



Republic of the Philippines  
**COTABATO CITY STATE POLYTECHNIC COLLEGE**  
**BIDS AND AWARDS COMMITTEE**  
Cotabato City

## INVITATION FOR NEGOTIATED PROCUREMENT

In view of the two (2) failed public biddings conducted for the project, the Cotabato City State Polytechnic College, intends to negotiate, as authorized by the College President, per BAC Resolution No. 2017-45 dated December 14, 2017, in accordance with Section 53.1 Two Failed Biddings of the Revised IRR of RA 9184 (Government Procurement Reform Act) the total sum of **Four Million Six Hundred Eighty Thousand Pesos (P4,680,000.00)** broken down as follows:

Item	Brief Description	Sub-ABC
Lot 1	Agriculture Equipment	3,540,000.00
Lot 2	Fisheries Equipment	635,500.00
Lot 3	Forestry Equipment	505,000.00
<b>Total ABC</b>		<b>P 4,680,000.00</b>

being the Approved Budget for the Contract (ABC) to payments under the contract for Negotiated Procurement of Supply and Delivery of College of Agriculture, Fisheries and Forestry Laboratory Equipment (PhilGEPS Reference No. 5141428). Bids received in excess of the ABC shall be automatically rejected at bid opening.

The Cotabato City State Polytechnic College now invites Offers/Proposals for the said project. For more details on this project, please refer to attached Schedule of Requirements (Annex A), Technical Specifications (Annex B) and Eligibility, Technical and Financial Proposal (Annex C).

Initial negotiation will be conducted for clarifications only with all those who responded and submitted a letter of intent on or before February 12, 2018. Schedule of initial negotiation will be on February 12, 2018 at 1:00PM. Offers/proposals must be duly received by the BAC Secretariat at the CCSPC Supply and Property Management Office on or before February 15, 2018 at 9:00AM. Bid opening/evaluation will be on February 15, 2018 at 9:00AM at the CCSPC Conference Room, CCSPC Campus in the presence of the bidders' representative who choose to attend. Late bids shall not be accepted.

For further information, you may call the BAC Secretariat at 552-2162 / 552-1465. Letter of intent may be sent through e-mail: [bac@ccspc.edu.ph](mailto:bac@ccspc.edu.ph)

The Cotabato City State Polytechnic College reserves the right to accept or reject any offer, to annul the negotiation process, and to reject all offers at any time prior to contract award, without thereby incurring any liability to affected firms.

**(SGD) NORAINI B. MABANG, Ph.D.**  
BAC - Chairman

ANNEX A

*Schedule of Requirements*

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

<b>Item Number</b>	<b>Description</b>	<b>Quantity</b>	<b>Total</b>	<b>Delivered, Weeks/Months</b>
1	Various Agricultural Equipment	1 Lot		90 days
2	Various Fisheries Equipment	1 Lot		90 days
3	Various Forestry Equipment	1 Lot		90 days

I hereby certify to comply and deliver all the above requirements.

\_\_\_\_\_  
Name of Supplier/Bidder

\_\_\_\_\_  
Signature over printed name  
of Representative

\_\_\_\_\_  
Date

## ANNEX B

### TECHNICAL SPECIFICATIONS

Item#	QTY	Unit	Item Description	COMPLIANCE
			Lot 1 – Agricultural Equipment	
1	1	Unit	Panicle Thresher with Complete Accessories motor-driven , 0.75Hp 4	
2	1	Unit	EGG INCUBATOR Galvanized Type Automatic, 1000 eggs capacity	
3	5	Unit	ROTARY WEEDER Double rotor Type single row, conveyor spike type, steel frames	
4	1	Unit	RICE THRESHER Portable 500kg/ha Capacity with Cleaner Throw-in type axial hand Operated	
5	1	Unit	SEED BLOWER Motor driven 0.5 HP locally manufactured	
6	5	Unit	Sprayer Knapsack Type 16 Liters Capacity	
7	5	Unit	Wheel barrow	
8	30	Unit	Pruning Saw	
9	30	Unit	Pruning shears	
10	30	Unit	Budding Knife	
11	2	Unit	Steel Tape 150 mg-mg metric scale	
12	30	Unit	Spade type steel Shovel	
13	30	Unit	Square type steel Shovel	
14	30	Unit	Flat head type spade Shovel	
15	1	Unit	Spring Balance 25 and 50kg Capacity	
16	2	Unit	Weighing scale 20-30kg, top loading	
17	10	Unit	Water sprinkler 8-10L capacity, plastic	
18	1	Unit	Water Motor Pump 5 hp water with Complete accessories / Diesel	
19	1	Unit	BASIC AGROMET FACILITIES	
20	1	Unit	Corn Sheller Hand Operated Plastic wheel is 6.5" in diameter. Housing is cast iron Wooden handle is 4.5" long	
21	10	Unit	Poultry Caponizing Kit set Stainless Steel tools 9 instruments + fold up case	
22	1	Unit	FARM TRACTOR with PLOUGH, Hauler and HARROW Engine model power: 70HP (four wheel) No. of Cylinder: 4 Displacement 4300cc	

			No of Speed 8+8 Main Clutch: Double Range shift lever (L - R) "3 point hitch Adjustable top link and left right " Control System : Position Draft Live Independent Hydrolic PTO Brake with clutch	
23	2	Unit	Autoclave 18L/24L Power Sterilizing volume AC220V.50H2/2KW	
24	2	Unit	LPG Tank	
25	2	Unit	Double Burner Gas Stove Stainless steel gas stove Fuel efficient Electronic ignition	
26	1	Unit	Mini Farm Tractor with rotary tiller with Furrow Flow 12HP (2 wheel) AL 131 Hand Type Length: 2960 Width: (adjustable). 1050/1200mm Engine pulley diameter :140mm(5.5") Transmission pulley diameter: 180mm(7") Rubber wheel size: 7.50-16 Cage wheel diameter: 800mm Towing pin diameter: 26mm "V-belt : Length:1880mm (74") Qty.: 2pcs" Small scale braking Dry multiple disc clutch SAE90 5.5L 23.5km/h Low speed 1st Gear 44:1 Mid speed 2nd Gear: 23:1	
27	1	Unit	Blower Tiller (Mini gasoline Tiller) 2 HP Ploughing 4 Strokes Diesel Farm Cultivator 16 kgs farm or garden 30 cm 52cc Gasoline (LxW – 76"x47' 37cm) Driving Disc 12 cm	
28	5	Unit	Cheap Manual Earth Auger Anti-slip Grip, Heavy duty Deep Root W Tool Metal	
29	2	Unit	Earth auger drill excavator Anti-slip grip, mini Gasoline dig 1.82kw Metal 51.7cc displacement 80mm, 100mm, 150mm bits	
30	1	Unit	Egg Classifier Machine Egg grader SL	
31	10	Unit	Vernier Caliper Size (L x W x H cm) 23.5 x 8 x 2 Weight (kg) 0.5 kg Stainless Steel Frame	

			Batteries and Carrying Case	
32	1	Unit	Corn Sheller Machine Operated Agriculture Machine Remove the corn seeds from corn cob 1000-2000kg 220V 2.2-3kw 90x50x85cm 52kg	
33	10	Unit	Single Electric Stove Operating on/off indicator light Various heat operations 8" coil	
34	1	Unit	CHAINSAW Robust 65Mn steel chain excellent wear-resistance Equipped with 22" robust bar & chain Heavy duty sprocket nose Auto-throttle locking design Unique double recoil pull system Carburetor antifreeze mechanism Low kickback semi-chisel chains Comes with a carry bag for easy storage Comes with a protective chain cover Engine: 2-stroke Displacement: 58cc Engine power: 2200watts Ignition type: CDI Fuel tank capacity: 550ml Oil tank capacity: 260ml Chain type: Low kickback premium semi-chisel 22" chain: 0.325" pitch, 0.058" gauge Sprocket nose	
35	30	Unit	Spade type steel Hoe	
36	30	Unit	Square type steel Hoe	
37	30	Unit	Flat head type spade Hoe	
38	30	Unit	Spade type steel	
39	30	Unit	Square type steel	
40	30	Unit	Flat head type spade	
41	5	Unit	Beaker Plastic 1 x 1000ml Transparent Plastic Graduated Beaker With Handle	
42	35	Sets	12x100mm Plastic Test Tube with cap + 1pc Test Tube Rack	
43	35	Sets	15x75mm Plastic Test Tube with cap + 1pc Test Tube Rack	
44	35	Sets	15x100mm Plastic Test Tube with cap + 1pc Test Tube Rack	
45	30	Unit	100mm Diameter Test Tube Rack	
46	30	Unit	75mm Diameter Test Tube Rack	
47	100	Unit	Sterile Petri Dishes with Lids Weight (0.06kg) Size (L x W x H cm) 13.30 x 5.50 x 5.50	
48	10	Unit	Spatula Flexible stainless steel blade 1.82"L x 1.75"W x 13"H	

49	1	Unit	Zoom type Stereomicroscope (with light) Working Distance (mm) 100 Height (275mm) Width (200mm) Work Observable Height(95 mm) Depth (255 mm) Weight (3.6kg)	
50	1	Unit	B490B-M Compound Binocular Microscope 40X-2000X + 1.3 MP Camera Digital compound microscope and a 1.3MP camera w/ reduction lens and USB 2.0 output for capturing/displaying images on a computer/projector, compatible w/ Windows XP/Vista/7/8/10, Mac OSX and Linux Forward-facing nosepiece with 4x, 10x, 40xS, and 100xS DIN achromatic precision-ground optical-glass objectives that provide color correction of magnified images, and anti-mold surfaces to preserve optics Double-layer mechanical stage with 1.0mm stage divisions and stage stop; and graduated coarse and fine focus with tension control to prevent stage drift	
			Lot 2 – Fisheries Equipment	
1	2	Unit	Multiparameter pH Range/ Resolution/ Accuracy/Calibration ORP Range/Accuracy/Calibration EC Range/Resolution/Accuracy/Calibration TDS/Salinity/DO/Pressure/Temperature	
2	1	Unit	AQUACULTURE TEST KIT Acidity/Alkalinity/Ammonia Carbon Dioxide Chloride/Dissolved Oxygen Hardness/Nitrate,Ph/Temperature	
3	1	Unit	CAN SEALER SEALING CAPPER CAPPING MACHINE #225 cast aluminum 150 cans/hr 15 lbs	
4	2	Unit	PELLET FEED MAKER MACHINE Output: (3mm mold) 120-160kg/h Power: 4kw motor Weight: 90kg Measurement: 1000x550x950mm	
5	1	Unit	CHEST FREEZER 9.6 Cu.Ft. Chest Freezer 2 Basket Up Front Temperature Control 9.6 cu ft Wire Basket	
6	2	Unit	MICROWAVE OVEN Touch Control Panel Electronic Display Type Sensor Tech Cook Menus Quick & Easy Menus Defrost Menus Sensor Tech Reheat Options	

			Lot 3 – Forestry Equipment	
1	1	Unit	Geographical Positioning System (GPS) Map <ul style="list-style-type: none"> <li>Garmin GPS Map 64s/Garmin Oregon 600t</li> <li>2.6-inch sunlight-readable color screen</li> <li>High-sensitivity GPS and GLONASS receiver with quad helix antenna</li> <li>1-year BirdsEye Satellite Imagery subscription</li> <li>3-axis compass with barometric altimeter</li> <li>Wireless connectivity via Bluetooth® technology<sup>1</sup> or ANT+®</li> </ul>	
2	3	Unit	Altimeter 202	
3	1	Unit	Bronton Compass	
4	2	Unit	Abney Hand Level	
5	6	Unit	Micro Caliper	
6	4	Unit	Measuring Tape (50 meter)	
7	3	Unit	Soil Thermometer	
8	1	Unit	Wood Lens Kvalitet 5x fold stand scale/Risepro 30x magnification triplet lens	
9	2	Unit	Pantograph	
10	2	Unit	Binocular Telescope <ul style="list-style-type: none"> <li>Exceptional Clarity with Extra-Low Dispersion (ED) Glass</li> <li>Built to Survive the Hunt: Waterproof, Fogproof, and a Durable Rubber Body</li> <li>10x Magnification and 42mm Objective Lens</li> <li>Includes Soft Carry Case, Flip Down Lens Protectors, Lens Cloth, and Neck Strap</li> <li>Lifetime</li> </ul>	
11	3	Unit	pH meter	
12	1	Unit	Forester's Transit (Brunson brand)	
13	1	Unit	Aluminum Ladder (12 feet)	
14	1	Unit	Budding Knife (stainless steel, high quality)	
15	4	Unit	Pruning Shear (With long handle)	
16	3	Unit	Pruning Saw	
17	1	Unit	DSLR Camera with Zooming Lens	
18	1	Unit	Spring balance	
19	2	Unit	Bunsen burner	
20	2	Unit	Hydrometer	
21	1	Unit	Stereo Microscope	
22	1	Unit	Mist net (Mist bird net)	
23	2	Unit	Compound Led Microscope (OM 116L Monocular-All metal)	
24	1	Unit	Digital Compound Microscope (DMBA-210)	
25	2	Unit	Galaxy Tab S2 9.7inch (With super amoled screen)	
26	1	Unit	Surveyor Engineer Transit	

27	3	Unit	100 pcs glass Prepared basic science microscope slide sample biology	
WARRANTY ON ALL EQUIPMENT				
GOODS MUST BE DELIVERED IN GOOD AND WORKING CONDITION				

## ANNEX C

### TECHNICAL, ELIGIBILITY AND FINANCIAL REQUIREMENTS

#### ENVELOPE 1

#### The Technical and Eligibility Component

Tab	Documents
<b>A</b>	Department of Trade and Industry (DTI) business name registration or SEC Registration Certificate, whichever may be appropriate under existing laws of the Philippines, supported with the necessary information using the prescribed forms;
<b>B</b>	Mayor's permit issued by the city or municipality where the principal place of business of the prospective bidder is located;
<b>C</b>	PhilGEPS Platinum Registration
<b>D</b>	Bid Security in the form of Bid Securing Declaration or any of the following: 1. a bank draft/guarantee or an irrevocable letter of credit issued by a foreign bank, it shall be accompanied by a confirmation from a Universal or Commercial Bank; or 2. a surety bond accompanied by a certification coming from an authorized Insurance Commission that a surety or insurance company is authorized to issue such instrument; - (GSIS)
<b>E</b>	Tax clearance per E.O. 398, s. 2005, as finally reviewed and approved by the BIR.
<b>F</b>	Audited financial statements, showing, among others, the prospective total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year;
<b>G</b>	NFCC computation or a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.
<b>H</b>	Statement of all ongoing and completed within three (3) years Government and private contracts which are similar in nature including contracts awarded but not yet started, supported with the following: a. Notice of Award b. Notice to Proceed c. Contract / Purchase Order d. Certificate of Acceptance
<b>I</b>	Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, and whose value, must be at least fifty percent (50%) of the ABC.
<b>J</b>	Valid Joint Venture Agreement (JVA) (IF NECESSARY) or, in lieu thereof, duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the event that the bid is successful.
<b>K</b>	Technical Specifications and Delivery Schedule: a. Technical Specifications Compliance; b. Pictures with detailed specifications and brand of each item in the Offer Proposal c. Delivery Schedule/Schedule of requirements; d. After Sales service parts (equipment) and Warranty; e. Onsite Training (if necessary);
<b>L</b>	Omnibus Sworn Statement in accordance with Section 25.3 of the IRR of RA 9184 (August 2016)

## ENVELOPE 2

### The Financial Component

Tab	Pass	Fail	Documents
A			Duly Signed Bid Form
B			Duly signed Bid Prices in the bill of Quantities

#### NOTE:

**ALL ENVELOPES MUST BE PROPERLY SEALED AND MARKED. ALL DOCUMENTS MUST BE TABBED ACCORDING TO THE CHECKLIST ABOVE.**

**ENVELOPE 1** (Eligibility and Technical Requirements) & **ENVELOPE 2** (Financial Requirements) **MUST** contain the following:

- One (1) Original Document – Each page duly signed by the Authorized Representative stamped with **certified true copy**.
- Two (2) Copies of Original Document – Each page duly signed by the Authorized Representative stamped with **certified true copy from original**.

\*\*\* Bidding documents shall only be sold to bidders upon presentation of representative's Authorization Letter from the Company.

\*\*\* Representatives are also required with Authorization Letter from the company before the formal opening of bids.

## Sample Bid Form

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Date: \_\_\_\_\_  
Invitation to Bid<sup>1</sup> N°: \_\_\_\_\_

To: *[name and address of Procuring Entity]*

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *supply/deliver/perform* *[description of the Goods]* in conformity with the said Bidding Documents for the sum of *[total Bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in [BDS](#) provision for **ITB** Clause 18.2 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:<sup>2</sup>

Name and address of agent	Amount and Currency	Purpose of Commission or gratuity
_____	_____	_____
_____	_____	_____
_____	_____	_____

(if none, state "None")

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements as per **ITB** Clause 5 of the Bidding Documents.

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<sup>1</sup> If ADB, JICA and WB funded projects, use IFB.

<sup>2</sup> Applicable only if the Funding Source is the ADB, JICA or WB.

We likewise certify/confirm that the undersigned, *[for sole proprietorships, insert: as the owner and sole proprietor or authorized representative of Name of Bidder, has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the Name of Project of the Name of the Procuring Entity] [for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the Name of Bidder, to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for Name of Project of the Name of the Procuring Entity].*

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
*[signature]*

\_\_\_\_\_  
*[in the capacity of]*

Duly authorized to sign Bid for and on behalf of \_\_\_\_\_