



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON
Balogo Sports Complex, Sorsogon City

**INVITATION TO BID FOR THE PURCHASE OF PROVISION OF
CATERING SERVICES AND ACCOMMODATION ON THE
DEVELOPMENT AND VALIDATION OF GRADE 4 MATHEMATICS LESSON SCRIPTS
FOR CATCH UP FRIDAYS**

Project No.: 24-07-003

1. The *DepEd - Schools Division Sorsogon Province*, through the *BASIC EDUCATION CURRICULUM (BEC) AC #: AC-24-567-BEC-9-001* intends to apply the sum of *One Million Two Hundred Sixty Thousand Pesos (Php 1, 260,000.00)* being the ABC to payments under the contract for **THE PURCHASE OF PROVISION OF CATERING SERVICES AND ACCOMMODATION ON THE DEVELOPMENT AND VALIDATION OF GRADE 4 MATHEMATICS LESSON SCRIPTS FOR CATCH UP FRIDAYS**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *DepEd - Schools Division Sorsogon Province* now invites bids for the above Procurement Project. Delivery of the Goods is required by *Ten (10) days upon receipt of Notice to Proceed*. Bidders should have completed, within *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, in Section II (Instructions to Bidders).

Lot No.	Description	Quantity	ABC
1	CATERING SERVICES AND ACCOMMODATION ** 630 pax for 5 days**	LOT	Php 1, 260,000.00
TOTAL APPROVED BUDGET FOR THE CONTRACT			Php 1,260,000.00


1. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
 - a. 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.
2. Prospective Bidders may obtain further information from *DepEd, Schools Division of Sorsogon (Province), Balogo Sports Complex, Sorsogon City* and inspect the Bidding Documents at the address given below during *office hours, (8:00am to 5:00pm)*.
3. A complete set of Bidding Documents may be acquired by interested Bidders on **July 26, 2024 to August 19, 2024** from the given address and PhilGEPS website *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) per lot*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person not later than the submission of their bid*.

Activity	Date and Time	Venue
Issuance of Bidding Documents	July 26, 2024 to August 19, 2024 (8:00 a.m. to 5:00 p.m.)	BAC Secretariat Office
Pre-Bid Conference	August 7, 2024, 10:00 a.m	DepEd Sorsogon Province – HRD & QMS Center, Balogo Sports Complex, Balogo, Sorsogon City
Submission of Bids/ Opening of Bids	August 19, 2024, 10:00 a.m	DepEd Sorsogon Province – HRD & QMS Center, Balogo Sports Complex, Balogo, Sorsogon City
Bid Evaluation	August 20, 2024	DepEd Sorsogon Province – BAC Secretariat Office, Balogo Sports Complex, Balogo, Sorsogon City (c/o TWG for Goods)
Post Qualification	August 21, 2024	Winning Bidder/Lowest Bidder
Notice of Award	August 22, 2024	Office of the SDS, DepEd SDO Sorsogon, Balogo Sports Complex, Balogo, Sorsogon City
Contract Signing	August 26, 2024	Office of the SDS, DepEd SDO Sorsogon, Balogo Sports Complex, Balogo, Sorsogon City

Notice to Proceed	August 27, 2024	DepEd SDO Sorsogon, Balogo Sports Complex, Balogo, Sorsogon City
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4. The *DepEd, Schools Division of Sorsogon Province* will hold a Pre-Bid Conference¹ on **August 7, 2024, 10: 00 a.m** at DepEd SDO Sorsogon, **Balogo Sports Complex, Sorsogon City**.
5. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **August 19, 2024, 10:00 a.m**. Late bids shall not be accepted.
6. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 14**.
7. Bid opening shall be on **August 19, 2024, 10:00 a.m** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
8. The *DepEd, Schools Division of Sorsogon Province* 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:

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10. You may visit the following websites: For downloading of Bidding Documents:
<https://philgeps.gov.ph/>



FLORENCIO P. BERMUNDO
SGOD Chief
BAC Chairperson- Goods and Services

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.