

Section III. Bid Data Sheet

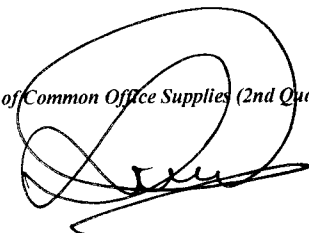
Notes on the Bid Data Sheet

Section III is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB included in Section II, and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, the applicable rules regarding bid price and currency, and the bid evaluation criteria that will apply to the bids. In preparing Section III, the following aspects should be checked:

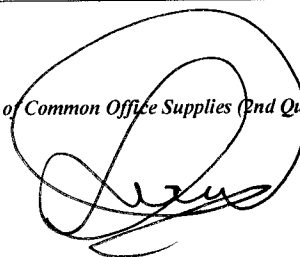
- (a) Information that specifies and complements provisions of Section II must be incorporated.
- (b) Amendments and/or supplements, if any, to provisions of Section II as necessitated by the circumstances of the specific procurement, must also be incorporated.

For foreign-assisted projects, the Bid Data Sheet to be used is provided in Section IX- Foreign-Assisted Projects.

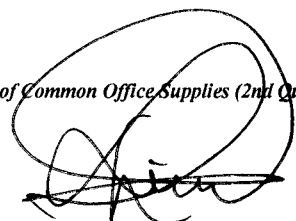


Bid Data Sheet

ITB Clause	
1.1	<p>The Procuring Entity is University of Science and Technology of Southern Philippines (USTsP) CDO Campus.</p> <p>The name of the Contract is <i>Re-Bidding of the Proposed Procurement for the Supply and Delivery of Common Office Supplies (2nd Quarter).</i></p> <p>The identification number of the Contract is <i>(USTsP-GSPB-CSE-02-07-2017)</i></p>
1.2	<p>The lots and references are:</p> <p>All the items comprise of One (1) Lot - P 1,958,607.66 (Partial Bid is Allowed per Item)</p>
2	<p>The Funding Source is:</p> <p>The Government of the Philippines (GOP) through STF/RF for CY 2017 in the amount of ONE MILLION NINE HUNDRED FIFTY EIGHT THOUSAND SIX HUNDRED SEVEN PESOS AND 66/100 (P 1,958,607.66) ONLY.</p> <p>The name of the Project is: <i>Re-Bidding of the Proposed Procurement for the Supply and Delivery of Common Office Supplies (2nd Quarter).</i></p>
3.1	No further instructions.
5.1	No further instructions.
5.2	None of the circumstances mentioned in the ITB Clause exists in this Project. Foreign bidders, except those falling under ITB Clause 5.2(b), may not participate in this Project.
5.4	<p>The Bidder must have completed, within the period specified in the Invitation to Bid and ITB Clause 12.1(a) (ii), a single contract that is similar to this Project, equivalent to at least Twenty Five percent (25%) of the ABC.</p> <p>For this purpose, similar contracts shall refer to <i>Procurement of Common Office Supplies and/or Computer Supplies/Consumables similar to that in the Technical Specifications.</i></p>
7	No further instructions.
8.1	Subcontracting is not allowed.
8.2	Not applicable.
9.1	The Procuring Entity will hold a pre-bid conference for this Project on September 18, 2017, 02:00 P.M. at the Procurement Services, 2/F Gym Lobby, USTsP - CDO Campus, C.M. Recto Avenue, Cagayan de Oro City.
10.1	<p>The Procuring Entity's address is: C.M. Recto Ave., Lapasan Cagayan de Oro City</p> <p>Mr. Camelo R. Auxilio Head, Procurement Services</p>



	<p>Tel Nos. (088) 856-1738 local 164 Fax Nos. (088) 856-1739 www.ustp.edu.ph bacsec@ustp.edu.ph</p>
12.1(a)	<p>Additional Requirements:</p> <p>The technical specification that shall be submitted by the Bidder shall include, among others:</p> <ol style="list-style-type: none"> a. duly accomplished <i>Technical Specifications</i> form; b. duly accomplished <i>Schedule of Requirements</i> form; and c. Product specifications as supported by brochures, catalogues, etc.
12.1(a)(ii)	The bidder's SLCC similar to the contract to be bid should have been completed within three (3) years prior to the deadline for the submission and receipt of bids.
13.1	No additional requirements.
13.1(b)	No further instructions.
13.1(c)	<p>Additional requirement:</p> <p><i>Financial Bid Form</i> prescribed by the USTsP and authenticated by the BAC chairperson, and which is duly accomplished and signed by the Bidder. The Bidder shall fill out completely the form, and shall give a breakdown of the bid price as shall be required therein.</p>
13.2	The ABC is ONE MILLION NINE HUNDRED FIFTY EIGHT THOUSAND SIX HUNDRED SEVEN PESOS AND 66/100 (P 1,958,607.66) ONLY . Any bid with a financial component exceeding this amount shall not be accepted.
15.4(a)(iv)	No incidental services are required.
15.4(b)	No incidental services are required.
16.1(b)	The Bid prices for Goods supplied from outside of the Philippines shall be quoted in Philippine Pesos.
16.3	Not applicable.
17.1	Bids will be valid within ninety (90) calendar days from the date of the Opening of Bids.
18.1	<p>The Bidders shall submit a Bid Securing Declaration, or any form of Bid Security, in an amount not less than the required percentage of the ABC in accordance with the following:</p> <ol style="list-style-type: none"> 1. Equivalent to two percent (2%) of the total approved budget for the contract, if bid security is in cash, or cashier's/manager's check issued by a Universal or Commercial Bank. 2. Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.



	3. Equivalent to five percent (5%) of the total approved budget for the contract, if bid security is Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.
18.2	The bid security shall be valid within One Hundred Twenty (120) calendar days from the opening of bids.
20.3	Each Bidder shall submit One (1) original and two (2) copies of the first and second components of its bid. Failure to submit the required number of copies shall result to automatic disqualification.
21	The address for submission of bids is at the Procurement Services, 2 nd Level Gymnasium Lobby, USTsP- CDO Campus, C.M. Recto Ave., Lapasan Cagayan de Oro City. The deadline for submission of bids is on OCTOBER 02, 2017, 02:00 P.M.
24.1	The place of bid opening is the Conference Room, Procurement Services, 2 nd Level Gymnasium Lobby, USTsP- CDO Campus, C.M. Recto Ave., Lapasan Cagayan de Oro City. The date and time of bid opening is on OCTOBER 02, 2017, 02:00 P.M.
24.2	No further instructions.
24.3	No further instructions.
27.1	No further instructions.
28.3 (a)	Grouping and Evaluation of Lots – Each item to be evaluated and compared with other Bids separately and recommended for contract award separately.
28.4	No further instructions.
29.2	Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law.
32.4(f)	No additional requirement.

