



Department of Education  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**  
# 82 Military Cut-Off, Baguio City  
Telefax No. (074) 442-7819



## INVITATION TO BID FOR

- (1) *Supervisory Development Course (DCT) Track 2 and 3*
- (2) *Mastering Microsoft Excel Seminar Workshop for Accounting Personnel: Gearing Towards Successful Data Management*

*Bid Reference No. 013, s.2019*

1. The *Department of Education, Schools Division of Baguio City* intends to apply the sum of:

Lot No.	Name/Identification/Number of Contract	Approved Budget for the Contract (ABC)
1	<i>Supervisory Development Course (DCT) Track 2 and 3</i>	<i>Forty Five Thousand Pesos only (Php45,000.00)</i>
2	<i>Mastering Microsoft Excel Seminar Workshop for Accounting Personnel: Gearing Towards Successful Data Management</i>	<i>Sixty Thousand Pesos only (Php60,000.00)</i>

being the Approved Budget for the Contract (ABC) to payments under the contract for each lot/item. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

2. The *Department of Education, Schools Division of Baguio City* now invites bids for *meals and snacks, or meals and snacks with venue, as the case may be, for each corresponding lot abovementioned.*<sup>3</sup> Delivery of the Goods is required *on the date of the activity*. Bidders should have completed, within *at least 6 months* 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) 9184, otherwise known as the “Government Procurement Reform Act”.

***In addition,***

<sup>3</sup> See Attachment 1 for the provided brief description of the type(s) of Goods, including quantities, location of project, and other information necessary to enable potential bidders to decide whether or not to respond to the invitation.

- (i) 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 *Department of Education, Schools Division of Baguio City, # 82 Military Cu-Off, Baguio City* and inspect the Bidding Documents at [www.depedpines.com](http://www.depedpines.com) or the address given during *Monday to Friday 8:00 AM - 5:00 PM*.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **July 8, 2019** 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 Five Hundred Pesos only (P500.00)*.
- It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.
6. Bids must be duly received by the BAC Secretariat at the address below on or before **July 19, 2019, 8:45 AM**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 18.
- Bid opening shall be on **July 19, 2019, 9:00 AM** at *DepED, Schools Division of Baguio City Conference Hall, # 82 Military Cut-Off, Baguio City*. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.
7. The *Department of Education, Schools Division of Baguio 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
8. For further information, please refer to:

**SORAYA T. FACULO, Ph.D.**

*BAC Chairperson*

*Department of Education, Schools Division of Baguio City*

*Address: # 82 Military Cut-Off, Baguio City*

*Email Add: [depedbaguio@gmail.com](mailto:depedbaguio@gmail.com)*

*Telefax No.:(074) 442 – 7819*

*Website: [www.depedpines.com](http://www.depedpines.com)*

  
**SORAYA T. FACULO**  
*BAC Chairperson*