



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

INVITATION TO BID FOR SUPPLY AND DELIVERY OF ORIGINAL INKS TO BE USED FOR THE PROVISION OF LEARNING RESOURCES TO KINDER TO GRADE 12 LEARNERS FOR QUARTER 4 OF SY 2021-2022 AND SUCCEEDING QUARTERS OF SY 2022-2023

1. The *Department of Education Division of Surigao City*, through the GAA intends to apply the sum of *TWO MILLION EIGHTY SEVEN THOUSAND NINE HUNDRED TWENTY PESOS (PHP 2,087,920.00)* being the ABC to payments under the contract for *FY-2022-GOODS-023*. 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 Procurement of the following:
 - a. 4,148 bottles PRINTER INK, EPSON 003, Black, Original
 - b. 1,000 bottles PRINTER INK, EPSON 003, Cyan, Original
 - c. 1,000 bottles PRINTER INK, EPSON 003, Magenta, Original
 - d. 1,000 bottles PRINTER INK, EPSON 003, Yellow, Original* With authentic seal of Epson

Delivery of the Goods is required by *thirty (30) days after the issuance of the Notice to Proceed*. Bidders should have completed, within *twenty-four (24) months* 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.
4. Prospective Bidders may obtain further information from *Department of Education Division of Surigao City* and inspect the Bidding Documents at the address given below during *8:00AM to 5:00PM, Monday to Friday*.
5. A complete set of Bidding Documents may be acquired by interested Bidders on *May 5, 2022* 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 thousand pesos (PHP 5,000.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person or through electronic mail.

6. The *Department of Education Division of Surigao City* will hold a Pre-Bid Conference on *May 13, 2022, 3:30PM* at the *Office of the Assistant Schools Division Superintendent, Schools Division Office of Surigao City, M. Ortiz St., Surigao City* and/or through video conferencing via *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 through (i) manual submission at the office address indicated below, (ii) online or electronic submission as indicated below, or (iii) both on or before *May 26, 2022, 2:00 PM*. **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 *May 26, 2022, 2:00 PM* at the Office of the Assistant Schools Division Superintendent, Schools Division Office of Surigao City, M. Ortiz St., Surigao City and/or through video conferencing via Google Meet with the link *https://meet.google.com/fgz-huve-rbr*. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity provided they present a Special Power of Attorney (SPA).
10. 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 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:

*Robert Sherwin S. Betita
Office of the Bids and Awards Committee,
Department of Education, Division of Surigao City
M. Ortiz St., Brgy. Washington,
CV Diez Central Elementary School Compound, Surigao City
robertsherwin.betita@deped.gov.ph
09466410658
www.depedsc.com*

12. You may visit the following websites:

For downloading of Bidding Documents:
https://depedsc.com/procurement/bid-opportunities/

For online bid submission:
Will be provided after payment of Bidding Documents

May 5, 2022

LAILA F. DANAQUE, EdD, CESO VI
Chairperson, Bids and Awards Committee