



Republic of the Philippines
Department of Education
BIDS AND AWARDS COMMITTEE IV

PROJECT NO.: 2025C-AdmS1-018-B4-CB-037

INVITATION TO BID

FOR THE

SUPPLY, DELIVERY AND INSTALLATION OF NEW AIR-CONDITIONING UNITS FOR OFFICES WITH COMPLETED REPAIR, REHABILITATION AND RETROFITTING (RRR) PROJECTS

1. The **Department of Education (DepEd)**, through the *Government of the Philippines (GOP) under 2024 GASS (Continuing Fund)* intends to apply the sum of **Philippine Pesos Three Million, Ninety Thousand and 00/100 (PhP3,090,000.00)** only, being the total Approved Budget for the Contract (ABC) to payments under the contract for **Supply, Delivery, and Installation of New Air-conditioning Units for Offices with Completed Repair, Rehabilitation and Retrofitting (RRR) Projects**, detailed as follows:

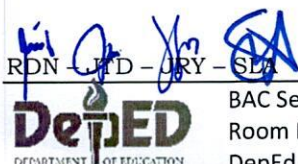
Lot No.	Description	Qty	Unit	Approved Budget for the Contract (ABC) in PhP
1 Lot	6.0HP (5.0TR) Inverter-Type Floor-Mounted Airconditioning Unit	20	unit	3,090,000.00

Bids received in excess of the ABC for the project shall be automatically rejected at bid opening.

2. The **DepEd**, through the **Bids and Awards Committee (BAC) IV**, now invites bids for **Supply, Delivery, and Installation of New Air-conditioning Units for Offices with Completed Repair, Rehabilitation and Retrofitting (RRR) Projects**. Delivery of the goods and services is specified in Section VI. Schedule of Requirements and Section VII. Technical Specifications of this bidding documents.

Bidders should have completed, within a period of five (5) years immediately preceding the deadline for submission of bids, a Single Largest Completed Contract (SLCC) similar to the contract to be bid and the value of which, adjusted, if necessary, by the Bidder to current prices using the Philippine Statistics Authority's (PSA's) Consumer Price Index (CPI), must be at least fifty percent (50%) of the ABC to be bid for. 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 competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the IRR of RA No. 12009.



BAC Secretariat Division
Room M-512, 5th Floor, Mabini Building
DepEd Complex, Meralco Avenue, Pasig City 1600
Telephone No.: (02) 8633-9343; 8637-8292
Email Address: depedcentral.bacsecretariat@deped.gov.ph

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. Interested Bidders may obtain further information from **DepEd Procurement Management Service - BAC Secretariat Division (ProcMS-BACSD)** at Telephone Nos. **8636-6542 or 8633-9343** and inspect the Bidding Documents at the address given below from **Monday to Friday from 8:00 a.m. to 5:00 p.m.**
5. For those who are interested to purchase the Bidding Documents, two (2) options are made available, to wit:
 - a. A complete set of Bidding Documents may be acquired by interested Bidders from the **DepEd ProcMS-BACSD, Room M-512, 5th Floor, Mabini Building, DepEd Central Office Complex, Meralco Avenue, Pasig City**, upon accomplishing a bidder's information sheet and payment of a non-refundable fee for the Bidding Documents to the **DepEd Cashier**.

Payment in checks should be made payable to **DECS OSEC Trust**.

- b. Interested Bidders may signify their intent to purchase the Bidding Documents through email at depedcentral.bacsecretariat@deped.gov.ph by accomplishing a bidder's information sheet (**Annex "A"**). 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. Upon payment, bidders may send through email the proof of payment before the deadline for submission of bids. Upon receipt of proof of payment, the BAC Secretariat will send the electronic copy of the Bidding Documents.

Amount of Bidding Documents shall be ***Philippine Pesos Five Thousand and 00/100 (PHP5,000.00)***.

6. The **DepEd** will hold a Pre-Bid Conference for this Project on **October 27, 2025, 10:00 a.m.** at **Office Facility of the former Systems Division (near Motorpool area), DepEd Complex, Meralco Ave., Pasig City**, which shall be open to prospective Bidders.
7. Bids must be duly received by the Bids and Awards Committee (BAC) IV Secretariat through manual submission at the office address indicated below, on or before **9:30 a.m. (Philippine Standard Time) of November 10, 2025**, at **Office Facility of the former Systems Division (near Motorpool area), DepEd Complex, Meralco Ave., Pasig City**.

Late bids shall not be accepted.

8. All Bids must be accompanied by a Bid Security in any of the acceptable forms and in the amount stated in ITB Clause 16.1.

9. Bid opening shall be on **10:00 a.m. (Philippine Standard Time) of November 10, 2025**, at **Office Facility of the former Systems Division (near Motorpool area), DepEd Complex, Meralco Ave., Pasig City**. Bids will be opened in the presence of the Bidders' representatives who choose to attend the activity.

Only **two (2) representatives** per bidder will be allowed to enter inside the venue.

For purposes of determining a quorum, members of the BAC IV, which include the Chairperson or the Vice-Chairperson, may be present, either in person or face-to-face through videoconferencing, webcasting or similar technology pursuant to Section 42.2, IRR of R.A. No. 12009.

10. The DepEd reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 70 of R.A. No. 12009, without incurring any liability to the affected Bidder or Bidders.
11. For further information, please refer to:

JOSHUA RAJAH T. DE DIOS

Technical Assistant II

Procurement Management Service - BAC Secretariat Division

Rm. M-512, 5th Floor, Mabini Bldg.

DepEd Complex, Meralco Avenue, Pasig City

Telephone Nos. 8636-6542 or 8633-9343

Email address: depedcentral.bacsecretariat@deped.gov.ph

12. You may visit the following websites:

For downloading of Bidding Documents:

<https://notices.philgeps.gov.ph/>

<https://www.deped.gov.ph/bac-secretariat/>

Date of Issuance: October 18, 2025

ATTY. MARCELINO G. VELOSO III
Assistant Secretary and Chairperson

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