



Republic of the Philippines
Department of Education
Region X – Northern Mindanao
DIVISION OF OZAMIZ CITY



IBJT Compound, Carangan, Ozamiz City

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INVITATION TO BID FOR Supply and Delivery of Tablets, Printer and Printer Ink Refill of the Division of Ozamiz City

1. The *Department of Education, Division of Ozamiz City*, through the *General Appropriations Act for Fiscal Year (FY) 2023* intends to apply the sum of *One Million Pesos (P 1,000,000.00)* being the ABC to payments under the contract for *Procurement of Tablets, Printer and Printer Ink Refill*.
2. Bids received in excess of the ABC shall be automatically rejected at bid opening.
3. The *Department of Education, Division of Ozamiz City* now invites bids for the *Supply and Delivery of Tablets (Specifications based on OUA MEMO 00-0622-0164 dated June 27, 2022 or the Minimum Specifications for ICT Equipment to be procured using DepEd Funds), Printer and Printer Ink Refill of the Division of Ozamiz City*. 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).
4. 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.
5. Prospective Bidders may obtain further information from *Bids and Awards Committee (BAC) Secretariat, Department of Education, Division of Ozamiz City* and inspect the Bidding Documents at the address given below during *8:00 a.m. – 12:00 noon and 1:00 – 5:00 p.m., Monday to Friday*.
6. A complete set of Bidding Documents may be acquired by interested Bidders on *November 15, 2023* from the given address and website(s) below [*Insert if necessary: 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 only (Php 1,000.00)*]. The Procuring Entity shall allow the bidder to present its proof of payment for the fees [*specify the manner if it will be presented in person, by facsimile, or through electronic means.*]
7. The *Department of Education, Division of Ozamiz City* will hold a Pre-Bid Conference¹ on *November 15, 2023; 2:00 pm at Division Office Boardroom 2nd Floor, Division of Ozamiz*

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.

City, IBJT Compound, Carangan, Ozamiz City through *Face to Face* or via *Online* through this link <https://meet.google.com/ium-aenx-biz>, which shall be open to prospective bidders.

8. Bids must be duly received by the BAC Secretariat through (i) **manual submission at the office address indicated below**, (ii) online or electronic submission as indicated below, or (iii) both/ on or before **November 28, 2023; 1:30 p.m.** Late bids shall not be accepted.
9. All Bids must be accompanied by a **bid security** in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
10. Bid opening shall be face to face on **November 28, 2023; 2:00 p.m.** at the **Division Office Training Hall 3rd Floor, Division of Ozamiz City, IBJT Compound, Carangan, Ozamiz City.** Bids will be opened in the presence of the bidders' representatives who choose to attend the activity. Bids must be in **Five sets of hard copies** (one original and four photocopies). Late Bids shall **NOT** be accepted.
11. The **Department of Education, Division of Ozamiz City** 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.
12. For further information, please refer to:

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BAC Chairman/OIC-ASDS