



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

Invitation to Bid for *PROCUREMENT OF MATERIALS AND INSTALLATION OF AIRCONDITIONING UNIT AT BULWAGAN NG KARUNUNGAN OF SDO SORSOGON*

Project No.: SDOSOR-I-2025-0001

1. The *DepEd - Schools Division Sorsogon Province*, through the FY 2025 GAAAO GAS-MOOE (SDO Proper) intends to apply the sum of *One Million Fifty-Five Thousand Eight Hundred Fifty-Seven Pesos Only (Php 1,055,857.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for **PROCUREMENT OF MATERIALS AND INSTALLATION OF AIRCONDITIONING UNIT AT BULWAGAN NG KARUNUNGAN OF SDO SORSOGON, Project Number: SDOSOR-I-2025-00001**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *DepEd - Schools Division Sorsogon Province* now invites bids for the above Procurement Project. Completion of the Works is required *Thirty (30) days upon receipt of Notice to Proceed*. Bidders should have completed 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).

Lot No.	Description	Quantity	ABC
1	<i>Materials and Installation of 5-3TRACU</i>	1 lot	<i>Php 1,055,857.00</i>
TOTAL APPROVED BUDGET FOR THE CONTRACT			<i>Php 1,055,857.00</i>

3. Bidding will be conducted through open competitive bidding procedures using non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from *DepEd, Schools Division of Sorsogon (Province), Balogo Sports Complex, Sorsogon City* and inspect the Bidding Documents at the address given below from *office hours, (8:00am to 5:00pm)*.

5. A complete set of Bidding Documents may be acquired by interested bidders on **January 30, 2025 to February 19, 2025** from the given address and PhilGEPS website *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 not later than the submission of their bid**.

Activity	Date and Time	Venue
Issuance of Bidding Documents	January 30, 2025 to February 19, 2025 (8:00 a.m. to 5:00 p.m.)	BAC Secretariat Office/Legal Office
Pre-Bid Conference	February 7, 2025, 10:30 a.m.	DepEd Sorsogon Province – BAC Secretariat Office, Balogo Sports Complex, Balogo, Sorsogon City
Submission of Bids/ Opening of Bids	February 19, 2025, 8:00 a.m.	DepEd Sorsogon Province – BAC Secretariat Office, Balogo Sports Complex, Balogo, Sorsogon City
Bid Evaluation	February 20, 2025	DepEd Sorsogon Province – BAC Secretariat Office, Balogo Sports Complex, Balogo, Sorsogon City (c/o TWG for Infrastructure)
Post Qualification	February 21, 2025	Winning Bidder/Lowest Bidder
Notice of Award	February 24, 2025	Office of the SDS, DepEd SDO Sorsogon, Balogo Sports Complex, Balogo, Sorsogon City
Contract Signing	February 25, 2025	Office of the SDS, DepEd SDO Sorsogon, Balogo Sports Complex, Balogo, Sorsogon City
Notice to Proceed	February 26, 2025	DepEd SDO Sorsogon, Balogo Sports Complex, Balogo, Sorsogon City

6. The *DepEd, Schools Division of Sorsogon Province* will hold a Pre-Bid Conference¹ on **February 7, 2025, 10:30 a.m.** at **DepEd SDO Sorsogon Province, Balogo Sports Complex, Sorsogon 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 as indicated below, on or before February 19, 2025, 8:00 a.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 16.

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.

9. Bid opening shall be on **February 19, 2025, 8:00 a.m.** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **DepEd, Schools Division of Sorsogon Province** 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 Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

ALLANA ERICA D. CORTES

Head, BAC Secretariat

DepEd SDO Sorsogon, Balogo Sports Complex, Sorsogon City

Mobile No. (0915) 593 9794 | Email: allanaerica.cortes@deped.gov.ph

Website: depedsorsogon.com.ph

12. You may visit the following websites:

For downloading of Bidding Documents: <https://philgeps.gov.ph/>

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BAC Chairperson