



Republic of the Philippines

Department of Education  
Region V – Bicol

**SCHOOLS DIVISION OFFICE**  
Camarines Norte



**INVITATION TO BID FOR THE PROCUREMENT OF MEALS AND VENUE FOR  
VARIOUS SEMINARS/TRAININGS OF OSDS FOR CY 2025  
(GOODS38-12-2024CN)**

1. The Department of Education (DepEd)-Division of Camarines Norte, through the 2025 Government Appropriations Act (GAA) as an Early Procurement Activity intends to apply the amount of Four Hundred Forty-Eight Thousand Seven Hundred Pesos Only (₱ 448,700.00) being the Approved Budget for the Contract to payments under the contract for the Procurement of Meals and Venue for Various Seminars/Trainings of OSDS for CY 2025. Bids received in excess of the ABC shall be automatically rejected at bid opening.

<b>Training No.</b>	<b>Activity</b>	<b>ABC (₱)</b>	<b>No. of Participants</b>	<b>Duration</b>
1	Performance Planning and Commitment for CY 2025 OSDS Personnel	59,500.00	85 pax	1 day
2	Mid-year Performance Review for CY 2025 OSDS Personnel	59,500.00	85 pax	1 day
3	Seminar/Workshop on the Management of Cash Advances and Liquidation Management cum APP for CY 2026 Preparation for Elementary and Non-IUs Secondary School Heads	242,200.00	173 pax	2 days
4	Year-end Performance Review and Evaluation for CY 2025 OSDS Personnel	59,500.00	85 pax	1 day
5	Seminar/Workshop on the Preparation of Financial Reports for Calendar Year 2025 of Implementing Unit of Bookkeepers	28,000.00	40 pax	1 day

2. The Department of Education (DepEd)-Division of Camarines Norte now invites bids for the above Procurement Project. Delivery of the Goods (Meals) is required based on Section VI (Schedule of Requirements) and upon notice of the end-user for the conduct of the activity. Bidders should have completed, within the last 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 Section II (Instructions to Bidders).

3. Bidding will be conducted through open competitive bidding procedures using a nondiscretionary “*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.
4. Prospective Bidders may obtain further information from Department of Education (DepEd)-Division of Camarines Norte, F. Pimentel Ave., Daet, Camarines Norte and inspect the Bidding Documents at the address given below during 8:00 am to 5:00 pm.
5. A complete set of Bidding Documents may be acquired by interested Bidders on December 9 to 17, 2024 before ten thirty in the morning (10:30 am) 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 Hundred Pesos Only (₱ 500.00) at the Division Cashier Office or through online payment. For those who opt to pay online, they shall present proof of payment (e.g. Deposit Slip) to the same office for the issuance of Official Receipt.

It may also be downloaded, free of charge, from the website of the Philippine Government Electronic System (PhilGEPS) and the website of the Procuring Entity, provided that bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The DepEd-Division of Camarines Norte will no longer hold a Pre-Bid Conference for this project.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before December 17, 2024, ten thirty in the morning (10:30 am). 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 ten thirty in the morning (10:30 am) of December 17, 2024 at DepEd Conference Hall, DepEd-Schools Division Office of Camarines Norte, F. Pimentel Ave., Brgy. II, Daet, Camarines Norte. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity.

The Bid opening is also accessible online through videoconferencing in the following details:

App : Microsoft Teams  
Time: 10:30 AM  
Link: <https://bit.ly/41mZS3Y>

10. The DepEd-Division of Camarines Norte 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:  
Atty. Niño B. Raro or Mrs. Blesilda A. Necio  
Department of Education-Division of Camarines Norte  
F. Pimentel Avenue, Barangay II, Daet, Camarines Norte  
Cellphone Number: 09989801461  
Cellphone Number: 09488741866  
Website: <http://depedcamnorte.ph>
  
12. You may visit the following websites:

For downloading of Bidding Documents: <http://depedcamnorte.ph/w>

December 9, 2024

**(Sgd.) ATTY. NIÑO B. RARO**  
BAC Chairperson – Goods and Services