

INVITATION TO BID

FOR THE

MEALS AND SNACK ON THE CAPACITY-BUILDING FOR ELEMENTARY AND SECONDARY TEACHERS ON CONTENT AND PEDAGOGY WITH APPROVED BUDGET FOR CONTRACT WORTH TWO MILLION PESOS (2,000,000.00)

Stock No.	Unit	Item Description	Quantity	Unit	TOTAL COST
				Cost	
		PREWORK			
		Day 1			
	pax	AM snacks	50	100.00	5,000.00
	pax	Lunch	50	300.00	15,000.00
	pax	PM Snacks	50	100.00	5,000.00
	pax	Dinner	50	300.00	15,000.00
	pax	Accommodation	25	600.00	15,000.00
		Day 2			
	pax	Breakfast	50	200.00	10,000.00
	pax	AM snacks	50	100.00	5,000.00
	pax	Lunch	50	300.00	15,000.00
		TRAINING PROGRAM			
		Day 1			
	pax	AM snacks	550	100.00	55,000.00
	pax	Lunch	550	300.00	165,000.00
	pax	PM Snacks	550	100.00	55,000.00
	pax	Dinner	550	300.00	165,000.00
	pax	Accommodation	450	600.00	270,000.00
		Day 2			
	pax	Breakfast	550	200.00	110,000.00
	pax	AM snacks	550	100.00	55,000.00
	pax	Lunch	550	300.00	165,000.00
	pax	PM Snacks	550	100.00	55,000.00
	pax	Dinner	550	300.00	165,000.00
	pax	Accommodation	450	600.00	270,000.00
		Day 3			
	pax	Breakfast	550	200.00	110,000.00
	pax	AM snacks	550	100.00	55,000.00
	pax	Lunch	550	300.00	165,000.00
	pax	PM Snacks	550	100.00	55,000.00
		<i>Venue Minimum Requirements:</i>			

		Available GenSet in case of power outage, Wi-Fi, Projector and Projector screen every breakout rooms, Sound system with Bluetooth or cabled connectivity, 2 functional wireless microphones with reserve batteries, emergency lights, extension wire per room, every break standby technical staff, Air-conditioned, trash bins, Philippine Flag, Podium per room (with 9 Breakaways)			
		Food Minimum Requirement:			
		Food Server, Food Station 1 station for every 50 participants and 2 stations for 50 up participants (to avoid traffic), water station, and unlimited coffee			
		TOTAL			2,000,000.00

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 June 23, 2025 to July 07, 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 is **5,000.00** Philippine Peso.
6. The Department of Education - Surigao del Sur Division will hold a Pre-Bid Conference on June 23, 2024 (Monday) 4:00 PM; 3rd Floor, Division Office Conference Hall, Balilahan, Mabua, Tandag City and through video conferencing or webcasting via <https://tinyurl.com/msyr8ypz> 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 for confirmation and accomplish the Online Pre-bid Conference Form provided (Annex

B) on or before June 23, 2025 (Monday) 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 July 07, 2025 (Monday), at exactly 4:00 PM, Philippine standard time. Late bids shall not be accepted.
9. All Prospect bidders shall submit samples of Goods they bid for together with the certificate of authenticity from the company. Failure to do so shall be ground for disqualification.
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 July 07, 2025 (Monday), at exactly 4:00 PM; 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/d5mucmu2> 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: June 11, 2025

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