



Republic of the Philippines  
**BULACAN STATE UNIVERSITY**

City of Malolos, Bulacan

Tel nos.: (044) 919-7800 loc. 1053/ (044) 794-7755

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**BIDS AND AWARDS COMMITTEE FOR  
GOODS, SUPPLIES, AND SERVICES**

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Project Reference No.: G-2019-01

Date: January 14, 2019

**INVITATION FOR NEGOTIATIONS:**

Negotiated Procurement of Mini Bus and Sedan for Bulacan State University  
Project reference no. (G-2019-01)

In view of the two (2) failed public biddings as resolved in Bulacan State University (BuSU) BAC Resolution nos. G-2018-432 and G-2018-489, the BuSU through the General Fund 2019 intends to apply the sum of Eight Million Pesos Only (₱ 8,000,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for "Negotiated Procurement of Mini Bus and Sedan for Bulacan State University" consisting of two (2) units mini-bus and one (1) unit sedan.

The following eligibility and technical documents, as well as the Financial Proposal Form (**Form "E"**) and itemized bid prices (**Form "F"**), shall be submitted on or before **February 4, 2019 (Monday), 10:00 a.m.** at Procurement Office 2<sup>nd</sup> Floor, CSSP Building (near Gate 4), Bulacan State University, City of Malolos, Bulacan. The number of set of documents is **one (1) original and three (3) certified photocopies of the first (Eligibility/Technical) and second components (Financial) of its bid duly signed and sealed:**

**Legal Documents**

1. Registration certificate from the Securities and Exchange Commission (SEC) or Department of Trade and Industry (DTI) for sole proprietorship;
2. Mayor's permit issued by the city or municipality where the principal place of business of the prospective bidder is located; and
3. Audited financial statements, stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, for the preceding calendar year, which should not be earlier than two (2) years from bid submission
4. NFCC computation in accordance with ITB Clause 5.5 or a committed Line of Credit from a universal or commercial bank

**Technical Documents**

5. Statement of the Bidder's Single Largest Completed Contract (SLCC) within the last three (3) years which is similar in nature.
6. Statement of all its on-going government and private contracts, including contracts awarded but not yet started, **if any**.
7. Bid Security / Bid Securing Declaration
8. Statement of conformity with schedule of requirements and technical specifications
9. Certification from Land Transportation Office (LTO) accredited manufacturer or importer attesting to the availability of authorized dealers and service centers in all regions of the country from the last ten (10) years
10. Warranty Certificate;

11. Certificate of After Sales Service / Parts
12. Brochure or catalogues of items being offered or clear copy of print-out if downloaded from the internet of the same
13. Omnibus Sworn statement in accordance with Section 25.3 of the IRR of RA 9184 and using the form prescribed herein as **(FORM "D")**

**Financial Documents**

14. Financial Proposal **(Form "E")**
15. Itemized Bid Prices **(Form "F")**

An initial meeting for the negotiated procurement with interested suppliers will be conducted on **January 22, 2019 (Tuesday), 8:30 a.m.** at the Alumni Affairs Office, 2<sup>nd</sup> Floor, BulSU City of Malolos, Bulacan. The opening of the best and final offer will be on **February 4, 2019 (Monday), 10:00 a.m.** at the same venue.

For further information, please refer to the BulSU- BAC Secretariat at Tel. No. (044) 919-7800 local 1053 or 1054; Fax No. (044) 794-7755.

The BulSU 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

  
**Dr. ROMEO D.C. INASORIA**  
Chairperson  
BAC Goods, Supplies, & Services