



Republic of the Philippines  
Department of Education  
Procurement Management Service

**Bids and Awards Committee VI**

**PROJECT NO. 2024-AdmS7(001)-BVI-CB-002**

**INVITATION TO BID**

FOR THE

**Procurement of Security Services for DepEd Central Office, DepEd Baguio Teacher's Camp, DepEd Bagabag, Nueva Vizcaya, DepEd Taguig, DepEd NEAP and DepEd Nasuli, Malaybalay, Bukidnon**

**(Early Procurement Activity)**

1. The **Department of Education (DepEd)**, through the **Government of the Philippines (GOP)** under **National Expenditure Program (NEP) 2024 GASS**, intends to apply the sum of **Philippine Pesos Sixty-Nine Million, Five Hundred Forty-Four, Two Hundred Thirty-Two and 20/100 (Php69,544,232.20)**, being the total Approved Budget for the Contract (ABC) to payments under the contract for **Procurement of Security Services for DepEd Central Office, DepEd Baguio Teacher's Camp, DepEd Bagabag, Nueva Vizcaya, DepEd Taguig, DepEd NEAP and DepEd Nasuli, Malaybalay, Bukidnon.**

<b>Lot No.</b>	<b>Description</b>	<b>Approved Budget for the Contract (ABC) in PHP</b>
<b>1</b>	Procurement of Security Services for DepEd Central Office, DepEd Baguio Teacher's Camp, DepEd Bagabag, Nueva Vizcaya, DepEd Taguig	<b>62,249,112.22</b>
<b>2</b>	DepEd NEAP and DepEd Nasuli, Malaybalay, Bukidnon	<b>7,295,119.98</b>
<b>TOTAL</b>		<b>69,544,232.20</b>

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

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2. The **DepEd**, through the **Bids and Awards Committee (BAC) VI**, now invites bids for the **Early Procurement Activity (EPA)** of the above project in accordance with the guidelines stipulated in the **Government Procurement Policy Board (GPPB) Circular No. 06-2019**.<sup>1</sup> Expected completion of delivery of the goods/services per lot is detailed specified in **Section VI. Schedule of Requirements** and **Section VII. Technical Specifications** of this bidding documents. Delivery of the Goods/Security Services shall be made by the Security Agency on a monthly basis for the period covering Nine (9) months and Nine (9) days for Lot 1 and Eleven (11) months for Lot 2.

Prospective bidder should have completed, within a period of **two (2) years** immediately preceding the deadline for submission of bids, 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's (PSA's) Consumer Price Index (CPI), must be **at least fifty percent (50%)** of the ABC per lot bid for;

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 **DepEd Procurement Management Service - BAC Secretariat Division** at **Telephone Nos. 8636-6542 or 8633- 9343** and inspect the Bidding Documents at the address given below from **Monday to Friday from 8:00am to 5:00pm.**

5. For those who are interested to purchase the Bidding Documents, two (2) options are made available, to wit:

- a. A complete set of Bidding Documents may be acquired by interested Bidders from the **DepEd Procurement Management Service - BAC Secretariat Division, Room M-511, 5th Floor, Mabini Building, DepEd Central Office Complex, Meralco Avenue, Pasig City**, upon accomplishing a bidder's information sheet and payment of a non-refundable fee for the Bidding Documents to the **DepEd Cashier**.

Payment in checks should be made payable to **DECS OSEC Trust.**

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<sup>1</sup> Issued through GPPB Resolution No. 14-2019 dated July 17, 2019  
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- b. Interested Bidders may signify their intent to purchase the Bidding Documents through email at [depedcentral.bacsecretariat@deped.gov.ph](mailto:depedcentral.bacsecretariat@deped.gov.ph) by accomplishing a bidder's information sheet (**Annex "A"**). Upon receipt of the bidder's information sheet, the BAC Secretariat Division will send through email the details of the DECS OSEC Trust Fund Account for payment. Upon payment, bidders may send through email the proof of payment before the deadline for submission of bids. Upon receipt of proof of payment, the BAC Secretariat will send the electronic copy of the Bidding Documents.

Amount of Bidding Documents shall be **as follows:**

<b>Lot No.</b>	<b>Bidding Documents Fee (In Php)</b>
1	50,000.00
2	10,000.00
<b>Total</b>	<b>50,000.00</b>

6. The **DepEd** will hold a Pre-Bid Conference for this Project on **December 1, 2023, 1:00 P.M.** at **OUA Conference Room, 5th Floor, Mabini Building, DepEd Complex, Meralco Ave., Pasig City**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat on or before **01:00 P.M. of December 12, 2023** at **OUA Conference Room, 5th Floor, Mabini Building, DepEd Complex, Meralco Ave., Pasig City**.
- 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 12, 2023, 1:30 P.M. at OUA Conference Room, 5th Floor, Mabini Building, DepEd Complex, Meralco Ave., Pasig City**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

Only **two (2) representatives** per bidder will be allowed to enter inside the venue.

**For the purpose of constituting a quorum**, both the physical and virtual presence of the BAC members shall be considered pursuant to GPPB Resolution No. 09-2020.

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10. **Bidders are hereby informed that if the allocated amount for the mentioned project is withdrawn or if the authorized amount in the GAA is lower than the contract amount, the DepEd shall not proceed with the award for this project .** Additionally, the DepEd retains the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time before the contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

**MARLGIN DE JACK S. SALAYON**

Administrative Assistant III

Procurement Management Service - BAC Secretariat Division

Rm. M-511, 5th Floor, Mabini Bldg.

DepEd Central Office Complex Meralco Avenue, Pasig City

Telephone Nos. 8636-6542 or 8633-9343

Email address: **depedcentral.bacsecretariat@deped.gov.ph**

12. You may visit the following websites:

For downloading of Bidding Documents:

<https://notices.philgeps.gov.ph/>

<https://www.deped.gov.ph/>

*Date of Issuance of Bidding Documents: **November 23, 2023***

  
**Atty. RESTY C. OSIAS**  
*Director IV and Chairperson*