



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  
 CY 2019 SERIES OF TRAININGS/WORKSHOPS OF FUNCTIONAL AND SUPPORT  
 DIVISIONS, DEPED REGIONAL OFFICE VI**

1. The Department of Education Regional Office VI intends to apply the sum of **EIGHT MILLION, SEVEN HUNDRED FORTY-FIVE THOUSAND, FOUR HUNDRED NINETY-NINE AND 60/100 PESOS (8,745,499.60)** being the Approved Budget of the Contract (ABC) to payments under the contract for venue, food and accommodation for the conduct of the **“CY 2019 Series of Trainings/Workshops of Functional and Support Divisions, DepED Regional Office VI”**, chargeable against the 2019 NEP.
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
<b>Lot 1:</b> Capability Building on Research on March 6-8, 2019 within Region VI  <i>Policy, Planning and Research Division (PPRD)</i>	pax	70	March 6-8, 2019 Breakfast AM Snack Lunch PM Snack Dinner Lodging
<b>ABC for Lot 1 – P 399,999.60</b>			
<i>Please be guided by the following requirements of the activity for lot 1:</i>			
<ol style="list-style-type: none"> <li>1. Free use of LCD Projector</li> <li>2. Free WIFI connectivity</li> <li>3. Free finger food, flowing coffee with creamer, chocolate drink and drinking water</li> <li>4. Three (3) in a room, no sharing of beds</li> </ol>			
<b>Lot 2:</b> Enhancement – Workshop for Senior High School (SHS) Focal Persons of SDOs on February 20-21, 2019 preferably in Iloilo City	pax	65	February 20-21, 2019 Breakfast AM Snack Lunch PM Snack Dinner Lodging

<b>Quality Assurance Division (QAD)</b>			
<b>ABC for Lot 2 – P 234,000.00</b>			
<b>Lot 3:</b> 1st Quarter 2019 Regional Monitoring, Evaluation and Adjustment (RMEA) on April 3-5, 2019 preferably in Iloilo City  <b>Quality Assurance Division (QAD)</b>	pax	45	April 3-4, 2019 Breakfast AM Snack Lunch PM Snack Dinner Lodging
			April 5, 2019 Breakfast AM Snack Lunch PM Snack
<b>ABC for Lot 3 – P 171,000.00</b>			
<b>Lot 4:</b> 2nd Quarter 2019 Regional Monitoring, Evaluation and Adjustment (RMEA) on July 1-5, 2019 preferably in Iloilo City  <b>Quality Assurance Division (QAD)</b>	pax	105	July 1-4, 2019 Breakfast AM Snack Lunch PM Snack Dinner Lodging
			July 5, 2019 Breakfast AM Snack Lunch PM Snack
<b>ABC for Lot 4 – P 682,500.00</b>			
<b>Lot 5:</b> 3rd Quarter 2019 Regional Monitoring, Evaluation and Adjustment (RMEA) on October 1-3, 2019 preferably in Iloilo City  <b>Quality Assurance Division (QAD)</b>	pax	45	October 1-2, 2019 Breakfast AM Snack Lunch PM Snack Dinner Lodging
			October 3, 2019 Breakfast AM Snack

			Lunch PM Snack
<b>ABC for Lot 5 – P 184,500.00</b>			
<b>Lot 6: 4th Quarter</b> 2019 Regional Monitoring, Evaluation and Adjustment (RMEA) on December 8-13, 2019 preferably in Iloilo City  <i><b>Quality Assurance Division</b></i> <i><b>(QAD)</b></i>	pax	105	December 8, 2019 Dinner Lodging
			December 9-12, 2019 Breakfast AM Snack Lunch PM Snack Dinner Lodging
		125	December 13, 2019 Breakfast AM Snack Lunch PM Snack Dinner
<b>ABC for Lot 6 – P 961,500.00</b>			
<p><b><i>Please be guided by the following requirements of the activities for Lot 2-6:</i></b></p> <ul style="list-style-type: none"> <li>● Free lecture room/venue with tables and chairs</li> <li>● Free use of PA system with wireless microphones of at least four (4) units</li> <li>● Free strong internet connectivity for all pax</li> <li>● Free use of LCD</li> <li>● Free electricity to use laptop/printer</li> <li>● Free use of extension wires</li> <li>● Coffee, chocolate drink, and tea while sessions are going on</li> <li>● For meals: two (2) viands with fruits and coffee/ chocolate drink for breakfast, three (3) viands with fruits during lunch and dinner with no sugary drinks</li> <li>● No soda served during snacks and meals</li> <li>● Assisted buffet meals</li> <li>● Backdrop for stage</li> <li>● Warm water for bath and daily supply of toiletries and dental kit.</li> <li>● Lodging with a maximum of three (3) persons in a room with individual beds (no twin sharing) and no mattress on the floor</li> <li>● Standby medical personnel and vehicle in the venue in case of emergencies</li> </ul>			

<p style="text-align: center;"><b>Lot 7:</b></p> <p>Training of Implementing Units (IUs) Finance Staff on Updates and New Financial System on June 13-14, 2019 in Iloilo City</p> <p style="text-align: center;"><i>Finance Division</i></p>	pax	435	<p>June 13-14, 2019</p> <p>Breakfast AM Snack Lunch PM Snack Dinner Lodging</p>
<b>ABC for Lot 7 – P 1,566,000.00</b>			
<p><i>Please be guided by the following requirements of the activity for lot 7:</i></p> <p><b>Room</b></p> <ul style="list-style-type: none"> <li>• Three (3) pax in a room</li> <li>• No bed sharing, no mattress on the floor, no bunk beds</li> <li>• Hot and cold water</li> <li>• Toiletries must include shampoo, conditioner, soap, dental kit, facemask, tissue</li> <li>• Complimentary bottled water, coffee, tea everyday</li> </ul> <p><b>Food</b></p> <ul style="list-style-type: none"> <li>• Breakfast – two (2) viands (vegetable included), fruits, rice</li> <li>• AM snacks – soup, bread, unsweetened juice</li> <li>• Lunch – three (3) viands (vegetable included), fruits, salad, soup, and rice</li> <li>• PM snacks – pasta, bread, unsweetened juice</li> <li>• Dinner - three (3) viands (vegetable included), fruits, salad, soup, and rice</li> </ul> <p><b>Session Hall</b></p> <ul style="list-style-type: none"> <li>• With two (2) wide screen and two (2) LCDs</li> <li>• At least four (4) microphones</li> <li>• Strong internet connectivity</li> <li>• Free charging of laptops</li> <li>• Provide at least ten (10) extension cords</li> <li>• Tarpaulin</li> <li>• With two (2) hours extension after activity</li> </ul> <p><b>Amenities</b></p> <ul style="list-style-type: none"> <li>• Use of swimming pool, gym</li> </ul> <p><b>Transportation Service</b></p> <ul style="list-style-type: none"> <li>• Pick-up and drop-off of guest speaker from airport to venue, vice versa</li> </ul> <p><b>Medical Assistance</b></p> <ul style="list-style-type: none"> <li>• Standby first aid team with vehicle</li> </ul>			

<p align="center"><b>Lot 8:</b></p> <p>Workshop-Conference on Full-Time Delivery Unit (FDU) on July 9, 2019 in Iloilo City</p> <p align="center"><i>Finance Division</i></p>	pax	70	<p>July 9, 2019</p> <p>Breakfast AM Snack Lunch PM Snack Dinner Lodging</p>
<b>ABC for Lot 8 – P 56,000.00</b>			
<p><i>Please be guided by the following requirements of the activity for lot 8:</i></p> <p><b>Food</b></p> <ul style="list-style-type: none"> <li>• Breakfast – two (2) viands (vegetable included), fruits, rice</li> <li>• AM snacks – soup, bread, unsweetened juice</li> <li>• Lunch – three (3) viands (vegetable included), fruits, salad, soup, and rice</li> <li>• PM snacks – pasta, bread, unsweetened juice</li> <li>• Dinner - three (3) viands (vegetable included), fruits, salad, soup, and rice</li> </ul> <p><b>Session Hall</b></p> <ul style="list-style-type: none"> <li>• With wide screen and LCDs</li> <li>• At least four (4) microphones</li> <li>• Strong internet connectivity</li> <li>• Free charging of laptops</li> <li>• Provide at least ten (10) extension cords</li> <li>• Tarpaulin</li> <li>• With one (1) hours extension after activity</li> </ul> <p><b>Medical Assistance</b></p> <ul style="list-style-type: none"> <li>• Standby first aid team with vehicle</li> </ul>			
<p align="center"><b>Lot 9:</b></p> <p>Conference with Division Accountants and Budget Officers on the relevant Financial Matters on February 13, 2019 in Iloilo City</p> <p align="center"><i>Finance Division</i></p>	pax	70	<p>February 13, 2019</p> <p>Breakfast AM Snack Lunch PM Snack Dinner Lodging</p>
<b>ABC for Lot 9 – P 140,000.00</b>			

***Please be guided by the following requirements of the activity for lot 9:***

**Room**

- Two (2) pax in a room
- No bed sharing, no mattress on the floor, no bunk beds
- Hot and cold water
- Toiletries must include shampoo, conditioner, soap, dental kit, facemask, tissue
- Complimentary bottled water, coffee, tea everyday

**Amenities**

- Use of swimming pool, gym

**Transportation Service**

- Pick-up and drop-off of guest speaker from airport to venue, vice versa

**Food**

- Breakfast – three (3) viands (vegetable included), fruits, bread, rice
- AM snacks – soup, bread, unsweetened juice
- Lunch – three (3) viands (vegetable included), fruits, salad, soup, and rice
- PM snacks – pasta, bread, unsweetened juice
- Dinner - three (3) viands (vegetable included), fruits, salad, soup, and rice

**Session Hall**

- With two (2) wide screen and two (2) LCDs
- At least four (4) microphones
- Strong internet connectivity
- Free charging of laptops
- Provide at least ten (10) extension cords
- Tarpaulin
- With three (3) hours extension after activity

**Medical Assistance**

- Standby first aid team with vehicle

<p align="center"><b>Lot 10:</b></p> <p>2<sup>nd</sup> Conference with Division Accountants and Budget Officers on the relevant Financial Matters on October 7, 2019 in Iloilo City</p> <p align="center"><b><i>Finance Division</i></b></p>	<p align="center">pax</p>	<p align="center">70</p>	<p align="center">October 7, 2019 Breakfast AM Snack Lunch PM Snack Dinner Lodging</p>
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**ABC for Lot 10 – P 140,000.00**

***Please be guided by the following requirements of the activity for lot 10:***

**Room**

- Two (2) pax in a room
- No bed sharing, no mattress on the floor, no bunk beds
- Hot and cold water
- Toiletries must include shampoo, conditioner, soap, dental kit, facemask, tissue
- Complimentary bottled water, coffee, tea everyday

**Amenities**

- Use of swimming pool, gym

**Transportation Service**

- Pick-up and drop-off of guest speaker from airport to venue, vice versa

**Food**

- Breakfast – three (3) viands (vegetable included), fruits, bread, rice
- AM snacks – soup, bread, unsweetened juice
- Lunch – three (3) viands (vegetable included), fruits, salad, soup, and rice
- PM snacks – pasta, bread, unsweetened juice
- Dinner - three (3) viands (vegetable included), fruits, salad, soup, and rice

**Session Hall**

- With two (2) wide screen and two (2) LCDs
- At least four (4) microphones
- Strong internet connectivity
- Free charging of laptops
- Provide at least ten (10) extension cords
- Tarpaulin
- With three (3) hours extension after activity

**Medical Assistance**

- Standby first aid team with vehicle

<p><b>Lot 11:</b></p> <p>Consultation with CSOs and Other Stakeholders on February 15, 2019 in Iloilo City</p> <p><i>Finance Division</i></p>	<p>pax</p>	<p>60</p>	<p>February 15, 2019</p> <p>AM Snack Lunch</p>
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**ABC for Lot 11 – P 30,000.00**

*Please be guided by the following requirements of the activity for lot 11:*

**Food**

- AM snacks – soup, bread, unsweetened juice
- Lunch – three (3) viands (vegetable included), fruits, salad, soup, and rice

**Session Hall**

- With wide screen and LCDs
- At least four (4) microphones
- Strong internet connectivity
- Free charging of laptops
- Provide at least ten (10) extension cords
- Tarpaulin
- With one (1) hour extension after activity

**Medical Assistance**

- Standby first aid team with vehicle

<p><b>Lot 12:</b></p> <p>Phase I: Curriculum Implementation Review and Assessment (CIPRA) on March 6-8, 2019 within Region VI</p> <p><i>Curriculum and Learning Management Division (CLMD)</i></p>	<p>pax</p>	<p>32</p>	<p>March 6, 2019</p> <p>Breakfast</p> <p>AM Snack</p> <p>Lunch</p> <p>PM Snack</p> <p>Dinner</p> <p>Lodging</p>
			<p>March 7, 2019</p> <p>Breakfast</p> <p>AM Snack</p> <p>Lunch</p> <p>PM Snack</p> <p>Dinner</p> <p>Lodging</p>
			<p>March 8, 2019</p> <p>Breakfast</p> <p>AM Snack</p> <p>Lunch</p> <p>PM Snack</p> <p>Dinner</p> <p>Lodging</p>
<p><b>ABC for Lot 12 – P 144,000.00</b></p>			
<p><b>Lot 13:</b></p> <p>Phase II: Curriculum Implementation Review and Assessment (CIPRA) on September 11-13,</p>	<p>pax</p>	<p>32</p>	<p>September 11, 2019</p> <p>Breakfast</p> <p>AM Snack</p> <p>Lunch</p> <p>PM Snack</p> <p>Dinner</p> <p>Lodging</p>
			<p>September 12, 2019</p>



2019 within Region VI  <i>Curriculum and Learning Management Division (CLMD)</i>			Breakfast AM Snack Lunch PM Snack Dinner Lodging
			September 13, 2019 Breakfast AM Snack Lunch PM Snack Dinner Lodging

**ABC for Lot 13 – P 144,000.00**

*Please be guided by the following requirements of the activities for lot 12 and 13:*

**Room Accommodation**

- Single Air-conditioned room (1 for RD and 1 for ARD)
- Two sharing air-conditioned room (single bed) for the participants
- Clean beddings, room and restroom
- Provide clean towel, basic toiletries and drinking water/room/day

**Meals**

- Flowing coffee, tea, choco drink and water
- Buffet breakfast, lunch and dinner (3 viands, soup, dessert)
- AM and PM Snacks (Low sugar, no soda drinks)
- With provision for Halal and vegetarian food per request

**Function Hall**

- Complimentary use of LCD projector with widescreen
- Free use of PA system with 3 wireless microphones in plenary hall for 3 days
- Free use of electricity for entire duration of the training
- Free Wi-Fi/Internet connection (strong)
- Provide whiteboard, markers and erasers for small group discussions
- Provide rostrum
- Provide extension cords
- Buffet style of food service
- Provide assorted candies and nuts per table during plenary/group discussions
- Welcome streamer and backdrop
- One (1) complimentary function hall good for 100 pax

**Others**

- Standby waiters and medical personnel for the entire duration of the activity
- Vehicle to fetch the participants from point of entry to the venue

<p><b>Lot 14:</b></p> <p>Four-day TA, SBM and WinS Implementation Review and Planning on May 20-23,2019 within Iloilo City Proper</p> <p><i>Field Technical Assistance Division (FTAD)</i></p>	pax	144	<p>May 20-23, 2019</p> <p>Breakfast AM Snack Lunch PM Snack Dinner Lodging</p>
<p><b>ABC for Lot 14 – P 576,000.00</b></p>			
<p><b>Lot 15:</b></p> <p>Three-day Workshop on Documenting and Tracking TA Implementation on May 7-9, 2019 within Iloilo City Proper</p> <p><i>Field Technical Assistance Division (FTAD)</i></p>	pax	80	<p>May 7-9, 2019</p> <p>Breakfast AM Snack Lunch PM Snack Dinner Lodging</p>
<p><b>ABC for Lot 15 – P 480,000.00</b></p>			
<p><b>Lot 16:</b></p> <p>Three-day Workshop on Retooling of RFTATs and DFTATs on Technical Assistance (TA) on May 14-16, 2019 within Iloilo City Proper</p> <p><i>Field Technical Assistance Division (FTAD)</i></p>	pax	80	<p>May 14-16, 2019</p> <p>Breakfast AM Snack Lunch PM Snack Dinner Lodging</p>

<b>ABC for Lot 16 – P 480,000.00</b>			
<p><b>Lot 17:</b></p> <p>Three-day Workshop on SBM-WinS Technical Options on July 8-11, 2019 within Iloilo City Proper</p> <p><i>Field Technical Assistance Division (FTAD)</i></p>	pax	70	<p>July 8-11, 2019</p> <p>Breakfast AM Snack Lunch PM Snack Dinner Lodging</p>
<b>ABC for Lot 17 – P 378,000.00</b>			
<p><i>Please be guided by the following requirements of the activities for lot 14-17:</i></p> <ul style="list-style-type: none"> <li>● Free lecture room/venue with tables and chairs</li> <li>● Free use of PA system with wireless microphones of at least four (4) units</li> <li>● Free unlimited and strong internet connectivity for all participants</li> <li>● Provision of extension cords</li> <li>● Free use of LCD</li> <li>● Free night sessions</li> <li>● Provision of white board and marker</li> <li>● Standby medical personnel and vehicle at the venue in case of emergencies</li> <li>● Free flowing coffee, mineral water and chocolate drinks</li> <li>● Complementary drinking water in the room everyday</li> <li>● For meals: three (3) viands per meal with fruits and dessert, no soda for drinks</li> <li>● Assisted buffet</li> <li>● Backdrop tarp for the stage</li> <li>● Hot and cold shower and daily supply of toiletries and dental kits.</li> </ul>			
<p><b>Lot 18:</b></p> <p>Capability Building of RO VI PMT and L&amp;D Focal Persons on Program Designing and Session Guide Writing (Phase 1) on March 12-15, 2019</p>	pax	50	<p>March 12-15, 2019</p> <p>Breakfast AM Snack Lunch PM Snack Dinner</p>

<p>within Iloilo City Proper</p> <p><b>Human Resources Development Division (HRDD)</b></p>			
<b>ABC for Lot 18 – P 192,000.00</b>			
<p><b>Please be guided by the following requirements of the activity for lot 18:</b></p> <p><b>FOOD</b></p> <ul style="list-style-type: none"> <li>• Assisted buffet for participants</li> <li>• Free flowing coffee, chocolate drink and mineral water</li> <li>• Fruits in season be served</li> <li>• Healthy drinks instead of soft drinks</li> <li>• Candies and nuts be served</li> </ul> <p><b>TRAINING VENUE</b></p> <ul style="list-style-type: none"> <li>• One (1) big function room for plenary which can accommodate 50-60 persons</li> <li>• Provision of sound system with audio jock, 2-3 microphones extensions cords</li> <li>• Exclusive and strong internet connection</li> <li>• Whiteboard</li> </ul> <p><b>OTHERS</b></p> <ul style="list-style-type: none"> <li>• (2pcs) Tarpaulin for display at the entrance and stage</li> <li>• Free vehicle in case of emergency</li> </ul>			
<p><b>Lot 19:</b></p> <p>BEST Coaching during the Walkthrough in the Capability Building of RO VI PMT and L&amp;D Focal Persons on Program Designing and Session Guide Writing (Phase 1) on February 14-15, 2019 within Iloilo City Proper</p> <p><b>Human Resources Development Division (HRDD)</b></p>	pax	10	<p>February 14-15, 2019</p> <p>Breakfast AM Snack Lunch PM Snack Dinner</p>

**ABC for Lot 19 – P 18,000.00**

*Please be guided by the following requirements of the activity for lot 19:*

**FOOD**

- Assisted buffet for participants
- Free flowing coffee, chocolate drink and mineral water
- Fruits in season be served
- Healthy drinks instead of soft drinks
- Candies and nuts be served

**TRAINING VENUE**

- One (1) big function room for plenary which can accommodate 10150 persons
- Provision of sound system, 2 microphones, sound system with audio jock
- Exclusive and strong internet connection
- Whiteboard

<p><b>Lot 20:</b></p> <p>the Orientation of RO VI Personnel on the PRIOR &amp; “Salamat, Paalam” Program within Iloilo City, on February 1, 2019</p> <p><i>Human Resources Development Division (HRDD)</i></p>	pax	105	February 1, 2019 Breakfast AM Snack Lunch PM Snack Dinner
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**ABC for Lot 20 – P 105,000.00**

*Please be guided by the following requirements of the activity for lot 20:*

**Meals**

- Flowing brewed coffee, tea, choco drink and water
- Assisted buffet breakfast, lunch, dinner (3 viands, soup, fruits)
- Provision of Halal and vegetarian food per request
- Provision of vegetables and garden fresh salad during lunch
- Choices of canned juice and canned soda during lunch
- Provision of fresh cooked fish every meal

**Plenary Hall**

- One (1) function room that can accommodate 100-120 pax
- Free use of the function room for the evening session
- Complementary use of LCD projector with wide screen, sound system with audio jock, 3 wireless microphones, extension cords
- Provision of rostrum in plenary, whiteboard and markers & erasers
- Standby waiters

**Others**

- Strong free wifi/internet connection
- Free use of electricity for entire duration of the activity
- Provide extension cords
- Provide assorted nuts and candies per table during plenary and in the breakout sessions
- Welcome streamer and backdrop
- Medical team with first aid care
- Standby vehicle for emergencies cases

<p><b>Lot 21:</b> Orientation of RO VI PMT and L&amp;D Focal Persons on the CSC PRIME-HRM Aligned L&amp;D System on February 27 – March 1, 2019 within Iloilo City Proper</p> <p><i>Human Resources Development Division (HRDD)</i></p>	<p>pax</p>	<p>150</p>	<p>February 27, 2019 – March 1, 2019 Breakfast AM Snack Lunch PM Snack Dinner</p>
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**ABC for Lot 21 – P 144,000.00**

*Please be guided by the following requirements of the activity for lot 21:*

**FOOD**

- Assisted buffet for participants
- Free flowing coffee, chocolate drink and mineral water
- Fruits in season be served
- Healthy drinks instead of soft drinks
- Candies and nuts be served

**TRAINING VENUE**

- One (1) big function room for plenary which can accommodate 50-60 persons

- Provision of sound system with audio jock, 2-3 microphones extensions cords
- Exclusive and strong internet connection
- Whiteboard

**OTHERS**

- (2pcs) Tarpaulin for display at the entrance and stage
- Free vehicle in case of emergency
- Medical team
- With first aid care

<p><b>Lot 22:</b> Enhancement Skills Training of RO VI Personnel on Written Communication on May 8-10, 2019 within Region VI</p> <p><i>Human Resources Development Division (HRDD)</i></p>	Pax	90	<p>May 8-9, 2019 Breakfast AM Snack Lunch PM Snack Dinner Lodging</p> <p>May 10, 2019 Breakfast AM Snack Lunch PM Snack</p>
<b>ABC for Lot 22 – P 450,000.00</b>			
<p><b>Lot 23:</b> Workshop on the Contextualization of HRD Policy and Succession Planning Manual on May 28-31, 2019 within Region VI</p> <p><i>Human Resources Development Division (HRDD)</i></p>	pax	55	<p>May 28-30, 2019 Breakfast AM Snack Lunch PM Snack Dinner Lodging</p>
			<p>May 31, 2019 Breakfast AM Snack Lunch PM Snack</p>
<b>ABC for Lot 23 – P 341,000.00</b>			

<p><b>Lot 24:</b></p> <p>Workshop on Contextualization of Performance Management System on July 9-12, 2019 within Region VI</p> <p><i>Human Resources Development Division (HRDD)</i></p>	<p>pax</p>	<p>50</p>	<p>July 9-11, 2019 Breakfast AM Snack Lunch PM Snack Dinner Lodging</p> <p>July 12, 2019 Breakfast AM Snack Lunch PM Snack</p>
<p><b>ABC for Lot 24 – P 350,000.00</b></p>			
<p><b>Lot 25:</b></p> <p>PMS Orientation and Workshop of RO VI Personnel on Oct. 29-30, 2019 within Region VI</p> <p><i>Human Resources Development Division (HRDD)</i></p>	<p>pax</p>	<p>105</p>	<p>October 29-30,2019 Breakfast AM Snack Lunch PM Snack Dinner Lodging</p>
<p><b>ABC for Lot 25 – P 378,000.00</b></p>			
<p><i>Please be guided by the following requirements of the activity for lot 25:</i></p> <p><b>FOOD</b></p> <ul style="list-style-type: none"> <li>• Assisted buffet for participants</li> <li>• Free flowing coffee, chocolate drink and mineral water</li> <li>• Fruits in season be served</li> <li>• Healthy drinks instead of soft drinks</li> <li>• Candies and nuts be served</li> </ul> <p><b>TRAINING VENUE</b></p> <ul style="list-style-type: none"> <li>• One (1) big function room for plenary which can accommodate 60-110 persons</li> <li>• Provision of sound system, 4 microphones, extensions cords</li> <li>• Provision of at least 2 LCD projectors</li> <li>• Area for posting of outputs</li> <li>• LCD projector, 2-3 microphones, sound system with audio jock</li> <li>• Exclusive and strong internet connection</li> <li>• Whiteboard</li> </ul>			



### **ACCOMMODATION**

- Single beds
- 2-3 pax in a room
- No bed sharing
- No foam on the floor for the 3<sup>rd</sup> Occupant
- New set of beddings
- Complimentary dental kit (toothbrush & toothpaste)
- Complete toiletries daily (soap, shampoo & conditioners, lotion)
- White towels be changed every day

### **OTHERS**

- (2pcs) Tarpaulin for display at the entrance and stage
- Free vehicle in case of emergency
- Medical team
- With first aid care

**Total ABC: Php 8,832,499.60**

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 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:

<b>Lot No.</b>	<b>ABC for Lot</b>	<b>Cost of Bidding Documents</b>
Lot 1	399,999.60	300.00
Lot 2	234,000.00	200.00
Lot 3	171,000.00	100.00
Lot 4	682,500.00	600.00
Lot 5	184,500.00	100.00
Lot 6	961,500.00	900.00
Lot 7	1,566,000.00	1,000.00
Lot 8	56,000.00	100.00
Lot 9	140,000.00	100.00
Lot 10	140,000.00	100.00
Lot 11	30,000.00	100.00
Lot 12	144,000.00	100.00
Lot 13	144,000.00	100.00
Lot 14	576,000.00	500.00
Lot 15	480,000.00	400.00
Lot 16	480,000.00	400.00
Lot 17	378,000.00	100.00
Lot 18	192,000.00	300.00
Lot 19	18,000.00	100.00
Lot 20	105,000.00	100.00
Lot 21	144,000.00	100.00
Lot 22	450,000.00	400.00
Lot 23	341,000.00	300.00
Lot 24	350,000.00	300.00
Lot 25	378,000.00	300.00

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 **14 December 2018, 9:00 a.m.**, at **Boracay Hall, DepED Regional Office VI, Duran St., Iloilo City.**

10. Bids must be delivered to the address below on or before **2:00 p.m., 27 December 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 **27 December 2018, 2:00 p.m.**, at **Boracay Hall, 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. **Late bids shall not be accepted.**

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](http://www.depedro6gov.ph) or [www.depedregion6.com/wp](http://www.depedregion6.com/wp)

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

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