



Bid Notice Abstract

Invitation to Bid (ITB)

Reference Number 10095909
Procuring Entity DEPARTMENT OF EDUCATION - CARAGA
Title Procurement of Catering Services for the 2023 National World Teachers' Day Celebration on October 5, 2023
Area of Delivery Agusan Del Norte

Solicitation Number:	2023-09-0503	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Public Bidding	Bid Supplements	0
Classification:	Goods	Document Request List	1
Category:	Catering Services	Date Published	04/09/2023
Approved Budget for the Contract:	PHP 2,000,000.00	Last Updated / Time	04/09/2023 00:00 AM
Delivery Period:	1 Day/s	Closing Date / Time	25/09/2023 08:59 AM
Client Agency:			
Contact Person:	Pedro T. Escobarte, Jr. Assistant Regional Director J.P. Rosales Avenue Butuan City Agusan Del Norte Philippines 8600 63-85-3428207 63-85-8752021 caraga@deped.gov.ph		

Description

Republic of the Philippines
Department of Education
Caraga Region XIII
J.P. ROSALES AVENUE, BUTUAN CITY

INVITATION TO BID FOR Procurement of Catering Services for the 2023 National World Teachers' Day Celebration on October 5, 2023

1. The Department of Education-Caraga Region, through the 2023 General Appropriations Act intends to apply the sum of Two Million Pesos (₱2,000,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for Procurement of Catering Services for the 2023 National World Teachers' Day Celebration on October 5, 2023 with Project Identification No. 2023-09-0503. Bids received in excess of the ABC shall be automatically rejected at bid opening.

LOT NO. PROJECT DESCRIPTION QUANTITY ABC (Php) CONTRACT DURATION

1
Catering Services for the 2023 National World Teachers' Day Celebration on October 5, 2023 4,000 pax 2,000,000.00
1 CD

2. The Department of Education-Caraga Region, through the Bids and Awards Committee (BAC), now invites bids for the above Procurement Project. Delivery of the Goods is required within one (1) calendar day. Bidders should have completed, within Five 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.

4. Prospective Bidders may obtain further information from DepEd Caraga Procurement Unit and inspect the Bidding Documents at the address given below from Monday to Friday from 8:00am to 5:00am.

5. For those who are interested to purchase the Bidding Documents, two (2) options are made available, to wit:

a. A complete set of Bidding Documents may be acquired by interested Bidders on September 6, 2023 to September 25, 2023, from the DepEd Caraga Procurement Unit, upon accomplishing a bidder's information sheet and payment of non-refundable fee for the Bidding Documents to the DepEd Caraga Cashier.

Payment in checks should be made payable to DECSRO TRUST FUND.

b. Interested Bidders may signify their intent to purchase the Bidding Documents through email at procurement_caraga@deped.gov.ph by accomplishing a bidder's information sheet. Upon receipt of the bidder's information sheet, the Procurement Unit will send through email the details of the DECSRO TRUST FUND Account for payment. Upon payment, bidders may send through email the proof of payment before the deadline for submission of bids. Upon receipt of proof of payment, the Procurement Unit will send the electronic copy of the Bidding Documents.

Amount of Bidding Documents shall be as follows:

Lot No. Bidding Documents Fee
(In Php)
1 5,000.00

6. The Department of Education-Caraga Region will hold a Pre-Bid Conference on September 13, 2023, at 9:00 AM at DepEd Caraga Regional Office, RPSU Lobby which will be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat on or before 8:59 AM of September 25, 2023. 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 September 25, 2023 at 9:00 AM, RPSU Lobby, DepEd Caraga Regional Office, J. Rosales Ave., Butuan City. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

Only two (2) representatives with Special Power of Attorney (SPA) per bidder will be allowed to enter the venue.

For the purpose of constituting a quorum, both the physical and virtual presence of the BAC members shall be considered pursuant to GPPB Resolution No. 09-2020.

10. The Department of Education-Caraga Region 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:

ELSIE D. MONGADO
Administrative Officer IV
Procurement Unit
Email address: procurement_caraga@deped.gov.ph

September 4, 2023
PEDRO T. ESCOBARTE, JR.
BAC Chairperson

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Procurement of Catering Services	1 Lunch and 2 Snacks	4,000	Each	2,000,000.00

Pre-bid Conference

Date	Time	Venue
13/09/2023	9:00:00 AM	RPSU Lobby DEpEd Caraga Region J. Rosales Avenue, Butuan City

Created by Pedro T. Escobarte, Jr.

Date Created 03/09/2023

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