

# **PHILIPPINE BIDDING DOCUMENTS**

## **PROCUREMENT OF GIFT CERTIFICATE FOR THE 2024 DEPED NEU HANDOG PASASALAMAT PROGRAM OF SDO-AURORA**

**ABC- P2,499,000.00  
PIN-2024-11-529**

Government of the Republic of the Philippines

**Sixth Edition  
July 2020**

*Republic of the Philippines*  
*Department of Education*  
*Region III*  
*Schools Division of Aurora*  
*San Luis, Aurora, 3201 Philippines*

**INVITATION TO BID FOR  
PROCUREMENT OF GIFT CERTIFICATE FOR THE 2024 DEPED  
NEU HANDOG PASASALAMAT PROGRAM OF SDO-AURORA**

1. The *Department of Education, Schools Division of Aurora, Bids and Awards Committee*, through the DEPED-NEU HANDOG PASASALAMANT PROGRAM - Intends to apply the sum of ***Two-Million Four Hundred Ninety-Nine Thousand Pesos Only (P2,499,000.00)*** being the ABC to payments under the contract for the procurement of gift certificate for the 2024 DepED NEU Handog Pasasalamat Program of SDO-Aurora details as follows:

Lot No.	Description	Quantity	Unit of measure	Approved Budget for the Contract (ABC) In Php
1	<b>Gift Certificates</b> (with denominations of 100, 500 and 1000 face value)	147	Sets	2,499,000.00

Bids received more than the ABC shall be automatically rejected at bid opening.

2. SDO-Aurora, through the Bids and Awards Committee, now invites bids for the goods contemplated in this project and as detailed in the Schedule of Requirements and the table of Technical Specifications indicated in the bidding documents. Delivery of the goods is expected to be completed within five (5) calendar days upon the issuance of a Notice to Proceed (NTP) at SDO-Aurora.

3. Prospective bidder should have completed, within five (5) years immediately preceding the deadline for submission of bids, a Single Largest Completed Contract (SLCC) similar to the contract to be bid and the value of which, adjusted, if necessary, by the Bidder to current prices using the Philippine Statistics Authority (PSA) consumer price index, must be at least twenty-five percent (25%) of the ABC of the lot bid for; OR at least two (2) similar contracts and the total of the aggregated contract amount should be equivalent to at least twenty-five percent (25%) of the ABC of the lot/s bid for, and the largest of these similar contracts must be comparable to at least twelve and a half percent (12.5%) of the ABC of the lot/s to be bid.

4. 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.

5. 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.

6. Prospective Bidders may obtain further information from *Department of Education, Schools Division of Aurora, Bids and Awards Committee* Secretariat and inspect the Bidding Documents at the address given below during *Office Hours*.

7. A complete set of Bidding Documents may be acquired by interested Bidders **November 21, 2024 to December 12, 2024** from the given address and website(s). The Procuring Entity shall, allow the bidder to present its proof of payment for the fees.

8. The *Department of Education, Schools Division of Aurora, Bids and Awards Committee* will hold a Pre-Bid Conference<sup>1</sup> on **November 29, 2024 @9:00am** at *SDO-Legal Office* and/or through video conferencing via *Google Meet* <https://meet.google.com/kkc-aymp-fhm> which shall be open to prospective bidders.

9. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **December 12, 2024 @ 9:00AM**. Late bids shall not be accepted.

10. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.

11. Bid opening shall be on **December 12, 2024 @ 9:30AM** at *SDO Legal Office* and/or through video conferencing via *Google Meet* <https://meet.google.com/rkf-tukg-gaj>. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

12. The *Department of Education, Schools Division of Aurora, Bids and Awards Committee* 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.

13. For further information, please refer to:

*JEFFREY C. RESUENO*  
*Department of Education*  
*Schools Division of Aurora*  
*Bids and Awards Committee-Secretariat*  
Email: [procurement.depedaurora@deped.gov.ph](mailto:procurement.depedaurora@deped.gov.ph)  
[0963-768-8896/](tel:0963-768-8896)

14. You may visit the following websites:  
For downloading of Bidding Documents:  
<http://www.deped-aurora.com/>  
*November 21, 2024*

(Sgd)  
*ERLEO T. VILLAROS PhD*  
*ASDS/ BAC Chairperson*

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<sup>1</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.

