



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION 02

Regional Government Center, Carig Sur, Tuguegarao City, Cagayan
<http://region2.dilg.gov.ph>

INVITATION TO BID FOR THE PROVISION OF CATERING SERVICES FOR VARIOUS ACTIVITIES FOR CY2023

1. The **Department of the Interior and Local Government Regional Office 2 (DILG R2)**, through the **General Appropriations Act Fund 101 FY 2023** intends to apply the sum of **One Million Three Hundred Fourteen Thousand One Hundred Thirty Pesos (Php1,314,130.00)** being the ABC to payments under the contract for **Provision of Catering Services for Various Activities for CY2023** with **Project Identification Number 2023-01-035**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **DILG R2** now invites bids for the above Procurement Project. Delivery of the Goods is required *within the period specified under Section VI. Schedule of Requirements*. Bidders should have completed, **within two (2) years** from the date of submission and receipt of bids, a contract similar to the Project. 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 open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

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. Prospective Bidders may obtain further information from **DILG R2** and inspect the Bidding Documents at the address given below during **8:00 A.M. to 5:00 P.M. during Monday to Friday excluding holidays**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **February 8, 2023 to February 28, 2023** from the given address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Thousand Pesos (Php5,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees be presented in person.

It may also be downloaded free of charge from the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The **DILG R2** will hold a Pre-Bid Conference¹ on **February 16, 2023, 9:00 A.M. at DILG R2 Conference Hall, Regional Government Center, Tuguegarao City, Cagayan** and through video conferencing via **Zoom Application with the following meeting details: Meeting ID 822 8950 743 and Passcode 571544**, which shall be open to prospective bidders.

Bidders who wish to attend physically shall be required to observe health protocols, as follows:

- Bidders should present vaccination cards;
 - Only two (2) representatives from each bidding agency are allowed in the conference hall;
 - Proper wearing of mask at all times; and
 - Observe physical distancing.
7. Bids must be duly received by the DILGR2 BAC Secretariat through manual submission at the office address indicated below on or before **February 28, 2023 at 12:00 NN**. 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 14.
 9. Bid opening shall be on **March 3, 2023, 2:00 PM at DILG R2 Conference Hall, Regional Government Center, Tuguegarao City, Cagayan**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
 10. The **DILG R2** 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 Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
 11. For further information, please refer to:

GMELINA T. MANALIGOD

Head, BAC Secretariat

Department of the Interior and Local Government Regional Office 2

Regional Government Center, Tuguegarao, City, Cagayan

Tel. No. (078) 377-3618/09175694118

E-mail: r2dilg@yahoo.com

12. You may visit the website listed below:
For downloading of Bidding Documents: <https://region2.dilg.gov.ph>

February 8, 2023

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.

(sgd.)

MAYBELLE E. ANOG

Chairperson, Bids and Awards Committee