



## Bid Notice Abstract

### Invitation to Bid (ITB)

**Reference Number** 10314559  
**Procuring Entity** DEPARTMENT OF EDUCATION - REGION VIII  
**Title** PROCUREMENT OF CONTINUOUS FORMS FOR CY 2024 PAYROLL PRINTING (EARLY PROCUREMENT ACTIVITY)  
**Area of Delivery** Leyte

<b>Solicitation Number:</b>	AD-PB-2023-10-0711	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<b>Procurement Mode:</b>	Public Bidding	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Printing Supplies	<b>Date Published</b>	14/11/2023
<b>Approved Budget for the Contract:</b>	PHP 1,150,000.00	<b>Last Updated / Time</b>	14/11/2023 00:00 AM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	06/12/2023 10:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Mikko S Duero Computer Programmer II DepEd Regional Office VIII Government Center Barangay Candahug Palo Leyte Philippines 6501 63-53-8889349 63-53-8322997 bac.region8@deped.gov.ph		

#### Description

PROCUREMENT OF CONTINUOUS FORMS FOR CY 2024 PAYROLL PRINTING (EARLY PROCUREMENT ACTIVITY)

#### QTY. UNIT DESCRIPTION QUARTER DELIVERY SCHEDULE

110 boxes Continuous form, 1 ply, subs. 20, 9 1/2" x 11" 1 4th Week of March 2024  
 220 boxes Continuous form, 3 ply, subs. 20, 9 1/2" x 11", CARBONLESS  
 110 boxes Continuous form, 1 ply, subs. 20, 9 1/2" x 11" 2 4th Week of June 2024  
 220 boxes Continuous form, 3 ply, subs. 20, 9 1/2" x 11", CARBONLESS  
 110 boxes Continuous form, 1 ply, subs. 20, 9 1/2" x 11" 3 4th Week of August 2024  
 220 boxes Continuous form, 3 ply, subs. 20, 9 1/2" x 11", CARBONLESS  
 110 boxes Continuous form, 1 ply, subs. 20, 9 1/2" x 11" 4 1st Week of November 2024  
 220 boxes Continuous form, 3 ply, subs. 20, 9 1/2" x 11", CARBONLESS

#### Important Note/s:

- This is an Early Procurement pursuant to Section 7.6 of the 2016 revised IRR of RA No. 9184 which states that "to facilitate the immediate implementation of procurement of Goods, Infrastructure Projects, or Consulting Services, even pending approval of the General Appropriations Act (GAA), corporate budget or appropriations ordinance, as the case may be, and notwithstanding Section 7.2 hereof, the procuring entity (PE) may undertake the procurement activities short of award. xxx No award of contract shall be made until the GAA, corporate budget, or appropriations ordinance has been approved or enacted" and GPPB Circular No. 16-2019 (Guidelines on the Implementation of Early Procurement Activities).
- Winning Bidder must coordinate, one (1) day after issuance of Notice of Award (NOA), with the Administrative Division (Proponent), to discuss guidelines of the program, delivery schedule(s), and the expectation/s between both parties, Contact No. (053) 832-4631, E-mail address: admin.region8@deped.gov.ph.

#### Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Continuous Forms	PROCUREMENT OF CONTINUOUS FORMS FOR CY 2024 PAYROLL PRINTING (EARLY PROCUREMENT ACTIVITY)	1	Lot	1,150,000.00

#### Pre-bid Conference

Date	Time	Venue
22/11/2023	10:00:00 AM	DepEd Regional Office VIII, Candahug, Palo, Leyte

**Created by** Mikko S Duero

**Date Created** 13/11/2023

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