



Republic of the Philippines  
Department of Education  
Region I  
**SCHOOLS DIVISION OF ILOCOS SUR**  
Bantay, Ilocos Sur



## **INVITATION TO BID**

1. The Department of Education, Schools Division of Ilocos Sur through the 2020 General Appropriations Act (GAA) under the 2020 HRTD Funds intends to apply the sum of **One Million Two Hundred Eight Thousand Four Hundred Pesos (P1,208,400.00)** being the Approved Budget for the Contract (ABC) to eligible payments under the contract for the **Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the Various Trainings/Seminars of the Schools Governance and Operations Division (SGOD)**. Awarding of contract shall be on a per lot basis. Bids received in excess of the ABC shall be automatically rejected at bid opening.

LOT	ITEM DESCRIPTION	QUANTITY	UNIT COST	TOTAL COST
	<b>LOT 1</b>			
	<b>Activity 1 - HRD</b>			
1	Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the SDO Strategic Planning 2020 on February 28-29, 2020.	24	500.00	24,000.00
	<b>Activity 2 - HRD</b>			
2	Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the SGOD Year-End Assessment and Planning Conference on December 20, 2020.	24	500.00	12,000.00
	<b>Activity 3 - SMN</b>			
3	Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the Capacity Building on Partnership (Immersion Program) for Senior High School (SHS) on July 17, 2020.	142	500.00	71,000.00
	<b>Activity 4 - SMN</b>			
4	Venue Rental, Meals (Lunch) and Snacks (AM) of Participants to the Recognizing Partners, re: Immersion Program for Senior High School on June 26, 2020.	201	400.00	80,400.00
	<b>Activity 5 - YFD</b>			
5	Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the 2020 Student Government Program Activity on July 22, 2020.	98	500.00	49,000.00
	<b>Activity 6 - YFD</b>			
6	Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the 2020 Career Guidance Program Activity on June 26-27, 2020.	72	500.00	72,000.00





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	<b>Activity 7 - YFD</b>			
7	Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the 2020 Youth for Environment in Schools Program Activity on August 27-28, 2020.	76	500.00	76,000.00
	<b>Activity 8 - SHN</b>			
8	Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the OK sa DepEd Forum on May 27, 2020.	140	500.00	70,000.00
<b>ABC FOR LOT 1</b>				<b>454,400.00</b>
	<b>LOT 2</b>			
	<b>Activity 1 - SMM &amp; E</b>			
1	Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the Awarding of Best - Managed Schools Year 4 on February 25, 2020.	92	500.00	46,000.00
	<b>Activity 2 - SMM &amp; E</b>			
2	Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the 2020 SDO Ilocos Sur School-Based Management (SBM) Convergence on October 30, 2020.	542	500.00	271,000.00
	<b>Activity 3 - SMM &amp; E</b>			
3	Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the Awarding of Best - Managed Schools Year 5 on December 11, 2020.	91	500.00	45,500.00
<b>ABC FOR LOT 2</b>				<b>362,500.00</b>
	<b>LOT 3</b>			
	<b>Activity 1 - Planning &amp; Research</b>			
1	Venue Rental, Meals (Lunch) and Snacks (AM & Snacks (AM & PM) of Participants to the First Quarter Division Monitoring, Evaluation and Adjustment (DMEA) on March 31, 2020.	50	500.00	25,000.00
	<b>Activity 2- Planning &amp; Research</b>			
2	Venue Rental, Meals (Lunch) and Snacks (AM & Snacks (AM & PM) of Participants to the Second Quarter Division Monitoring, Evaluation and Adjustment (DMEA) on June 30, 2020.	50	500.00	25,000.00
	<b>Activity 3 - Planning &amp; Research</b>			
3	Venue Rental, Meals (Lunch) and Snacks (AM & Snacks (AM & PM) of Participants to the Third Quarter Division Monitoring, Evaluation and Adjustment (DMEA) on September 30, 2020.	50	500.00	25,000.00





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	<b>Activity 4 - Planning &amp; Research</b>			
4	Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the Fourth Quarter Division Monitoring, Evaluation and Adjustment (DMEA) Cum Midterm DEDP Review on December 17-18, 2020.	51	500.00	51,000.00
	<b>Activity 5 - Planning &amp; Research</b>			
5	Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the Research Writing Seminar-Workshop for SDO Personnel on July 30, 2020.	47	500.00	23,500.00
	<b>Activity 6 - Planning &amp; Research</b>			
6	Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the Coordination Meeting for District and School Information Officers on July 27, 2020.	100	500.00	50,000.00
	<b>Activity 7 - Planning &amp; Research</b>			
7	Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the Continuous Improvement (CI) Master Training of Teachers and Coaches for 7 CI Teams Batch 2 on August 3, 2020.	48	500.00	24,000.00
	<b>Activity 8 - Planning &amp; Research</b>			
8	Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the Continuous Improvement (CI) Graduation Rites for 7 CI Teams Batch 2 on August 10, 2020.	48	500.00	24,000.00
	<b>Activity 9 - Planning &amp; Research</b>			
9	Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the Continuous Improvement (CI) Orientation of 7 CI Teams Batch 3 on September 1-2, 2020.	48	500.00	48,000.00
	<b>Activity 10 - Planning &amp; Research</b>			
10	Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the Continuous Improvement (CI) Coaching Sessions 1-4 of 7 CI Teams - Batch 3			
	Coaching Session 1 on October 9, 2020	48	500.00	24,000.00
	Coaching Session 2 on October 23, 2020	48	500.00	24,000.00
	Coaching Session 3 on November 6, 2020	48	500.00	24,000.00
	Coaching Session 4 on November 20, 2020.	48	500.00	24,000.00

DOCUMENT CODE: SDO-ILS-OSDS-BAC-QF-003

REVISION: 00

EFFECTIVITY DATE: 09-10-2018

Quirino Boulevard, Zone V, Bantay, 2727 Ilocos Sur



Tel. No.: (077) 722-2055



Fax No.: (077) 722-7400



www.depedilocosur.xyz



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<b>ABC FOR LOT 3</b>	<b>391,500.00</b>
<b>TOTAL ABC FOR LOT 1 TO LOT 3</b>	<b>1,208,400.00</b>

2. Bidders should have completed, within five (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. The Department of Education, Schools Division of Ilocos Sur now invites bids for the **Venue Rental, Meals (Lunch) and Snacks (AM & PM) of Participants to the Various Trainings/Seminars of the Schools Governance and Operations Division (SGOD)**. Bidders should have completed, **within five (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, i.e., in Section II, Instructions to Bidders.

Delivery of the Goods is stated/specified in item 1 (Lot 1 to Lot 3) of the invitation to Bid.

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".

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, Schools Division Office, Quirino Blvd. Zone V, Bantay, Ilocos Sur and inspect the Bidding Documents at the address given below during Monday to Friday, 8:00 A.M. to 5:00 P.M.
5. A complete set of Bidding Documents may be acquired by interested Bidders 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 **One Thousand Pesos (P1,000.00)** with an Approved Budget for the Contract (ABC) of More than Five Hundred Thousand up to One Million Pesos and **Five Hundred Pesos (P500.00)** with an Approved Budget for the Contract (ABC) of Five Hundred Thousand and below per lot.
6. Only bidders who purchased the Bidding Documents will be allowed to submit bids.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS), [www.philgeps.gov.ph](http://www.philgeps.gov.ph), provided that bidders shall pay the fee for the Bidding Documents not later than the submission of their bids.

7. The DepEd, Schools Division of Ilocos Sur will hold a Pre-Bid Conference on **January 31, 2020 at 10:00 o'clock in the morning**, at DepEd, Schools Division Office, Zone V, Bantay, Ilocos Sur which shall be open to prospective bidders.
8. Bids must be duly received by the BAC Secretariat at the address below on or before **February 13, 2020, 9:00 o'clock in the morning**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

DOCUMENT CODE: SDO-ILS-OSDS-BAC-QF-003

REVISION: 00

EFFECTIVITY DATE: 09-10-2018

Quirino Boulevard, Zone V, Bantay, 2727 Ilocos Sur



Tel. No.: (077) 722-2055



Fax No. (077) 722-7400



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Bid opening shall be on **February 13, 2020, 9:01 A.M.** at DepEd, Schools Division Office, Quirino Blvd. Zone V, Bantay, Ilocos Sur. Bids will be opened in the presence of the bidder's representatives who choose to attend at the address below. Late bids shall not be accepted.


9. Prospective bidders are strongly encouraged to order or download the electronic copy of the Bidding Documents from the PhilGEPS website: [www.philgeps.gov.ph](http://www.philgeps.gov.ph). for them to be included in the *Document Request List* of the project.
10. The DepEd, Schools Division of Ilocos Sur reserves the right to reject any and all bids, declare a failure of bidding, not award the contract at any time prior to the award in accordance with Section 41 of RA 9184 and its IRR without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

JORGE M. REINANTE, CSEE, CEO VI, CESO V  
Department of Education, Schools Division of Ilocos Sur  
Quirino Blvd. Zone V, Bantay, Ilocos Sur, 2727  
Telephone nos. (077)722-2055, 722-3694  
Email address: [ilocos.sur@deped.gov.ph](mailto:ilocos.sur@deped.gov.ph)

  
**MARIA SALOME R. ABERO, Ed. D.**  
Chairperson

**APPROVED:**

  
**JORGE M. REINANTE, CSEE, CEO VI, CESO V**  
Schools Division Superintendent

