

Project No. 2022-001



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

INVITATION TO BID FOR THE PRINTING OF UNIFIED SUPPLEMENTARY LEARNING MATERIALS (USLEMS), LEARNERS ACTIVITY SHEETS (LAS) AND HOMEROOM GUIDANCE SELF LEARNING MODULES (SLEMS) FOR SELECTED GRADE LEVELS AND SUBJECT AREAS FOR THE FOURTH QUARTER OF SY 2021-2022

1. The **Schools Division Office-Muntinlupa City**, through the **Fiscal Year (FY) 2021 General Appropriations Act (GAA) 11518 with Sub-Allotment Release Order (Sub-ARO) No. NCR-21-08-0732** intends to apply the sum of **Two Million Seven Hundred Seventy Seven Thousand Nine Hundred Ninety Pesos and 95/100 (Php2,777,990.95)** being the ABC to payments under the contract for the **Printing of Unified Supplementary Learning Materials (USLEMs), Learners Activity Sheets (LAS), and Homeroom Guidance Self Learning Modules (SLEMs) for Selected Grade Levels and Subjects Areas for the Fourth Quarter of SY 2021-2022/Project No. 2022-001**. Bids received in excess of the ABC shall be automatically rejected at the bid opening.
2. The **Schools Division Office-Muntinlupa City** now invites bids for the above Procurement Project Delivery of the Goods which is required on the following delivery schedules: **March 30, 2022**. Bidders should have completed, within 2 years from the date of the 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 procedure using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

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 **Schools Division Office-Muntinlupa City** and inspect the Bidding Documents at the address given below from **8:00 am – 5:00 pm**.
5. A Complete set of Bidding Documents may be acquired by interested Bidders on **January 31, 2022** from the **BAC Secretariat at the Student Center for Life Skills Building (SCLS), Centennial Avenue, Laguerta, Tunasan, Muntinlupa City** upon payment of the applicable fee for the Bidding Documents pursuant to the latest guidelines issued by the GPPB, upon payment in cash of a non-refundable fee by the interested bidders **in the amount of Five Thousand Pesos (P5,000.00)**.

The Schedule and Venue of the procuring activities are as follows:


Activity	Date	Venue
Posting	January 31, 2022-February 7, 2022	PhilGEPS
Issuance of Bidding Documents	January 31, 2022- February 18, 2022 (8:00 am to 5:00 pm – Regular Office)	Schools Division Office Muntinlupa City or thru the official email of SDO-Muntinlupa BAC
Pre-Bid Conference	February 8, 2022, Tuesday 1:30 pm	Invitation shall be sent by the BAC Secretariat-to the email address of the bidders
Submission and Opening of Bids	February 21, 2022, Monday 1:30 pm	Schools Division Office Muntinlupa City- (SCLS Bldg. 4th floor Activity Center)

6. The **Schools Division Office-Muntinlupa City** will hold a Pre-Bid Conference on **February 8, 2022, Tuesday, 1:30 pm** via Google Meet, which shall be open to prospective bidders. Prospective Bidders shall obtain the Google Meet ID from the authorized personnel of SDO-Muntinlupa City Bids and Awards Committee Secretariat.
7. Bids (in printed copies) must be duly received by the BAC Secretariat through manual submission to the office address indicated below, or thru any courier on or before **February 21, 2022, Monday 1:30 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 (face-to-face) shall be on **February 21, 2022, Monday, 1:30 p.m.** at the **Schools Division Office-Muntinlupa City (SCLS Bldg. 4th floor Activity Center), Centennial Ave., Laguerta, Tunasan, Muntinlupa**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **Schools Division Office-Muntinlupa 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 Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

Ms. Phoebe R. Arroyo
BAC Secretariat-Chair
SDO Muntinlupa City
Centennial Avenue, Laguerta, Tunasan, Muntinlupa City
(02) 805-9938 / (02) 805-9940 loc. 120
sdomuntinlupabacsec@gmail.com

Ms. Lourdes V. Rodilla
BAC Secretariat-Member
SDO Muntinlupa City
Centennial Avenue, Laguerta, Tunasan, Muntinlupa City
(02) 805-9938 / (02) 805-9940 loc. 224
sdomuntinlupabacsec@gmail.com
12. You may visit the website: <http://depedmuntinlupa.ph> for the downloading of the Bidding Documents.


NERISSA R. LOMEDA PhD
BAC Chair
January 31, 2022