

## QUALITY POLICY

Northern Negros State College of Science and Technology will provide its clients with quality and excellent education that is world class and globally competitive and shall meet and/or exceed their expectations. It will strive to continually improve its quality management system (QMS) by reducing customer complaints, and improving on-time delivery of service and customer satisfaction.

## MANDATE

The State College shall provide higher technological, professional, vocational instruction and training in science, forestry, fishery, agriculture, education, marine biology, engineering and industrial fields; it shall promote research, advance studies, extension work and progressive leadership.

It shall likewise offer short-term technical or vocational courses, provide non-formal education and undertake vigorous extension and research programs in food production, nutrition, and health and sports development.

## VISION

Northern Negros State College of Science and Technology envisions a skillful and productive manpower, qualified & competent professionals endowed with leadership qualities, commitment to public service, a common shared values, and capacities to integrate and use new knowledge and skills in various vocations and professions to meet the challenges of the new millennium.

## MISSION

To train and develop semi-skilled manpower, middle level professionals and competent and qualified leaders in the various professions responsive to the needs and requirements of the service areas providing appropriate and relevant curricular programs and offerings, research projects and entrepreneurial activities, extension services and develop progressive leadership to effect socio-economic change and thereby improve the quality of life in the service areas.



## INVITATION TO BID

The Northern Negros State College of Science and Technology at Old Sagay, Sagay City, Negros Occidental through its Bids and Awards Committee (BAC), invites bidders to apply for eligibility and if found eligible, to bid for the hereunder contract:

Name of Project : **PROCUREMENT OF VARIOUS OFFICE SUPPLIES & CONSUMABLES FOR THIRD AND FOURTH QUARTER**  
Location : Brgy. Old Sagay, Sagay City, Negros Occidental  
Brief Description : Supply and delivery of various office supplies and consumables  
ABC : Php 829,240.00  
Lot 1: Office Supplies P631,500.00  
Lot 2: Consumables P197,740.00  
Contract Duration : 15 calendar days  
Funding Source : Government of the Philippines

Prospective bidders should have experience in undertaking a similar project within the last two (2) years with an amount of at least 25% of the ABC. The BAC will use non-discretionary "pass/fail" criteria in the Eligibility Check/Screening as well as the Preliminary Examination of Bids. The BAC will conduct Post-qualification of the lowest calculated bid.

All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Pre-Bidding Conference(s), Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Implementing Rules and Regulation (IRR).

The complete schedule of activities is listed as follows:

Activities	Schedule
1. Advertisement Period	Date: July 12 to 18, 2018
2. Issuance of Bid Documents	Date: July 12 to 31, 2018 Time: 8:00 A.M. – 5:00 P.M. Date: August 1, 2018 Time: 8:00 to 8:30 A.M. Place: NONESCOST, Old Sagay
3. Pre-Bid Conference	Date: July 19, 2018 Time: 9:00 A.M. Place: NONESCOST, Old Sagay, Conference Rm.
4. Deadline for Submission and Acceptance of Bids	Date: August 1, 2018 Time: 8:30 A.M. Place: NONESCOST, Old Sagay, BAC Office
5. Opening of Eligibility and Bid Envelopes	Date: August 1, 2018 Time: 9:00 A.M. Place: NONESCOST, Old Sagay, Conference Room

Bid Documents will be available only to prospective bidders upon their submission of Expression of Interest and upon payment of a non-refundable amount of **ONE THOUSAND PESOS (Php 1,000.00)** to the cashier of Northern Negros State College of Science and Technology for the bidding documents.

The Northern Negros State College of Science and Technology assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

The Northern Negros State College of Science and Technology reserve the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to the contract award, without thereby incurring any liability to the affected bidder or bidders.

Approved by:

**MYRNA G. DAÑAS**  
BAC Member

**RENANTE EGCAS, Ph.D.**  
BAC Member

**MA. CHRISTINA DELOS REYES**  
BAC Member

**WYNNE S. SILVA, D.R.Dev.**  
Vice Chairman

**ZALDY O. DEQUITO, Ph.D.**  
BAC Chairman