



Republic of the Philippines
SURIGAO DEL NORTE STATE UNIVERSITY
Narciso Street, Surigao City 8400, Philippines



INVITATION TO BID FOR PROCUREMENT OF DIGITALIZED UNIVERSITY YEARBOOK AY 2024-2025

1. The *Surigao del Norte State University (SNSU)*, through the *Corporate Budget for the Contract Approved by the Governing Boards* intends to apply the sum of **Two Million Twenty-Five Thousand Pesos (P 2,025,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Procurement of Digitalized University Yearbook AY 2024-2025 under PB No. 25-03-0002**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Surigao del Norte State University (SNSU)* now invites bids for the above Procurement Project. Delivery of the Goods is **60 calendar days upon receipt of the signed and approved final yearbook proofreading**. Bidders should have completed, within **two (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) No. 9184.
 - a. 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.
4. Prospective Bidders may obtain further information from *SNSU* and inspect the Bidding Documents at the address given below during **8:00 a.m. to 5:00 p.m. Monday to Friday**.
5. A complete set of Bidding Documents may be acquired by interested Bidders upon payment of the non-refundable fee for the Bidding Documents **in the amount of Five Thousand Pesos (P 5,000.00)** through:
 - a. Cashier Section, 1st Floor, SNSU Building, Narciso St., Surigao City; or
 - b. LAND BANK OF THE PHILIPPINES

Current Account Name: **SURIGAO DEL NORTE STATE UNIVERSITY**
Account No.: **0982-1048-66**

Upon deposit, the bidders must submit the scanned copy of the deposit slip to
snsubac@gmail.com.

6. SNSU will hold a Pre-Bid Conference¹ on **April 2, 2025, at 2:00 p.m.** at the **BAC Office, SNSU, Surigao City** and/or through video conferencing or webcasting via **Zoom**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below or by sending the bid through a courier, on or before **1:45 p.m. of April 14, 2025**. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 14**.
9. Bid opening shall be on **April 14, 2025, at 2:00 p.m.** at the **Bids & Awards Committee Office, SNSU, Surigao City**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. SNSU 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.
11. For further information, please refer to:

MARITES F. GELLEGAN
Head - Bids and Awards Committee Secretariat
Surigao del Norte State University
Narciso St., Taft, Surigao City
09094496207/ 09951953074
snsuabc@gmail.com

12. You may visit the following websites:

For downloading of Bidding Documents: snsu.edu.ph


MR. JONAS ROBERT L. MIRANDA
BAC Chairperson