



Republic of the Philippines  
**CEBU NORMAL UNIVERSITY**  
 Osmeña Blvd. Cebu City, 6000 Philippines



**Office of the Bids and Awards Committee**  
 Telephone No.: (+63 32) 254 1452 local 141 or 125  
 Email: [cubacsed@gmail.com](mailto:cubacsed@gmail.com)  
 Website: [www.cnu.edu.ph](http://www.cnu.edu.ph)

**INVITATION TO BID FOR**  
***Procurement of Various Office Furniture and Fixtures for College of Medicine***

**No. 24-03-056**

- The Cebu Normal University, through the General Appropriations Act (GAA) of 2024, intends to apply the sum of One Million Five Hundred Seventeen Thousand Seven Hundred Pesos Only (P 1,517,700.00) being the total ABC to payments under the contract for Procurement of Various Office Furniture and Fixtures for College of Medicine with Bid No. 24-03-056. Bids received in excess of the ABC shall be automatically rejected at bid opening.
- The Cebu Normal University now invites bids for this Procurement Project:

Item	Item and Description	Cost per item or service	Maximum Quantity	Total Cost per Item
	<b>STEEL LOCKER CABINET, 15 DOORS</b>	15,500.00	43	666,500.00
	<i>Specifications:</i>			
	Product Weight (Lbs): 149			
	Assembly: Assembly required			
	Body Material: 24 gauge steel			
	Door/Frame Material: 18 gauge steel			
	Height (Including Legs): 66" H			
	Number of Openings: 15			
	Opening Dimensions: 12" W x 12" D x 12" H			
	Other Info: Doors feature welded padlock hasps			
	Overall Depth: 12" D			
	Overall Height: 60" H			
	Overall Width: 36" W			

	<b>STEEL LOCKER CABINET, 3 DOORS</b>	14,000.00	4	56,000.00
	<b>STEEL DOOR METAL CABINET/LOCKER (3-DOORS)</b>			
	Dimension: Approx. H 1850mm x L 900mm x D 450mm Three Door Cabinet/Locker			
	Color: Brown/Bronze/Gold sides and White Cabinets			
	Material: Steel			
	<b>METAL DISPLAY CABINET</b> Product Features: *Steel frame & construction *Clear glass *Includes 4 glass shelves *Single or double door *Standard and custom sizes	11,000.00	3	33,000.00
	<b>LATERAL STEEL FILING CABINET</b> *4-Drawer Lateral Filing Cabinet with Anti-Tilt Lock Mechanism/ KD *With Steel Handle Lock *Compatible with A4,FC,letter and legal size files *Color: Gray *Dimensions: 90(W)x45(D)x103(H)cm *Weight: 65kgs	15,000.00	2	30,000.00
	<b>SIDE DRAWER CABINET</b> Dimensions: Approx. L 80cm x W 40cm x H 66cm Materials: Melamine Doors: 3 Doors Color: Gray Side Drawer Cabinet for Office use.	5,200.00	1	5,200.00
	<b>CONFERENCE TABLE</b> -With Melamine-finish to protect the surface from stains and scratches -Angled table legs for structure stability -With 10-person comfortable seating capacity -Color: Brown Oak/Black -Dimensions: 240(W) x 120(D) x	18,000.00	1	18,000.00

	75(H)cm -Weight: 82kgs			
	<b>Steel Filing Cabinet</b> 3-Drawer Vertical Filing Cabinet with Anti-Tilt Lock Mechanism/ KD With Steel Handle Lock Compatible with A4,FC,letter and legal size files Color: Gray Dimensions: 46(W)x62(D)x103(H)cm Weight: 33kgs	11,000.00	4	44,000.00
	<b>Sofa Set</b> Description: leatherette one long 3-4 seater and tow single seater with center table and magazine storage/cabinet	32,000.00	2	64,000.00
	<b>GANG CHAIR, 4 SEATERS</b> Material: Steel Color: Black Weight Capacity (kgs): 360kg	9,000.00	4	36,000.00
	<b>VISITOR CHAIRS</b> Without Arm Color: Black sled base, chrome-plated.	4,000.00	10	40,000.00
	<b>School Armchair</b> Description: Materials: Plastic Backrest, Fabric Seatrest with foam, Black Chrome Legs Color: Blue	3,500.00	150	525,000.00
			<b>Total</b>	<b>P 1,517,700.00</b>

Delivery of the Goods is required *at the time and date specified in the Call-off, which may be to single or multiple destinations or multiple performances at multiple locations.* 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.

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 *Cebu Normal University* and inspect the Bidding Documents at the address given below during office hours at *8:00 A.M. to 5:00 P.M.*

5. A complete set of Bidding Documents may be acquired by interested Bidders on *June 13, 2024 – July 2, 2024* from the given address and website(s) below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Thousand Pesos Only (P 5000.00).* The Procuring Entity shall allow the bidder to present its proof of payment for the fees *if it will be presented in person, by facsimile, or through electronic means.*

6. The *Cebu Normal University* will hold a **Pre-Bid Conference on June 20, 2024, 1:30 P.M.** at the **BAC Office, Room 203 2<sup>nd</sup> Floor, Administration Building, Cebu Normal University, Osmeña Boulevard, Cebu City**, which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat through manual submission at the **BAC Office, Room 203 2<sup>nd</sup> Floor Administration Building, Cebu Normal University, Osmeña Boulevard, Cebu City** on or before *1:00 P.M. of July 2, 2024.* 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 *July 2, 2024, 1:30 P.M.* at the **BAC Office, Room 203 2<sup>nd</sup> Floor, Administration Building, Cebu Normal University, Osmeña Boulevard, Cebu City.** Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

10. The *Cebu Normal University* 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:

*Ma. Jodelle C. Badilla*  
*BAC Secretariat Office*  
*Cebu Normal University*  
*Osmeña Boulevard, Cebu City*  
*6000 Philippines*  
*cnubacsec@gmail.com*  
*(+63 32) 254 1452 local 141*

12. You may visit the following websites:

For downloading of Bidding Documents: [www.philgeps.gov.ph](http://www.philgeps.gov.ph)  
[www.cnu.edu.ph](http://www.cnu.edu.ph)

*June 11, 2024*



Dr. JOSEPH ELVIR C. TUBILAN  
BAC Chairperson