

*Leyte Normal University*  
*Procurement of IT Equipment and Accessories (re-bid)*

*LNU, Tacloban City*

Standard Form Number: SF-GOOD-05

Revised on: July 28, 2004

### INVITATION TO BID

The *Leyte Normal University*, through the Regular Agency Fund (GAA 2021), invites suppliers/manufacturers/distributors/contractors to bid for the hereunder project:

Name of Project : **Procurement of IT Equipment and Accessories (re-bid)**  
 Location : **Leyte Normal University, Tacloban City**  
 Brief Description : **Procurement of Laptop, USB, Wireless Mouse, and Computer Headset pertaining to the ONE-LNU Project: Establishment of Flexi-learning Environment (please refer to the attached bidding documents for the technical specifications of the aforementioned items.)**  
 Approved Budget : **Nine Million Four Hundred Seventy-Three Thousand Seven**  
 For the Contract : **Hundred Thirty Pesos (P9,473,730.00)**  
 Contract Duration : **Thirty (30) Calendar Days**

Prospective bidders should have experience in undertaking a similar project within the last five (5) 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:

<b>Activities</b>	<b>Date &amp; Time</b>	<b>Person Involved</b>	<b>Venue</b>
1. Advertisement & Posting	February 08-15, 2022	Leah K. De Paz BAC Secretariat	
2. Issuance of Bid Documents	February 08 – 28, 2022	Leonizza N. Dimatangal/ Ma. Elena V. Adonis BAC Secretariat	BAC Chair's Office, LNU Admin Bldg., Tacloban City
3. Pre-bid Conference	February 16, 2022 09:00 a.m.	BAC Members Interested Bidders COA Observers	IGP Food Park, LNU, Tacloban City
4. Submission of Bids	February 28, 2022 09:00 a.m.	Leonizza N. Dimatangal/ Ma. Elena V. Adonis BAC Secretariat	IGP Food Park, LNU, Tacloban City & BAC Chair's Office, LNU Admin Bldg., Tacloban City
5. Opening of Bids	February 28, 2022 09:00 a.m.	BAC Members COA Observers Interested Bidders	IGP Food Park, LNU, Tacloban City

Bid Documents will be available only to prospective bidders upon payment of a non-refundable amount of **Ten Thousand Pesos (P10,000.00)** to the Leyte Normal University Cashier's Office.

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:

  
**GENEROSO N. MAZO, Ph.D.**  
 BAC Chairman  
 Tel #: (053) 832-3179