



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

INVITATION FOR NEGOTIATED PROCUREMENT

(Two-Failed Biddings)

1. The Department of Education – Regional Office VIII, through the General Appropriations Act CY 2025, intends to apply the sum of **One Million Two Hundred Thirty-Two Thousand Pesos Only (P1,232,000.00)** being the **Approved Budget for the Contract (ABC)** for the **Procurement for Lease of Venue with Food and Accommodation for the Regional Convergence of School Health and Nutrition Personnel**. Bid proposals received in excess of the ABC shall be **automatically rejected** in accordance with **Sec. 31.1 of the Revised IRR of RA 9184**.

QTY	UNIT	ITEM DESCRIPTION
1	LOT	Regional Convergence of School Health and Nutrition Personnel <ul style="list-style-type: none">December 10-12, 2025, 280 ParticipantsFirst Meal: Lunch, December 10, 2025Last Meal: Lunch, December 12, 2025Full accommodation for 2 Nights (Dec 10-11) Time of serving: <ul style="list-style-type: none">✓ AM Snacks must be served at 10:00am✓ PM Snacks must be served at 3:00pm✓ Breakfast must be served between 6am-8am✓ Lunch must be served at 11:30am - 1pm✓ Dinner must be served at 6:00pm - 7:30pm

Venue and Accommodation Requirements

- With free-flowing coffee, chocolate drink, and milk
- Prospective suppliers shall refer to **Annex A – Proposed Menu**
- Fully Airconditioned Plenary Conference Hall and 5 break-out rooms
- Can accommodate at least 280 pax with tables and chairs
- With screen projectors, LCD
- Microphones (wireless and wired)
- With functional elevator for buildings above 3-storeys
- With standby power supply (generator)
- Internet/Wi-Fi connectivity of at least 1mbps per user
- With wide parking space that can accommodate at least 10 four-wheeled vehicles
- 3-4 participants per room; No bed sharing
- 1 Tarpaulin banner (6x10 ft) plenary, 5 Tarpaulin banners (3x5 ft) break-out rooms

Winning bidder must coordinate **one (1) day after issuance of Notice of Award (NOA)** with the **ESSD - School Health Section**, Contact No. (053) 832-4625, Email: **schoolhealth.region8@deped.gov.ph** to discuss program guidelines, delivery schedules, and expectations between both parties.

2. The Department of Education Regional Office VIII through its Bids and Awards Committee (BAC), now invites technically, legally, and financially capable suppliers to participate in this procurement.


3. The procurement procedure for this requirement is Negotiated Procurement pursuant to Section 53.9 of the Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act". The BAC will engage in negotiations with sufficient a number of suppliers to ensure effective competition. The selection of the successful offer shall be based on the best and final offer that will be submitted on the specified date below and meets the minimum technical specifications.

4. Interested bidders may obtain further information from the BAC Secretariat at DepEd Regional Office VIII, Palo, Leyte, from November 20-27, 2025, Monday to Friday, 8:00 AM to 5:00 PM. Relevant documents shall also be uploaded to the DepEd RO8 website region8.deped.gov.ph.

ACTIVITIES	SCHEDULE	VENUE
Issuance and availability of Negotiation Documents	November 25-Dec. 1, 2025	DepEd Regional Office VIII, Candahug, Palo, Leyte
Deadline for Submission of Negotiation Documents (Proposal)	November 25-Dec. 1, 2025 10:00 AM	
Opening of Negotiation Documents (Proposal)	December 1, 2025, 10:15 AM	

5. Interested bidders shall submit their documents in **sealed envelopes labeled "Negotiated Documents"**, indicating the project title, name, address, and contact details of the bidder. The checklist of required technical and financial documents shall be included as **Annex B** (Technical and Financial Documents), whereas the Bidding Forms shall be included as **Annex C**.

6. The BAC reserves the right to **accept or reject any proposal**, or terminate the procurement process at any time prior to awarding the contract, **without incurring any liability** to the affected suppliers.


HARVIE D. VILLAMOR
 Chief, HRDD
 BAC Chairperson