



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



## INVITATION TO BID FOR THE PROCUREMENT OF SUPPLY AND DELIVERY OF DESKTOP COMPUTERS

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 *Seven Million Five Hundred Thousand Pesos (P 7,500,000.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for the procurement of *Supply and Delivery of Desktop Computers under PB No. 25-04-0003*. 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. 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 Ten Thousand Pesos (P 10,000.00)* through:
  - a. Cashier Section, 1<sup>st</sup> 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  
[snsuabac@gmail.com](mailto:snsuabac@gmail.com).

6. **SNSU** will hold a Pre-Bid Conference<sup>1</sup> on ***April 21, 2025, at 9:00 a.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 ***8:45 a.m. of May 5, 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 ***May 5, 2025, at 9:00 a.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/ 09543846592  
**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*