



## Invitation to Bid

for

### INSTALLATION OF ROOFING/ IMPROVEMENT AT THE ROOF TOP OF THE ADMINISTRATION BUILDING

- 1) The **Mountain Province State University**, through the **Fund 05 2026<sup>1</sup>** intends to apply the sum of **Four Million Two Hundred Pesos (Php 4,200,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **INSTALLATION OF ROOFING/ IMPROVEMENT AT THE ROOF TOP OF THE ADMINISTRATION BUILDING**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
  - 2) The **Mountain Province State University** now invites bids for **INSTALLATION OF ROOFING/ IMPROVEMENT AT THE ROOF TOP OF THE ADMINISTRATION BUILDING at Bontoc, Mountain Province.<sup>2</sup>** Completion of the Works is required to finish with in 60 calendar days. 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, Section II., Instruction To Bidders (ITB).
  - 3) Bidding will be conducted through competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the IRR, otherwise known as the “New Government Procurement Act (NGPA)”.
- Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and partnerships or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.
- 4) Interested bidders may obtain further information from **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 **8:00 am – to 5:00 pm**.
  - 5) A complete set of Bidding Documents may be acquired by interested bidders on **May 4 – May 25, 2026 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 (Php 5,000.00)**

<sup>1</sup> Approved Budget for the Contract (ABC) refers to the budget for the contract duly approved by the Head of the Procuring Entity (HoPE), within the authorized amount in the General Appropriations Act (GAA), continuing, and automatic appropriations, or other authorized source of funds, in the case of National Government Agencies (NGAs); the corporate operating budget approved by the governing Boards, pursuant to Executive Order (EO) No. 518, s. 1979, entitled “Establishing a Procedure for the Preparation and Approval of the Operating Budgets of Government Owned or Controlled Corporations, in the case of GOCCs, GFIs, and RA No. 8292, or the “Higher Education Modernization Act of 1997”, in the case of SUCs; and the budget for the contract approved by the Sanggunian through an appropriation ordinance in the case of LGUs. For multi-year contracts, for which a Multi-Year Contractual Authority (MYCA) or an equivalent document is required, the ABC shall be the total project cost reflected in the MYCA or equivalent document (Section 5(a), RA No. 12009).

<sup>2</sup> A brief description of the scope of Works should be provided, including quantities, location of project, and other information necessary to enable potential bidders to decide whether or not to respond to the invitation.





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 **May 12, 2026 at 10:30 AM in the Office of the Vice President for Administration and Finance, 5<sup>th</sup> 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 address indicated below on or before **May 25, 2026 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**.
- 9) Bid opening shall be on **May 25, 2026 at 10:00 in the morning at the Office of the Vice-President for Administration and Finance, 5<sup>th</sup> 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** reserve 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*

May 4, 2026

  
**REYNALDO P. GAYO JR.**  
BAC - Chairperson

