



Republic of the Philippines

Mountain Province State University

Bontoc, Mountain Province 2818

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BIDS AND AWARDS COMMITTEE

INVITATION TO BID

for

SUPPLY AND DELIVERY OF COFFEE ROASTING MACHINES AND COFFEE ESPRESSO MACHINE

- 1) The **Mountain Province State University** through the **Fund 07 (Special Project Fund)** intends to apply the sum of **Three Million Pesos (Php 3,000,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Supply and Delivery of Coffee Roasting Machines and Coffee Espresso Machine**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
- 2) The **Mountain Province State University** now invites bids for **Supply and Delivery of Coffee Roasting Machines and Coffee Espresso Machine**. Delivery of the Goods is required **within 60 Calendar Days**. Bidders should have completed, at least 10 years from the date of submission and receipt of bids, contracts 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 competitive bidding procedures using a nondiscretionary "pass/fail" criterion as specified in the IRR of RA No. 12009.
 - i) 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) Interested Bidders may obtain further information from the **Mountain Province State University – Procurement Services Office**, 5th Floor, Admin Building, Bontoc, Mountain Province and inspect the Bidding Documents at the address given below from **8 am – to 5 pm**.
- 5) A complete set of Bidding Documents may be acquired by interested bidders on **September 8-29, 2025 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 (Php 5,000.00)**

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

- 6) The **Mountain Province State University** will hold a Pre-Bid Conference on **September 17, 2025 at 10:30 AM at the Office of the Vice President for**





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Administration and Finance, 5th Floor, Admin Building, Bontoc, Mountain Province which shall be open to prospective bidders.

- 7) Bids must be duly received by the Bids and Awards Committee (BAC) Secretariat through manual submission at the Procurement Services Office, 5th Floor, Admin Building on or before **September 30, 2025 at 9:30 in the morning**. 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 16.1.
- 9) Bid opening shall be on **September 30, 2025 at 10:00 in the morning at the Office of the Vice President for Administration and Finance, 5th Floor, Admin Building, Bontoc, Mountain Province**. Bids will be opened in the presence of the Bidders' representatives who choose to attend the activity.
- 10) The Mountain Province State University – Bids and Awards Committee 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 Section 70 of R.A. No. 12009, without thereby incurring any liability to the affected bidder or bidders.
- 11) For further information, please refer to:

MS. NORMA F. TACUT
BAC – Secretariat/ Director, Procurement Services Office
5th Floor, Admin Building, MPSU
Bontoc, Mountain Province
09213133387
- 12) You may visit the following websites:

For downloading of Bidding Documents: *PhilGEPS website or mpspc.edu.ph*


REYNALDO P. GAYO JR.
BAC - Chairperson

