



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

INVITATION TO BID

**PROCUREMENT FOR LEASE OF VENUE WITH FOOD AND ACCOMMODATION
FOR THE REGIONAL TRAINING OF TRAINERS ON WBL-BYOB PROGRAMS
AND ALTERNATIVE LEARNING ASSESSMENT, RECOGNITION-CUM-
ORIENTATION WITH DIVISION NLA COORDINATORS,
RSC MEMBERS, LITERACY PROGRAM PROPONENT,
AND SELECT CLMD PERSONNEL**

1. The Department of Education Regional Office VIII, through the **General Appropriations Act CY 2025** intends to apply the sum of **One Million Nine Hundred Sixty Thousand Pesos Only (P 1,960,000.00)**, being the **Approved Budget for the Contract (ABC)** for the **Procurement for Lease of Venue with Food and Accommodation for the Regional Training of Trainers on WBL-BYOB Programs and Alternative Learning Assessment, Recognition-Cum-Orientation with Division NLA Coordinators, RSC Members, Literacy Program Proponent, and Select CLMD Personnel**. Bids received in excess of the ABC shall automatically be rejected in accordance with Sec. 31.1 of the Revised IRR of RA 9184 at bid opening.

QTY	UNIT	DESCRIPTION	TOTAL COST
<i>Lease of Venue with food and accommodation for the Regional Training of Trainers on WBL-BYOB Programs and Alternative Learning Assessment, Recognition-cum-Orientation with Division NLA Coordinators, RSC members, Literacy program proponent, and select CLMD personnel, July 21- August 8, 2025</i>			
Regional Training of Trainers on WBL-BYOB Programs			
Pre-training Conference			
21	pax	Rental for room accommodation of participants (1 night)	P 16,800.00
Day 0: July 21, 2025			
21	pax	Lunch: Rice, pork menudo, Fried Chicken, Chopsuey, fresh fruits	P 8,400.00
21	pax	PM snacks: Camote and banana fritters, Cucumber juice with lemon	P 2,100.00
21	pax	Dinner: Rice, Pork ribs, Sinigang na Bangus, Grilled fish, Fresh fruits	P 8,400.00
Day 1: July 22, 2025			
21	pax	Breakfast: Rice, Ham Spam, Boiled Eggs, Fried Bangus, Bread, Fresh fruits	P 4,200.00

QTY	UNIT	DESCRIPTION	TOTAL COST
21	pax	AM snacks: Spaghetti w/ Toasted Bread Canned Juice	₱ 2,100.00
Actual Training			
133	pax	Rental for room accommodation of participants (3 nights)	₱ 319,200.00
Day 0: July 22, 2025			
133	pax	Lunch: Rice, Chicken curry, Sweet and sour fish, Lumpiang Gulay, Fresh fruits	₱ 53,200.00
133	pax	PM Snacks: sliced Cake, Canned juice	₱ 13,300.00
133	pax	Dinner: Lechon kawali, Chopsuey, Fried Galunggong, Rice, Fresh Fruits.	₱ 53,200.00
Day 1 July 23, 2025			
133	pax	Breakfast: Rice, Hamonada, Fried Eggs, Dried fish, Beef tapa, Bread and Banana	₱ 26,600.00
133	pax	AM snacks: Lasagna, Canned Juice	₱ 13,300.00
133	pax	Lunch: Rice, Beef steak, Pinakbet, Lechon kawali, fish sliced Tinola with veggies, Fruit Salad	₱ 53,200.00
133	pax	PM snacks: Siopao, Canned juice	₱ 13,300.00
133	pax	Dinner: Pork Sinigang, Grilled fish, Fresh Fruits, Rice	₱ 53,200.00
Day 2: July 24, 2025			
133	pax	Breakfast: Rice, Ampalaya w/ egg, Fried bacon, Beef tapa, Fresh Pineapple	₱ 26,600.00
133	pax	AM snacks: Spaghetti w/ toasted bread, Canned juice	₱ 13,300.00
133	pax	Lunch: Rice , Escabeche fish, Pork chop, Beef stew, Watermelon	₱ 53,200.00
133	pax	PM Snack: Carbonara, toasted bread, and Canned Juice	₱ 13,300.00
133	pax	Dinner: Rice, Pork Ribs, Fish Tinola, Mango Float	₱ 53,200.00
Day 3: July 25, 2025			
133	pax	Breakfast: Rice, Eggplant Omelet, Fried Bacon, Boiled Eggs, Fresh Pineapple	₱ 26,600.00
133	pax	AM Snacks: Banana-Camote fritters, Cucumber Juice with Lemon.	₱ 13,300.00
Post -Training Conference			

QTY	UNIT	DESCRIPTION	TOTAL COST
21	pax	Rental for room accommodation of participants (1 night)	₱ 16,800.00
Day 0: July 28, 2025			
21	pax	Lunch: Rice, Beef steak, Pinakbet, Lechon Kawali, Fresh fruits	₱ 8,400.00
21	pax	PM Snack: Tuna Sandwich, Canned Juice	₱ 2,100.00
21	pax	Dinner: Sweet and sour meatballs, Grilled fish, Cucumber salad, Fruits, Rice	₱ 8,400.00
Day 1: July 29, 2025			
21	pax	Breakfast: Rice, Hamonada, Fried Eggs, Dried Fish, Beef Tapa, Bread	₱ 4,200.00
21	pax	AM Snacks: Lasagna, Mango Shake	₱ 2,100.00
Regional Training of Trainers on Alternative Learning System Assessment			
Pre- Training Conference			
21	pax	Rental for room accommodation of participants (1 night)	₱ 16,800.00
Day 0 July 29, 2025			
21	pax	Lunch: Pork Menudo, Fried Chicken, Chopsuey, Rice	₱ 8,400.00
21	pax	PM snack: Carbonara, Toasted Bread, Canned Juice	₱ 2,100.00
21	pax	Dinner: Pochero, kinilaw na isda, Mixed vegetable, Rice, Fruits	₱ 8,400.00
Day 1- July 30, 2025			
21	pax	Breakfast: Rice, Ham, Fried bangus, Bread and Banana,	₱ 4,200.00
21	pax	AM Snacks: Burger, Canned Juice	₱ 2,100.00
Actual Training			
133	pax	Rental for room accommodation of participants (3 nights)	₱ 319,200.00
Day 0 July 30, 2025			
133	pax	Lunch: Buttered chicken, fish Fillet, Ginataang Gulay, Fruits, Rice	₱ 53,200.00
133	pax	PM snack: Bibingka, Canned Juice	₱ 13,300.00

QTY	UNIT	DESCRIPTION	TOTAL COST
133	pax	Dinner: Lechon kawali, Steamed veggies, Chicken Halang halang, Rice, Fruits	₱ 53,200.00
Day 1 July 31, 2025			
133	pax	Breakfast: Pinikas na Daing, Ampalaya with Egg, Fruits, Rice	₱ 26,600.00
133	pax	Am Snacks: Steamed Camotes/ Saging, bottled iced tea	₱ 13,300.00
133	pax	Lunch: Inihaw na liempo, Tinolang Isda, Chopsuey, Fruits, Rice	₱ 53,200.00
133	pax	PM snacks: Pan de Pugon, Hot Choco	₱ 13,300.00
133	pax	Dinner: Nilagang Manok, Sautéed pasayan, Pinakbet, Fruits, Rice	₱ 53,200.00
Day 2 August 1, 2025			
133		Breakfast: Fish Tausi, Tortang Talong, Fruits, Rice	₱ 26,600.00
133		AM snacks: Cheese Pimiento sandwich, canned Juice	₱ 13,300.00
133		Lunch: Rice, Chicken curry, Sweet and sour fish, Chopsuey, Fresh fruits	₱ 53,200.00
133		PM Snacks: sliced Cake, Canned juice	₱ 13,300.00
133		Dinner: Pork Sinigang, Grilled fish, Fresh Fruits, Rice	₱ 53,200.00
Day 3 August 2, 2025			
133	pax	Break fast:Fried Rice, Tocino, Fried Egg, Fruits	₱ 26,600.00
133	pax	Am Snacks: Sopas, Bread, Bottled iced tea	₱ 13,300.00
Post-Training Conference			
21	pax	Rental for room accommodation of participants (1 night)	₱ 16,800.00
Day 0 August 4, 2025			
21	pax	Lunch: Siarsiadong isda, Sinigang na Hipon, Rice, Chopsuey, Fresh Fruits	₱ 8,400.00
21	pax	PM Snacks:Butchi with bottled iced tea	₱ 2,100.00
21	pax	Dinner: Adobong Tilapia, Ginisang Kangkong, Pork Chop, Rice, fresh Fruits	₱ 8,400.00
Day 1 August 5, 2025			

QTY	UNIT	DESCRIPTION	TOTAL COST
21		Breakfast: Daing na Bangus, Nilagang itlog, Tocino, Rice	P 4,200.00
21		AM snacks: Baked mac, Buko Juice	P 2,100.00
Recognition-cum-orientation with the Division NLA Coordinators, RSC Members, Literacy Program Proponent, and select CLMD Personnel			
Pre- Recognition-cum-Orientation Conference			
14	pax	Rental for room accommodation of participants (1 night)	P 11,200.00
Day 0 August 5, 2025			
14	pax	Lunch: Nilagang Baboy with cabbage, fried Bangus, Bam-e, Rice, Fresh Fruits	P 5,600.00
14	pax	PM Snack: Banana cue and Calamansi Juice	P 1,400.00
14	pax	Dinner: Adobong Pusit, Sinigang na Bangus, Butterd vegetables, Rice, Fresh Fruits	P 5,600.00
Day 1 August 6, 2025			
14	pax	Breakfast: Banana Bread, fried Tinapa, Hotdog, Rice	P 2,800.00
14	pax	AM Snacks: Burger, canned juice	P 1,400.00
Actual Recognition			
70	pax	Rental for room accommodation of participants (1 night)	P 56,000.00
Day 0 August 6, 2025			
70	pax	Lunch: Pork Giniling with Malunggay Soup, Escabeche, Rice, Fruits	P 28,000.00
70	pax	PM snacks: Loaf Bread with peanut butter, calamansi Juice	P 7,000.00
70	pax	Dinner: Sinigang na Salmon head, inihaw na tilapia, Nilagang talong, Rice, Fruits	P 28,000.00
Day 1 August 7, 2025			
70	pax	Breakfast: Tocino, dinengdeng with fried fish, Hotdog, Fried Rice	P 14,000.00
70	pax	AM snacks: Pancit bihon, bread, canned juice	P 7,000.00
Post Recognition-cum-Orientation Conference			

QTY	UNIT	DESCRIPTION	TOTAL COST
14	pax	Rental for room accommodation of participants (1 night)	₱ 11,200.00
Day 0 August 7, 2025			
14	pax	Lunch: Lumpiang Shanghai, Bam-e, Sinigang na Sugpo, Rice, Fruits	₱ 5,600.00
14	pax	PM Snack: Carbonara, bread, Bottled iced tea	₱ 1,400.00
14	pax	Dinner: Pork menudo, chopsuey, Fried Bangus, Rice, Fruits	₱ 5,600.00
Day 1 August 8, 2025			
14	pax	Breakfast: Bacon, fried rice, Fried Egg, Tortang Talong	₱ 2,800.00
14	pax	AM Snacks: Spaghetti, Toasted Bread, Canned Juice	₱ 1,400.00
All dates with free-flowing coffee, choco, and tea			
Additional Requirements: <ol style="list-style-type: none"> 1) With plenary hall that can accommodate 133 pax (tables & chairs), air conditioned 2) At least 3 session rooms sufficient to accommodate 40 participants each room; chairs equal to the number of participants; with 1 set LCD projector; has a good WIFI access that can accommodate at least 40 devices per room; with 1Mbps upload download speed per user ; has High Fidelity Public Address (Sound) System; and has at least 1 wireless microphone per session room; Clean comfort rooms (for both males and females); 3) One (1) Conference/TWG Room: Air-Conditioned Audio-Visual Room, Good for 21 Pax; 4) All Rooms, including the guests/pax rooms must have <i>reliable</i> internet (1Mbps/user) and telecommunications signals; 5) With provision of Tarpaulin banners for the Activity. Two (2) tarpaulin banners per lot with size 5 x 9 feet each. The End-user will provide the design; 6) With complimentary drinking water in all Function Rooms and at the Guest Rooms; 7) With the provision of vehicle to transport the guests from the Airport to the Hotel, and vice-versa; and 8) With the provision of a LED wall during the opening and closing programs of the trainings and during the activities. 			
ROOM ACCOMMODATION: <ol style="list-style-type: none"> 1) Room sharing of at most 4 persons only (1:4), <i>no bed sharing</i>; Check-in time is at 2:00 pm and check-out time is at 12:00 noon; Day 0-with Lunch as the first meal; Last Day - with AM Snacks as the last meal. 			

Important Note/s:

Winning Bidder must coordinate, one (1) day after issuance of Notice of Award (NOA), **with the** Curriculum and Learning Management Division (CLMD) c/o **Dr. Alfredo P. Café, ALS Education Program Supervisor (Proponent)**, to discuss guidelines of the program, delivery schedule(s), and the expectation/s between both

parties, **Contact No. (053) 832-4625,** E-mail address:
clmd.region8@deped.gov.ph.

2. The Department of Education, Regional Office VIII now invites bids for the **Procurement for Lease of Venue with Food and Accommodation for the Regional Training of Trainers on WBL-BYOB Programs and Alternative Learning Assessment, Recognition-Cum-Orientation with Division NLA Coordinators, RSC Members, Literacy Program Proponent, and Select CLMD Personnel.** Bidders should have completed, within the last Five (5) years from the date of submission and receipt of bids, a contract 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 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) 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 the Department of Education Regional Office VIII and inspect the Bidding Documents at the address given below from 8:00 a.m. to 5:00 p.m.

5. A complete set of **Bidding Documents may be acquired by the interested bidders on the day it is published in PhilGEPS**, in DepEd Regional Office No. VIII, BAC Secretariat, located at Government Center, Candahug, Palo, Leyte, and DepEd Regional Office No. VIII website, region8.deped.gov.ph, and upon payment of the applicable fee for **Bidding Documents** amounting to **FIVE THOUSAND PESOS (Php 5,000.00)**, pursuant to the latest Guidelines issued by the GPPB. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person to **the DepEd Regional Office No. VIII Cashier.**

The Bidder shall submit the duly signed Bidding Documents during the Opening of Bids.

For prospective bidders who intend to **purchase the bidding documents through online banking**, the deposit may be made through:

PHILIPPINE VETERANS BANK

Account Name: DepEd RO 8

No.	Fund	Account Number
1.	SEMINAR	0025-0000097

A scanned copy of the deposit slip together with the **accomplished Bidders Information Sheet shall be sent** to the **BAC Secretariat** (bac.region8@deped.gov.ph), and the official payment receipt with the Bid Documents shall be sent to the bidder through email.

Bidding Documents may also be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided Bidders shall pay the non-refundable fee for the Bidding Documents.

6. The Department of Education, Regional Office VIII will hold a **Pre-Bid Conference** on **July 2, 2025, 10:00 AM** at the **DepEd Regional Office VIII, Candahug, Palo, Leyte**, through video conferencing via **MICROSOFT TEAMS**, which shall be open to prospective bidders. Physical appearance is also allowed.

7. **Bids must be received by the BAC Secretariat, DepEd Regional Office VIII, Candahug, Palo, Leyte 6501** either through manual/physical submission or through courier **on or before 10:00 a.m. of July 15, 2025**. Late Bids shall not be accepted.

8. **All bids must be accompanied by a Bid Securing Declaration, or any form of Bid Security** and amount indicated in ITB Clause 14.

9. **Bid opening** shall be on **July 2, 2025, 10:15 AM** at the **DepEd Regional Office VIII, Candahug, Palo, Leyte**.

10. Participants are informed that the **Pre-Bid Conference and Opening of Bids shall be broadcasted/shared** to prospective bidders who wish to attend the said procurement activities online, **via Microsoft Teams**. Hence, **interested bidders shall provide** the BAC Secretariat (bac.region8@deped.gov.ph) **their respective Gmail addresses at least one (1) day before, so that they can join the procurement videoconference(s)**. Physical appearance is also allowed.

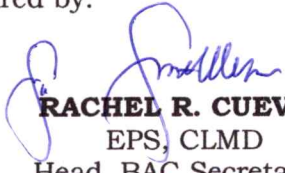
ACTIVITY	DATE & TIME OF CONDUCT	VENUE
Pre-Bid Conference	July 2, 2025 10:00 AM	DepEd Regional Office VIII, Candahug, Palo, Leyte
Opening of Bids	July 15, 2025 10:15 AM	

11. The Department of Education, Regional Office VIII reserves the right to reject any and all bids, declare a failure of bidding, or not award a contract at any time prior to contract award, in accordance with Section 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.


12. For further information, please refer to:

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DepEd Regional Office VIII
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