



Bid Notice Abstract

Invitation to Bid (ITB)

Reference Number 12670302
Procuring Entity DEPARTMENT OF EDUCATION - REGION VIII
Title PROCUREMENT FOR LEASE OF VENUE WITH FOOD AND ACCOMMODATION FOR THE 2026 RMEA SYSTEM IMPLEMENTATION (EARLY PROCUREMENT ACTIVITY)

Area of Delivery

Solicitation Number: QAD-12-05-2025-EPA	Status	Active
Trade Agreement: Implementing Rules and Regulations		
Procurement Mode: Public Bidding	Associated Components	2
Classification: Goods		
Category: Hotel and Lodging and Meeting Facilities	Bid Supplements	0
Approved Budget for the Contract: PHP 884,000.00		
Delivery Period:	Document Request List	0
Client Agency:		
Contact Person: 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	Date Published	06/12/2025
	Last Updated / Time	06/12/2025 00:00 AM
	Closing Date / Time	29/12/2025 10:00 AM

Description

PROCUREMENT FOR LEASE OF VENUE WITH FOOD AND ACCOMMODATION FOR THE 2026 RMEA SYSTEM IMPLEMENTATION (EARLY PROCUREMENT ACTIVITY)

QTY UNIT ITEM DESCRIPTION ABC / BID
DOCS PRICE

1

LOT 1. Q1 Completed Staff Work (CSW) March 30-31, 2026 (Live-in)

- ☐ Accommodation included
- ☐ DAY 1: First Meal: Breakfast
- ☐ DAY 2: Last Meal: Dinner
- ☐ 49 participants

2. Q1 PIR – SDO April 21-22, 2026 (Live-in)

- ☐ Accommodation included
- ☐ DAY 1: First Meal: Breakfast
- ☐ DAY 2: Last Meal: Dinner
- ☐ 71 participants

3. Q1 PIR – RO April 23-24, 2026 (Live-Out)

- ☐ DAY 1: First Meal: AM Snacks
- ☐ DAY 2: Last Meal: Lunch
- ☐ 35 participants

4. Q1 Post-PIR April 28-29, 2026 (Live-Out)

- ☐ DAY 1: First Meal: AM Snacks
- ☐ DAY 2: Last Meal: Lunch

☐ 8 participants

5. Q2 Completed Staff Work (CSW) July 2–3, 2026 (Live-in)

- ☐ Accommodation included
- ☐ DAY 1: First Meal: Breakfast
- ☐ DAY 2: Last Meal: Dinner
- ☐ 49 participants

6. Q2 PIR – SDO July 21–22, 2026 (Live-in)

- ☐ Accommodation included
- ☐ DAY 1: First Meal: Breakfast
- ☐ DAY 2: Last Meal: Dinner
- ☐ 71 participants

7. Q2 PIR – RO July 23–24, 2026 (Live-Out)

- ☐ DAY 1: First Meal: AM Snacks
- ☐ DAY 2: Last Meal: Lunch
- ☐ 35 participants

8. Q2 Post-PIR July 28–29, 2026 (Live-Out)

- ☐ DAY 1: First Meal: AM Snacks
- ☐ DAY 2: Last Meal: Lunch
- ☐ 8 participants

Refer to Section VII for Food Requirements ₱884,000.00/
₱ 1,000.00

NOTE: UNLIMITED COFFEE, TEA, AND/OR CHOCO DRINKS THROUGHOUT THE DURATION OF THE ACTIVITY

Specifications for Accommodation:

1. Available rooms can accommodate maximum of Five participants, and no bed sharing is allowed
2. Clean and potable water for hygienic purposes.
3. Provision of mattress, blanket, towel, disposable toothbrush with toothpaste, Soap and Shampoo and with complimentary bottled water.
4. Daily housekeeping service
5. Fully functional bathrooms with hot and cold shower

Conference Room Facilities

1. Large Plenary Hall with sufficient space to accommodate 64-80 pax
2. Well Lighted and well-ventilated venue
3. Has the number of chairs with cover and can accommodate required participants
4. Projection screen
5. Provision of Wi-Fi with at least 1 mbps per user
6. Clean comfort rooms
7. Provision of In- House Audio- Video operator
8. Adequate Parking Space
9. Provision of 2 Tarpaulin Banner Signages, size 4' x 8' (hanged in the Plenary & main entrance)

Important Note/s:

Winning Bidder must coordinate, one (1) day after issuance of Notice of Award (NOA), with the Quality Assurance Division (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: qad.region8@deped.gov.ph.

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	RMEA 2026 EPA	PROCUREMENT FOR LEASE OF VENUE WITH FOOD AND ACCOMMODATION FOR THE 2026 RMEA SYSTEM IMPLEMENTATION (EARLY PROCUREMENT ACTIVITY)	1	Lot	884,000.00

Pre-bid Conference

Date	Time	Venue
15/12/2025	10:00:00 AM	DepEd Regional Office VIII, Candahug, Palo, Leyte

Created by Mikko S Duero

Date Created 05/12/2025

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.