

Standard Form Number: SF-GOOD-05
Revised on: July 28, 2004

INVITATION TO APPLY FOR ELIGIBILITY AND TO BID

The **CENTRAL PHILIPPINES STATE UNIVERSITY**, through its Bids and Awards Committee (BAC), invites suppliers/ manufacturers/distributors/contractors to apply for eligibility and to bid for the hereunder project:

Name of Project : Office supplies 1st quarter MDS 2016
Location : **CPSU, Kabankalan City, Negros Occidental, Philippines**
Approved Budget
For the Contract : **Php 1,100,000.00**
Delivery Period : **30 days**

Prospective bidders should have experience in undertaking a similar project within the last 5 years with an amount of at least 50% of the proposed project for bidding. The Eligibility Check/Screening as well as the Preliminary Examination of Bids shall use non-discretionary "pass/fail" criteria. Post-qualification of the lowest calculated bid shall be conducted.

All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Pre-Bidding Conference(s), Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Implementing Rules and Regulation (IRR).

The complete schedule of activities is listed, as follows:

Activities	Schedule
1. Advertisement	May 2, 2016
2. Issuance of Bid Documents	May 2 -, May 23, 2016, during Office hours (On May 23, 2016 until 9:00 am only)
3. Pre-bid Conference	May 10, 2016 @ 10:00 AM, Board Room, CPSU Compound, Kabankalan city, Negros Occ.
4. Dropping of Sealed bid Documents	May 23, 2016@ 10:00 AM, Supply Office, CPSU, Kabankalan City, Negros Occ.
5. Opening of Bids and Eligibility Check	May 23, 2016@ 10:00 AM, Board Room, CPSU Compound, Kabankalan city, Negros Occ.
6. Bid Evaluation	May 24, 2016
7. Post-qualification	May 25, 2016
8. Notice of Award	upon approval of HOPE

Bid Documents will be available only to prospective bidders upon payment of a non-refundable amount of **Php 5,000.00** to the CPSU Cashier.

The CPSU assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

Approved by:

FREDDIE C. MANINGO, Ph. D., CPA
Head of Procuring Entity

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