ANNEX "A"

Republic of the Philippines
Department of Education
Procurement Management Service
BAC Secretariat Division

BIDDER'S INFORMATION SHEET

Directions: Please fill out all information requested **legibly**. Also, place a checkmark (✓) in the box(es) corresponding to all applicable items.

To be filled by ProcMS-BACSec staff only:
Control No.: _____

PROJECT NO.: **2024-ICTS3(002)-BVI-CB-007**
PROJECT: **Supply, Delivery, and Maintenance of Laptop for Teaching**
TOTAL ABC: **PhP 1,105,727,500.00**

Cost of Bidding Documents –

Lot 1	*PhP 4,900.00*	*Lot 9*	*PhP 5,200.00*
Lot 2	*PhP 4,100.00*	*Lot 10*	*PhP 3,800.00*
Lot 3	*PhP 6,700.00*	*Lot 11*	*PhP 4,200.00*
Lot 4	*PhP 5,900.00*	*Lot 12*	*PhP 3,700.00*
Lot 5	*PhP 3,200.00*	*Lot 13*	*PhP 4,200.00*
Lot 6	*PhP 6,500.00*	*Lot 14*	*PhP 2,800.00*
Lot 7	*PhP 6,600.00*	*Lot 15*	*PhP 4,000.00*
Lot 8	*PhP 7,200.00*	*Lot 16*	*PhP 2,000.00*
All	Php 75,000.00		

DATE : _____

GENERAL INFORMATION
FULL NAME OF FIRM/COMPANY: _____
ADDRESS : _____
_____
TEL. NO(S). : _____
FAX NO(S). : _____
EMAIL ADD. : _____

PERSON MANAGING AFFAIRS OF THE FIRM
NAME : _____
POSITION : _____
TEL. NO. : _____
MOBILE NO. : _____

AUTHORIZED REPRESENTATIVE
NAME : _____
POSITION : _____
TEL. NO. : _____
MOBILE NO. : _____

Where did you find out about this project? ☐ PhilGEPS ☐ DepEd website ☐ Bulletin Board

Your Firm/Company will join in the following lots: ☐ Lot _____
Bid Docs: OR No: _____ Date: _____ Amount: _____
OR No: _____ Date: _____ Amount: _____

Received from Procurement Management Service – BAC Secretariat Division the following:

✓	*Document(s)*	*Received by*		*Date Received*
		Printed Name	*Signature*	
☐	Bidding Documents			
☐				
☐				

Notes:
1. *Interested Bidders may signify their intent to purchase the Bidding Documents through email at depedcentral.bacsecretariat@deped.gov.ph by accomplishing this form.*
2. *Upon receipt of the bidder's information sheet, the BAC Secretariat Division will send through email the details of the DECS OSEC Trust Fund Account for payment.*
3. *Upon payment, bidders may send through email the proof of payment before the deadline for submission of bids indicated in the Invitation to Bid, Bidding Documents or Bid Bulletin.*
4. *Upon receipt of proof of payment, the BAC Secretariat will send the electronic copy of the Bidding Documents.*

This form is not for sale, and may be reproduced. Information to be provided may be supported by additional documents for firm`s security.

Room M-511, 5th Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City 1600
Telephone No.: (02) 8633-9343; 8636-6542
Email Address: depedcentral.bacsecretariat@deped.gov.ph