



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
Duran Street, Iloilo City



**Invitation to Bid for
Procurement of Venue, Food and Accommodation for the Conduct of the
REGIONWIDE TRAININGS ON THE DIFFERENT K TO 12 TEACHING AND
LEARNING DELIVERY PROGRAMS WITHIN REGION VI**

1. The Department of Education Regional Office VI intends to apply the sum of **TEN MILLION ONE HUNDRED EIGHTY THREE THOUSAND SEVEN HUNDRED FIFTY PESOS (10,183,750.00)** being the Approved Budget of the Contract (ABC) to payments under the contract for venue, food and accommodation for the conduct of the **“Regionwide Trainings on the Different K to 12 Teaching and Learning Delivery Programs within Region VI”**, chargeable against 2018 HRTD Funds.
2. Bids received in excess of the ABC shall be automatically rejected at bid opening.
3. The Department of Education Regional Office VI, through its Bids and Awards Committee, now invites bids for supply of the following services:

Activity/Inclusive Dates	Unit	Quantity	Description of Requirements
Lot 1: Pedagogical Retooling in Mathematics, Languages and Science for Grade 4-6 (PRIMALS 4-6) on November 11-16, 2018	Pax	348	November 11, 2018 Dinner Lodging
			November 12-15, 2018 Breakfast AM Snack Lunch PM Snack Dinner Lodging
			November 16, 2018 Breakfast AM Snack Lunch PM Snack
ABC for Lot 1 – P 2,610,000.00			

Lot 2: Alternative Instructional Delivery Practices on November 4-9, 2018	Pax	65	November 4, 2018 Dinner Lodging
			November 5-8, 2018 Breakfast AM Snack Lunch PM Snack Dinner Lodging
			November 9, 2018 Breakfast AM Snack Lunch PM Snack
ABC for Lot 2 – P 487,500.00			
Lot 3: Pedagogical Retooling in Mathematics, Languages and Science for Junior High School (PRIMALS JHS) on November 18-23, 2018	pax	260	November 18, 2018 Dinner Lodging
			November 19-22, 2018 Breakfast AM Snack Lunch PM Snack Dinner Lodging
			November 23, 2018 Breakfast AM Snack Lunch PM Snack
ABC for Lot 3 – P 1,950,000.00			

Lot 4: Senior High School (SHS) Competency-Based Learning on November 18-23, 2018	pax	155	November 18, 2018 Dinner Lodging
			November 19-22, 2018 Breakfast AM Snack Lunch PM Snack Dinner Lodging
			November 23, 2018 Breakfast AM Snack Lunch PM Snack
ABC for Lot 4 – P 1,162,500.00			
Lot 5: Enhancement of pedagogical skills in the Mother Tongue and Bridging Process Grade 2 Teachers on November 4-9, 2018	pax	310	November 26, 2018 Dinner Lodging
			November 27-30, 2018 Breakfast AM Snack Lunch PM Snack Dinner Lodging
			December 1, 2018 Breakfast AM Snack Lunch PM Snack
ABC for Lot 5 – P 2,286,250.00			
Lot 6: Cross-Specialization of Grade 7-10 Science Teachers on their Non-Major Science Subjects on November 18-27, 2018	pax	125	November 18, 2018 Dinner Lodging

			November 19-26, 2018 Breakfast AM Snack Lunch PM Snack Dinner Lodging
			November 27, 2018 Breakfast AM Snack Lunch PM Snack

ABC for Lot 6 – P 1,687,500.00

Please be guided by the following requirements of the activity:

Room Accommodation

- One (1) executive room for Director and Assistant Director
- Triple and/or quadruple sharing air-conditioned room (single bed)
- Provide basic toiletries
- Provide drinking water in every room

Meals

- Buffet breakfast, lunch, dinner (rice, 3 viands, soup, dessert)
- AM and PM snacks (No C2Juice)
- With provision for halal and vegetarian food

Function Hall - Complimentary Plenary Hall for opening and closing programs (for every lots)

- **Lot 1:** 348 pax and 4 complimentary function halls good for 60 pax for 5 days with LCD projector & wide screen in every function halls
- **Lot 2:** 65 pax and 1 complimentary function hall good for 60 pax for 5 days with LCD projector & wide screen in every function halls
- **Lot 3:** 260 pax and 4 complimentary function halls good for 60 pax for 5 days with LCD projector & wide screen in every function halls
- **Lot 4:** 155 pax and 2 complimentary function halls good for 60 pax for 5 days with LCD projector & wide screen in every function halls
- **Lot 5:** 310 pax and 4 complimentary function halls good for 60 pax for 5 days with LCD projector & wide screen in every function halls

- **Lot 6:** 125 pax and 4 complimentary function halls good for 60 pax for 9 days with LCD projector & wide screen in every function halls
- Provide rostrum
- Provide extension cords (at least 5 per function hall)
- Free use of PA system with one (1) stand & two (2) wireless microphones in every function halls for eight (8) hours
- Free Wi-Fi/Internet connection
- Provide whiteboard, markers and erasers
- Flowing coffee, chocolate drink or tea
- One (1) secured complimentary hall/room for the secretariat with complete facilities for every lots

Others (for every lots)

- Tarpaulin with free layout for welcome streamer and backdrop
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- Standby waiters at the function hall
- Standby medical personnel/first aid for the entire duration of the activity
- Standby vehicles to transport CO personnel

Total ABC: Php 10,183,750.00

The services required are grouped per lot and each lot shall not be divided into sub-lots for the purpose of bidding, evaluation and contract award. Each bidder is encouraged to Bid for all lots; provided that failure by the bidder to indicate its bid for one or more lots will not result in the outright rejection of the bid proposal.

4. The list of desired courses for each meal is hereto attached. The bidder is required to submit, together with its bid, its proposed daily menu which shall be subject to the approval of the end-user.
5. Bidders should have completed, within five (5) 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 Clause 5, Section II. Instructions to Bidders.
6. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.
7. 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 and subject to Commonwealth Act 138.

8. Interested bidders may obtain further information from the Department of Education Regional Office VI and inspect the Bidding Documents, through the BAC Secretariat, at the address given below during office days from 8:00 a.m. to 12 noon and from 1:00 p.m. to 5:00 p.m.

A complete set of Bidding Documents may be downloaded from the website of the Procuring Entity, **provided that Bidders shall pay the nonrefundable fee for the Bidding Documents not later than the submission of their bids** in the following amounts in accordance with the latest guidelines of the Government Procurement Policy Board:

- Lot 1:* Three thousand pesos (P 3,000.00)
- Lot 2:* Five hundred pesos (P 500.00)
- Lot 3:* Two thousand pesos (P 2,000.00)
- Lot 4:* One thousand pesos (P 1,000.00)
- Lot 5:* Two thousand pesos (P 2,000.00)
- Lot 6:* One thousand five hundred pesos (P 1,500.00)

The bidders may also obtain a soft copy of the complete set of Bidding Documents from the address above, after payment of the non-refundable fee.

When submitting its bid proposal, bidders are required to present a copy of the Official Receipt issued by the Cashier Unit of the Department of Education Regional Office VI.

9. The Department of Education Regional Office VI will hold a joint Pre-Bid Conference on **03 October 2018, 2:00 p.m., at Room 1, 2nd Floor, New RELC Building, DepEd Regional Office VI, Duran St., Iloilo City.**
10. Bids must be delivered to the address below on or before **9:00 a.m., 16 October 2018.** All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18. **Late bids shall not be accepted.**

Bid opening will on **16 October 2018, 9:00 a.m., at Room 1, 2nd Floor, New RELC Building, Department of Education Regional Office VI, Duran Street, Iloilo City**

Bids will be opened in the presence of the Bidders' representatives who choose to attend at the address below. The order of bid opening shall be as follows:

Project Name

1. Procurement of Venue, Food and Accommodation for the Conduct of the Regionwide Trainings on the Different K to 12 Teaching and Learning Delivery Programs within Region VI
2. Procurement of Venue, Food and Accommodation for the Conduct of the Workshop on the Contextualization and Finalization of Grade 3 Math, Science

11. The Department of Education Regional Office VI reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
12. For further information, please refer to:

Contact Person: **Victor G. De Gracia, Jr., CESO V**
BAC Chairperson
Telephone Number: 033-3362816
www.depedro6gov.ph or www.depedregion.com/wp

Alternative Contact Person: **Lea C. Belleza, Ed.D.**
BAC Secretariat
Telephone Number: 033-508-1523/ 09208174977
Email Address: depedro6bacsec@gmail.com

(sgd.) **VICTOR G. DE GRACIA, JR., Ph.D., CESO V**
Schools Division Superintendent
OIC – Office of the Assistant Regional Director
Chairperson, Bids and Awards Committee