



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

INVITATION TO BID FOR

Supply and Delivery of various Office Supplies and Equipment of the DepEd Division of El Salvador City for Quarter 1 and 2

1. The *Department of Education, Division of El Salvador City*, through the *General Appropriations Act of FY 2024* intends to apply the sum of *Three Hundred Eighty Four Thousand Six Hundred Twenty Two Pesos and Sixty Six Centavos (Php. 384,622.66)* being the ABC to payments under the contract for **PN-2024-03-0005**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Lot No.	Project Description	ABC	Contract Duration
1	Supply and Delivery of various Office Supplies and Equipment of the DepEd Division of El Salvador City for Quarter 1 and 2	Php. 384,622.66	15 Calendar Days

2. The *Department of Education, Division of El Salvador City* now invites bids for the above Procurement Project. Delivery of the Goods is required **Fifteen (15) calendar days**. Bidders should have completed, within **One 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).
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 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 No. 5183.
4. Prospective Bidders may obtain further information from the *Department of Education, Division of El Salvador City* and inspect the Bidding Documents at the address given below during *weekdays from 8:00 AM to 5:00 PM*.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **March 6, 2024**, from the given address and website(s) 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*



Address: Zone 3, Poblacion, El Salvador City
Tel. No. (088) 855-0113
Website: www.depedelsalvadorcity.net
Email: elsalvador.city@deped.gov.ph

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Hundred Pesos (Php. 500.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.

Department of Education
Division of El Salvador City
Conference Room, Jade Building
Zone 3, Tuburan, Poblacion, 9017, El Salvador City
<https://depedelsalvadorcity.net>

6. The *Department of Education, Division of El Salvador City* will hold a Pre-Bid Conference¹ on *March 13, 2024, 10:30 AM* at the Conference Room, Jade Building, Zone 3, Tuburan, Poblacion, 9017, El Salvador City and/or through video conferencing or webcasting, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated on or before *March 26, 2024, at 10:20 o'clock* in the morning. 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 *March 26, 2024, at 10:30* in the morning at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

Department of Education
Division of El Salvador City
Conference Room, Jade Building
Zone 3, Tuburan, Poblacion, 9017, El Salvador City

10. 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 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.
11. For further information, please refer to:

Conniebel C. Nistal, PhD
BAC Chairperson
Bids and Awards Committee
Zone 3, Tuburan, Poblacion El Salvador City

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.



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bacsecretariat.elsalvadorcity@deped.gov.ph
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12. You may visit the following websites:

For downloading of Bidding Documents:

<https://depedelsalvadorcity.net/publication/procurement/2023-2/>

www.philgeps.gov.ph

March 6, 2024


CONNIEBEL C. NISTAL, PhD

BAC Chairperson



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