



Republic of the Philippines
 Department of Education
 Region v
SCHOOLS DIVISION OF SORSOGON
 Balogo Sports Complex, Sorsogon City

**INVITATION TO BID FOR PURCHASE OF OFFICE
 SUPPLIES AND IT SUPPLIES/EQUIPMENT FOR THE
 DISTRIBUTION OF THE LEARNING RESOURCES ON
 THE IMPLEMENTATION OF BASIC EDUCATION
 CONTINUITY PLAN (BE-LCP)**

PROJECT NO.: 21-03-003

1. The *DepEd Schools Division Sorsogon Province*, through the *Division Bids and Awards Committee (Sub-ARO ROV-2021-02-0054)* intends to apply the sum of **Sixteen Million Four Hundred Eighty-Two Thousand Five Hundred Eighty Pesos Only (Php 16,482,580.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for each lot. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.
2. The *Bids and Awards Committee* now invites bids for **PURCHASE OF OFFICE SUPPLIES AND IT SUPPLIES/EQUIPMENT FOR THE DISTRIBUTION OF THE LEARNING RESOURCES ON THE IMPLEMENTATION OF BASIC EDUCATION CONTINUITY PLAN (BE-LCP)**.² Delivery of the Goods is required **Ten (10) days upon receipt of Notice to Proceed**.

Lot No.	Description	Quantity	ABC
1	IT Supplies/Equipment	1 lot	Php 12,279,500.00
2	Office Supplies	1 lot	Php 4,203,080.00
TOTAL APPROVED BUDGET FOR THE CONTRACT			Php 16,482,580.00

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) 9184, otherwise known as the “Government Procurement Reform Act”.

² A brief description of the type(s) of Goods should be provided, including quantities, location of project, and other information necessary to enable potential bidders to decide whether or not to respond to the invitation.

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 5183.

4. Interested bidders may obtain further information from *DepEd, Division of Sorsogon (Province), Balogo Sports Complex, Sorsogon City* and inspect the Bidding Documents at the address given below during *office hours, (8:00am to 5:00pm)*.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **March 4, 2021 to March 24, 2021** from the address 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 **Php 25,000.00 for Lot 1 and Php 5,000.00 for Lot 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.


Activity	Date and Time	Venue
Issuance of Bidding Documents	March 4, 2021 – March 24, 2021 (8:00 am -5:00 pm)	BAC Secretariat Office
Pre-Bid Conference	March 12, 2021, 1:30 pm	DepEd Sorsogon Province – BAC Secretariat Office, Balogo Sports Complex, Balogo, Sorsogon City
Submission of Bids/ Opening of Bids	March 24, 2021, 1:30 pm	DepEd Sorsogon Province – BAC Secretariat Office, Balogo Sports Complex, Balogo, Sorsogon City
Bid Evaluation	March 25, 2021	DepEd Sorsogon Province – BAC Secretariat Office, Balogo Sports Complex, Balogo, Sorsogon City (c/o TWG for Goods)
Post Qualification	March 26, 2021	Winning Bidder/Lowest Bidder
Notice of Award	March 29, 2021	Office of the SDS, DepEd SDO Sorsogon, Balogo Sports Complex, Balogo, Sorsogon City
Contract Signing	March 30, 2021	Office of the SDS, DepEd SDO Sorsogon, Balogo Sports Complex, Balogo, Sorsogon City
Notice to Proceed	March 31, 2021	DepEd SDO Sorsogon, Balogo Sports Complex, Balogo, Sorsogon City

6. Bids must be duly received by the BAC Secretariat at the address below on or before **March 24, 2021, 1:30 pm**. 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 **March 24, 2021, 1:30 pm** at **DepEd Sorsogon Province – BAC Secretariat Office, Balogo Sports Complex, Balogo, Sorsogon 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.

7. The **Bids and Awards Committee** 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.
8. For further information, please refer to:

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