



## BIDS AND AWARDS COMMITTEE

### INVITATION TO BID

#### Procurement of Office Supplies, Equipment, ICT Related Equipment & Peripherals and Learning Management System for Flexible Alternative Mode of Teaching and Learning in MinSCAT

1. The **Mindoro State College of Agriculture and Technology (MinSCAT)**, through FY 2020 STF intends to apply the sum of **Eighteen Million Seventy-Six Thousand Nine Hundred Twenty-Eight Pesos and 17/100 (Php 18,076,928.17)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Procurement of Office Supplies, Equipment, ICT Related Equipment & Peripherals and Learning Management System for Flexible Alternative Mode of Teaching and Learning in MinSCAT**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

| LOT | Description                    | ABC (PhP)    |
|-----|--------------------------------|--------------|
| 1   | LMS Subscription               | 904,800.00   |
| 2   | Office Supplies                | 4,384,280.35 |
| 3   | Office Equipment               | 3,438,777.82 |
| 4   | ICT Equipment/Supplies         | 3,595,220.00 |
| 5   | ICT Network and Internetwork   | 452,500.00   |
| 6   | Subscription                   | 650,250.00   |
| 7   | Internet/Communication Expense | 2,626,100.00 |
| 8   | Computer Shop/Café Services    | 2,025,000.00 |

2. The **Mindoro State College of Agriculture and Technology** now invites bids for **Procurement of Office Supplies, Equipment, ICT Related Equipment & Peripherals and Learning Management System for Flexible Alternative Mode of Teaching and Learning in MinSCAT**. Delivery of the Goods is required *within thirty (30) calendar days*. Bidders should have completed, within *2 years* from the date of submission and receipt of bids, 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. 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) 9184, otherwise known as the "Government Procurement Reform Act".

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 5183.

4. Interested bidders may obtain further information from Mindoro State College of Agriculture and Technology – Main Campus and inspect the Bidding Documents at the BAC Office, 2<sup>nd</sup> Floor, Administration Building from 8:00AM to 5:00 PM, or download it from **PhilGEPS** or from MinSCAT Website (<http://www.minscat.edu.ph/>) provided the bidders shall pay the fee for the bidding documents upon submission of their bids.



5. A complete set of Bidding Documents may be purchased by interested Bidders/Suppliers starting **August 20,2020 8:00AM to 5:00PM** from the above mentioned address and upon payment of a nonrefundable fee for the Bidding Documents in the amount of:

| LOT | Description                    | ABC (PhP) |
|-----|--------------------------------|-----------|
| 1   | LMS Subscription               | 1,000.00  |
| 2   | Office Supplies                | 4,300.00  |
| 3   | Office Equipment               | 3,500.00  |
| 4   | ICT Equipment/Supplies         | 3,600.00  |
| 5   | ICT Network and Internetwork   | 1,000.00  |
| 6   | Subscription                   | 1,000.00  |
| 7   | Internet/Communication Expense | 2,600.00  |
| 8   | Computer Shop/Café Services    | 2,000.00  |

Only those who have purchased the Bidding Documents shall be allowed to participate in the pre-bid conference and raise or submit queries or clarifications.

6. The **Mindoro State College of Agriculture and Technology** will hold a Pre-Bid Conference on **August 28, 2020 9:30 a.m. at BAC Office, MinSCAT Main Campus, Alcate, Victoria, Oriental Mindoro**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the above mentioned address on **September 8, 2020 9:15AM. Opening of bids will be at 9:30 AM.** All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.
8. The Mindoro State College of Agriculture and Technology reserves the right to reject any bid and all bids, declare a failure of bidding, or not to 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. The significant time and deadlines of procurement activities are shown below:

| Activities                    | Schedule   |
|-------------------------------|--|
| Issuance of Bidding Documents | August 20 – September 7, 2020<br>(8:00am-5pm)<br>September 8, 2020<br>(8am-9:15am) |
| Pre-Bid Conference            | August 28, 2020 @9:30AM  |
| Submission/Receipt of Bids    | September 8, 2020 @ 9:15AM   |
| Opening of Bids               | September 8, 2020 @ 9:30AM   |

For further information, please contact:

**MinSCAT BAC Secretariat**

2<sup>nd</sup> Floor Administration Building

MinSCAT – Main Campus

Alcate, Victoria, Or. Mindoro

Email address : [minsctbac@gmail.com](mailto:minsctbac@gmail.com)

Website : <http://www.minscat.edu.ph>

**NEMESIO H. DAVALOS, Ph.D.**

BAC Chairperson



**Procurement of Office Supplies, Equipment, ICT Related Equipment & Peripherals  
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**LOT 1 LMS Subscription**

| <b>Item No.</b> | <b>Unit</b> | <b>Description</b>  | <b>Quantity</b> |
|-----------------|-------------|---|-----------------|
| 1               | package     | <b>Learning Management Subscription</b>   | 1               |
|                 |             | Features:   |                 |
|                 |             | • LMS License for 290 Faculty   |                 |
|                 |             | • Free LMS License for students on 1:40 ratio per faculty to students   |                 |
|                 |             | • Interactive chat, create assignments, quizzes, class records with student performance analytics discussion, essay, e-mail, class meetings and others. |                 |
|                 |             | • Unlimited virtual events for 20,000 audiences   |                 |
|                 |             | • Video conferencing that can accommodate a maximum of 250 students including installation and training   |                 |



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**LOT 2 Office Supplies**

| <b>Item No.</b> | <b>Unit</b> | <b>Description</b>       | <b>Quantity</b> |
|-----------------|-------------|--------------------------|-----------------|
| 1               | ream        | Long Bond Paper          | 4412            |
| 2               | liter       | Ink, black               | 66              |
| 3               | liter       | Ink, Magenta             | 66              |
| 4               | liter       | Ink, Cyan                | 66              |
| 5               | liter       | Ink, Yellow              | 66              |
| 6               | piece       | Long Clear Folders       | 450             |
| 7               | piece       | Binding Elements, 1 1/2" | 66              |
| 8               | piece       | Binding Elements, 1 1/4" | 36              |
| 9               | piece       | Binding Elements, 1"     | 30              |
| 10              | unit        | HD Tacker                | 20              |
| 11              | piece       | Expanding Envelope       | 350             |
| 12              | piece       | 50-8mm Tacker Staples    | 60              |
| 13              | unit        | Flash drive, 32 GB-OTG   | 7994            |



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### LOT 3 Office Equipment

| Item No. | Unit | Description   | Quantity |
|----------|------|---|----------|
| 1        | unit | Manual Punch and Bind Machine   | 6        |
| 2        | unit | Hi-Speed/Volume Digital Photocopier   | 5        |
|          |      | • Configuration : Desktop   |          |
|          |      | • Print Speed : 45-130 ppm  |          |
|          |      | • Top Speed : 150 ppm   |          |
|          |      | • Duty Cycle : 600,000 prints per month   |          |
|          |      | • Resolution : Scanning : 300 x 600 dpi   |          |
|          |      | • Master Making : 300 x 600 dpi   |          |
|          |      | • Type : Sheet, book  |          |
|          |      | • Original Size : Exposure glass cover : 297x432mm  |          |
|          |      | • ADF : Minimum (100x148mm)   |          |
|          |      | Maximum (297x432mm)   |          |
|          |      | • Image Position : Vertical : +-15mm  |          |
|          |      | Horizontal : +-10mm   |          |
|          |      | • Reproduction Ratio : 163%, 141%, 122%, 115%,<br>86%, 81%, 70%, 61%  |          |
|          |      | • Zoom : from 50% to 500% in 1% step  |          |
|          |      | • Enhanced Features : combine, image rotation,<br>colour printing (by placing colour drum), book<br>shadow erasure, economy (ink-save) mode,<br>confidential safeguard, master re-make, prints<br>per set/prints per document program, auto<br>shut-off, master remain monitor, ink detection |          |
|          |      | • Image Mode : Letter (text), Phot, Letter (Text)<br>Photo, pencil, screen  |          |
|          |      | • Dimensions : 1,401 x 688 x 715mm  |          |
|          |      | • Weight : 102kg with platen, 108kg with ADF  |          |
|          |      | • Power source : 100, -240V, 50/60Hz  |          |
| 3        | unit | Ink for Hi-Speed/Volume Digital Photocopier   | 426      |



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**LOT 4 ICT Equipment/Supplies**

| Item No. | Unit  | Description  | Quantity |
|----------|-------|--|----------|
| 1        | unit  | Laptop   | 65       |
|          |       | • 8th Generation Intel Core i5-8265U Processor           |          |
|          |       | • (6MB Cache, up to 3.9 GHz)/8GB/256GB                   |          |
|          |       | • SSD/NVIDIA ( R ) GeForce ( R ) MX130                   |          |
|          |       | with 2GB GDDR5 graphics memory/15.6 inch                 |          |
|          |       | • FHD (1920x1080) Anti-Glare LED-Backlit                 |          |
|          |       | • Non-touch Display Narrow Border/Windows 10             |          |
| 2        | unit  | Multi-function Printer                                   | 15       |
|          |       | Printing Method  |          |
|          |       | • On-demand Inkjet (Piezo electric) /                    |          |
|          |       | Nozzle Configuration - 180 Nozzles black,                |          |
|          |       | 59 Nozzles per colour                                    |          |
|          |       | • Printing Resolution - 5.760 x 1.440 dpi                |          |
|          |       | • Printing Speed - 33 pages/min.                         |          |
|          |       | • Monochrome (plain paper 75 g/m <sup>2</sup> )          |          |
|          |       | • 15 pages/min. color (plain paper 75 g/m <sup>2</sup> ) |          |
|          |       | 33 sec/A1 on   |          |
|          |       | • Interfaces - WiFi, USB                                 |          |
|          |       | • WLAN Security - WEP 64 Bit, WEP 128 Bit,               |          |
|          |       | WPA PSK (TKIP), WPA PSK (AES)                            |          |
|          |       | • All-in-One Functions - Scan, Copy                      |          |
|          |       | • Printing Speed ISO/IEC 24734 - 9pages/min              |          |
|          |       | • Monochrome, 4,5 pages/min Color                        |          |
|          |       | • Paper Tray Capacity - 100 Sheets Standard              |          |
|          |       | • 100 Sheets maximum, 20 Photo Sheets                    |          |
| 3        | box   | Network cable Cat5e                                      | 15       |
| 4        | piece | Cat 5 EZ Modular Connector (RJ-45)                       | 300      |



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**LOT 5 ICT Network and Internetwork**

| Item No. | Unit | Description                                      | Quantity |
|----------|------|--|----------|
| 1        | unit | Access Point                                     | 16       |
|          |      | • 5-10km Long Range Wifi Transmission Outdoor    |          |
|          |      | • Wireless CPE Bridge Wifi Access Point          |          |
|          |      | • Repeater 14dBi Wifi Antenna Nanostation        |          |
| 2        | unit | Modem  | 145      |
|          |      | • Free Sim with 10GB Load                        |          |
|          |      | • No Monthly Bills                               |          |
|          |      | • 50% Stronger Wifi coverage                     |          |
|          |      | • Loadable                                       |          |
|          |      | • Plug, load and surf feature                    |          |
|          |      | • High-speed prepaid Wifi for surfing, streaming |          |
|          |      | • One time payment                               |          |
|          |      | • Free LAN Cable                                 |          |
|          |      | • Built-in LTE Sim                               |          |
|          |      | • 100gb for 30 days                              |          |
| 3        | unit | Wireless Dual Band 4G LTE Router                 | 15       |



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**LOT 6 Subscription**

| Item No. | Unit | Description                                    | Quantity |
|----------|------|--|----------|
| 1        | unit | Cloud Zoom Subscription                        | 15       |
|          |      | • All Pro features                             |          |
|          |      | • Includes 300 participants                    |          |
|          |      | • Dedicated phone support                      |          |
|          |      | • Admin dashboard                              |          |
|          |      | • Vanity URL                                   |          |
|          |      | • Option for on-premise deployment             |          |
|          |      | • Managed domains                              |          |
|          |      | • Single sign-on                               |          |
|          |      | • Company branding                             |          |
|          |      | • Custom e-mails                               |          |
|          |      | • LTI Integration                              |          |
|          |      | • Cloud Recording Transcripts                  |          |
| 2        | unit | Subscription to Online Monitoring Software     | 1450     |
|          |      | • Time Doctor Software Standard                |          |
|          |      | • Time tracking                                |          |
|          |      | • Tasks and projects                           |          |
|          |      | • Unlimited screenshots                        |          |
|          |      | • Activity tracking                            |          |
|          |      | • Track apps and URLs                          |          |
|          |      | • Payroll                                      |          |
|          |      | • 40+ integrations                             |          |
|          |      | • 24-hour support                              |          |
|          |      | • up to 3 groups/departments                   |          |
|          |      | • 6 months data storage                        |          |
| 3        | unit | Subscription to Zipgrade (examination checker) | 290      |





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**LOT 7 Internet/Communication Expenses**

| <b>Item No.</b> | <b>Unit</b> | <b>Description</b>                               | <b>Quantity</b> |
|-----------------|-------------|--|-----------------|
| 1               | piece       | P 100.00 Internet Load                           | 616             |
| 2               | piece       | P 200.00 Internet Load                           | 290             |
| 3               | piece       | P 300.00 Internet Load                           | 2900            |
| 4               | unit        | Internet Subscription (100 mbps)                 | 15              |
| 5               | unit        | Internet Subscription with Modem for 5 months    | 75              |
|                 |             | • for 15 Municipalities                          |                 |
|                 |             | • Free Sim with 10 GB Load                       |                 |
|                 |             | • No Monthly Bills                               |                 |
|                 |             | • 50% Stronger Wifi coverage                     |                 |
|                 |             | • Loadable                                       |                 |
|                 |             | • Plug, load and surf feature                    |                 |
|                 |             | • High-speed prepaid Wifi for surfing, streaming |                 |
|                 |             | • One time payment                               |                 |
|                 |             | • Free LAN Cable                                 |                 |
|                 |             | • Built-in LTE Sim, 100gb for 30 days            |                 |
| 6               | piece       | P 600.00 Prepaid Load                            | 5               |
| 7               | piece       | P 150.00 Prepaid Load                            | 130             |
| 8               | piece       | P 100.00 Prepaid Load                            | 15              |



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**LOT 8 Computer Shop/Café Services**

| <b>Item No.</b> | <b>Unit</b> | <b>Description</b>          | <b>Quantity</b> |
|-----------------|-------------|-----------------------------|-----------------|
| 1               | lot         | Computer Shop/Café Services | 1               |
|                 |             |                             |                 |