



Republic of the Philippines  
Department of Education  
Region V-Bicol

**SCHOOLS DIVISION OFFICE OF LIGAO CITY**

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**INVITATION TO BID**

***Printing and Delivery of Academic Recovery and Accessible Learning (ARAL) Program Learning Resources.***

- 1) The Schools Division Office Ligao City, through the General Appropriation Act (GAA) FY 2026 intends to apply the sum of **Three Million Eight Hundred Forty-eight Thousand Two Hundred Sixty-Five Pesos and 86/100 (Php 3,848,265.86)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Printing and Delivery of Academic Recovery and Accessible Learning (ARAL) Program Learning Resources**. 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 **Printing and Delivery of Academic Recovery and Accessible Learning (ARAL) Program Learning Resources** using the **Lowest Calculated and Responsive Bid (LCRB)** as award criterion. Delivery of the Goods is required within **45 calendar days** from receipt of Notice to Proceed. Bidders should have completed, **at least 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 **August 10, 2026 to August 31, 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)**.

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 18, 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/ujx-jbuz-tox> 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 31, 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 31, 2026, 9:30 AM** at **SDO Ligao City, Washington St., Binatagan, Ligao City** and/or via **Google Meet App** through the link <https://meet.google.com/dym-yexc-dhn>. 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                                       | Duration<br>(No. of CD) | Start Date                  | End Date   |
|-------|------------------------------------------------|-------------------------|-----------------------------|------------|
| 1     | Pre-Procurement Conference                     | 1                       | 7/30/2026 @ 1:00 p.m.       |            |
| 2     | Advertisement/ Posting of Invitation of BID    | 7                       | 8/10/2026                   | 8/17/2026  |
| 3     | Issuance and Availability of Bidding Documents | 22                      | 8/10/2026                   | 8/31/2026  |
| 4     | Pre-Bid Conference                             | 1                       | <b>08/18/2026 9:00 a.m.</b> |            |
| 5     | Opening of Bids                                | 1                       | <b>8/31/2026, 9:30 a.m.</b> |            |
| 6     | Bids Evaluation                                | 1                       | 09/01/2026                  | 09/01/2026 |
| 7     | Post Qualification                             | 1                       | 09/02/2026                  | 09/02/2026 |
| 8     | Approval of Resolutions to Award / NOA         | 1                       | 09/03/2026                  | 09/03/2026 |
| 9     | Contract Preparation and Signing               | 1                       | 09/03/2026                  | 09/03/2026 |
| 10    | Approval of Contract by Higher Authority       | 1                       | 09/04/2026                  | 09/04/2026 |
| 11    | Issuance of Notice to Proceed                  | 1                       | 09/04/2026                  | 09/04/2026 |
| 12    | Implementation Period                          | 45                      |                             |            |

- 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](mailto:depedligaobac@yahoo.com)

- 13) You may visit the following websites:

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

Date Issued: August 10, 2026

  
**MELCHIZEDEK C. TONGCO**  
 Chairman, Bids and Awards Committee