



Republic of the Philippines
Department of Education
Region V – Bicol
SCHOOLS DIVISION OFFICE OF LIGAO CITY

INVITATION TO BID
Supply and Delivery of Nutritious Food Products for
School-Based Feeding Program FY 2026

- 1) The *Schools Division Office Ligao City*, through the General Appropriation Act (GAA) FY 2026 intends to apply the sum of **Three Million Forty Thousand Seven Hundred Forty-two Pesos (Php 3,040,742.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Supply and Delivery of Nutritious Food Products for School-Based Feeding Program FY 2026**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
- 2) The Schools Division Office Ligao City now invites bids for **Supply and Delivery of Nutritious Food Products for School-Based Feeding Program FY 2026** using the **Lowest Calculated and Responsive Bid (LCRB)** as award criterion. *Delivery of the goods is required five(5) calendar days from receipt of the Notice to Proceed (NTP) and thereafter as specified in the attached Delivery Schedule*. Bidders should have completed, **at least Five(5) 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.
- 3) Bidding will be conducted through competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the IRR of RA No. 12009.

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) Interested Bidders may obtain further information from Bids and Awards Committee (BAC) Secretariat and inspect the Bidding Documents at the address given below from **8:00 AM to 5:00 PM, Monday to Friday**.
- 5) A complete set of Bidding Documents may be acquired by interested Bidders on **July 27, 2026 to August 17, 2026** 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 **Five Thousand Pesos (Php 5,000.00)**.



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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.

- 6) The Schools Division Office Ligao City will hold a Pre-Bid Conference on **August 4, 2026, 9:00 AM** at *SDO Ligao City, Binatagan, Ligao City* and through video conferencing via *Google Meet App* through the link <https://meet.google.com/iwx-ebtr-ipf> , which shall be open to prospective Bidders.
- 7) Bids must be duly received by the Bids and Awards Committee (BAC) Secretariat through manual submission at the office address indicated below on or before **August 17, 2026, 9:00 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 16.1.
- 9) Bid opening shall be on **August 17, 2026, 9:30AM** at *SDO Ligao City, Washington St., Binatagan, Ligao City* and via *Google Meet App* through the link <https://meet.google.com/iim-dcia-qhp>. Bids will be opened in the presence of the Bidders' representatives who choose to attend the activity.
- 10) The complete schedule of activities relative to the project is listed below:

Stage	Activity	Start Date	End Date
1	Pre-Procurement Conference	7/22/2026, 1:30 P.M.	
2	Advertisement/ Posting of Invitation of BID	7/27/2026	8/3/2026
3	Issuance and Availability of Bidding Documents	7/27/2026	8/17/2026
4	Pre-Bid Conference	8/4/2026, 9:00 a.m.	
5	Opening of Bids	8/17/2026, 9:30 a.m.	
6	Bids Evaluation	8/18/2026	8/18/2026
7	Post Qualification	8/18/2026	8/18/2026
8	Approval of Resolutions to Award / NOA	8/20/2026	8/20/2026
9	Contract Preparation and Signing	8/20/2026	8/20/2026
10	Approval of Contract by Higher Authority	8/21/2026	8/21/2026
11	Issuance of Notice to Proceed	8/21/2026	8/21/2026
12	Implementation Period/Delivery Period	8/26; 9/7; 12/1; 9/21; 10/19	



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11) The Schools Division Office Ligao 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 Section 70 of R.A. No. 12009, without incurring any liability to the affected Bidder or Bidders.

12) For further information, please refer to:

Ms. Rudissa O. Espinosa
BAC Secretariat
Schools Division Office Ligao City
Washington St., Binatagan, Ligao City
Contact No.: 09958433729
Email Address: depedligaobac@yahoo.com
sdoligaocityprocurementunit@gmail.com

13) You may visit the following websites:

For downloading of Bidding Documents: <https://depedligaocity.net>

Date Issued: July 27, 2026


MELCHIZEDEK C. TONGCO
Chairman, Bids and Awards Committee