



Republic of the Philippines  
**Department of Education**  
REGION XIII – CARAGA  
SCHOOLS DIVISION OFFICE OF SURIGAO CITY

# **PHILIPPINE BIDDING DOCUMENTS**

(As Harmonized with Development Partners)

# **Procurement of GOODS**

**SUPPLY AND DELIVERY OF PRINTER  
INKS TO SUPPORT THE BASIC  
LEARNING CONTINUITY PLAN (LCP) OF  
DEPED SDO SURIGAO CITY**

Government of the Republic of the Philippines

**Fifth Edition  
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Republic of the Philippines  
**Department of Education**  
REGION XIII – CARAGA  
SCHOOLS DIVISION OFFICE OF SURIGAO CITY

**INVITATION TO BID FOR  
SUPPLY AND DELIVERY OF PRINTER INKS TO  
SUPPORT THE BASIC LEARNING CONTINUITY PLAN  
(LCP) OF DEPED SDO SURIGAO CITY**

1. The *Department of Education Division of Surigao City*, through the *General Appropriations Act of 2020*<sup>3</sup> intends to apply the sum of *Four Million One Hundred Two Thousand Pesos (PHP 4,102,000.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for *SUPPLY AND DELIVERY OF PRINTER INKS TO SUPPORT THE BASIC LEARNING CONTINUITY PLAN (LCP) OF DEPED SDO SURIGAO CITY*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Department of Education Division of Surigao City* now invites bids for the following:
  - a. *632 bottles of PRINTER INKS, Epson L15160, No. 008, Black pigment*
  - b. *180 bottles of PRINTER INKS, Epson L15160, No. 008, Magenta pigment*
  - c. *180 bottles of PRINTER INKS, Epson L15160, No. 008, Cyan pigment*
  - d. *180 bottles of PRINTER INKS, Epson L15160, No. 008, Yellow pigment.*<sup>4</sup>Delivery of the Goods is required *15 days after the signing of the Notice to Proceed*. Bidders should have completed, within *30 days* 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) 9184, otherwise known as the “Government Procurement Reform Act”.
  - (i) Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock

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<sup>3</sup> In the case of National Government Agencies, the General Appropriations Act and/or continuing appropriations; in the case of GOCCs, GFIs, and SUCs, the Corporate Budget for the contract approved by the governing Boards; in the case of (LGUs, the Budget for the contract approved by the respective *Sanggunian*. (Section 5(a), R.A. 9184)

<sup>4</sup> A brief description of the type(s) of Goods should be provided, including quantities, location of project, and other information necessary to enable potential bidders to decide whether or not to respond to the invitation.

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.

4. Interested bidders may obtain further information from *Department of Education Division of Surigao City* and inspect the Bidding Documents at the address given below during 8:00 AM - 5:00 PM.
5. A complete set of Bidding Documents may be acquired by interested Bidders on *November 21, 2020* from the address 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 (PHP 5,000.00). Note: For lot procurement, the maximum fee for the Bidding Documents for each lot shall be based on its ABC, in accordance with the Guidelines issued by the GPPB; provided that the total fees for the Bidding Documents of all lots shall not exceed the maximum fee prescribed in the Guidelines for the sum of the ABC of all lots.*

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement 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 *Department of Education Division of Surigao City* will hold a Pre-Bid Conference<sup>5</sup> on *December 1, 2020, 9:30AM* through *Google Meet with the link <https://meet.google.com/fgz-huve-rbr>* which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before *December 14, 2020, 2:00PM*. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 18.

Bid opening shall be on *December 14, 2020, 2:00PM* at *Office of the Assistant Schools Division Superintendent, Department of Education, Division Office of Surigao City, M. Ortiz St., Surigao 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.**

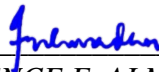
8. The *Department of Education Division of Surigao City* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

*Robert Sherwin S. Betita*  
*Office of the Assistant Schools Division Superintendent*  
*Department of Education*

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<sup>5</sup>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.

*Schools Division Office of Surigao City  
C.V. Diez Memorial Central Elementary School compound,  
M. Ortiz St., Brgy. Washington, Surigao City  
63-86-8268931/09466410658  
robertsherwin.betita@deped.gov.ph  
www.depedsurigaocity.com*

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*FLORENCE E. ALMADEN, CESO VI  
BAC Chairperson*

