



Republic of the Philippines
BULACAN STATE UNIVERSITY
City of Malolos, Bulacan

BIDS AND AWARDS COMMITTEE
GOODS, SUPPLIES AND SERVICES

Invitation to Bid:
Upgrading of Google Workspace from Education
Fundamental to Google Workspace Education Plus
(G-2022-26)

1. The *Bulacan State University (BulSU)*, through the *General Fund 2022* intends to apply the sum of *Six Million Five Hundred Thousand Pesos (₱ 6,500,000.00)* being the ABC to payments under the contract for *Upgrading of Google Workspace from Education Fundamental to Google Workspace Education Plus (G-2022-26)*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Bulacan State University (BulSU)* now invites bids for the above Procurement Project. Upgrading of existing Google Workspace Education Fundamentals to Education Plus edition (cloud-based) services is required within **fifteen (15) calendar days** from receipt of Notice to Proceed (NTP).

Bidders should have completed, *within the last three (3) years* from the date of submission and receipt of bids on *September 5, 2022*, 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. The summary of the bidding activities is as follows:

Activities	Date / Time	Venue
1. Advertisement/Posting of Invitation to Bid	August 16, 2022 to August 23, 2022	PhilGEPS website (www.philgeps.gov.ph), BulSU website (www.bulsu.edu.ph) and at conspicuous places in the premises of BulSU
2. Issuance and Availability of Bid Documents	August 16, 2022 to September 5, 2022	2 nd Floor Procurement Office, CSSP Building (near Gate 4), BulSU Main Campus, Malolos
3. Online Pre-bid Conference	August 24, 2022 (Wednesday) 9:00 AM	Via MS Teams Meeting Link: https://tinyurl.com/55vc66n6
4. Last day of submission of written clarification	August 25, 2022	BAC Secretariat Office, Bulacan State University or thru bulsu.bac2secretariat@bulsu.edu.ph
5. Last day of issuance of Bid Bulletin	August 26, 2022	PhilGEPS website (www.philgeps.gov.ph), and BulSU website (www.bulsu.edu.ph)
6. Deadline for Submission of Bids	September 5, 2022, (Monday), 10:30 AM	Valencia Hall, BulSU Main Campus, Malolos City, Bulacan
7. Opening of Bids	September 5, 2022, (Monday), 10:35 AM	Valencia Hall, BulSU Main Campus, Malolos City, Bulacan

4. 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) No. 9184.

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 No. 5183.

5. Prospective Bidders may obtain further information from ***Bulacan State University (BulSU)*** and inspect the Bidding Documents at the address given below during *office hours from Monday to Friday (except on holidays)*.
6. A complete set of Bidding Documents may be acquired by interested Bidders on ***August 16, 2022*** from the given address and website(s) below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Six Thousand Five Hundred Pesos (₱ 6,500.00) over the counter through the University Cashier or Online Payment at Bulacan State University - Landbank account number: 2792-100522.* The ***Bulacan State University (BulSU)*** allows the bidder to present its proof of payment for the fees presented in person, or through electronic means (thru our e-mail address at bulsu.bac2secretariat@bulsu.edu.ph).
7. The ***Bulacan State University (BulSU)*** will hold an Online Pre-Bid Conference on ***August 24, 2022 (Wednesday), 9:00 a.m.*** through video conferencing *via MS Teams*, which shall be open to prospective bidders.

To reduce the risks and hazards of community transmission of COVID-19, the BAC shall conduct meetings and conferences via Microsoft Teams platform at ***https://tinyurl.com/55vc66n6*** until further notice, or until such time that the state of calamity, or implementation of community quarantine or similar government restrictions shall have been lifted by the proper government authorities.

The Pre-bid Conference shall be open to all interested parties. **Bidders are encouraged to send their authorized technical and/or administrative representatives who will prepare the bid documents to ensure completeness and compliance of bids.**

8. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before ***September 5, 2022 (Monday) 10:30 a.m.*** Late bids shall not be accepted.
9. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 14**.
10. Bid opening shall be on ***September 5, 2022 (Monday) 10:35 a.m.*** at the Valencia Hall, BulSU Main Campus, City of Malolos, Bulacan 3000. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

11. The **Bulacan State University (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 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.

12. For further information, please refer to:

Ms. ANNE CAMILLE C. BAUTISTA
Administrative Officer IV
Procurement Office (BAC Secretariat Division)
Bulacan State University
Guinhawa, City of Malolos, Bulacan 3000
Tel. No. (044) 896-1790; (044) 919-7800 local 1056
Email Address: bulsu.bac2secretariat@bulsu.edu.ph
Website: www.bulsu.edu.ph

13. You may visit the following websites:


For downloading of Bidding Documents:

PhilGEPS: philgeps.gov.ph

Email Address: bulsu.bac2secretariat@bulsu.edu.ph

Website: www.bulsu.edu.ph

August 16, 2022


DR. DOLLY P. MAROMA
Chairperson
BAC Goods, Supplies, & Services