



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

**INVITATION TO BID**  
**Project No: 2023 - 006**

**PROCUREMENT OF CATERING SERVICES WITH HOTEL VENUE AND ACCOMMODATION FOR THE NATIONAL TRAINING OF EDUCATION PROGRAM SPECIALIST II FOR ALS (EPSAs) ON THE PROVISION OF TECHNICAL ASSISTANCE ON THE IMPLEMENTATION OF CONTEXTUALIZED MELCs- BASED ALS SHS CURRICULUM-CLUSTER 1**

- The Department of Education through the National Expenditure Program (NEP) F.Y. 2023 (SUB-ARO) intends to apply the sum of **One Million Two Hundred Sixteen Thousand Pesos (1,216,000.00)** being the Approved Budget for the Contract (ABC) described below for the **Procurement of Catering Services with Hotel Venue and Accommodation for the National Training of Education Program Specialist II for ALS (EPSAs) on the Provision of Technical Assistance on the Implementation of Contextualized MELCs-based ALS SHS Curriculum-Cluster 1** Bids received in excess of the ABC shall be automatically rejected at the bid opening.

Item	UNIT	DESCRIPTION	Qty	Cost	ABC (VAT Inclusive)
<b>1</b>	<b>LOT</b>	<b>Procurement of Catering Services with Hotel Venue and Accommodation</b>			
	pax	Catering Services with Hotel Venue and Accommodation: Two (2) Meals (Rice, 3 Main Courses, Soup, Dessert and Drinks) for Lunch and Dinner with One (1) Snack for Afternoon session on <b>June 5, 2023</b>	152	1,200.00	182,400.00
	pax	Catering Services with Hotel Venue and Accommodation: Three (3) Meals (Rice, 3 Main Courses, Soup, Dessert and Drinks) for Breakfast, Lunch and Dinner with Two (2) Snacks for Morning and Afternoon sessions on <b>June 6, 2023</b>	152	2,000.00	304,000.00
	pax	Catering Services with Hotel Venue and Accommodation: Three (3) Meals (Rice, 3 Main Courses, Soup, Dessert and Drinks) for Breakfast, Lunch and Dinner with Two (2) Snacks for Morning and Afternoon sessions on <b>June 7, 2023</b>	152	2,000.00	304,000.00
	pax	Catering Services with Hotel Venue and Accommodation: Three (3) Meals (Rice, 3 Main Courses, Soup, Dessert and Drinks) for Breakfast, Lunch and Dinner with Two (2) Snacks for Morning and Afternoon sessions on <b>June 8, 2023</b>	152	2,000.00	304,000.00
	pax	Catering Services with Hotel Venue: One (1) Meal (Rice, 3 Main Courses, Soup, Dessert and Drinks) for Breakfast with One (1) Snack for Morning session on <b>June 9, 2023</b>  Checkout of participants on June 9, 2023, Morning after breakfast	152	800.00	121,600.00



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



Certificate Registration No. PHP QMS 20 93 0027



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

	<p><b>GENERAL SPECIFICATIONS:</b></p> <p><b>Hotel must be rated as 4 - stars or above (certification must be attached in the bidding documents)</b></p> <p><b>A. Board and lodging</b></p> <ol style="list-style-type: none"> <li>100% smoke-free hotel, or at the minimum strictly complying with smoke-free laws and ordinances</li> <li>With daily disinfection</li> </ol> <p><b>B. Room Accommodation</b></p> <ol style="list-style-type: none"> <li>Air-conditioned rooms with alcohol supplies</li> <li>Triple-sharing in a room only and no sharing of beds in observance of health protocols (no bunk beds)</li> <li>Clean beddings, room and restrooms</li> <li>Clean Towel, basic toiletries, and drinking water per room</li> <li><b>Five (5) single rooms for VIPs</b></li> </ol> <p><b>C. Function Room</b></p> <ol style="list-style-type: none"> <li>One (1) Plenary Function Hall open till 12 midnight (can accommodate up to 220 persons)</li> <li>Seven (7) Breakout Rooms can accommodate thirty (30) pax per rooms</li> <li>Seven (7) LCD Projectors Thermo-scanner and health declaration forms with pens</li> <li>Tables and chair arrangements should be compliant with physical distancing</li> <li>Free Tarpaulins</li> <li>Free use of video and audio equipment (i.e., LCD, whiteboard and eraser, sound system, 2 or more microphones, Philippine Flag, audio jack, extension wires, etc.) with free use of projector screen</li> <li>Strong and unlimited Internet Connection</li> <li>With Standby Generator Set</li> <li>Fully Airconditioned, Well-lighted and well ventilated</li> </ol> <p><b>D. Foods</b></p> <ol style="list-style-type: none"> <li>Three (3) viands, soup, dessert/fruit</li> <li>Fresh Fruit juices, carbonated drinks</li> <li>Free flowing coffee, tea, and water</li> </ol> <p style="text-align: center;"><b>*** NOTHING FOLLOWS***</b></p>			
			<b>TOTAL</b>	<b>1,216,000.00</b>

2. Bidders must have completed, **within three (3) years from the date of submission and receipt of bids, a contract similar to the Project (e.g., Hotel Services, Venues and Lodgings) with an amount of at least 50%** 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.



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



Certificate Registration No. PHP QMS 20 93 0027



Scanned with CamScanner



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

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 Tionson 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	
Lot Number	Price
Lot 1	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](http://www.philgeps.gov.ph). The schedule and venue of the procuring activities are as follows:

Activity	Date and Time	Venue
Pre-bid Conference	May 16, 2023 9AM (Tuesday)	Division Office/Google Meet
Issuance of Bidding Documents	Until May 29, 2023 8:00 AM (Monday)	To be sent to bidder's email address after payment of the bidding documents
Receipt and Opening of Bids	May 29, 2023 9:00 AM (Monday)	Division Office/Google Meet
	<b>Deadline of Dropping of Bids: 9:00 AM, May 29, 2023</b>	

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



Address: Tionson Street, Lagao, 9500 General Santos City, Philippines  
 Telephone No: (083) 552-8909  
 Email: [depedgenan@deped.gov.ph](mailto:depedgenan@deped.gov.ph)



Certificate Registration No. PHP QMS 20 93 0027



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

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:

OFELIA S. PANES  
BAC Secretariat Chairperson  
Cell No. 09692673871

LUCELLE C. ANDIA  
Administrative Officer II  
Member, BAC - Secretariat  
Cell No. 09972439895

**Approved by:**

*for [Signature]*

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

BACSEC/mds

