



Republic of the Philippines
Department of Education
Region v
DIVISION OF SORSOGON
Capitol Compound, Sorsogon City

INVITATION TO BID

Printing and Binding of Multigrade Daily Lesson Plans and Integrated Multigrade Lesson Plans in all Learning Areas

PROJECT NO.: 17-11-003

1. The *DepEd, Division of Sorsogon (Province)*, through the *Division Bids and Awards Committee* intends to apply the sum of **Php 873,880.00** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Printing and Binding of Multigrade Daily Lesson Plans and Integrated Multigrade Lesson Plans in all Learning Areas**. Bid with a financial component in excess the ABC shall not be accepted.
2. The *Bids and Awards Committee* now invites bids for the Printing and Binding of Budget of Work (BOW) for Multigrade Teaching in all Learning Areas and Grading Periods

Lot	Description	Quantity	ABC
1	Printing and Binding of Multigrade Daily Lesson Plans and Integrated Multigrade Lesson Plans in all Learning Areas	140 copies (per version)	873,800.00
TOTAL ABC			873,800.00

Delivery of the Services for this said project is required on the date of the scheduled training and contingent upon receipt of Notice to Proceed. Bidders should have completed, within Two (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 non-discretionary pass/fail criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act".

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least seventy-five percent (75%) interest or outstanding capital stock belonging to citizens of the Philippines.

3. Interested bidders may obtain further information from *DepEd, Division of Sorsogon (Province)*, *Capitol Compound, Sorsogon City* and inspect the Bidding Documents at the address given below during *office hours, (8:00am to 5:00pm)*.
4. A complete set of **Bidding Documents may be purchased from November 21, 2017- December 11, 2017** by interested Bidders from the address below and upon

payment of a nonrefundable fee for the Bidding Documents in the amount of **Php5,000.00**. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) at www.philgeps.net, provided that bidders shall pay the fee for the Bidding Documents not later than the submission of their bids.

Activity	Date and Time	Venue
Issuance of Bidding Documents	November 21, 2017 – December 11, 2017, 8:00 am	BAC Secretariat Office, DepEd SDO Sorsogon, Capitol Compound, Sorsogon City
Pre-Bid Conference	November 29, 2017, 1:00 pm	SDO Conference Hall, DepEd SDO Sorsogon, Capitol Compound, Sorsogon City
Submission of Bids/ Opening of Bids	December 11, 2017, 1:00 pm	SDO Conference Hall, DepEd SDO Sorsogon, Capitol Compound, Sorsogon City
Bid Evaluation	December 12, 2017, 1:00 pm	DepEd SDO Sorsogon, Capitol Compound, Sorsogon City (c/o TWG for Goods)
Post Qualification	December 13, 2017, 1:00 pm	Winning Bidder/Lowest Bidder
Notice of Award	December 14, 2017, 1:00 pm	Office of the SDS, DepEd SDO Sorsogon, Capitol Compound, Sorsogon City
Contract Signing	December 15, 2017, 1:00 pm	Office of the SDS, DepEd SDO Sorsogon, Capitol Compound, Sorsogon City
Notice to Proceed	December 18, 2017, 1:00 pm	DepEd SDO Sorsogon, Capitol Compound, Sorsogon City

5. The *Bids and Awards Committee* reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
6. For further information, please refer to:

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MA. JEANY T. POSTRADO
 Asst. Schools Division Superintendent
BAC Chairperson

Section II. Instructions to Bidders

Notes on the Instructions to Bidders

This section of the Bidding Documents provides the information necessary for Bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, opening, evaluation, and award of contract.

Section II contains provisions that are to be used unchanged. Section III consists of provisions that supplement, amend, or specify in detail, information or requirements included in Section II which are specific to each procurement.

Matters governing performance of the Bidder, payments, or those affecting the risks, rights, and obligations of the parties under the contract are not normally included in this section, but rather under Section IV. General Conditions of Contract, and/or Section V. Special Conditions of Contract. If duplication of a subject is inevitable in the other sections of the document prepared by the Procuring Entity, care must be exercised to avoid contradictions between clauses dealing with the same matter.