



Bid Notice Abstract

Invitation to Bid (ITB)

Reference Number 11490590
Procuring Entity TARLAC STATE UNIVERSITY
Title SUPPLY AND DELIVERY OF MICROSOFT OFFICE 365 SUBSCRIPTION (APP 2024)
Area of Delivery Tarlac

Solicitation Number:	2024-045	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Public Bidding	Bid Supplements	0
Classification:	Goods	Document Request List	1
Category:	Educational Materials and Supplies	Date Published	19/11/2024
Approved Budget for the Contract:	PHP 1,120,000.00	Last Updated / Time	19/11/2024 00:00 AM
Delivery Period:	30 Day/s	Closing Date / Time	10/12/2024 14:00 PM
Client Agency:			
Contact Person:	Jhenna Micah Aquino Manankil Admin Aide IV Romulo Blvd. San Vicente, Tarlac City Tarlac Philippines 2300 63-45-6068157 bacsec@tsu.edu.ph		

Description

1. The Tarlac State University, through Special Budget (SB) intends to apply the sum of One Million One Hundred Twenty Thousand Pesos (₱ 1,120,000.00) to payments under the contracts for the project: Supply and Delivery of Microsoft Office 365 Subscription (APP 2024).

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

2. The Tarlac State University now invites bids for the project Supply and Delivery of Microsoft Office 365 Subscription (APP 2024). Delivery of the Goods is required within thirty (30) calendar days from the receipt of the Notice to Proceed. Bidders must have completed, within the last five (5) years prior to 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) 9184, otherwise known as the "Government Procurement Reform Act".

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 5183.

4. Interested bidders may obtain further information from Tarlac State University and inspect the Bidding Documents

at the address given below during Tuesday to Friday from 7:00 A.M. to 6:00 P.M:

BAC Secretariat
Motorpool and Administration Building
Tarlac State University
Romulo Blvd., San Vicente, Tarlac City
Tel. No. (045) 606-8142 / 0998 846 0206
Email: bacsec@tsu.edu.ph

5. A complete set of Bidding Documents may be acquired by interested Bidders from November 19, 2024, to December 10, 2024, from the aforementioned address upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of ₱ 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, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The Tarlac State University will hold a Pre-Bid Conference on November 27, 2024 (3:00 P.M.) at the Bids and Awards Committee Conference Room, 3rd Floor, Motorpool and Administration Building, Tarlac State University, Romulo Blvd., San Vicente, Tarlac City, which shall be open to prospective bidders.

7. Three (3) copies of the bid proposals (one original, and additional copy 1 and 2) must be submitted to the BAC which must be duly received by the BAC Secretariat through manual submission at the office address indicated in the bidding documents, on December 10, 2024 at 1:30 P.M. Failure of bidders to comply with the said request of additional copies shall not be a ground for disqualification.

Late submission shall not be accepted.

BAC Secretariat
Motorpool and Administration Building
Tarlac State University
Romulo Blvd., San Vicente, Tarlac City
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Email: bacsec@tsu.edu.ph

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 December 10, 2024, at 2:00 P.M., at the Bids and Awards Committee Conference Room, 3rd Floor, Motorpool and Administration Building, Tarlac State University, Romulo Blvd., San Vicente, Tarlac City. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below.

10. The Summary of the procurement activities is as follows:

Activities Date and Time Venue
Posting to PhilGEPS November 19, 2024 N/A
Pre-Bid Conference November 27, 2024 (3:00 PM) BAC Conference Room, 3rd Floor, Motorpool and Administration Building, Tarlac State University, Romulo Blvd., San Vicente, Tarlac City
Deadline of Submission of Bids December 10, 2024 (1:30 PM)
Opening of Bids December 10, 2024 (2:00 PM)

11. The Tarlac 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 9184, without thereby incurring any liability to the affected bidder or bidders.

12. For further information, please refer to:

Ms. Jhenna Micah A. Manankil/ Mr. Joshua Jonathan S. Jacinto
BAC Secretariat
Motorpool and Administration Building
Tarlac State University
Romulo Blvd., San Vicente, Tarlac City
Tel. No. (045) 606-8142 / 0998 846 0206
Email: bacsec@tsu.edu.ph

(SGD) ATTY. WILMARK J. RAMOS, DBA
BAC Chairperson – Goods and Services

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Supply and Delivery of Microsoft Office 365 Subscr	Pls. see attached documents	1	Lot	1,120,000.00

Pre-bid Conference

Date	Time	Venue
27/11/2024	3:00:00 PM	Bids and Awards Committee Conference Room, 3rd Floor, Motorpool and Administration Building, Tarlac State University, Romulo Blvd., San Vicente, Tarlac City

Other Information

You may also download the Bidding Documents on the link below:
<https://tsu.edu.ph/opportunities/bid-opportunities/2024-bid-opportunities/>

Created by Jhenna Micah Aquino Manankil

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