



Republic of the Philippines
Department of Education
 REGION V
 SCHOOLS DIVISION OFFICE OF CATANDUANES

BIDS AND AWARDS COMMITTEE (BAC)
 San Roque, Virac

INVITATION TO BID

Provision and Distribution of Nutritious Food Products (NFP) and Milk Feeding Component for the Implementation of School-Based Feeding Program (SBFP) Second Extension for SY 2021-2022

1. The *Schools Division Office of Catanduanes* through the *General Appropriation Act (GAA) FY 2022* intends to apply the sum of *Eleven Million Four Hundred Fifteen Thousand Nine Hundred Forty Four Pesos Only (Php11,415,944.00)*, being the Approved Budget for the Contract (ABC) to payments under the contract for the procurement of *Provision and Distribution of Nutritious Foods Products and Milk Feeding Component for Schools Based Feeding Program (SBFP) Second Extension for SY 2021-2022*. Bids received in excess of the ABC shall be automatically rejected at bid opening.

School-Based Feeding Program (SBFP)
Cycle Menu for the 2nd Extension For SY 2021-2022
 30 Feeding days for NFP and 16 Feeding days for Milk

WEEK 1

Day 1 (MON)	Day 2 (TUES)	Day 3 (WED)	Day 4 (THURS)	Day 5 (FRI)	Day 6 (SAT)	Day 7 (SUN)
Iron Fortified Rice (350 gms)	Fresh eggs, 2 pcs of XL size (56 gms each)	2 pcs. Nutri Cookies per pack (60 gms each)	Nutripack Champorado (1 pack, 50 gms)	Malunggay Pandesal Bread (2 pcs of 60 gms each)	Mango/ Apple (1pc, 80 gms)- underripe	Iron Fortified Rice (350gms);
Ready to drink Choco Milk Drink pack (110ml)	Ready to drink Choco Milk Drink Pack (110ml)	Ready to drink Choco Milk Drink pack (110ml)	Ready to drink Choco Milk Drink pack (110ml)	Ready to drink Choco Milk Drink pack (110ml)	Ready to drink Choco Milk Drink Pack (110ml)	Ready to drink Choco Milk Drink Pack (110ml)

WEEK 2

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Banana cupcake (2 pcs of 60 gms each)	Iron Fortified Rice(350gm)	Fresh eggs (2 pcs. XL size (56 gms)	2 pcs. Nutri Cookies per pck (60 gms each)	Nutripack Champorado (1 pck, 50 gms)	Malunggay Pandesal Bread (2 pcs 60 gms each)	Mango/ Apple (1pc, 80 gms)- underripe
Ready to drink Choco Milk Drink Pack (110ml)	Ready to drink Choco Milk Drink Pack (110ml)	Ready to drink Choco Milk Drink Pack (110ml)	Ready to drink Choco Milk Drink Pack (110ml)	Ready to drink Choco Milk Drink Pack (110ml)	Ready to drink Choco Milk Drink Pack (110ml)	Ready to drink Choco Milk Drink Pack (110ml)

WEEK 3

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Fresh eggs (2 pcs. XL size (56 gms)	Banana cupcake (2 pcs of 60 gms each)	Iron Fortified Rice (350gms)	Fresh eggs (2 pcs.-XL size (56 gms);	2 pcs. Nutri Cookies (60 gms each)	Nutripack Champorado (1 pck, 50 gms)	Malunggay Pandesal Bread (2 pcs. of 60 gms each)
Ready to drink Choco Milk Drink Pack (110ml)	Ready to drink Choco Milk Drink Pack (110ml)					

WEEK 4

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Iron Fortified Rice(350gms)	Fresh eggs (2 pcs XL size (56 gms)	Banana cupcake (1 pc, 120 gms)	Iron Fortified Rice (350 gms)	Fresh eggs (2 pcs XL size (56 gms)	2 pcs. Nutri Cookies per pack (60 gms each)	Nutripack Champorado (1 pck, 50 gms)

WEEK 5

2 pcs. Nutri Cookies per pack 60 gms each)	Iron Fortified Rice(350gms)	-END-
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Goods	No. of Serving Days	Unit	Quantity per Serving Day	Total Quantity for 30 days
1. Fortified Rice	7 days	pack	1	94,682
2. Eggs	6 days	pieces	2	162,312
3. Nutricookies	5 days	pieces	2	135,260
4. Nutripacks	4 days	pack	1	54,104
5. Malunggay Pandesal	3 days	pieces	2	81,156
6. Banana cup cakes	3 days	pieces	2	81,156
7. Mango/ Apple	2 days	pieces	1	27,052
Ready-to-drink Choco Milk Drink (110ml)	16 days	tetrapack	1	216,416

**Nutritious Food Products (NFP) for School-Based Feeding Program
2nd Extension for SY 2021- 2022**

Approved Budget for the Contract (ABC)= Php7,304,040.00

Total Beneficiaries =13,526 beneficiaries

Feeding Days and Duration= 30 days

**Milk Feeding Component for School-Based Feeding Program
2nd Extension for SY 2021-2022**

Approved Budget for the Contract (ABC)= Php4,111,904.00

Total Beneficiaries =13,526 beneficiaries

Feeding Days and Duration= 16 days

Specification: Ready-to-drink Chocolate Milk Drink Pack of 110ml pack

TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC) = Php11,415,944.00

TERMS OF REFERENCE:

1. SCHOOL PERSONNEL

- a. School Heads (SH), School-Based Feeding Coordinators (SBFC) and School Inspection Team will receive the NFP and Milk.
- b. School Inspection Team (SIT) will ensure that the delivered NFP and Milk are according to their specifications on quality and quantity and food packaging with an expiration date. They will accomplish 3 copies of the following reports (1 for submission with the Program Terminal Report (PTR), 1 for SGOD-SHN and 1 for school file):
 - Acknowledgment Receipt Form (AR);
 - Inspection and Acceptance Report Form (IAR)- revised form (Quantity, Quality);
 - Distribution List for signature of parents/guardians of the beneficiaries

These forms shall be submitted after the end/last day of feeding together with the Program Terminal Report (PTR) c/o School Health Section.

- c. The SH and SBFCs, upon inspection and acceptance of food packs and milk, are responsible for making sure that they will be distributed *immediately* to the learner's houses. In case the delivered NFP and Milk does NOT meet the specification, the SH, SBFC and SIT SHALL NOT ACCEPT it. The schools then shall inform within the day the Supplier and Division Program Coordinators:

Maribel B. Samonte- cp#09205141449

Ma. Theresa G. Abundo- cp#09305547334

Jennifer S. Casallo- cp#09208169533

- d. The SIT has the right to demand from the delivery personnel to counter check the foodpacks and milk before signing in the AR, IAR.
- e. The School Head or designated SBFC and SIT must be present during the scheduled delivery.
- f. The SH or designated SBFC and SIT shall inspect and accept the delivery as to the stated specification.
- g. The SH or SBFC and SIT has the right not to accept or receive the delivery if not met the specifications indicated in the contract.

2. FOR THE SUPPLIER:

- a. The supplier shall deliver the Nutritious Food Product and Milk Product every Monday of the week that covers the seven (7) days supply.
- b. The supplier shall deliver the food products and milk product following its nutritional value, quantity, quality and food packaging with an expiration date.
- c. The supplier shall deliver the Nutritious Food Products and Milk Product to schools or designated drop-off points from 8:00 AM to 12:00 noon. Likewise, the SH/SBFC shall immediately deliver the same to the beneficiaries' residences except to those houses located in the coasted, remote, far-flung, mountainous and hard-to-reach areas.
- d. The supplier must provide a copy of the Acknowledgement Receipt (AR), Inspection and Acceptance Report (IAR) to the Division School-Based Feeding Coordinators two (2) days after the delivery.
- e. The supplier must give/provide his/her contact number to all schools and Division School-Based Feeding Coordinators for monitoring, evaluation and feedback purposes.
- f. The supplier, shall answer and act immediately to all queries, issues and concerns related to feeding program delivery.
- g. The supplier shall replace, add and improve any damage, lack and incomplete delivery.
- h. The supplier shall ensure that Nutritious Food Products and Milk Product are clean, safe, properly and hygienically packed in a container/storage box to avoid spoilage and contamination.
- i. The packaging/production site must be well-ventilated, clean, safe and free from pests, household insects and animals.
- j. The personnel working on the production site shall follow the minimum health protocols like wearing face masks, gloves, hairnet, clean and good grooming all the time.
- k. The production site must have a thermal scanner, hand washing facility, alcohol and face masks.

3. The *Schools Division Office of Catanduanes* now invites bids for the above Procurement Project. Delivery of the Goods is required **thirty (30) days for Nutritious Foods and sixteen (16) days for Milk Feeding**. 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.
4. 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.

- 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.
5. 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.
6. A complete set of Bidding Documents may be acquired by interested Bidders on **May 20 to June 9, 2022** 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 **Twenty-Five Thousand Pesos Only (Php25,000.00)**. The Procuring Entity shall allow the bidder to present proof of payment for the fees in person.
7. The Schools Division Office of Catanduanes will hold a **Pre-bid Conference** on **May 27, 2022 at 9:00 AM** at **SDO-CID Office** which shall be open to prospective bidders.
8. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **June 9, 2022 at 9:00 AM**. Late bids shall not be accepted.
9. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.
10. Bid opening shall be on **June 9, 2022 at 9:00 AM** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
11. 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.
12. 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.
13. For further information, please refer to:

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

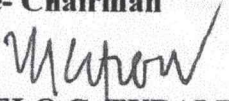
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Component for the Implementation of School-Based Feeding Program (SBFP)
Second Extension for SY 2021-2022**

PROJECT SCHEDULE

NO.	ACTIVITY	DURATION (days)	START	END
1.	Pre-Procurement Conference	1	May 13, 2022	
2.	Advertisement/ Posting of Invitation to Bid	7	May 20, 2022	May 26, 2022
3.	Issuance of Bidding Documents		May 20, 2022	June 9, 2022
4.	Pre-Bid Conference	1	May 27, 2020 at 9:00 AM at CID Office	
5.	Issuance of Bid Bulletin (if any)	7		
6.	Deadline of Submission and Receipt of Bids/Bid Opening	1	June 9, 2022 at 9:00 AM at CID Office	
7.	Bid Evaluation	1	June 10, 2022	
8.	Post-qualification	2	June 13-14, 2022	
9.	Approval of Resolution to Award Issuance of Notice of Award	1	June 15, 2022	
10	Contract Preparation and Signing	1	June 16, 2022	
11.	Approval of contract by higher authority	1	June 17, 2022	
12.	Issuance of Notice to Proceed	1	June 20, 2022	



MA. LUISA T. DELA ROSA
BAC Chairman

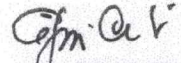

MARY JEAN S. ROMERO
Vice- Chairman

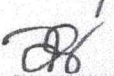

MA. CIELO C. TUBALE
Member

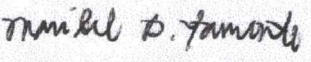
NORLITO JR. P. AGUNDAY
Member


EVA S. TOLENTINO
BAC Secretariat

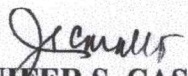

ROMEL G. PETAJEN
Member


GINA L. CUSTODIO
Member


AROLINE BORJA
Member


MARIBEL SAMONTE
SBFP Focal Person


MA. THERESA G. ABUNDO
SBFP Focal Person


JENNIFER S. CASALLO
SBFP Focal Person