



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

**INVITATION TO BID FOR PURCHASE OF PROVISION OF CATERING SERVICES AND ACCOMMODATION FOR THE DIVISION ROLLOUT OF DRRM MODULES**

**Project No.: 24-10-002**

1. The *DepEd - Schools Division Sorsogon Province*, through the *AR#: AR-2024-D6194-00048, AC#: AC24-6194-DPRP-001 SUB-ARO#: RO-5-24-0512* intends to apply the sum of *Six Million Forty Eight Thousand Pesos (Php 6,048,000.00)* being the ABC to payments under the contract for **PURCHASE OF PROVISION OF CATERING SERVICES AND ACCOMMODATION FOR THE DIVISION ROLLOUT OF DRRM MODULES, Project No. 24-10-002**, 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<br>** 9 Batches – 84 Participants per batch<br>4-Days per batch | 3024     | Php 6,048,000.00        |
| <b>TOTAL APPROVED BUDGET FOR THE CONTRACT</b> |   |          | <b>Php 6,048,000.00</b> |

3. 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.

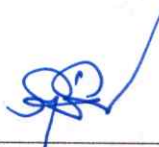
4. Prospective Bidders may obtain further information from *DepEd, Schools Division of Sorsogon (Province), Balogo Sports Complex, Sorsogon City* and inspect the Bidding Documents at the address given below during *office hours, (8:00am to 5:00pm)*.
5. A complete set of Bidding Documents may be acquired by interested Bidders on *October 31, 2024 to November 20, 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 Ten Thousand Pesos Only (Php 10,000.00)*. 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  |
|--|--|--|
| <b>Issuance of Bidding Documents</b>       | October 31, 2024 to November 20, 2024 (8:00 a.m. to 5:00 p.m.) | BAC Secretariat Office   |
| <b>Pre-Bid Conference</b>                  | November 8, 2024, 9:00 a.m                                     | DepEd Sorsogon Province – HRD & QMS Center, Sorsogon Sports Arena, Balogo, Sorsogon City                           |
| <b>Submission of Bids/ Opening of Bids</b> | November 20, 2024, 9:00 a.m                                    | DepEd Sorsogon Province – BAC Secretariat Office, Sorsogon Sports Arena, Balogo, Sorsogon City                     |
| <b>Bid Evaluation</b>                      | November 21, 2024  | DepEd Sorsogon Province – BAC Secretariat Office, Sorsogon Sports Arena, Balogo, Sorsogon City (c/o TWG for Goods) |
| <b>Post Qualification</b>                  | November 22, 2024  | Winning Bidder/Lowest Bidder   |
| <b>Notice of Award</b>                     | November 25, 2024  | Office of the SDS, DepEd SDO Sorsogon, Sorsogon Sports Arena, Balogo, Sorsogon City                                |
| <b>Contract Signing</b>                    | November 27, 2024  | Office of the SDS, DepEd SDO Sorsogon, Sorsogon Sports Arena, Balogo, Sorsogon City                                |
| <b>Notice to Proceed</b>                   | November 30, 2024  | DepEd SDO Sorsogon, Balogo Sports Complex, Balogo, Sorsogon City   |

6. The *DepEd, Schools Division of Sorsogon Province* will hold a Pre-Bid Conference<sup>1</sup> on *November 8, 2024, 9: 00 a.m* at *Balogo Sports Complex, Sorsogon City*.

<sup>1</sup> 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.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **November 20, 2024, 9:00 a.m.** 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 14.
9. Bid opening shall be on **November 20, 2024, 9:00 a.m** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. 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.
11. For further information, please refer to:  
  
**RANDY H. HUERTO**  
*Head, BAC Secretariat*  
*DepEd SDO Sorsogon, Balogo Sports Complex, Sorsogon City*  
*Mobile No. 0921-8856-735 | Email: randy.huerto@deped.gov.ph*  
*Website: depedsorsogon.com.ph*
12. 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**