



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 *Procurement of Training Venue, Meals and Snacks and Room Accommodation for the Conduct of Division Training of School Leaders on the MATATAG Curriculum for Kindergarten, Grades 1,4 and 7 (K147)*

1. The *Department of Education, Division of Ozamiz City*, through the *GAA for FY 2024* intends to apply the sum of *One Million Five Hundred Seventy Thousand Pesos (Php 1,570,000.00)* being the ABC to payments under the contract for *Training Venue, Meals and Snacks and Room Accommodation for the Conduct of Division Training of School Leaders on the MATATAG Curriculum for Kindergarten, Grades 1,4 and 7 (K147)* with the following items, its specifications:

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	pax	Use of Training Venue, Meals and Snacks and Room Accommodation of Participants, Speakers and Support Staff: @ Php 2,000.00/pax x 5 days = Php 10,000.00	157	10,000.00	1,570,000.00
		Inclusions:			
		Air-Conditioned Room Accommodation (Night-Stay) of 157 participants <i>Note: Night Stay will start on June 30, 2024 (day 0) – July 4, 2024</i>			
		Breakfast, Lunch Dinner (2 main course, 1 pasta/vegetable, dessert, soft drinks) <i>Note: Dinner serving starts on June 30, 2024 (day 0) – July 4, 2024</i> Breakfast and Lunch serving starts on July 1, 2024 (Day 1) – July 5, 2024 (Day 5)			
		a.m. and p.m. snacks (pasta/bread/pastry/juice in can <i>Note: Snacks serving starts on July 1, 2024 (Day 1) – July 5, 2024 (Day 5)</i>			
		* Function Hall/Plenary Hall – 157 pax-capacity, with free use of at least 3 microphones, free internet connectivity,			

		sound system, and generator in case of power interruption			
		* with 18 Small Breakout Session Rooms that can accommodate at most 12 participants and Projector and screen/TV Screen, whiteboard with marker and eraser, internet connectivity, sound system and at least 2 microphones			
		* with internet connectivity in the training hall, breakout room sessions and in the rooms to stay at night			
		* lobby directional signage			
		* spacious parking area			
		* basic technical support			
		* With flowing coffee, choco drink/milo & water, disposable cups and standby water dispenser in the 18 breakout session rooms			
		* free use of amenities like pool and sports area during break time			

Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The **Department of Education, Division of Ozamiz City** now invites bids for the above Procurement Project. Delivery of the Goods shall be on **June 30, 2024 (Day 0) to July 5, 2024 (Day 5)**. 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) No. 9184.

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 **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**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **June 13, 2024** from the given address and website(s) 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 5,000.00*. The Procuring Entity shall allow the bidder

to present its proof of payment for the fees *either presented in person, by facsimile, or through electronic means.*

6. The *Department of Education, Division of Ozamiz City* will hold a Pre-Bid Conference on *June 12, 2024; 9:00 am* via *Online* through this link *meet.google.com/hbd-jqrx-nvz*, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through (i) **manual submission at the office address indicated below**, on or before **June 24, 2024; 1:30 PM**. 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 *June 24, 2024; 2:00 P.M. via Face-to-Face* at the *Division Office Boardroom 2nd 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
10. 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.
11. For further information, please refer to:

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BAC Chairman/OIC-ASDS