

Section I. Invitation to Bid



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

INVITATION TO BID FOR

PROCUREMENT OF SUPPLEMENTARY LEARNING RESOURCES (SLRs) FOR THE SCHOOL LIBRARIES

1. The *Department of Education, City Schools Division of the City of Tayabas*, through the *FY 2025 General Appropriations Act (GAA) Republic Act (RA) 12116* intends to apply the sum of *Two Million One Hundred Ninety Thousand Fifty-One Pesos and 30/100 only (₱2,190,051.30)* being the ABC to payments under the contract for *Procurement of Supplementary Learning Resources (SLRs) for the School Libraries with Project Identification Number ITB-GOODS-2025-002* broken down as follows:

Lot	Description	Quantity (Refer to Section VII for the Technical Specification on the Types of SLRs)	ABC (Php)	Contract Duration
1	Learning Area References	430	283,800.00	30 calendar days
2	Learning Area References and General References	104	150,070.00	30 calendar days
3	Learning Area References	18	182,500.00	30 calendar days
4	Learning Area References	25	242,198.75	30 calendar days
5	Learning Area References	60	105,170.00	30 calendar days
6	General References, Learning Area References	170	193,680.00	30 calendar days
7	Learning Area References	300	208,500.00	30 calendar days
8	Learning Area References	129	216,592.00	30 calendar days
9	Learning Area References, General References	844	118,970.55	30 calendar days
10	General References	43	129,750.00	30 calendar days



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11	Learning Area References, Maps, Charts	6	233,820.00	30 calendar days
12	Learning Area References	5	125,000.00	30 calendar days
	Note: Refer to Section VII - Technical Specifications, for details on the Types of Supplemental Learning Resources (SLRs)			
TOTAL		2,134	Php2,190,051.30	

Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

2. The ***Department of Education, City Schools Division of the City of Tayabas*** now invites bids for the above Procurement Project. Delivery of the Goods is required within **thirty (30) calendar days from receipt of Notice to Proceed**. 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 (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.

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, City Schools Division of the City of Tayabas*** and inspect the Bidding Documents at the address given below during ***Mondays to Fridays 9:00 AM to 4:00 PM except Holidays***.
5. A complete set of Bidding Documents may be acquired by interested Bidders on ***September 1, 2025, September 22, 2025***, from the given address *and upon payment of*



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the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB.

Amount of bidding document shall be as follows:

Lot	Bidding Document Fee
1	Php500.00
2	Php500.00
3	Php500.00
4	Php500.00
5	Php500.00
6	Php500.00
7	Php500.00
8	Php500.00
9	Php500.00
10	Php500.00
11	Php500.00
12	Php500.00
Total	Php6,000.00

The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person*.

6. The *Department of Education, City Schools Division of the City of Tayabas* will hold a Pre-Bid Conference¹ on **September 8, 2025, 2:00 PM. at Department of Education, City Schools Division of the City of Tayabas, Office of the Assistant Schools Division Superintendent, 1st Floor of SDO Main Building, Brgy. Poto, Tayabas City**, which shall be open to prospective bidders. Prospective bidders who opt to attend online are encouraged to send a request for virtual link to the BAC Secretariat one (1) day before the schedule of activity through the official e-mail address: ***bac.tayabas@deped.gov.ph***.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **September 22, 2025, not later than 09:15 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.

¹ 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.



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9. Bid opening shall be on **September 22, 2025, 09:30 AM** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **Department of Education, City Schools Division of the City of Tayabas** 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:

JENNELYN M. MIRANDILLA

Head, BAC Secretariat

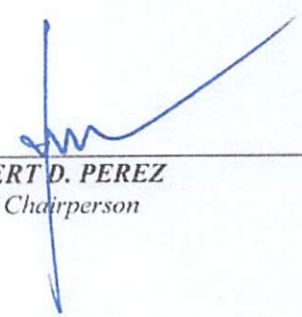
Department of Education, City Schools Division of the City of Tayabas

Address: Brgy. Potol, Tayabas City

Email Add: bac.tayabas@deped.gov.ph

Contact Nos.: 0915 296 7193

29 August 2025



HERBERT D. PEREZ
BAC Chairperson