



## Bid Notice Abstract

### Invitation to Bid (ITB)

**Reference Number** 9780791  
**Procuring Entity** DEPARTMENT OF EDUCATION - GENERAL SANTOS CITY  
**Title** Catering Services with Venue for Development and Quality Assurance of Digital Learning Packages Across Learning Areas  
**Area of Delivery** (Independent City)

<b>Solicitation Number:</b>	DepEd GSC - 2023-037	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<b>Procurement Mode:</b>	Public Bidding	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Catering Services	<b>Date Published</b>	24/05/2023
<b>Approved Budget for the Contract:</b>	PHP 942,900.00	<b>Last Updated / Time</b>	23/05/2023 14:44 PM
<b>Delivery Period:</b>	3 Day/s	<b>Closing Date / Time</b>	13/06/2023 08:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Ofelia S. Panes Administrative Officer IV - Records Tiongson Street, Lagao General Santos City South Cotabato Philippines 9500 63-083-3012953 63-083-5528907 ofelia.panes@deped.gov.ph		

#### Description

INVITATION TO BID  
Project No: 2023 - 008

PROCUREMENT OF CATERING SERVICES WITH VENUE FOR DEVELOPMENT AND QUALITY ASSURANCE OF DIGITAL LEARNING PACKAGES ACROSS LEARNING AREAS

1. The Department of Education through the FY 2023 GAA intends to apply the sum of Nine Hundred Forty Two Thousand Nine Hundred Pesos (942,900.00) being the Approved Budget for the Contract (ABC) described below for the Procurement Of Catering Services With Venue For Development And Quality Assurance Of Digital Learning Packages Across Learning Areas 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 Procurement of Catering Services with Venue

pax Catering Services with Venue:  
Date June 30, 2023  
Two (2) Snacks AM and PM  
One (1) Meal for Lunch 449  
700.00  
314,300.00  
pax Catering Services with Venue:

Date July 1, 2023  
 Two (2) Snacks AM and PM  
 One (1) Meal for Lunch 449

700.00

314,300.00

pax Catering Services with Venue:

Date July 2, 2023

Two (2) Snacks AM and PM

One (1) Meal for Lunch 449

700.00

314,300.00

GENERAL SPECIFICATIONS: Venue with Complete Facilities and Amenities

Function Room: Opening Program good for 449 participants compliant to the percentage allowed by the IATF for plenary

- Four (4) breakout halls that can accommodate 100 participants

Specification:

- 4 Unit LCD Projector
- 4 Wide Screen
- Sound System with 3 or more wireless microphone each hall
- Function backdrop (6x8ft tarpaulin, landscape)
- Registration Table
- Strong WiFi Connection (in all areas of the venue)
- Extension Cords
- Standby Waiter and Operators
- Free Flowing Coffee / Tea
- No Cream Dorries
- Fully Airconditioned Hall
- With standby generator
- Provision of 60ml alcohol and face mask for each participant
- Soundproof Hall
- NO PORK (Food to be served must be HALAL)
- Within General Santos City (City Proper)

\*\*\* NOTHING FOLLOWS\*\*\*

TOTAL 942,900.00

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.

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

Lot Number Price

Lot 1 Php 1,000.00

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 31, 2023  
9:00 AM (Wednesday) Division Office/Google Meet  
Issuance of Bidding Documents Until June 13, 2023  
8:00 AM (Tuesday) To be sent to bidder's email address after payment of the bidding documents  
Receipt and Opening of Bids June 13, 2023  
9:00 AM (Tuesday)

Deadline of Dropping of Bids: 9:00 AM, June 13, 2023  
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](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.

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 LUCELLE C. ANDIA  
Administrative Officer IV (Records) Administrative Officer II  
BAC Secretariat Chairperson Member, BAC - Secretariat  
Cell No. 09692673871 Cell No. 09972439895

Approved by:

CARLOS G. SUSARNO, PhD., CESE  
Assistant Schools Division Superintendent  
BAC Chairperson  
BACSEC/mds

**Created by** Ofelia S. Panes

**Date Created** 23/05/2023

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