



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OFFICE OF AURORA

INVITATION TO BID FOR
**EARLY PROCUREMENT ACTIVITY 2026 - SCHOOLS DIVISION
OFFICE OF AURORA**

- **LOT 1-DELIVERY OF SUPPLIES AND MATERIALS FOR SCHOOLS
DIVISION OFFICE OF AURORA**
 - **LOT 2-PROVISION OF MEALS AND SNACKS FOR VARIOUS TRAININGS
AND MEETINGS AT SCHOOLS DIVISION OFFICE OF AURORA**
- 1) The ***Department of Education, Schools Division Office of Aurora***, through the *General Appropriations Act 2026* intends to apply the sum of ***Two Million One Hundred Sixty One Thousand Three Hundred Sixty Three Pesos Only (2,161,363.00)*** being the Approved Budget for the Contract (ABC) to payments under the contract for ***Early Procurement Activity 2026 - Schools Division Office of Aurora***. Bids received in excess of the ABC shall be automatically rejected at bid opening.
- 2) The ***Department of Education, Schools Division Office of Aurora*** now invites bids for ***Early Procurement Activity 2026 - Schools Division Office of Aurora*** using the ***Competitive Bidding***.
- Delivery of the Goods for:
1. LOT 1 - Within thirty (30) days upon the receipt of Notice to Proceed.
 2. LOT 2 - Please refer to the attached schedule.
- 3) Bidders should have completed, at least 2 years from the date of submission and receipt of bids, contracts similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
- 4) Bidding will be conducted through competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the IRR of RA No. 12009.
- i) Bidding is open to all interested Bidders, whether local or foreign, subject to the conditions for eligibility provided in the IRR.

- 5) Interested Bidders may obtain further information from **Department of Education Schools Division Office of Aurora, Procurement Unit** and inspect the Bidding Documents at the address given below from **Monday to Friday – 8:00 am to 5:00 pm**.
- 6) A complete set of Bidding Documents may be acquired by interested Bidders on **November 03, 2025**, from the address given below upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of:

- **LOT 1**

ABC: Nine Hundred Forty Five Thousand One Hundred Thirteen Pesos Only (945,113.00)

Cost of Bidding Document: One Thousand Pesos Only (P1,000.00)

- **LOT 2**

ABC: One Million Two Hundred Sixteen Thousand Two Hundred Fifty Pesos Only (1,216,250.00)

Cost of Bidding Document: Five Thousand Pesos Only (P5,000.00)

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.

- 7) The **Department of Education, Schools Division Office of Aurora** will hold a **Pre-Bid Conference on November 12, 2025, 9:00 am at SDO Conference Hall** and/or through video conferencing via Google Meet <http://meet.google.com/zvr-qtrn-fwh>, which shall be open to prospective Bidders.
- 8) Bids must be duly received by the Bids and Awards Committee (BAC) Secretariat through (i) manual submission at the office address indicated below on or before **November 24, 2025, 9:00 AM**. Late bids shall not be accepted.
- 9) All Bids must be accompanied by a Bid Security in any of the acceptable forms and in the amount stated in ITB Clause 16.1.
- 10) Bid opening shall be on **November 24, 2025, 9:30 AM at SDO Conference Hall** and/or via Google Meet <http://meet.google.com/zvr-qtrn-fwh>. Bids will be opened in the presence of the Bidders' representatives who choose to attend the activity.
- 11) Please note that this is an **EARLY PROCUREMENT ACTIVITY** and award of contract will commence upon the approval of enactment of appropriations or budget authorization document.
- 12) The **Department of Education Schools Division office of Aurora** 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 70¹ of R.A. No. 12009, without incurring any liability to the affected Bidder or Bidders.
- 13) For further information, please refer to:
-

*Alpha Joy T. Razon
Head of Bac Secretariat
Department of Education
Schools Division Office of Aurora
Bids and Awards Committee
Brgy. Bacong San Luis, Aurora, 3201
0939-923-3396
Procurement.depeditaurora@deped.gov.ph*

14) You may visit the following websites:

<https://bit.ly/DepEdAurora>

November 03, 2025


ERLEO T. VILLAROS, PhD
BAC Chairperson