

Republic of the Philippines
ROMBLON STATE UNIVERSITY
Odiongan, Romblon

INVITATION FOR NEGOTIATED PROCUREMENT

for

**Supply and Delivery of Criminalistics
Laboratory Supplies and Equipment for the
ICJE of Romblon State University**

Solicitation No. RSU-2024-04-037

Source of Fund: 164

ABC: PhP364,100.00

*Negotiated Procurement
as provided for under Sec. 53.1 (Two Failed Biddings) of the 2016
Revised Implementing Rules and Regulations of Republic Act No. 9184*

INVITATION FOR NEGOTIATED PROCUREMENT

The **ROMBLON STATE UNIVERSITY**, hereby invites all interested suppliers to submit their quotation for the **Supply and Delivery of Criminalistics Laboratory Supplies and Equipment for the ICJE of Romblon State University** with an Approved Budget for the Contract amounting to *Three Hundred Sixty-Four Thousand, One Hundred Pesos Only (PhP364,100.00)* subject to the General Conditions stated herein.

1. The procurement procedure for this project is Negotiated Procurement pursuant to Section 53.1 (Two Failed Biddings) of the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
2. The **Romblon State University** now invites bids for the above Procurement Project. Delivery of the Goods is required by **within twenty-five (25) calendar days from receipt of the Notice to Proceed**. Bidders should have completed, within **five (5) years** from the date of submission and receipt of bids, a contract similar to the Project.
3. Prospective Bidders may obtain further information from **Romblon State University** and inspect the Bidding Documents at the address given below during **Monday to Friday, 8:00 AM to 5:00 PM, except holidays**.
4. A complete set of Bidding Documents may be acquired by interested Bidders on **08 July 2024** until before the opening of quotations from the given address and website(s) below.
5. The **Romblon State University** will hold a Negotiation Meeting on **11 July 2024, 1:00 PM at BAC Office, Community Outreach Center, Romblon State University** and/or through video conferencing or webcasting *via Zoom Conference*, which shall be open to prospective bidders.
6. Submission: Manual (*One (1) Original Hard Copy, and Three (3) True Copies*), addressed to the Bids and Awards Committee Secretariat, BAC Office, Community Outreach Center, Romblon State University, Odiongan, Romblon.
7. The schedule of negotiation activities are, as follows:

Activities	Schedule	Venue
Issuance and availability of Negotiation Documents	08 July to 15 July 2024	BAC Office, Community Outreach Center, Romblon State University, Odiongan, Romblon
Conduct of Negotiation Meeting	11 July 2024, 1:00 PM	BAC Office, Community Outreach Center, Romblon State University, Odiongan, Romblon
Deadline for the submission of Negotiation Documents (Proposal)	15 July 2024, 10:00 AM	BAC Office, Community Outreach Center, Romblon State University, Odiongan, Romblon
Opening of Negotiation Documents (Proposal)	15 July 2024, 10:00 AM	BAC Office, Community Outreach Center, Romblon State University, Odiongan, Romblon

8. The **Romblon State 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.

9. For further information, please refer to:

MS. VEE F. FRANCISCO

Head, BAC Secretariat

Romblon State University, Odiongan, Romblon 5505

Email Address: bac@rsu.edu.ph

Cellphone No.: 09398173816

Website: www.rsu.edu.ph

10. You may visit the following websites:

For downloading of Bidding Documents:

www.rsu.edu.ph

<https://notices.philgeps.gov.ph/>

08 July 2024

(SGD) ATTY. GLENN NIÑO M. SARTILLO
BAC Chairperson

Special Conditions of Contract

GCC Clause	
1	<p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p>The delivery terms applicable to this Contract are delivered to Romblon State University-Main Campus, Odiongan, Romblon. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is the Head of the SPMO.</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <ul style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
	<ul style="list-style-type: none"> e. training of the Procuring Entity’s personnel, at the Supplier’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods. <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p> <p>Spare Parts –</p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p> <ul style="list-style-type: none"> 1. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and

2. in the event of termination of production of the spare parts:
 - i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and
 - ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.

The spare parts and other components required are listed in **Section VI (Schedule of Requirements)** and the costs thereof are included in the contract price.

The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of three (3) years.

Spare parts or components shall be supplied as promptly as possible, but in any case, within one (1) month of placing the order.

Packaging –

The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.

The outer packaging must be clearly marked on at least four (4) sides as follows:

- Name of the Procuring Entity
- Name of the Supplier
- Contract Description
- Final Destination
- Gross weight
- Any special lifting instructions
- Any special handling instructions
- Any relevant HAZCHEM classifications

A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.

Transportation –

	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>
	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2	The deliverables shall be subject to the inspection and acceptance of the Project Officer.

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.

Item Number	Description	Quantity	Total	Delivered, Weeks/Months
1	Digital Fingerprint Scanner/reader/recorder, USB Connection, Pixel Resolution:512dpi (average x y over the field); Scan data: 8-bit grayscale; Supply Voltage: 5.0V \pm 5% supplied by USB; Compatible OS: Windows98, Me, NT4.0, 2000, 2003, 2008, XP, Vista, WIN7 (please see attached picture in Annex A)	3	3	
2	Digital Signature Pad with Stylus Pen (please see attached picture in Annex A)	2	2	
3	Contact Printer- hold 6 strips of frames, 35mm format, with max. paper size of 8"x10" (please see attached picture in Annex A)	1	1	
4	Triple Darkroom Timer- with 3 audible tones that can be operated individually or together, and with LCD readout (please see attached picture in Annex A)	1	1	
5	Universal Compact Developing tank with spiral 2 reels, Plastic (please see attached picture in Annex A)	1	1	
6	Tray for developing and fixing, assorted color (3 pieces) 8x10" (please see attached picture in Annex A)	3	3	
7	22MP All-in-1 Film & Slide Scanner, Converts 35mm 135 110 126 and Super 8 Films/Slides, Negatives to Digital JPG Photos, Built-in 128MB Memory, 2.4 LCD Screen (please see attached picture in Annex A)	1	1	
8	Fixer for Film and paper, to make 1 gallon-Sodium thiosulfate	3	3	
9	B&W Developer for Film, to make 1 Gallon (HC-110 or D-76)	3	3	

10	B&W Developer for Paper, to make 1 Gallon (HC-110 or D-76)	3	3	
11	Stop Bath for Black and White, to make 10L	3	3	
12	Photo Paper Black and White, 8x10", 25 sheets/pack	3	3	
13	Magnifying Glass with handle- 90mm diameter	40	40	
14	Finger Camel Hair Latent Print Brush 7"L with clear plastic tube storage	10	10	
15	Fingerprint Ink Roller, 4 inches (please see attached picture in Annex A)	4	4	
16	Ridge Counter Fixed Tip, nickel plated steel, hardened tip – 2 3/8" long (please see attached picture in Annex A)	6	6	
17	Invisible Fluorescent Pen, any color, felt tip, heat-proof, non-toxic, waterproof, 5 inches long (please see attached picture in Annex A)	2	2	
18	Plaster of Paris, white/offwhite/grayish finish	10	10	
19	Iodine Crystal, 50 grams/bottle	3	3	
20	Potassium Nitrate Powder	5	5	
21	Paraffin Wax	6	6	
22	Ninhydrin Chemical 2% reagent, 500 ml/bottle	6	6	
23	Ninhydrin Spray, 250ml	1	1	
24	Fingerprint Ink, 4 oz	4	4	
25	Fingerprint Powder black 2 oz	3	3	
26	Fingerprint Powder white 2 oz	3	3	
27	Fingerprint Powder red 2 oz	3	3	
28	Fingerprint Powder orange 2 oz	3	3	
29	Fingerprint Powder gray 2 oz	3	3	
30	Tapper Gauge, stainless steel, measuring range: 1-15mm, 1/8"-5/8"	2	2	

	(please see attached picture in Annex A)			
31	Vernier Caliper - 145mm caliper 0.001, dual scale with both metric & imperial rating, hardened steel, with fine adjustment mechanism with lockscrews (please see attached picture in Annex A)	1	1	
32	Trigger pull Measuring device, digital, 0-12 lbs range, with arm fold inside housing, audible indicator tone, load sensor (please see attached picture in Annex A)	1	1	
33	Heavy duty Digital Compass, for navigation or direction, high precision	2	2	
34	Ballistic Safety Glasses- clear lens, adjustable rubberized nose pads and temple bars	2	2	
35	Hearing Protector- collapsible headband, protective storage pocket or bag, rifle butt, foldable, black, noise reduction rating: 27 dB	2	2	
36	Pica, Elite, Typewriting and Space Test Plates, 10 x 8 x 1/16 (25.4cm x 20.3cm x 1.6mm); Weight 7.8 oz. (221g)	2	2	
37	Sublimation Roll Paper, Specs- 8.5 inches x 100 meters, 100 gsm (please see attached picture in Annex A)	23	23	

TECHNICAL SPECIFICATIONS

Solicitation No. RSU-2024-04-037

ABC: PhP364,100.00

Supply and Delivery of Criminalistics Laboratory Supplies and Equipment for the ICJE of Romblon State University

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	STATEMENT OF COMPLIANCE ¹
1	unit	Digital Fingerprint Scanner/reader/recorder, USB Connection, Pixel Resolution:512dpi (average x y over the field); Scan data: 8-bit grayscale; Supply Voltage: 5.0V ±5% supplied by USB; Compatible OS: Windows98, Me, NT4.0, 2000, 2003, 2008, XP, Vista, WIN7 (please see attached picture in Annex A)	3	
2	unit	Digital Signature Pad with Stylus Pen (please see attached picture in Annex A)	2	
3	unit	Contact Printer- hold 6 strips of frames, 35mm format, with max. paper size of 8"x10" (please see attached picture in Annex A)	1	
4	unit	Triple Darkroom Timer- with 3 audible tones that can be operated individually or together, and with LCD readout (please see attached picture in Annex A)	1	
5	set	Universal Compact Developing tank with spiral 2 reels, Plastic (please see attached picture in Annex A)	1	
6	unit	Tray for developing and fixing, assorted color (3 pieces) 8x10" (please see attached picture in Annex A)	3	
7	unit	22MP All-in-1 Film & Slide Scanner, Converts 35mm 135 110 126 and Super 8 Films/Slides, Negatives to Digital JPG Photos, Built-in 128MB Memory, 2.4 LCD Screen (please see attached picture in Annex A)	1	

¹ [Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]

8	unit	Fixer for Film and paper, to make 1 gallon-Sodium thiosulfate	3	
9	unit	B&W Developer for Film, to make 1 Gallon (HC-110 or D-76)	3	
10	unit	B&W Developer for Paper, to make 1 Gallon (HC-110 or D-76)	3	
11	unit	Stop Bath for Black and White, to make 10L	3	
12	pack	Photo Paper Black and White, 8x10", 25 sheets/pack	3	
13	piece	Magnifying Glass with handle- 90mm diameter	40	
14	piece	Finger Camel Hair Latent Print Brush 7"L with clear plastic tube storage	10	
15	piece	Fingerprint Ink Roller, 4 inches (please see attached picture in Annex A)	4	
16	piece	Ridge Counter Fixed Tip, nickel plated steel, hardened tip – 2 3/8" long (please see attached picture in Annex A)	6	
17	piece	Invisible Fluorescent Pen, any color, felt tip, heat-proof, non-toxic, waterproof, 5 inches long (please see attached picture in Annex A)	2	
18	kilo	Plaster of Paris, white/offwhite/grayish finish	10	
19	bottle	Iodine Crystal, 50 grams/bottle	3	
20	kilo	Potassium Nitrate Powder	5	
21	kilo	Paraffin Wax	6	
22	bottle	Ninhydrin Chemical 2% reagent, 500 ml/bottle	6	
23	piece	Ninhydrin Spray, 250ml	1	
24	tube	Fingerprint Ink, 4 oz	4	
25	jar	Fingerprint Powder black 2 oz	3	
26	jar	Fingerprint Powder white 2 oz	3	
27	jar	Fingerprint Powder red 2 oz	3	
28	jar	Fingerprint Powder orange 2 oz	3	
29	jar	Fingerprint Powder gray 2 oz	3	
30	piece	Tapper Gauge, stainless steel, measuring range: 1-15mm, 1/8"-5/8" (please see attached picture in Annex A)	2	
31	unit	Vernier Caliper - 145mm caliper 0.001, dual scale with both metric & imperial rating, hardened steel, with fine adjustment mechanism with lockscrews (please see attached picture in Annex A)	1	
32	set	Trigger pull Measuring device, digital, 0-12 lbs range, with arm fold inside housing, audible indicator tone, load sensor (please see attached picture in Annex A)	1	

33	piece	Heavy duty Digital Compass, for navigation or direction, high precision	2	
34	piece	Ballistic Safety Glasses- clear lens, adjustable rubberized nose pads and temple bars	2	
35	piece	Hearing Protector- collapsible headband, protective storage pocket or bag, rifle butt, foldable, black, noise reduction rating: 27 dB	2	
36	set	Pica, Elite, Typewriting and Space Test Plates, 10 x 8 x 1/16 (25.4cm x 20.3cm x 1.6mm); Weight 7.8 oz. (221g)	2	
37	roll	Sublimation Roll Paper, Specs- 8.5 inches x 100 meters, 100 gsm (please see attached picture in Annex A)	23	
TOTAL			174	

Checklist of Technical and Financial Documents

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) **in accordance with Section 8.5.2 of the IRR;**

Technical Documents

- (b) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission **or** Original copy of Notarized Bid Securing Declaration; **and**
- (c) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (d) Original duly signed Omnibus Sworn Statement (OSS) **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder; **and**
- (e) Brochures for the items to be bid.

II. FINANCIAL COMPONENT ENVELOPE

- (f) Original of duly signed and accomplished Financial Bid Form; **and**
- (g) Original of duly signed and accomplished Price Schedule(s).



Romblon State University

Price Schedule for Goods Offered from Within the Philippines
[shall be submitted with the Bid if bidder is offering goods from within the Philippines]

For Goods Offered from Within the Philippines

Name of Bidder _____ Project ID No. _____ Page ___ of ___

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXW per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____