



Republic of the Philippines  
**Department of Education**  
REGION X  
DIVISION OF CAGAYAN DE ORO CITY

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**INVITATION TO BID**  
**FOR THE PROCUREMENT OF OFFICE SUPPLIES AND**  
**CONSUMABLES FOR THE ARABIC LANGUAGE AND ISLAMIC**  
**VALUES EDUCATION (ALIVE) PROGRAM CY 2020 IN THE**  
**DEPARTMENT OF EDUCATION, DIVISION OF CAGAYAN DE ORO**  
**CITY**  
**ABC: 1,515,967.00**

1. The *Department of Education, Division of Cagayan de Oro City*, through RA No.11465-FY 2020 GAA with fund code 01101101 to apply the sum of **One Million Five Hundred Fifteen Thousand Nine Hundred Sixty Seven Pesos Only (Php 1,515,967.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the *Procurement of Office Supplies and Consumable for the Arabic Language and Islamic Values Education (ALIVE) Program CY 2020 in the Department of Education, Division of Cagayan de Oro City*. Bids received in excess of the ABC shall be automatically rejected during bid opening.
2. The *Department of Education, Division of Cagayan de Oro City* now invites bids for the above Procurement Project. Delivery of the Goods is required by **March 1, 2021**. Bidders should have completed, within **Thirty (30) days after the receipt of Notice To Proceed** 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 (Instruction to Bidders).
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) No. 9184.  
  
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.
4. Prospective Bidders may obtain further information from *Department of Education, Division of Cagayan de Oro City* and inspect the Bidding Documents at the *BAC Office, DepEd- Cagayan de Oro City, Fr. William F. Masterson SJ Avenue, Upper Bahulang, Cagayan de Oro City* during 8:00 a.m. to 5:00 p.m.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **January 7, 2021** from the given address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Thousand Pesos Only (Php 5,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment at the Cashier Section.


6. The *Department of Education, Division of Cagayan de Oro City* reserves will hold a Pre-Bidding Conference on **January 5, 2021 @ 3:00 p.m. at the 2<sup>nd</sup> Floor canteen Building, DepEd – Division of Cagayan de Oro City, Fr. William F. Masterson SJ Avenue, Upper Balulang, Cagayan de Oro City**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the **BAC Office, Ground Floor, DepEd – Cagayan de Oro City, Fr. William F. Masterson SJ Avenue, Upper Balulang, Cagayan de Oro City** on or before **1:00 p.m. of January 18, 2021**. Late bids shall not be accepted
8. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 14**.
9. Bid opening shall be on **January 18, 2021** at exactly **2:30 p.m.** at the **2<sup>nd</sup> Floor, Canteen Building, DepEd – Division of Cagayan de Oro City, Fr. William F. Masterson SJ Avenue, Upper Balulang, Cagayan de Oro City**. Bids will be opened in the presence of the Bidders' representatives who chooses to attend the activity.
10. The *Department of Education, Division of Cagayan de Oro 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 Section 35.6 and 41 of the 2016 revised IRR f RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

**MS. MILAGROS P. RECAMADAS**  
BAC Secretariat  
Division of Cagayan de Oro City  
Fr. William F. Masterson SJ Avenue, Upper Balulang  
Cagayan de Oro City  
recamz@yahoo.com  
0917 708 8866

12. You may visit this website for downloading of Bidding Documents:

**<https://www.gppb.gov.ph/downloadables.php>**

January 4, 2020

  
**ROWENA H. PARAON, Ph.D.**  
Assistant Schools Division Superintendent  
BAC Chairperson