Republic of the Philippines
Department of Education
Division of Sultan Kudarat

INVITATION TO BID

Project No.: 26-11-218

PROCUREMENT OF MEALS AND SNACKS FOR THE CONDUCT OF CLUSTER WORKSHOP ON THE CRAFTING AND FINALIZATION OF SCHOOL IMPROVEMENT PLANS (SIP) AND ANNUAL IMPLEMENTATION PLANS (AIP)

1. The **Department of Education (DepED) DIVISION OF SULTAN KUDARAT**, through the FY 2026 Government Appropriations Act (GAA), intends to apply the sum of **Five Hundred Ninety-Four Thousand Six Hundred Pesos (594,600.00)**, being the Approved Budget for the Contract (ABC), to, eligible payments under the contract for **Procurement of Meals and Snacks for the Conduct of Cluster Workshop on the Crafting and Finalization of School Improvement Plans (SIP) and Annual Implementation Plans (AIP)** under **Republic Act 12314 –FY 2026 GAA**. Bids received that exceed the ABC shall be rejected at bid opening.

Republic of the Philippines
Department of Education
REGION XII
DIVISION OF SULTAN KUDARAT

Quotation Ctrl #: 26-11-218

REQUEST FOR QUOTATION

PROCUREMENT OF MEALS AND SNACKS FOR THE CONDUCT OF CLUSTER WORKSHOP ON THE CRAFTING AND FINALIZATION OF SCHOOL IMPROVEMENT PLANS (SIP) AND ANNUAL IMPLEMENTATION PLANS (AIP)

Name
Address

Please qoute your lowest price on the item/s listed, subject to the conditions stated below, stating the shortest time of delivery and submit byour quotation duly signed by your representative and placed in a sealed envelope on or before10:00AM of NOVEMBER 06, 2026 at the office of the BAC Chairperson. QUOTATIONS SUBMITTED BEYOND THIS DATE AND TIME WILL NOT BE ANY MORE ACCEPTED.

MOHALIDIN M. SUAEB
OIC-Assistant Schools Division Superintendent
BAC Chairman

Conditions:
1 All entries must be filled up.
2 Delivery period is on NOVEMBER 9-11, 2026.
3 Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from date of acceptance by the procuring entity.
4 Price validity shall be for a period of 90 calendar days.
5 Quotation that exceeds the total approved budget for the contract (ABC) shall be rejected.
6 The awarding of contract shall be per item basis.
7 Quotation forms must be accompanied with a valid Mayor's/Business Permit, DTI Registration, Updated PHILGEPS Certificate of Registration, Tax Clearance, Income/Business Tax Return and Omnibus Sworn Statement (OSS).
8 The office will collect fees from the sale of bid documents to prospective bidders amounting to 1,000Php in accordance with the standard rates under the revised Implementing Rules and Regulations of Republic Act No. 12009
9 Interested Bidders are hereby requested to submit their official Letter of Intent (LOI) to participate in the bidding process.
10 All Documents must be submitted in three (3) Copies (one original and 2 photocopies)

Item No.	ITEM DESCRIPTION	BRAND	QTY	UNIT	UNIT COST	TOTAL PRICE
	PROCUREMENT OF MEALS AND SNACKS FOR THE CONDUCT OF CLUSTER WORKSHOP ON THE CRAFTING AND FINALIZATION OF SCHOOL IMPROVEMENT PLANS (SIP) AND ANNUAL IMPLEMENTATION PLANS (AIP)					
1	Cluster I - Kalamansig,Lebak,Palimbang 1&2		333	Pax		
2	Cluster II - Pres. Quirino,Lambayong,Lutayan,Columbio		217	PAX		
3	Cluster III - Esperanza,Isulan,Bagumbayan,Sen. Ninoy Aquino,Palimbang III		441	PAX		
	1 Meals and 2 Snacks					
	Date : November 9,10,11 - 2026					
	Cluster I Venue within Kalamansig Municipality Cluster II Venue within Pres. Quirino Municipality Cluster III Venue within Bagumbayan Municipality					
	Approve Budget for Contract (ABC)	594,600.00				

After having carefully read and accepted your conditions. I/we qoute you on the item at prices noted above.

Please Check:
☐ VAT
☐ NON-VAT

Printed Name/Signature
Tel. No./Cellphone No.
Email Address
TIN

Address: Kenram, Isulan, Sultan Kudarat
Telephone No.: (064) 471 1007 Website:https://divisionsk.org
Email: depedsk.r12@deped.gov.ph

2. DepEd-Division of Sultan Kudarat, through its Bids and Awards Committee (BAC), now invites bids for the above-mentioned procurement project. Prospective bidders must have an experience of having completed at least one (1) contract that is similar to the contract to be bid. 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 non-discretionary "pass/fail" criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act 12009 (RA 12009), otherwise known as the "New Government Procurement Act".

4. Bidding is restricted to Filipino citizens/sole proprietorships/partnerships, or organizations with at least seventy five percent (75%) interests or outstanding capital stocks belonging to citizens of the Philippines.

5. A complete set of Bidding Documents may be acquired or purchased at DepEd-Division of Sultan Kudarat BAC Secretariat, located at National Hi-way Brgy, Kenram, Isulan, Sultan Kudarat upon accomplishing a bidder's information sheet and payment in cash of a non-refundable fee by interested bidders in the amount of **One Thousand Pesos (PhP1,000.00)** to the Division Cashier. Only bidders who purchased the Bidding Documents will be allowed to submit bids (ITB 6.8). It may be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS), **www.philgeps.net**, provided that bidders shall pay the fee for the Bidding Documents not later than the submission of their bids.

6. The DepEd- Division of Sultan Kudarat will be having the following procurement-related activities.

Activity	Date & Time	Venue
Submission and Opening of Bids	November 06, 2026 (10:00AM)	Division Kalimudan Hall, Brgy. Kenram, Isulan Sultan Kudarat

7. Prospective Bidders are strongly encouraged to order or download the electronic copy of the Bidding Documents from the PhilGEPS website: **www.philgeps.net**, for them to be included in the Document Request List of the project.

8. Bids must be delivered to the address and on the date and time stated herein. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18. A valid Bid Securing Declaration must accompany the bid(s) in lieu of the bid security.

9. Bids will be opened in the presence of the bidders' representatives who choose to attend the opening of bids at the address stated herein. Late bids shall not be accepted.

10. DepEd Division of Sultan Kudarat reserves the right to reject any and all bids, declare a failure of bidding, not award the contract(s), or annul the bidding process without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

ARNULFO D. DINERO, EdD
Chairperson, BAC Secretariat
Department of Education
Region XII
Division of Sultan Kudarat
Kenram,Isulan, Sultan Kudarat
Tel/Fax # 064-471-1007

MOHALIDIN M. SUAEB
OIC - Assistant Schools Division Superintendent
BAC Chairperson