



Republic of the Philippines
Department of Education
 REGION XII
 DIVISION OF GENERAL SANTOS CITY

INVITATION TO BID
Project No: 2022 – 008 – B

1. The Department of Education through the FY 2022 GAA intends to apply the sum of **Ten Million Four Hundred Seventy-One Thousand Six Hundred Pesos (10,471,600.00)** being the Approved Budget for the Contract (ABC) described below for the **Procurement of Learning Resources for S.Y. 2022-2023 (Procurement of Printer Ink and Photocopier Toner)**. Bids received in excess of the ABC shall be automatically rejected at the bid opening.

Item	UNIT	DESCRIPTION	Qty	Cost	ABC (VAT Inclusive)
1	lot	A. BOND PAPER Size: A4 Thickness: 70gsm, multicopy Quantity: 37,500 reams x Php 160.00 Total Amount: Php 6,000,000.00 Delivery Period: 30 days Delivery Terms: One-Time Delivery Drop-off Points (Place of Delivery) 15 school districts	1	6,000,000.00	6,000,000.00
2	lot	A. GENUINE EPSON INK (for EPSON L3210 Printers) Colors: CMYK (Cyan, Magenta, Yellow and Black) – 1 set composed of 4 bottles comprising each color Quantity: 2,748 set x Php 1,600.00 Total: Php 4,396,800.00 B. GENUINE TONER for INEO+200 Photocopier Quantity: <ul style="list-style-type: none"> • Toner TN220 Black 2 cartridges x 10,150.00 • Toner TN220 Cyan 1 cartridge x Php 18,150.00 • Toner TN220 Magenta 1 cartridge x Php 18,150.00 • Toner TN220 Yellow 1 cartridge x Php 18,150.00 Total: Php 74,800.00 Delivery Period: 30 Days Delivery Terms: One-Time Delivery Place of Delivery: Division Office	1	4,471,600.00	4,471,600.00
				Total	10,471,600.00



Address: Tiongson Street, Lagao, 9500 General Santos City, Philippines
Telephone No: (083) 552-8909
Email: depedgensan@deped.gov.ph



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2. Bidders must have completed, within **five (5) years** from the date of submission and receipt of bids, a contract similar to the Project with an amount of **at least 25%** of the ABC to be bid. The description of an eligible bidder is contained in the Bidding Documents, i.e., in Section II, Instructions to Bidders. Bids received that exceed the ABC per lot shall be rejected at bid opening. The Department of Education, Division of General Santos City Division through its Bids and Awards Committee (BAC) now invites bids for the herein-mentioned Goods. Delivery of the Goods is required on the expected delivery date(s) stated herein.

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.” 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. A complete set of Bidding Documents in **SOFT COPY ONLY** may be purchased at DepED-Division of General Santos City BAC Secretariat, located at Tiongson St., Lagao, General Santos City upon submission of a letter of intent, and payment in cash on a non-refundable fee by interested bidders to the DepEd Division Cashier. Only bidders who purchased the Bidding Documents provided below shall be allowed to submit bid/bids not later than the scheduled Receipt and Opening of Bids.

BIDDING DOCUMENT PRICE	
<i>Lot Number</i>	<i>Price</i>
Lot 1	Php 10,000.00
Lot 2	Php 5,000.00

5. It may be viewed or downloaded after payment from the website of the Philippine Government Electronic Procurement System (PhilGEPS), www.philgeps.gov.ph. The schedule and venue of the procuring activities are as follows:

Activity	Date and Time	Venue
Pre-bid Conference	September 22, 2022 9:00 AM (Thursday)	Via Google Meet Online Platform
<i>Issuance of Bidding Documents</i>	Until October 4, 2022 5:00 PM (Tuesday)	To be sent to bidder’s email address after payment of the bidding documents
<i>Receipt and Opening of Bids</i>	October 5, 2022 9:00 AM (Wednesday) Deadline of Dropping of Bids: 8:59 AM, October 5, 2022	Division Office/Google Meet

Prospective bidders are strongly encouraged to order or download the electronic copy of the Bidding Documents from the PhilGEPS website: www.philgeps.gov.ph, for them to be included in the *Document Request List* of the project. The pre-bid conference is



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open-to-all interested parties who may have or have not bought the bidding documents.

6. Bids must be **PHYSICALLY** delivered to the address and on the date and time stated herein. **Submission of digital copy of the bidding documents shall not be accepted.** All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in the ITB Clause 18. A valid Bid Securing Declaration must accompany the bid(s) in lieu of a bid security. Bids will be opened in the presence of the bidder's representatives who choose to attend the opening of bids at the address, date and stated herein. Late bids shall not be accepted.
7. The DepEd-Division of General Santos City reserves the right to reject any and all bids, declare a failure of bidding, not award the contract(s), or annul the bidding process without thereby incurring any liability to the affected bidder or bidders.
8. For further information, please refer to:

FELIX S. BILLON
BAC Secretariat Chairperson
Cell No. 09088812318

AL-FAHD T. MAROHOMBSAR
Administrative Assistant II
Member, BAC - Secretariat
Cell No. 09060839316

Approved by:


CARLOS G. SUSARNO, Ph.D., CESE
BAC Chairperson
Assistant Schools Division Superintendent

BACSEC/Fahd



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