC must be sufficient for the total of the ABCs for all the lots/criterions. (Shelaeer Pr] Se



Section IV. General Conditions of Contract

Section V. Special Conditions of Contract

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Goods purchased. In preparing this Section, the following aspects should be checked:

- a Information that complements provisions of the GCC must be incorporated**
- b Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated**

Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier; and the cost thereof shall be included in the Contract Price

Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site,

When the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.

The Procuring Entity accepts liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.

The Suppliers shall indemnify the Procuring Entity against all third party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.

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[If partial payment is allowed, state] "The terms of payment shall be as follows _____."

Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site

Where appropriate, drawings, including site plans as required, may be furnished by the Procuring Entity with the Bidding Documents. Similarly, the Supplier may be requested to provide drawings or samples either with its Bid or for prior review by the Procuring Entity during contract execution.

Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.

**Please see separate sheets for the
specification requirements**

Section VIII. Checklist of Technical and Financial Documents

The prescribed documents in the checklist are named }ind

Legal Documents
(a)

Class "A" Documents

- government procurement activities for the same item or product**
- (j) Certification from the DII if the Bidder claims preference as a Domestic Bidder or Domestic Entity.**

 - (a) Original of duly signed and accomplished Financial Bid Form _____**
 - (b) Original of duly signed and accomplished Price Schedule(s).**

