



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-AdmS1(003)-BI-CB-019

PROJECT: Supply and Delivery of Various Construction Supplies and Materials for the provision of Temporary Relocation Spaces in Connection with the Repair, Rehabilitation, and Retrofitting Projects in Various DepEd Central Office Buildings

TOTAL ABC: PhP 8,919,845.13

Cost of Bidding Documents -

Table with 5 columns: Lot, Amount, Lot, Amount, Total. Rows include Lot 1 (5,429.57), Lot 2 (874.28), Lot 3 (2,688.73), Lot 4 (322.77), Lot 5 (546.66), Lot 6 (138.00), and Total (10,000.00).

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:

Table with 4 columns: Document(s), Received by (Printed Name, Signature), Date Received. Row 1: 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.

Handwritten signature