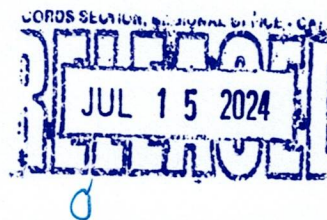




Republic of the Philippines
Department of Education
CARAGA REGION



BID BULLETIN NO. 11010609-01
BIDS AND AWARDS COMMITTEE

To: : **ALL PROSPECTIVE BIDDERS**

Project Name: **Procurement of Meals and Snacks with Venue and Accommodation for the Review and Finalization of Lesson Scripts for the National Reading Program (RP) and Catch-Up Fridays (CUF) on August 5-9, 2024**

Subject : **Correction on the Technical Specifications**

Date : **July 15, 2024**

1. This Supplemental/Bid Bulletin is issued to modify and/or amend item/s in the Bidding documents of the project indicated above. This shall form an integral part of the Bidding Documents.
2. Relative to the abovementioned project, the following correction on the technical specifications shall be followed:
 - Removal of some specifications on the following items:
 - On the menu - Softdrinks
 - On the Technical Specs - Gated compound to ensure privacy and security for participants
 - Amendment to the Accommodation Rooms
 - From: maximum occupancy of 2-3 persons per room
 - To: maximum occupancy of 3-4 persons per room for standard rooms
3. Attached also to this bid bulletin is the revised Technical Specification and Menu.
4. For information and guidance.


PEDRO TENEBRO ESCOBARTE JR.
Director III/Assistant Regional Director
BAC Chairperson



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Certificate No.: PHP QMS

Review and Finalization of Lesson Scripts and for the National Reading Program
(NRP) and Catch-Up Fridays (CUF)
August 5-9, 2024

TECHNICAL SPECIFICATION SPECIFICATIONS

1. **Security Measures:**

- 24-hour security personnel stationed at the entrance and throughout the premises.
- CCTV surveillance system installed for monitoring key areas.

2. **Power Supply:**

- Standby generator capable of providing uninterrupted power supply in case of outages.
- Trained operator available round-the-clock to manage the generator and ensure seamless power transitions.

3. **Facilities:**

- Availability of recreational facilities to use during breaks or before/after training sessions.
- Ample and secure parking space for participants' vehicles.

4. **Hygiene and Safety Measures:**

- Alcohol dispensers strategically placed at high-traffic areas including the main entrance, function halls, mess halls, and accommodation rooms.
- Regular sanitation and disinfection protocols were implemented throughout the venue.

5. **Accommodation Rooms:**

- Comfortable and well-appointed rooms equipped with necessary amenities such as Wi-Fi, air conditioning, and toiletries.
- Maximum occupancy of 3-4 persons per room for standard rooms, strictly prohibiting bed sharing to ensure individual comfort and privacy.
- Preference for rooms with hot and cold shower facilities to accommodate varying preferences.
- Complete toiletries provided and replenished daily to maintain cleanliness and hygiene standards.
- Complimentary provision of purified drinking water and coffee for guests' convenience.
- Regular housekeeping services to maintain cleanliness and orderliness.
- Provision of designated praying areas/spaces for diverse religious practices.

6. **Plenary, Function and Breakout rooms:**

- Spacious and well-equipped conference halls with audiovisual facilities for presentations and discussions.
- 11 breakout rooms
 - > 33 pax for 8 Learning areas
 - > 48 pax for 3 Grade Level Surigaonon
 - > 1 projector/Flat Screen TV at least 60 inches in every break-out area
 - > 1 sound system with clip-on microphone/lapel per break-out area

- Absence of pillars or posts obstructing the central view to optimize participants' viewing experience.
- Excellent soundproofing, ample lighting, and ventilation to enhance the overall atmosphere and comfort.
- Availability of audio-video equipment and a robust sound system, including a minimum of three microphones and an audio jack, dedicated operator/technician for technical support in the plenary hall and breakout rooms.
- Equipped with projector and screen for presentations for the session.
- Technicians are available to assist with setup and troubleshooting.
- Adequate lighting and screen visibility for effective presentations.
- High-speed internet connectivity of at least 15 Mbps to facilitate seamless communication and online activities.
- L-shaped setup with tables allocated for secretariat and facilitators' use to streamline administrative tasks and coordination.
- Provision of extension cords to accommodate various electronic devices and equipment.
- Complimentary provision of overflowing purified drinking water, tea, and coffee

7. Catering Services:

- Offering a diverse menu of nutritious meals and refreshments.
- Accommodation of dietary restrictions and special requests upon prior notification.

8. Technical Support:

- Dedicated technical support team to address any issues related to audiovisual equipment, Wi-Fi connectivity, or other technical requirements.
- Prompt response to troubleshoot and resolve technical issues to minimize disruptions during training sessions.

9. Other Amenities:

a. First Aid:

- first aid kit to address any health emergencies or concerns promptly.

b. Complimentary Tarpaulin:

- Provision of complimentary tarpaulins (4'x 8') in the session hall and for signage at the entrance.

c. Vehicle

- Include the availability of a standby vehicle to ferry participants to the hospital in case of emergency.

d. Terms and Conditions:

- Clear coordination and agreement regarding the training's terms and conditions will be established with the focal person or organizing committee to ensure mutual understanding and compliance.

Prepared by:


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