



Republic of the Philippines
 DEPARTMENT OF EDUCATION
 Region III – Central Luzon
SCHOOLS DIVISION OF CITY OF MEYCAUAYAN
 City of Meycauayan



Invitation to Bid for

**PROCUREMENT OF FOOD CATERING SERVICES FOR SDO SEMINARS
 AND TRAININGS FOR CY 2023 (EARLY PROCUREMENT)**
Project No. 2022-006-G

1. The Department of Education (DepEd) Schools Division Office of City of Meycauayan, through the FY 2023 General Appropriations Act (GAA) intends to apply the sum of **One Million One Hundred Fifty-Nine Thousand Nine Hundred Pesos only (P1,159,900.00)** being the ABC to payments under the contract for the **Procurement of Food Catering Services for SDO Seminars and Trainings for CY 2023 (EPA) under Project No. 2022-006-G**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Unit	Item Description	Quantity	Total Cost
lot	Catering Services for various activities for CY 2023 (Early Procurement Activities) inclusive of breakfast, am snack, lunch and pm snack	1	P 1,159,900.00

2. The Schools Division Office of City of Meycauayan now invites bids for the procurement of the above-captioned programs/projects/activities. Delivery of the Goods is required within the period specified under Section VI. Schedule of Requirements. Bidders should have completed, within one (1) year from the date of submission and receipt of bids, a contract similar to the Project, equivalent to at least fifty percent (50%) of the ABC. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
3. Delivery of the Goods is required for a period of **365** days. Bidders should have completed, within **one (1) year** 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).
4. 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.
 - a. 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.

5. Prospective Bidders may obtain further information from DepEd Schools Division Office of City of Meycauayan and inspect the Bidding Documents at the address given below from 8:00 AM to 5:00 PM Monday to Friday.
6. A complete set of Bidding Documents may be acquired by interested Bidders from the given address and website(s) 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)* which can be done through bank deposit at Landbank of the Philippines, **Account Name- SDO Meycauayan City - Trust Fund, Account Number 1622-1020-87**. Proof of payment shall be sent through email at meycauayan.city@deped.gov.ph.
7. The DepEd Schools Division Office of City of Meycauayan will hold a Virtual Pre-Bid Conference via MS Teams Online Platform on **December 29, 2022, 10:00 am** which shall be opened to prospective bidders.
8. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **January 11, 2023, 9:00 am**. Late bids shall not be accepted.
9. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.
10. Bid opening shall be on **January 11, 2023, 10:00 am** at the **SDO Conference Hall, Pag-Asa St., Malhacan, City of Meycauayan**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
11. The DepED Schools Division Office of City of Meycauayan 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.
12. For further information, please refer to:

Name of Officer:	JERRY DIMLA CRUZ PhD, CESE
Office:	DepEd-Schools Division of City of Meycauayan
Address:	Pag-asa St., Malhacan, City of Meycauayan, Bulacan
Mobile Nos.	(044) 2340121
Email Address:	meycauayan.city@deped.gov.ph
Fax No.	(044) 2340121

13. You may visit the following websites:

For downloading of Bidding Documents: sdo-meycauayan.com

JERRY DIMLA CRUZ PhD, CESE
BAC Chairman



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PROCUREMENT OF FOOD CATERING SERVICES FOR SDO SEMINARS AND TRAININGS FOR CY 2023 (EARLY PROCUREMENT)

PROJECT NO. 2022-006-G

ABC Php 1,159,900.00

Contract Duration 1 year

Bid Docs Amount P5,000.00

Activity	Date & Time	Venue
Pre-Procurement Conference	December 13, 2022	Via MS Teams
Ads/Post of IAEB	December 21, 2022 - January 11, 2023	www.philgeps.net
Receipt of LOI	December 21, 2022 - January 11, 2023	DepEd-SDO City of Meycauayan
Issuance of Bidding Documents	December 21, 2022 - January 11, 2023	DepEd-SDO City of Meycauayan
Pre-Bid Conference	December 29, 2022, 10:00 am	Via MS Teams
Submission and Opening of Bids	January 11, 2023 Submission: 9:00 am Opening: 10:00 am	DepEd-SDO City of Meycauayan Conference Hall
Bid Evaluation	January 13, 2023	DepEd-SDO City of Meycauayan
Post Qualification	January 16, 2023	DepEd-SDO City of Meycauayan
Resolution Short of Award	January 17, 2023	DepEd-SDO City of Meycauayan
Notice of Award	Pending approval of GAA	
Contract	Pending approval of GAA	
Notice to Proceed	Pending approval of GAA	
Estimate Completion Date		



Pag-Asa St., Malhacan, City of Meycauayan, Bulacan, 3020

Telephone No. 044-234-0121

Email Address: meycauayan.city@deped.gov.ph

Website: www.sdo-meycauayan.com

