

INVITATION TO BID

The Leyte Normal University, through its Bids and Awards Committee (BAC), invites suppliers/manufacturers/distributors/contractors to bid for the hereunder project:

Name of Project : **1 Lot Supply and Delivery of Food Laboratory Tools & Equipment for the CME Laboratory Kitchen**

Location : **Leyte Normal University, Tacloban City**

Brief Description : **1 Lot Supply and Delivery of Food Laboratory Tools & Equipment for the CME Laboratory Kitchen**

Approved Budget : **Two Million Five Hundred Sixty Six Thousand Seven Hundred Seventy Two Pesos only.**

For the Contract : **(P2,566,772.00)**

Contract Duration : **30 days**

Delivery Period : **30 days after Notice to Proceed**

Prospective bidders should have experience in undertaking a similar project within the last two (2) years with an amount of at least 50% of the proposed project for bidding, and have key personnel and equipment (owned, leased or under purchase) available for the prosecution of the project. The list of minimum equipment requirement is indicated in the Eligibility Forms. 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	Date & Time	Person Involved	Venue
1. Advertisement & Posting	October 7-14, 2015	Leah K. De Paz/Susan Leah B. Caing BAC Secretariat	
2. Issuance of Bid Documents	October -7-27, 2015 8:00-12:00 a.m. 1:00-5:00 p.m.	Leah K. De Paz/Susan Leah B. Caing BAC Secretariat	BAC Chair's Office LNU Admin Bldg. Tacloban City
3. Pre-bid Conference	October 15, 2015 10:00 a.m.	BAC Members Interested Bidders COA Observers	BAC Chair's Office LNU Admin Bldg. Tacloban City
4. Submission of Bids	October 27, 2015 Not later than 10:30 a.m.	Leah K. De Paz BAC Secretariat	BAC Chair's Office LNU Admin Bldg. Tacloban City
5. Opening of Bids	October 27, 2015 11:00 a.m.	BAC Members COA Observers Interested Bidders	BAC Chair's Office LNU Admin Bldg. Tacloban City

Bid Documents will be available only to prospective bidders upon payment of a non-refundable amount of **Five Thousand Pesos (Php5,000.00)** to the Leyte Normal University Cashier.

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

Approved by:

CLEMELLE L. MONTALLANA, D.M.

BAC Chairman

Tel #: (053) 321 - 8176

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