



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
DIVISION OF BOHOL
City of Tagbilaran



Invitation to Bid

for

Food and Accommodation of the Program Management Team and Participants for the Retooling on eSIP and PPSSH for New School Heads and School In-Charge

1. The **Department of Education – Schools Division of Bohol**, through the *Government Appropriations Act CY 2021* intends to apply the sum of *One Million Nine Hundred Fifty Thousand Pesos (P1,950,000.00) only*; ITB No G2021-11-06, being the total ABC to payments under the contract for the **Food and Accommodation of the Program Management Team and Participants for the Retooling on eSIP and PPSSH for New School Heads and School In-Charge**.

Item/Description	Quantity	Unit	Approved Budget for the Contract
Food and Accommodation of the Program Management Team and Participants on December 29, 30 and 31, 2021	325	Participants	P1,950,000.00

Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The **Department of Education – Schools Division of Bohol** now invites bids for the above Procurement Project. Bidders should have completed, within *five 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.

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 **Department of Education – Schools Division of Bohol** and inspect the Bidding Documents at the address given below from *8am to 5pm*.

5. A complete set of Bidding Documents may be acquired by interested Bidders on *November 16, 2021 to December 6, 2021* 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 (P5,000.00)** only.* The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person, by facsimile, or through electronic means.*

*Department of Education - Schools Division of Bohol
0050 Lino Chatto, Cogon, Tagbilaran City
Telefax No. (038) 501-7550*

Payment for the purchase of the bidding documents can be done at the Cashier's Office of DepEd – Schools Division of Bohol or by depositing the amount in the bank account detailed below:

Name of Bank: **Landbank of the Philippines (Tagbilaran Branch)**
Account Name: **DEPED BOHOL TRUST FUND**
Account Number: **0612102112**

If payment is done through the bank account detailed above, the prospective bidder is advised to send the e-copy or scanned copy of the deposit slip to bacdepedbhol@gmail.com so that the BAC Secretariat can assist the bidder in providing for the Official Receipt of the amount paid.

6. The **Department of Education – Schools Division of Bohol** will hold a Pre-Bid Conference on *November 24, 2021 at three o'clock in the afternoon at DepEd-Bohol Division Office, New Capitol Site, Tagbilaran City, Bohol* and/or through videoconferencing/webcasting *via any available video conferencing app*, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission or online or electronic submission on or before *December 6, 2021 at 1:30 p.m.* 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 *December 6, 2021 at 1:30 p.m* at the given address. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

Bidders who cannot submit the hardcopies of their Technical and Financial Components during the scheduled Submission, Receipt and Opening of Bids have the option to submit softcopies of their documents provided that they must send the hardcopies to DepEd – Schools Division of Bohol before the deadline of Submission of Bids. Bidders should send proof of mailing that the hardcopies of the aforementioned documents are already in transit

prior to the deadline of submission of bids (i.e. scanned copy of the official receipt, acknowledgement receipt from the courier).

Bidders shall submit their bids through their duly authorized representative using the forms specified in the Bidding Documents in two (2) separate sealed bid envelopes, or **two (2) password-protected Bidding Documents in compressed archive folders, in case of electronic bid submission**, and which shall be submitted simultaneously. The first shall contain the technical component of the bid, including the eligibility requirements and the second shall contain the financial component of the bid.

Unsealed or unmarked bid envelopes, or **in case of electronic bid submission, Bidding Documents not in compressed archive folders and are not password protected, shall be rejected**. However, bid envelopes that are not properly sealed and marked or not properly compressed and password-protected shall be accepted, provided that the bidder or its duly authorized representative shall acknowledge such condition of the bid as submitted. The BAC shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked bid, or improperly compressed or password-protected folder, or for its premature opening.

For electronic bid submission, **the passwords for accessing the Bidding Documents will be disclosed by the Bidders only during the actual bid opening** which may be done in person or face-to-face through videoconferencing, webcasting or similar technology.

10. The ***Department of Education – Schools Division of Bohol*** 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:

PABLITO D. VILLALON
BAC Secretariat
Department of Education – Schools Division of Bohol
0050 Lino Chatto, Cogon, Tagbilaran City
Telefax No. (038) 501-7550

12. You may visit the following websites:

For downloading of Bidding Documents: *www.depedbohol.org*

For online bid submission: *depedboholbac@gmail.com*

[November 15, 2021]


DR. DANILO G. GUDEლოსAO
BAC Chairperson