

## INVITATION TO BID

FOR THE

### PROCUREMENT FOR THE PRINTING OF RMA TOOLS & MATHEMATICS SUPPLEMENTARY RESOURCES WITH APPROVED BUDGET FOR CONTRACT WORTH TWO MILLION, NINE HUNDRED THOUSAND AND FOUR HUNDRED FIFTY PESOS ( 2,900,450.00 )

| Stock No.    | Unit                                                   | Item Description                                               | Quantity | Unit     | Total Cost          |
|--------------|--------------------------------------------------------|----------------------------------------------------------------|----------|----------|---------------------|
|              |                                                        |                                                                |          | Cost     |                     |
| <b>LOT A</b> |                                                        |                                                                |          |          |                     |
|              | ream                                                   | <b>A4 Bond Paper</b> GSM 80, Substance 24 (Laser & Copy paper) | 6,871    | 250.00   | 1,717,750.00        |
|              | box                                                    | <b>Heavy Duty Staple Wire</b>                                  | 1635     | 30       | 49,050.00           |
|              |                                                        | <i>Specification: Size 23/13, minimum 1000 pcs per box</i>     |          |          |                     |
|              |                                                        | <i>TOTAL</i>                                                   |          |          | <b>1,766,800.00</b> |
| <b>LOT B</b> |                                                        |                                                                |          |          |                     |
|              | Set                                                    | <b>4-color Ink set 003</b> (B,C,M,Y) for printer               | 550      | 1,300.00 | 715,000.00          |
|              | Set                                                    | <b>4-color Ink set BT5000 MCY, BTD60BK</b> for printer         | 34       | 1,500    | 51,000.00           |
|              | Set                                                    | <b>4-color Ink set 664 (B,C,M,Y)</b> for printer               | 249      | 1,300    | 323,700.00          |
|              | Set                                                    | <b>Ink 003</b> (black) for Printer                             | 95       | 300.00   | 28,500.00           |
|              | Set                                                    | <b>Ink BTD60BK</b> (black) for printer                         | 9        | 350      | 3,150.00            |
|              | Set                                                    | <b>Ink 664 (color black)</b> for printer                       | 41       | 300      | 12,300.00           |
|              |                                                        |                                                                |          |          | <b>1,133,650.00</b> |
|              |                                                        | <i>Preferably: All ink must be Genuine</i>                     |          |          |                     |
| Note:        | <i>Items shall be delivered at the District Office</i> |                                                                |          |          |                     |
|              |                                                        |                                                                |          |          |                     |
|              |                                                        | <b>TOTAL</b>                                                   |          |          | <b>2,900,450.00</b> |

Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

1. The DepEd, through the Bids and Awards Committee (BAC), now invites bids for the above Procurement Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

2. Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
3. Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and partnerships or organizations with at least seventy five percent (75%) interest or outstanding capital stock belonging to citizens of the Philippines.
4. Interested bidders may obtain further information from the DepEd Schools Division Office Surigao del Sur at Telephone/Cellphone No. 09853432707 and inspect the Bidding Documents at the address indicated herein for issuance of Bidding Documents during office hours.
5. For those who are interested to purchase the Bidding Documents, a complete set of Bidding Documents shall be acquired from April 30, 2024 to May 14, 2025 by interested Bidders from the Bids and Awards Committee Secretariat DepEd SDO – Surigao del Sur only, upon accomplishing a bidder’s information sheet and payment of a non-refundable fee for the Bidding Documents to the DepEd Cashier. Amount of Bidding Documents shall be as follows:

LOT A- Php. 5,000.00

LOT B- Php. 5,000.00

6. The Department of Education - Surigao del Sur Division will hold a Pre-Bid Conference on April 30, 2024 (Wednesday) 2:00 PM; 3rd Floor, Division Office Conference Hall, Balilahan, Mabua, Tandag City and through video conferencing or webcasting via <https://tinyurl.com/24ptf4ph> which shall be open to prospective bidders.
7. Prospective Bidders who intend to participate are required to communicate with the BAC Secretariat through email at [surigaodelsur.procurement@deped.gov.ph](mailto:surigaodelsur.procurement@deped.gov.ph) for confirmation and accomplish the Online Pre-bid Conference Form provided (Annex B) on or before April 30, 2024 (Wednesday) 2:00 PM Upon receipt of this form, the BAC Secretariat will send the link of the meeting.
8. Submission of Bids must be dropped at the drop box provided at 3rd Floor Conference Hall DepEd Surigao del Sur Division, Balilahan, Mabua, Tandag City May 14, 2025 (Wednesday), at exactly 10:00 AM, Philippine standard time. Late bids shall not be accepted.
9. Drop off point of all items should be in 27 District Offices of DepEd Surigao del Sur with free delivery Cost.
10. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.
11. Bid opening shall be on May 14, 2025 (Wednesday), at exactly 10:00 AM; 3rd Floor, Division Office Conference Hall, Balilahan, Mabua, Tandag City. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity and also via Microsoft teams <https://tinyurl.com/mututj7w> For the purpose of constituting a quorum, both the physical and virtual presence of the BAC and TWG members shall be considered pursuant to GPPB Resolution No. 09-2020.
12. The DepEd - *Surigao del Sur Division* 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.
13. For further information, please refer to:  
*BAC SECRETARIAT*  
*Balilahan, Mabua, Tandag City*

*surigaodelsur.procurement@deped.gov.ph*  
*09853432707*  
*depedsurigaodelsur.com*

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

Date: April 22, 2025

**LAILA F. DANAQUE, EdD, CESO VI**  
**(SGD)**  
*Chairperson*