



Republic of the Philippines
Department of Education
REGION XII
SCHOOLS DIVISION OF SARANGANI

INVITATION TO BID FOR

Meals and Snacks for Sarangani Division's Various Activities for the CY 2024

1. The *Department of Education-Sarangani Division*, through the *NEP 2024* intends to apply the sum of *NINE HUNDRED THIRTY-NINE THOUSAND FOUR HUNDRED AND 00/100 PESOS (Php 939,400.00)* being the ABC to payments under the contract for the *Meals and Snacks for Sarangani Division's Various Activities for the CY 2024 2023-EPA-001 broken down as follows:*

1. Purpose: Division PRAISE Committee Quarterly Meeting						
Stock/ Property No.	Unit	Item Description	Specifications	Quantity	Unit Cost	Total Cost
1	pax.	Meals & Snacks (1 meal & 2 snacks)(1ST Quarter PRAISE Meeting	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken with fruit salad and bottled water. Snacks- preferably cookies, mamon, kakanin with fruit juice or ice tea.	15	450.00	6,750.000
2	pax.	Meals & Snacks (1 meal & 2 snacks)(2nd Quarter PRAISE Meeting	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken with fruit salad and bottled water. Snacks- preferably cookies, mamon, kakanin with fruit juice or ice tea.	15	450.00	6,750.00
3	pax.	Meals & Snacks (1 meal & 2 snacks) 3rd Quarter PRAISE Meeting	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken with fruit salad and bottled water. Snacks- preferably cookies, mamon, kakanin with fruit juice or ice tea.	15	450.00	6,750.00

4	pax.	Meals & Snacks (1 meal & 2 snacks)(4th Quarter PRAISE Meeting	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken with fruit salad and bottled water. Snacks- preferably cookies, mamon, kakanin with fruit juice or ice tea.	15	450.00	6,750.00
			Venue: New Conference Room, Deped Sarangani			27,000.00

2. Purpose: Division HRDC Quarterly Meeting

Stock/Property No.	Unit	Item Description	Specifications	Quantity	Unit Cost	Total Cost
1	pax.	Meals & Snacks (1 meal & 2 snacks)(1ST Quarter PRAISE Meeting (March 2024)	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken with fruit salad and bottled water. Snacks- preferably cookies, mamon, kakanin with fruit juice or ice tea.	13	450.00	5,850.000
2	pax.	Meals & Snacks (1 meal & 2 snacks)(2nd Quarter PRAISE Meeting (June 2024)	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken with fruit salad and bottled water. Snacks- preferably cookies, mamon, kakanin with fruit juice or ice tea.	13	450.00	5,850.00
3	pax.	Meals & Snacks (1 meal & 2 snacks) 3rd Quarter PRAISE Meeting (September 2024)	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken with fruit salad and bottled water. Snacks- preferably cookies, mamon, kakanin with fruit juice or ice tea.	13	450.00	5,850.00
4	pax.	Meals & Snacks (1 meal & 2 snacks)(4th Quarter PRAISE Meeting (October 2024)	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken with fruit salad and bottled water. Snacks- preferably cookies, mamon, kakanin with fruit juice or ice tea.	13	450.00	5,850.00
			Place of Activity: New Conference Room, Deped Sarangani			23,400.00

3. Purpose: DepEd Sarangani Division's Celebration of the 124th Founding Anniversary Celebration of the Philippine Civil Service cum CSC SarGen Civil Service Inter-agency Sports Fest

Stock/Property No.	Unit	Item Description	Specifications	Quantity	Unit Cost	Total Cost
6	pcs	Meal (1 meal) Activity: Players/Coaches Meals (select players to the inter-agency sportsfest) Date: TBA Venue: TBA	Meals-preferably non-pork, 1 viand of chicken, 2 cups rice and 1L bottled water. 102pax x 3days x Php150	306	150.00	45,900.00
7	pcs	Meals & Snacks (1 meal & 1 snack AM) Activity: CSC Anniversary Celebration Culmination Date: Sept. 2, 2024 Venue: TBA	Meals-preferably non-pork, 2 viands of vegetables, chicken and bottled water. Snacks- preferably burger, mamon, chicken sandwich with fruit juice or ice tea or softdrinks. 400pax x 1day x Php300	400	300.00	120,000.00
8	pcs	(1 snack AM) Activity: CSC Opening of SarGen Chapter Anniversary Celebration	Meals-preferably non-pork, 2 viands of vegetables, chicken and bottled water. Snacks- water and sandwich/burger 80pax x 1day x Php300	80	300.00	24,000.00

		Date: TBA Venue: TBA				
						189,900.00
4. Purpose: Recruitment, Selection and Appointment Activities CY 2024						
Stock/ Property No.	Unit	Item Description	Specifications	Quantity	Unit Cost	Total Cost
1	pax.	Meals & Snacks (1 meal & 2 snacks) (Planning Conference) (TBA)	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken and bottled water. Snacks- preferably burger, mamon, pasta with fruit juice or ice tea or softdrinks. Php400 x 25 pax x 1 day	25	400	10,000.00
2	pax.	Meals & Snacks (1 meal & 1 snack AM) (Orientation on Teacher 1 Hiring Guidelines) (TBA)	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken and bottled water. Snacks- preferably burger, mamon, pasta with fruit juice or ice tea or softdrinks. Php300 x 12pax x 1 day	12	300	3,600.00
3	pax.	Meals & Snacks (1 meal & 1 snack AM) (DSC Re-orientation on RSA for Teacher I) (TBA)	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken and bottled water. Snacks- preferably burger, mamon, pasta with fruit juice or ice tea or softdrinks. Php400 x 30 pax x 1 day	30	400	12,000.00
4	pax.	Meals & Snacks (1 meal & 2 snacks) (HRMPSB and Division Subcommittee Evaluation) (TBA)	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken and bottled water. Snacks- preferably burger, mamon, pasta with fruit juice or ice tea or softdrinks. Php400 x 8pax x 8 days	64	400	25,600.00
5	pax.	Meals & Snacks (1 meal & 2 snacks) (HRMPSB and Division Subcommittee Evaluation) (TBA)	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken and bottled water. Snacks- preferably burger, mamon, pasta with fruit juice or ice tea or softdrinks. Php400 x 16pax x 8 days	128	400	51,200.00
6	pax.	Meals & Snacks (1 meal & 2 snacks) (HRMPSB Regular/Special Meetings) (TBA)	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken and bottled water. Snacks- preferably burger, mamon, pasta with fruit juice or ice tea or softdrinks. Php400 x 8pax x 6 days	48	400	19,200.00
7	pax.	Snacks (1 snack AM)(Orientation on Personnel Policies)(TBA)	Snacks- preferably burger, mamon, pasta with fruit juice or ice tea or softdrinks.Php60x 25pax x 8 days	200	60	12,000.00
			Place of Activity: New Conference Room, Deped Sarangani			133,600.00
5. Purpose: For monthly Division Executive Committee Meeting						

Stock/ Proper ty No.	Unit	Item Description	Specifications	Quantity	Unit Cost	Total Cost
1	Pax	Meals and Snacks (For 1 day, New Conference Room only) for 8 months	Lunch - (Non-Pork and non cream dory) at least 3 viands, rice, dessert and juice/soft drinks AM SNACKS -sandwich/kakanin, juice/ soft drinks PM SNACKS - slice of cake/ pasta and soft drinks/juice Date of Activity: Every third (3rd) Wednesday of the month	30	450 x 8	108,000.00 108,000.00

6. Purpose: For Procurement Meetings 2024

Stock/ Proper ty No.	Unit	Item Description	Specifications	Quantity	Unit Cost	Total Cost
18	pax		One Meal and 2 Snacks (Packed with spoon & fork)			
		Date of Activity				
		1st meeting (January 19, 2024)		18	450.00	8,100.00
		2nd meeting (February 13, 2024)	Meals & snacks - 18 pax for Every meetings	18	450.00	8,100.00
		3rd meeting (March 12, 2024)		18	450.00	8,100.00
		4th meeting (April 9, 2024)	Packed Meal: Non-pork - One rice, three viands (beefsteak, fried chicken & mixed veggies) & bottled water	18	450.00	8,100.00
		5th meeting (May 14, 2024)		18	450.00	8,100.00
		6th meeting (June 11, 2024)		18	450.00	8,100.00
		7th meeting (June 9, 2024)	AM snacks: sandwich/pasta, bottled tea/sofdrinks	18	450.00	8,100.00
		8th meeting (August 13, 2024)		18	450.00	8,100.00
		9th meeting (September 10, 2024)	PM snacks: kakanin sa bilao, softdrinks	18	450.00	8,100.00
		10th meeting (October 8, 2024)	To be delivered to:	18	450.00	8,100.00
		11th meeting (November 12, 2024)	Conference Room, New Bldg., DepEd Sarangani Division, Capitol Compound, Maribulan, Alabel, Sarangani Province	18	450.00	8,100.00
		12th meeting (December 10, 2024)		18	450.00	8,100.00
						97,200.00

7. Purpose: RMEPA Preparation 2024

Stock/ Proper ty No.	Unit	Item Description	Specifications	Quantity	Quantity	Total Cost
1	pax	Meals & Snacks (1 meal & 2 snacks)	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken with fruit salad and bottled water.	48	450.00	21,600.00

		<p>Date of Activity</p> <p>*March 2024 (1st quarter) * June 2024 (2nd quarter) * September 2024 (3rd quarter) * December 2024 (4th quarter)</p>	Snacks-preferably cookies, mamon, kakanin with canned juice.	(6 pax @ 2 days per 4 quarter)		21,600.00
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8. Purpose: Budget Proposal Presentation

Stock/Property No.	Unit	Item Description	Specifications	Quantity	Total Cost	Total Cost
1	pax	Snacks (1 Snack for AM Only)	AM Snacks-preferably cookies, mamon, kakanin with canned juice.	360 (15 pax @ 2 days for 12 months)	100.00 (15 pax @ 2 days for 12 months)	36,000.00

9. Purpose: Quarterly Management Review (QMR)

Stock/Property No.	Unit	Item Description	Specifications	Quantity	Unit Cost	Total Cost
1	pax	Meals & Snacks (1 meal & 2 snacks)	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken with fruit salad and bottled water. Snacks- preferably cookies, mamon, kakanin with fruit juice or ice tea.	120 (40 pax @ 3 quarter)	450.00	54,000.00

10. Purpose: Budget Proposal Presentation (EPA)						
Stock/ Property No.	Unit	Item Description	Specifications	Quantity	Unit Cost	Total Cost
1	pax	Meals & Snacks (1 meal & 2 snacks) <i>Date of Activity</i> * September 2024 (3rd quarter)	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken with fruit salad and bottled water. Snacks-preferably cookies, mamon, kakanin with canned juice.	30 (30 pax @ 1 day)	450.00	13,500.00 13,500.00
11. Purpose: For Commemorative Events Celebration (DepEd Anniversary 2024)						
Stock/ Property No.	Unit	Item Description	Specifications	Quantity	Unit Cost	Total Cost
1	pax	One Meal and 2 snacks Visitors (46 pax @ 500.00 each)	Buffet set-up with table arrangement Non-pork Lunch: rice, 3 viands (buttered mixed vegetables with seafood, grilled chicken, beef kare-kare) Dessert: mixed fruits with cream; bottled water and soda; with standby coffee, cream and sugar AM Snacks: tuna/chicken sandwich with soda and bottled water PM Snacks: Pasta (carbonara or spaghetti) & juice or bottled water	46	500.00	23,000.00
2	pax	One Meal and 2 snacks for Division Personnel (200 pax @ 450.00 each)	Non-pork: Food are packed with spoon and fork Lunch: rice, 3 viands (grilled chicken, beef mechado & buttered mixed vegetables), Dessert: fruit salad and bottled water or soda AM Snacks: Chicken sandwich & juice/ softdrinks PM Snacks: Non-pork, pasta, bread and softdrinks/juice Venue: within Sarangani & General Santos City Date of Activity: August 2023	200	450.00	90,000.00 113,000.00

12.Purpose: For Commemorative Events Celebration (Munato Festival 2024)

Stock/ Proper ty No.	Unit	Item Description	Specifications	Quantity	Unit Cost	Total Cost
1	pax	One Meal and 2 snacks 160 pax (packed with spoon & fork)	Lunch: Non-pork, 3 viands, rice, desserts & softdrinks/juice. & softdrinks/juice. AM Snacks: Chicken sandwich & juice/ softdrinks PM Snacks: Non-pork, pasta, bread and softdrinks/juice Venue: Conference Room, New Building, DepEd Sarangani, Capitol, Maribulan, Alabel, Sarangani Province Date of Activity: November, 2023	160	450.00	72,000.00
						72,000.00

13.Purpose: Division Performance Management Team Planning Conference and Quarterly Meeting.

Stock/ Proper ty No.	Unit	Item Description	Specifications	Quantity	Unit Cost	Total Cost
1	pax.	Meals & Snacks (1 meal & 2 snacks) Venue: DepEd Sarangani New Conference Room Activity: DPMT Quarterly Meeting Date: (1st Wednesday of the 1st Month of the Quarter)	Meals-preferably non-pork, 3 viands of fish, vegetables, chicken and bottled water. Snacks- preferably burger, mamon, pasta with fruit juice or ice tea or softdrinks. 24pax x 4 days = 96 x P450 = Php. 43,200.00	96	450	43,200.00
						43,200.00

14. Purpose: For the Augmentation of Annual Medical Exam of SDO Personnel

Stock/ Proper ty No.	Unit	Item Description	Specifications	Quantity	Unit Cost	Total Cost
1	Pax	FOOD	DAY I : LUNCH: Non Pork - (2 viands ,rice, fruits and juice packed)	10	350.00	3,500.00
			DAY 2 : Lunch : Non Pork - (2 viands,rice fruits and juice packed)	10	350.00	3,500.00

							7,000.00
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GRAND TOTAL 939,400.00

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

2. The *Department of Education-Sarangani Division* now invites bids for the above Procurement Project. Bidders should have completed, within *three (3) years* 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)

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.

- 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. A complete set of Bidding Documents may be acquired by interested Bidders on **October 23, 2023 to November 14, 2023**; from the given address below upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **One Thousand Pesos (1,000.00)**.

6. The *Department of Education-Sarangani Division* will hold a Pre-Bid Conference¹ on **October 31, 2023; 10:30 A.M.** thru virtual platform Microsoft Teams which is open to all interested prospective bidder. Please inquire at the given contact person and numbers below for the link and other concerns.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **November 14, 2023; 9:00 A.M.**
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 **November 14, 2023;9:01 A.M.** thru blended platform face-to- face and online for Bids and Awards Committee, Technical Working Group Members and BAC Secretariat at **DepEd New Division Conference Room, Capitol Compound, Alabel, Sarangani Province** while virtual platform Microsoft Teams to all prospective bidders and bidders’ representatives who choose to attend the activity

10. The *Department of Education-Sarangani Division* 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:

FELIPE B. TUYOGON, JR.

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NERISSA A. ALFAFARA, CESE
BAC Chairperson

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference