INVITATION TO BID

Provision and Distribution of Commercial Milk on the Implementation of School-Based Feeding Program (SBFP) for SY 2020-2021

1. The Schools Division Office of Catanduanes through the General Appropriation Act (GAA) CY 2020 intends to apply the sum of Fourteen Million Four Hundred Fifty Six Thousand Eight Hundred Eighty Pesos Only (Php14,456,880.00), being the Approved Budget for the Contract (ABC) to payments under the contract for the procurement of Provision and Distribution of Commercial Milk for Schools Based Feeding Program (SBFP) for SY 2020-2021. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Specification= 33 grams sachet/pack flavored milk drink
Number of Recipient= 13,386 (Kindergarten Learners SY 2020-2021 and Grade 1 to Grade 6 Wasted and Severely Wasted Learners SY 2019-2020)

Feeding Days and Duration= 60 feeding days
Approved Budget for the Contract (ABC)= Php14,456,880.00

2. The Schools Division Office of Catanduanes now invites bids for the above Procurement Project. Delivery of the Goods is required sixty (60) days in three batches (once a month). Bidders should have completed, within three (3) 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 Instruction to Bidders.

3. Bidding will be conducted through open competitive bidding procedures using non-discretionary pass/fail criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 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 5183.

4. Prospective bidders may obtain further information from Schools Division Office and inspect the Bidding Documents at the address given below during Monday to Friday from 8:00 AM to 5:00 PM.

5. A complete set of Bidding Documents may be acquired by interested Bidders on November 27 to December 17, 2020 from the given address and website below upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Twenty Five Thousand Pesos Only (Php25,000.00). The Procuring Entity shall allow the bidder to present proof of payment for the fees in person.

6. The Schools Division Office of Catanduanes will hold a Pre-bid Conference on December 4, 2020 at 9:00 AM at SDO-ASDS Office which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before December 17, 2020 at 9:00 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 December 17, 2020 at 9:00 AM at the given address below. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity.

10. Prior to Bid Opening, representative of bidders should present and submit to the BAC a Special Power of Attorney stating the detailed activities which he/she will perform relative to the bidding at hand.

11. The Schools Division Office of Catanuanes 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.

12. For further information, please refer to:

   MA. LUISA T. DELA ROSA  
   Chairman, Bids and Awards Committee  
   DepEd, Division Office, Virac, Catanuanes  
   CP No. 09476099689

   [Signature]

   MA. LUISA T. DELA ROSA  
   BAC Chairman
## Project Schedule

<table>
<thead>
<tr>
<th>NO.</th>
<th>Activity</th>
<th>Duration (days)</th>
<th>Start</th>
<th>End</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Preparation of Bidding Documents</td>
<td>3</td>
<td>November 23, 2020</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Pre-Procurement Conference</td>
<td>1</td>
<td>November 27, 2020</td>
<td>December 3, 2020</td>
</tr>
<tr>
<td>3.</td>
<td>Invitation to Bid (Advertisement/Posting)</td>
<td>7</td>
<td>November 27, 2020</td>
<td>December 3, 2020</td>
</tr>
<tr>
<td>4.</td>
<td>Issuance of Bidding Documents</td>
<td>1</td>
<td>November 27, 2020</td>
<td>December 17, 2020</td>
</tr>
<tr>
<td>5.</td>
<td>Pre-Bid Conference</td>
<td>1</td>
<td>December 4, 2020 at ASDS Office at 9:00 AM</td>
<td>December 17, 2020 at ASDS Office at 9:00 AM</td>
</tr>
<tr>
<td>6.</td>
<td>Issuance of Bid Bulletin (if any)</td>
<td>7</td>
<td>December 4, 2020 at ASDS Office at 9:00 AM</td>
<td>December 17, 2020 at ASDS Office at 9:00 AM</td>
</tr>
<tr>
<td>7.</td>
<td>Receipt and Opening of Bids</td>
<td>1</td>
<td>December 18, 2020</td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>Bid Evaluation/Post Qualification</td>
<td>1</td>
<td>December 21, 2020</td>
<td></td>
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<tr>
<td>9.</td>
<td>Approval of Resolution/Issuance of Note of Award</td>
<td>1</td>
<td>December 22, 2020</td>
<td></td>
</tr>
<tr>
<td>10.</td>
<td>Contract Preparation and Signing</td>
<td>1</td>
<td>December 23, 2020</td>
<td></td>
</tr>
<tr>
<td>11.</td>
<td>Approval of contract by higher authority</td>
<td>1</td>
<td>December 28, 2020</td>
<td></td>
</tr>
<tr>
<td>12.</td>
<td>Issuance of Notice to Proceed</td>
<td>1</td>
<td>December 28, 2020</td>
<td></td>
</tr>
</tbody>
</table>

**Signature:**

MA. LUISA DELA ROSA  
BAC Chairman

MARIANNE C. TUD  
Member

ROMEL G. PETAJEN  
Member

MA. CELESTE C. TUBALE  
Member

JEAZAEL T. OMADTO  
Head, BAC Secretariat

NELSON T. SICIO  
Member

GINA I. CUSTODIO  
Member

FRANKIE T. TURALDE  
Member