



Republic of the Philippines
Department of Education
 REGION X - NORTHERN MINDANAO
 SCHOOLS DIVISION OF EL SALVADOR CITY

INVITATION TO BID FOR
Procurement and Delivery of Materials for the Reproduction
of Modules
PB No. 2020-08-0053

- The *Department of Education, Division of El Salvador City*, through the *General Appropriations Act CY 2020* intends to apply the sum of *One Million Two Hundred Forty-Seven Thousand Five Hundred Pesos Only (1,247,500.00)* being the total Approved Budget for the Contract (ABC) to payments under the contract for lot/item for *the Procurement and Delivery of Materials for the Reproduction of Modules*. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

Lot No.	Item No.	General Description	Details		ABC (PhP)
1	1	Bond Paper	Size A4, 80 GSM, 500 pcs/ream	4762 reams	Php 1,047,640.00
2	1	Universal Ink	Universal Ink Black	80 Bottles	199,860.00
	2	Universal Ink	Universal Ink Cyan	49 Bottles	
	3	Universal Ink	Universal Ink Yellow	49 Bottles	
	4	Universal Ink	Universal Ink Magenta	49 Bottles	
	5	Universal Ink	Universal Ink Light Cyan	25 Bottles	
	6	Universal Ink	Universal Ink Light Magenta	25 Bottles	
	7	Ink for Develop Ineo +221	1 set (TN220Y, TN220M, TN220C, TN220K)	2 Sets	
	8	Epson Ink	Epson Ink (003) Black	42 Bottles	
	9	Epson Ink	Epson Ink (T6641) Black	36 Bottles	
	10	Epson Ink	Epson Ink (001) Black	12 Bottles	
	11	Epson Ink	Epson Ink (T7741) Black	6 Bottles	
	12	Brother Ink	Brother Ink (BT5000) Black	12 Bottles	
	13	Brother Ink	Brother Ink (BT6000) Black	24 Bottles	
	14	HP 678 Ink	HP 678 Ink Black	6 Bottles	

- The *Department of Education, Division of El Salvador City* now invites bids for *Procurement and Delivery of Materials for the Reproduction of Modules*.¹ Delivery of the Goods is required *September 9-19, 2020*. Bidders should have completed, within *a year* 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. Instructions to Bidders.
- 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) 9184, otherwise known as the “Government Procurement Reform Act”. 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





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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. Interested bidders may obtain further information from *Department of Education, Division of El Salvador City* and inspect the Bidding Documents at the address given below during **8:00am to 5:00pm**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **August 7, 2020 to September 1, 2020** from the address below (c/o Mr. Rodrigo N. Valmoría Jr, BAC Secretariat) and upon payment of a nonrefundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five thousand pesos [Php 5,000.00] for Lot No. 1 and Five Hundred pesos [Php. 500.00.00] for Lot No. 2.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The *Department of Education, Division of El Salvador City* will hold a Pre-Bid Conferenceⁱⁱ on **August 20, 2020, 9 o' clock in the morning, Philippine Standard Time** at *Department of Education, Division of El Salvador City, Division Office, Conference Room, Zone 3, Tuburan, Poblacion, El Salvador City*, which shall be open to prospective bidders.

Bidders are encouraged to join the pre-bid conference through online conference via Google Meet, Zoom or any platform. Interested bidders may email at bac.secretariat@deped.gov.ph.

Schedule of Procurement Activities:

1. Pre-Procurement Conference – August 4, 2020
 2. Posting of Invitation to Bid – August 7 to 14, 2020
 3. Pre-Bid Conference – August 20, 2020
 4. Submission and Opening of Bids – September 1, 2020
 5. Bid Evaluation – September 2, 2020
 6. Post Qualification – September 3, 2020
 7. Issuance of Notice of Award – September 4-5, 2020
 8. Contract Signing – September 6-7, 2020
 9. Issuance of Notice to Proceed – September 8, 2020
7. Bids must be duly received by the BAC Secretariat at the address below on or before **September 1, 2020, 9:30 AM in the morning**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 18.

Bid opening shall be on **September 1, 2020 10:00 am in the morning** at *El Salvador City Central School, Covered Court, Zone 3, Tuburan, Poblacion, El Salvador City*. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. **Late bids shall not be accepted.**

8. Prospective bidders joining the pre-bid conference and opening of bids are required to comply the health protocols set by IATF/ LGU from his point of origin and to his destination. Bidders are mandated to present a Health Quarantine Certificate attesting that he/she is negative of COVID-19 virus. Wearing of face mask and face shield is a must during the conference.





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9. All bidding documents must undergo disinfection prior of sealing the bid envelop. A recorded video clip of disinfection must be submitted/mailed the day before the submission and opening of bids (bac.secretariat@deped.gov.ph).
10. *Bidding Documents maybe downloaded from website of Philippine Government Electronic Procurement System (PhilGEPS) and the website of Procuring Entity <http://depedelsalvadorcity.net/>, provided that bidders shall pay the fee of the bidding documents not later in the submission of bids. Only bidder who purchase bidding documents will be allowed to submit bids.*
11. The *Department of Education, Division of El Salvador City* 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 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
12. For further information, please refer to:

Aliena S. Dajay

BAC Chairperson

Zone 3, Tuburan, Poblacion, El Salvador City, Misamis Oriental, Philippines

(08822) 555-0475

aliena.dajay001@deped.gov.ph

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ALIENA S. DAJAY
BAC Chairperson



Address: Zone 3, Poblacion, El Salvador City | Tel. No. (088) 555-0475

Website: www.depedelsalvadorcity.net | Email: elsavador.city@deped.gov.ph