



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V - BICOL
TANGGAPANG PANSANGAY NG CATANDUANES

Division Bids and Awards Committee (BAC)

INVITATION TO BID

**PROCUREMENT OF MEALS ON THE TRAINING OF TEACHERS ON
REVISED K TO 12 CURRICULUM PHASE 2**

1. The **Schools Division Office of Catanduanes** through **General Appropriation Act (GAA) CY 2025** intends to apply the sum of **Three Million Two Hundred Forty-Three Thousand Six Hundred Pesos Only (PhP 3,243,600.00)**, being the Approved Budget for the Contract (ABC) to payments under the contract for the procurement of **PROCUREMENT OF MEALS ON THE TRAINING OF TEACHERS ON REVISED K TO 12 CURRICULUM PHASE 2**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Approved Budget for the Contract (ABC) per Lot:

- a. Lot 1 = PhP 1,101,600.00
- b. Lot 2 = PhP 833,400.00
- c. Lot 3 = PhP 626,400.00
- d. Lot 4 = PhP 682,200.00

Specifications

LOT	Item Description		Quantity	Date/Venue
1	Zone 1	Meals for Participants/PMTs/ Trainers of Zone 1 (Elementary)	416 pax	July 30-August 1, 2025 at Virac Pilot Elementary School
		Meals for Participants/PMTs/ Trainers of Zone 1 (Secondary)	196 pax	July 30-August 1, 2025 at Catanduanes National High School
2	Zone 2	Meals for Participants/PMTs/ Trainers of Zone 2 (Elementary)	291 pax	July 30-August 1, 2025 at Catanduanes National High School
		Meals for Participants/PMTs/ Trainers of Zone 2 (Secondary)	172 pax	July 30-August 1, 2025 at Bato Rural Development High School
3	Zone 3	Meals for Participants/PMTs/ Trainers of Zone 3 (Elementary)	223 pax	July 30-August 1, 2025 at Viga Central Elementary School
		Meals for Participants/PMTs/ Trainers of Zone 3 (Secondary)	125 pax	July 30-August 1, 2025 at Viga Rural Development High School
4	Zone 4	Meals for Participants/PMTs/ Trainers of Zone 4 (Elementary)	219 pax	July 30-August 1, 2025 at Pandan Central Elementary School
		Meals for Participants/PMTs/ Trainers of Zone 4 (Secondary)	160 pax	July 30-August 1, 2025 at Pandan School of Arts and Trade

Menu

Day 1: July 30, 2025	Day 2: July 31, 2025	Day 3: August 1, 2025
AM(Snacks)	AM(Snacks)	AM(Snacks)
spaghetti	lasagna	carbonara
cheese sandwich	toasted bread	cheese sandwich
290ml bottled softdrink	240ml canned juice	pineapple juice
Lunch	Lunch	Lunch
steamed rice	plain rice	plain rice
beef steak	pork caldereta	humba
chopsuey	stir fried beef with broccoli	fried pork lumpia
coffee jelly	banana	pakbet
iced tea	cucumber juice	coffee jelly
PM (Snacks)	PM (Snacks)	PM (Snacks)
pancit canton	clubhouse sandwich	sotanghon guisado
banana cupcake	french fries	toasted bread
240ml canned juice	250ml bottled juice	240ml canned juice

Terms and Conditions for the Supplier

- 1.) The food service will be organized as a buffet.
 - 2.) Food preparation must take place within the zone.
 - 3.) Food must be delivered and served at a designated mess hall within the specified venue.
 - 4.) A minimum of three (3) qualified waiters or service crew members (courteous, adhering to proper hygiene standards, and dressed in appropriate uniforms including hairnets and gloves) shall be assigned for every 100 participants to assist with food distribution and serving.
 - 5.) The service crew is responsible for maintaining cleanliness in the mess hall throughout the event.
 - 6.) For less than 250 pax: include a buffer for 5 additional participants. For less than 500 pax: include a buffer for 10 additional participants.
 - 7.) A separate table should be allocated each for the program management team and secretariats.
 - 8.) Tables must have a maximum seating capacity of ten (10) for participants.
 - 9.) Provide table napkins and continuous access to water, coffee, cream, and sugar, all with appropriate covers.
2. The **Schools Division Office of Catanduanes** now invites bids for the above Procurement Project. Delivery of the Goods is required **within three (3) calendar 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 (RA) 9184.

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 of Catanduanes and inspect the Bidding Documents at the address given below during Monday to Friday from 8:00 AM to 5:00 PM.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **July 2, 2025 to July 21, 2025** 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, Lot 1 = PhP5,000.00; Lot 2 = PhP 1,000.00; Lot 3 = PhP 1,000.00; Lot 4 = PhP 1,000.00. 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 **July 8, 2025 at 9:00 AM** at **SDO-BAC Office** which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission on or before **July 21, 2025 at 1:00 PM at the BAC Office**. 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 **July 21, 2025 at 1:30 PM at BAC Office**. Bids will be opened in the presence of the bidders' 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 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.
12. For further information, please refer to:


JOGENE ALILY C. SAN JUAN

BAC-Secretariat Head, Bids and Awards Committee
DepEd, Division Office, Virac, Catanduanes
Contact No. 09190039106


DELFIN A. BONDAD
BAC Chairman



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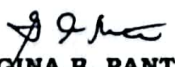
PROJECT SCHEDULE

NO.	ACTIVITY	DURATION (days)	START	END
1.	Pre-Procurement Conference	1	June 30, 2025	
2.	Advertisement/ Posting of Invitation to Bid	7	July 2, 2025	July 7, 2025
3.	Issuance of Bidding Documents			
4.	Pre-Bid Conference	1	July 8, 2025 - 9:00 AM, BAC Office	
5.	Issuance of Bid Bulletin (if any)	7		
6.	Deadline of Submission and Receipt of Bids/Bid Opening	1	July 21, 2025- 1:00 PM, BAC Office	
7.	Bid Evaluation	1	July 22, 2025	
8.	Post-qualification	1	July 22, 2025	
9.	Approval of Resolution to Award Issuance of Notice of Award	1	July 23, 2025	
10.	Contract Preparation and Signing	1	July 24, 2025	
11.	Approval of contract by higher authority	1	July 25, 2025	
12.	Issuance of Notice to Proceed	1	July 28, 2025	


DELFIN A. BONDAD
Chairman


EVA S. TOLENTINO
Vice- Chairman


NIÑO GERARD C. CENETA
Member


GINA B. PANTINO
Member

JEZRAHEL T. OMADTO
Member


ROMEL S. PETAJEN
Program Owner