



Central Portal for
Philippine Government
Procurement Opportunities

Bid Notice Abstract

Invitation to Bid (ITB)

Reference Number 12335298

Procuring Entity DEPARTMENT OF EDUCATION - DIVISION OF CALBAYOG CITY

Title PROCUREMENT OF FOOD, VENUE AND ACCOMMODATION PACKAGE FOR 2-DAY LIVE-IN FORMAL TRAINING FOR PUBLIC SCHOOL TEACHERS ON ACADEMIC RECOVERY AND ACCELERATION THROUGH LITERACY (ARAL) PROGRAM

Area of Delivery Samar

Solicitation Number:	25-08-078	Status	Awarded
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Public Bidding	Associated Components	1
Classification:	Goods		
Category:	Hotel and Lodging and Meeting Facilities	Bid Supplements	3
Approved Budget for the Contract:	PHP 4,458,080.00	Document Request List	4
Delivery Period:			
Client Agency:		Date Published	22/08/2025
Contact Person:	Ma. Marlie M. Mendoza BAC Secretariat Head P2 Bgy. Hamorawon Calbayog City Samar Philippines 6710 63-55-2091639 63-55-2091639 calbayogcity.bac@deped.gov.ph	Last Updated / Time	30/09/2025 09:09 AM
		Closing Date / Time	11/09/2025 10:00 AM

Description

PROCUREMENT OF FOOD, VENUE AND ACCOMMODATION PACKAGE FOR 2-DAY LIVE-IN FORMAL TRAINING FOR PUBLIC SCHOOL TEACHERS ON ACADEMIC RECOVERY AND ACCELERATION THROUGH LITERACY (ARAL) PROGRAM With an ABC of 4,458,080.00

The DepEd SDO Calbayog City, through the FY 2025 Downloaded Program Support Fund with SUB-ARO NO. RO-8-25-01146 intend to apply the sum of Php 4,458,080.00 being the ABC to payment under the contract for PROCUREMENT OF FOOD, VENUE AND ACCOMMODATION PACKAGE FOR 2-DAY LIVE-IN FORMAL TRAINING FOR PUBLIC SCHOOL TEACHERS ON ACADEMIC RECOVERY AND ACCELERATION THROUGH LITERACY (ARAL) PROGRAM

Bids received in excess of the ABC shall be automatically rejected at bid opening.

Select this for lot-procurement:

The DepEd SDO Calbayog City, through the FY 2025 Downloaded Fund with SUB-ARO No. RO-8-25-01146 to apply the sum of:

Php 4,458,080.00 with PR No. 25-08-078
and the Project: PROCUREMENT OF FOOD, VENUE AND ACCOMMODATION PACKAGE FOR 2-DAY LIVE-IN FORMAL TRAINING FOR PUBLIC SCHOOL TEACHERS ON ACADEMIC RECOVERY AND ACCELERATION THROUGH LITERACY

(ARAL) PROGRAM

being the ABC to payments under the contract for each lot/item. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

Select this for Framework Agreement:

The [insert name of Procuring Entity], using a {[choose either single-year or multi-year] for a duration of [specify if 2 or 3] years} Framework Agreement, through the [insert source of funding and year] intends to apply the sum of [insert the ABC corresponding to the total cost of each item to be bid out, and the [specify identification number per item] being the ABC to payments under the contract for each item. Bids received in excess of the total cost per item shall be automatically rejected.

1. The DepEd Schools Division of Calbayog City now invites bids for the above Procurement Project. Delivery of the Goods and services are required by SY 2025-2026 . Bidders should have completed, within the said date 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).

Select this for Framework Agreement:

The [insert name of Procuring Entity] now invites bids for [insert Procurement Project]. Delivery of the Goods is required within [insert expected delivery time frame] [insert either after issuance of a Call-Off or any date determined by the PE]. Bidders should have completed, within [insert relevant period] 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).

2. 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.

[Select one of the two following paragraphs and delete the other depending on the existence of conditions under Section 23.4.1.2 of the 2016 revised IRR of RA No. 9184]

a. [Select this paragraph if conditions (a), (c), and (d) under Section 23.4.1.2 of the 2016 revised IRR of RA No. 9184 do not exist:] 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 No. 5183.

b. [Select this paragraph if condition (a), (c), or (d) under Section 23.4.1.2 of the 2016 revised IRR of RA No. 9184 exists:] Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the 2016 revised IRR of RA No. 9184.

3. Prospective Bidders may obtain further information from DepEd Schools Division of Calbayog City and inspect the Bidding Documents at the address given below during 8:00 am to 5:00 pm office hours.

4. A complete set of Bidding Documents may be acquired by interested Bidders on August 22, 2025 to September 11, 2025 (until 10:00 AM only) from the given address and website(s) below:

BAC Office, DepEd, SDO Calbayog City and upon payment of applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Thousand Pesos (Php 5, 000.00) for the PROCUREMENT OF FOOD, VENUE AND ACCOMMODATION PACKAGE FOR 2-DAY LIVE-IN FORMAL TRAINING FOR PUBLIC SCHOOL TEACHERS ON ACADEMIC RECOVERY AND ACCELERATION THROUGH LITERACY (ARAL) PROGRAM . The Procuring Entity shall allow the bidder to present its proof of payment for the fees and it will be presented in person.

[NOTE: For lot procurement, the maximum fee for the Bidding Documents for each lot shall be based on its ABC, in accordance with the Guidelines issued by the GPPB; provided that the total fees for the Bidding Documents of all lots shall not exceed the maximum fee prescribed in the Guidelines for the sum of the ABC of all lots.]

5. The DepEd, SDO Calbayog City will hold a Pre-Bid Conference on AUGUST 30, 2025 at 10:00 o'clock in the morning at SDO Conference Hall, Calbayog City.

6. Bids must be duly received by the BAC Secretariat through manual submission and receipt of bids on or before the deadline of the submission of bids at the office address indicated below:
On or before 10:00 o'clock in the morning of September 11, 2025 at BAC Office, 2nd floor Old Building of DepEd SDO Calbayog City.

Late bids shall not be accepted.

7. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.

8. Bid opening shall be on SEPTEMBER 11, 2025 at 10:00 o'clock in the morning at the given address below:

Division Conference Hall of DepEd SDO Calbayog City, Bgry. Hamorawon, Calbayog City, W. Samar
Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

9. 1. TECHNICAL SPECIFICATION

Php 4, 458, 080.00 with PR No. 25-08-078

and the Procurement Project: PROCUREMENT OF FOOD, VENUE AND ACCOMMODATION PACKAGE FOR 2-DAY LIVE-IN FORMAL TRAINING FOR PUBLIC SCHOOL TEACHERS ON ACADEMIC RECOVERY AND ACCELERATION THROUGH LITERACY (ARAL) PROGRAM being the ABC to payments under the contract for each lot/item. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

STOCK/PROPERTY NO. UNIT ITEM DESCRIPTION QTTY UNIT COST TOTAL COST

1 FOOD, VENUE AND ACCOMMODATION PACKAGE

Specifications:

- 1) with at least 3 conducive function/session hall that can accommodate 230 participants; with accessible comfort rooms; and free from outside noise for the smooth delivery of sessions;
- 3.) with LCD Projector in the function/session hall during sessions with functional sound system with at least two (2) functional wireless or wired microphones & speakers;
- 4.) with functional air condition units and high speed internet connectivity both session rooms and guest rooms;
- 5.) with standby emergency power generator, and standby emergency water tank for the availability of water anytime; and
- 6.) with free-flowing coffee/milo with creamer and mineral water in a water dispenser.

DAILY MENU: QTTY UNIT COST TOTAL COST

Food (same for Batch 1 and Batch 2): For Batch 1 - 748 pax and for Batch 2- 748

PAX DAY 1 1496 1,800.00 2,692,800.00

AM Snacks: 1 behon pancit with two slice bread and fruit juice in can (220ml)

Lunch: • Rice

- Pork Steak
- Fish Tinola
- Buttered Vegetable
- Fresh Fruits, & mineral water (bottled 350 ml)

PM Snacks: • Carbonara with bread and fruit juice in can (220ml)

Dinner: • Rice

- Pork Adobo
- Fish Sinugba
- Spicy Sitaw
- Coffee Jelly Mineral Water/ Soft Drinks

DAILY MENU: QTTY UNIT COST TOTAL COST

PAX DAY 2 1496 1,180.00 1,765,280.00

Breakfast:

- Pork Tocino
- Sunny side up Egg
- Dried Fish/Tinapa

- Rice
- Coffee / Milo
- Pakwan, mineral water (bottled 350 ml)

AM Snacks: • Spaghetti and Fruit juice in can (220ml)

Lunch: • Rice

- Pork Sinigang
- Fried Fish Fillet
- Chopsuey
- Fruit Salad , mineral water (bottled 350 ml)/ soft drinks (sakto)-mixed

PM Snacks: • Bam-e with bread and Fruit juice in can (220ml)

TOTAL 4,458,080.00

PURPOSE: To incur for the expenses in the conduct of a 2-day live-in formal training on ARAL Program

2. Purchase of Bid Documents:

Step 1: Any interested bidder must submit a letter of intent together with a copy of updated PhilGEPS registration, Special Power of Attorney (SPA), Company ID and Personal Identification Card for representative to the BAC Secretariat to participate in the bidding. The representative of the bidder must be an employee of the company.

Step 2: The BAC Secretariat will inform the bidder that he/she is qualified to purchase the bid documents and forward the list to the Cashier for reference.

Step 3: The qualified bidder shall pay the corresponding amount of Php Five Thousand Pesos (5,000.00) for the PROCUREMENT OF FOOD, VENUE AND ACCOMMODATION PACKAGE FOR 2-DAY LIVE-IN FORMAL TRAINING FOR PUBLIC SCHOOL TEACHERS ON ACADEMIC RECOVERY AND ACCELERATION THROUGH LITERACY (ARAL) PROGRAM, for bid documents to the cashier based on the Guidelines on the sale of Bidding Documents issued by Government Procurement Policy Board (GPPB).

Step 4: The bidders are reminded that the purchase of bidding documents is available from 8:00 AM to 2:00 PM only.

3. All bids shall be accompanied by a sworn affidavit of the bidder that he/she is not related to the HOPE, members of the BAC, the TWG, and BAC Secretariat, the head of the PMO or the end-user or implementing unit and the project consultants, by consanguinity or affinity up to third civil degree as required by Sec. 47.1 of the Revised

- IRR of RA 9184.
4. Original Bid documents shall be submitted by the bidders on or before the scheduled opening of bids.
5. The BAC requires the following attachments in the bidder’s SLCC or its equivalent for projects with private companies:
- a. Certificate of Completion
 - b. Contract
 - c. Receipts
 - d. Notice of Award
 - e. Notice to Proceed
10. The DepEd SDO Calbayog City 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:

MA. MARLIE M. MENDOZA
Planning Officer III
Head, BAC Secretariat
BAC Office
Schools Division of Calbayog City
Calbayog City
P2, Brgy. Hamorawon, Calbayog City, Samar 6710
Website: calbayogcity@deped.gov.ph
Email Add: calbayogcity@deped.gov.ph

August 6, 2024

JUN-NILOU D. DULFO PhD
OIC – Assistant Schools Division Superintendent
BAC Chairman

Line Items					
Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	FVA - ARAL	FVA - ARAL 2 Day Live-In	1	Lot	4,458,080.00

Remarks
Change of Cost per Unit

Created by Ma. Marlie M. Mendoza
Date Created 21/08/2025

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