



Republic of the Philippines
Department of Education
Region V (Bicol)
DIVISION OF CATANDUNES
BIDS AND AWARDS COMMITTEE (BAC)
San Roque, Virac
Catanduanes, Philippines



INVITATION TO BID

PROVISION OF PRINTING MATERIALS FOR REPRODUCTION OF QUARTER 3 MODULES

1. The *Schools Division Office of Catanduanes*, through the General Appropriation Act (GAA) CY 2020 intends to apply the sum of *Three Million Four Hundred Forty Nine Thousand Six Hundred Twenty Two Pesos and 50/100 (P3,449,622.50)*, being the Approved Budget for the Contract (ABC) to payments under the contract for the *Provision of Printing Materials for Reproduction of Q3 Modules*. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Name of Project: Provision of Printing Materials for Reproduction of Quarter 3 Modules

Approved Budget for the Contract: Php3,449,622.50

Specific Requirement:

Item No.	ITEMS & DESCRIPTION	QUANTITY
1.	EPP 4 SLM (204 pages x 5,167 learners)	1,054,068 pages
2.	EPP 5 (158 pages x 5,665 learners)	895,070 pages
3.	EPP 6 (136 pages x 5,960 learners)	810,560 pages

2. The *Schools Division Office of Catanduanes* now invites bids for the above Procurement Project. ***Delivery of the Goods is required within 30 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 non-discretionary "pass/fail" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act 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 5183.
4. Prospective bidders may obtain further information from Schools Division Office, and inspect the Bidding Documents at the address given below from Monday to Friday from 8:00 A.M. to 5:00 PM.
5. A complete set of Bidding Documents may be acquired by interested Bidders on April 16, 2021 to May 6, 2021 from the given address and website below 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 (Php5,000.00)**. The Procuring Entity shall allow the bidder to present proof of payment for the fees in person.

6. The Schools Division Office of Catanduanes will hold a ***Pre-Bid Conference*** on **April 23, 2021 at 9:00 A.M.** at **SDO-ASDS Office**, which shall be open to all prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **May 6, 2021 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 the amount stated in ITB Clause 14.
9. Bid opening shall be on **May 6, 2021 at 11:00 PM** at the given address below. Bids shall be opened in the presence of the bidder's representatives who choose to attend the activity.
10. Prior to Bid Opening, representative of bidders should present and submit to the BAC a **Special Power of Attorney** stating the detailed activities which he/she will perform relative to the bidding at hand.
11. The ***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 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:

Mrs. Ma. Luisa T. Dela Rosa
Chairman, Bids and Awards Committee
DepEd, Division Office, Virac, Catanduanes
CP No. 09476099689

MA. LUISA T. DELA ROSA
BAC Chairman

**PROVISION OF PRINTING MATERIALS FOR REPRODUCTION OF
QUARTER 3 MODULES**

PROJECT SCHEDULE

NO.	ACTIVITY	DURATION (days)	START	END
1.	Preparation of Bidding Documents	7		
2.	Pre-Procurement Conference	1	April 13, 2021	
3.	Advertisement/Posting of Invitation to Bid	7	April 16, 2021	April 22, 2021
4.	Issuance of Bidding Documents		April 16, 2021	May 6, 2021
5.	Pre-Bid Conference	1	April 23, 2021 at 9:00 AM at ASDS Office	
6.	Issuance of Bid Bulletin (if any)	7		
7.	Deadline of Submission and Receipt of Bids/ Bid Opening	1	May 6, 2021 at 11:00 AM at ASDS Office	
8.	Bid Evaluation / Post-Qualification		May 7, 2021	
9.	Approval of Resolution/ Issuance of Notice of Award		May 10, 2021	
10.	Contract Preparation and Signing		May 11, 2021	
11.	Approval of contract by higher authority		May 12-13, 2021	
12.	Issuance of Notice to Proceed		May 14, 2021	



MA. LUISA T. DELA ROSA
BAC Chairman


MARY JEAN S. ROMERO
Vice-Chairman


NELSON T. SICIO
Member


ROMEL G. PETAJEN
Member


GINA L. CUSTODIO
Member


MA. CIELO C. TUBALE
Member


JEZRABEL OMADTO
Head-BAC Secretariat