



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

**INVITATION TO BID FOR PROVISION OF CATERING SERVICES,
ACCOMMODATION, AND VENUE FOR THE CAREER GUIDANCE
PROGRAM SCHOOL-BASED TRAINING OF CAREER ADVOCATES (SGP-
SBTCA)**

Project No.: SDOSOR-G-2025-0015

1. The *DepEd - Schools Division Sorsogon Province*, through the **SUB-ARO NO. RO-5-25-1003/HRTD** intends to apply the sum of **Two Million Fifty Thousand Pesos Only (Php 2,050,000.00)** being the ABC to payments under the contract for **PROVISION OF CATERING SERVICES, ACCOMMODATION, AND VENUE FOR THE CAREER GUIDANCE PROGRAM SCHOOL-BASED TRAINING OF CAREER ADVOCATES (SGP-SBTCA), Project No. SDOSOR-G-2025-0015**. 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. Delivery of the Goods is required by **Five (5) days upon receipt of Notice to Proceed**. Bidders should have completed, **at least twenty-five percent (25%) of the ABC to be bid within 5 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).

Lot No.	Description	Quantity	ABC
1	Meals, Accommodation and Venue	1 lot	Php 2,050,000.00
TOTAL APPROVED BUDGET FOR THE CONTRACT			Php 2,050,000.00

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 **DepEd, Schools 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 **July 10, 2025 to July 30, 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	July 10, 2025 to July 30, 2025 (8:00 a.m. to 5:00 p.m.)	BAC Secretariat Office/Personnel Section Office
Pre-Bid Conference	July 18, 2025, 01:30 p.m.	DepEd Sorsogon Province – BAC Secretariat Office, Balogo Sports Complex, Balogo, Sorsogon City
Submission of Bids	July 30, 2025, 8:00 a.m.	DepEd Sorsogon Province – BAC Secretariat Office, Balogo Sports Complex, Balogo, Sorsogon City
Opening of Bids	July 30, 2025, 02:30 p.m.	DepEd Sorsogon Province – BAC Secretariat Office, Balogo Sports Complex, Balogo, Sorsogon City
Bid Evaluation	July 31, 2025	DepEd Sorsogon Province – BAC Secretariat Office, Balogo Sports Complex, Balogo, Sorsogon City (c/o TWG for Goods)
Post Qualification	August 05, 2025	Winning Bidder/Lowest Bidder
Notice of Award	August 07, 2025	Office of the SDS, DepEd SDO Sorsogon, Balogo Sports Complex, Balogo, Sorsogon City
Contract Signing	August 08, 2025	Office of the SDS, DepEd SDO Sorsogon, Balogo Sports Complex, Balogo, Sorsogon City
Notice to Proceed	August 12, 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 ***July 18, 2025, 01:30 p.m. at Balogo Sports Complex, Sorsogon City.***
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before ***July 30, 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 14.***
9. Bid opening shall be on ***July 30, 2025, 02:30 p.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 IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

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Website: depedsorsogon.com.ph
12. You may visit the following websites: For downloading of Bidding Documents:
<https://philgeps.gov.ph/>



CHERYLL V. BERMUDO
Assistant Schools Division Superintendent
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.