

INVITATION TO BID FOR THE *Procurement of Meals and Accommodation for the Regional Workshop on the Reconciliation of Accounts and Preparation of CY 2024 Year-End Financial Reports (January 12-18, 2025) of the Department of Education, Division of El Salvador City with PN No. 2024-10-147*

1. The *Department of Education, Division of El Salvador City*, through the *General Appropriations Act (GAA) of CY 2024 and CY 2025* intends to apply the sum of *Two Million One Hundred Sixty Thousand (Php. 2,160,000.00)* being the ABC to payments under the contract for *PN No. 2024-10-147*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Department of Education, Division of El Salvador City* now invites bids for the above Procurement Project. Delivery of the Goods is required by *January 12-18, 2025*. Bidders should have completed, within *2 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 (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 *8:00 a.m. to 5:00 p.m.*.
5. A complete set of Bidding Documents may be acquired by interested Bidders on *November 20, 2024, 9:00 O'clock in the morning* 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 Thousand Pesos Only (Php. 5,000.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person. Interested bidders are required to bring a **valid Government ID, Special Power of Attorney (SPA) for authorized representative and valid PhilGEPS (Platinum Membership) Registration.**

6. The *Department of Education, Division of El Salvador City* will hold a Pre-Bid Conference¹ on *November 27, 2024, 9:00 O'clock in the morning* at the *Department of Education, Division Office, Conference Room, Jade Building, Zone 3, Tuburan, Poblacion, El Salvador City*, 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 below, on or before *December 9, 2024, 9:00 O'clock in the morning*. Late bids shall not be accepted.

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

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/Preliminary Bid Evaluation shall be on *December 9 2024, 9:00 O'clock in the morning* at the given address *Department of Education, Division Office, Conference Room, Jade Building, Zone 3, Tuburan, Poblacion, El Salvador City* and/or via *Google Meet*. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
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, Ph.D.
BAC Chairperson
Zone 3, Tuburan St., Poblacion, El Salvador City,
Misamis Oriental, Philippines
bacsecretariat.elsalvadorcity@deped.gov.ph
<https://depedelsalvadorcity.net>

12. You may visit the following websites:
For downloading of Bidding Documents:
<https://depedelsalvadorcity.net/publication/procurement/2024-2>

November 20, 2024


CONNIEBEL C. NISTAL, Ph.D.
BAC Chairperson

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.