



Republic of the Philippines  
**Department of Education**  
REGION V  
SCHOOLS DIVISION OFFICE OF CATANDUANES  
**BIDS AND AWARDS COMMITTEE**

## INVITATION TO BID

### RELOCATION AND AS-BUILT SURVEY OF EIGHT (8) SCHOOL SITES

1. The **DEPED, Schools Division Office of Catanduanes** through the General Appropriations Act (GAA) CY 2023 intends to apply the sum of **Two Hundred Thousand Pesos Only (Php200,000.00)** being the Approved Budget for the Contract (ABC) to payment under the contract for **Survey Services**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

#### RELOCATION SURVEY

	Name of School	Municipality	No. of School Sites
1.	Panganiban National High School-CAIC, including parcel of lands subject of the propose Lot exchange	Panganiban	1
2.	Tubli National High School	Caramoran	1
3.	San Andres Vocational School	San Andres	1
4.	Caramoran Rural Development High School	Caramoran	1
5.	Inalmasinan Elem. School	Caramoran	1
6.	Hiyop Elem. School	Pandan	1
7.	Soboc Elem. School	Viga	1
8.	Calabnigan Elem. School, including parcel of land subject of the proposed Lot exchange	Virac	1

**Approved Budget for the Contract=Php200,000.00**

2. The **Schools Division Office of Catanduanes** now invites for the above Procurement Project. Delivery of Goods is required eight (8) days. Bidders should have completed, within three (3) 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 (Instruction to Bidders).
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 Citizen/sole proprietorship, partnership, or organization with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organization of a country the laws and regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.
4. Prospective bidders may obtain further information from *Schools Division Office of Catanduanes* and inspect the Bidding Documents at the address given below during Monday to Friday, Office Hours- 8:00 AM until 5:00 PM except if it falls on Holidays.

5. A complete set of Bidding Documents may be acquired by interested Bidders on **November 10-30, 2023** from the given address below 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 Hundred Pesos Only (Php500.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.
6. The DepEd, Schools Division of Catanduanes will hold a Pre-Bid Conference on **November 17, 2023 at 9:00 AM at CID Office** and/or through video conferencing, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at SDO-CID Office on or before **November 30, 2023 at 9:00 AM**. Late bids shall not be accepted.
8. All bids must be accompanied by a bid security in any of the acceptable forms and in amount stated in ITB Clause 14.
9. Bid opening shall be on **November 30, 2023 at 9:00 AM at SDO-CID Office**. Bids will be opened in the presence of the bidder's representatives who choose to attend the activity.
10. Prior to Bid Opening, representative of the bidder should present and submit to the BAC Special Power of Attorney stating the detailed activities which he/she will perform relative to the bidding at hand.
11. The *DEPED Schools Division Office of Catanduanes* 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 Section 35.6 and 41 of of the 2016 revised IRR of RA 9184 without thereby incurring any liability to the affected bidder or bidders.
12. For further information, please refer to:

*MA. LUISA T. DELA ROSA*  
*Chairman, Bids and Awards Committee*  
*DepEd. Schools Division Office of Catanduanes*  
*CP No. 09476099689*  
[www.depedrovcatanduanes.com](http://www.depedrovcatanduanes.com)


  
**MA. LUISA T. DELA ROSA**  
**BAC Chairman**



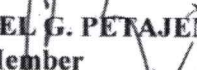
## RELOCATION SURVEY SERVICES


### PROJECT SCHEDULE

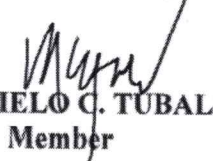
NO.	ACTIVITY	DURATION (days)	START	END
1.	Pre-Procurement Conference	1 CD	November 6, 2023	
2.	Advertisement/Posting of Invitation to Bid	7	November 10, 2023	November 16, 2023
3.	Issuance of Bidding Documents		November 10, 2023	November 30, 2023
4.	Pre-Bid Conference	1	November 17, 2023 at 9:00 AM – CID Office	
5.	Issuance of Bid Bulletin (if any)	7		
6.	Deadline of Submission and Receipts of Bids/Bid Opening	1	November 30, 2023 at 9:00 AM- CID Office	
7.	Bid Evaluation	1	December 1, 2023	
8.	Post-qualification	2	December 4, 2023	
9.	Approval of Resolution to Award/Issuance of NOA	1	December 5, 2023	
10.	Contract Preparation and Signing	1	December 6, 2023	
11.	Approval of contract by higher authority	1	December 7, 2023	
12.	Issuance of Notice to Proceed	1	December 8, 2023	
13.	Pre-Implementation Meeting	1		


  
MA. LUISA T. DELA ROSA  
BAC Chairman

  
MARY JEAN S. ROMERO  
Vice-Chairman

  
ROMEL G. PETAJEN  
Member

  
GINA L. CUSTODIO  
Member

  
MA. CIELO C. TUBALE  
Member

  
AROLINE T. BORJA  
Provisional Member