



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF DIGOS CITY

INVITATION TO BID FOR

**Procurement of Services for the Printing and Delivery of Reading Materials for Key Stage 1**

- 1) The Department of Education Digos City Division, through the **GAA 2026** intends to apply the sum of **Two Million Twelve Thousand Nine Hundred Eighty-Five 20/100 Pesos (Php 2,012,985.20)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Procurement of Services for the Printing and Delivery of Reading Materials for Key Stage 1**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Lot	Project Description	ABC (PhP)	Contract Duration	Bid Docs Cost
1	Kindergarten - My Jumbo Learning Workbook	₱ 427,232.00	30 Calendar Days	₱ 5,000
	Kindergarten - Kulay	₱ 169,660.40		
	Grade 1 – Munting Patak-Ulan	₱ 204,492.80		
	Grade 1 – Si Putot	₱ 204,492.80		
	Grade 2 – Message in the Sand	₱ 197,414.40		
	Grade 2 – Ano kaya ako Paglaki	₱ 406,080.00		
	Grade 3 – Ang Bayang Maaksaya sa Tubig	₱ 234,000.00		
	Grade 3 – Ang Masisipag na Langgam (The Hard Working Ants)	₱ 169,612.80		

- 2) The Department of Education Digos City Division now invites bids for above Procurement Project. Delivery of the Goods is required **30 calendar days upon the receipt of Notice to Proceed**. Bidders should have completed, at least **1 year** from the

date of submission and receipt of bids, contracts 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 competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the IRR of RA No. 12009.

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, Digos City Division** through **the Office of the BAC Secretariat/Procurement Unit** and inspect the Bidding Documents at the address given below from **8:00AM-12:00NN to 1:00PM-5:00PM (Monday to Thursday)** except holidays.
- 5) A complete set of Bidding Documents may be acquired by interested Bidders on **June 2, 2026 to June 23, 2026** from the address given below **DepEd Digos City Division BAC Secretariat/ Procurement Unit (with Cell No. 0962-887-8599)** 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 (PhP 5,000.00)**.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPs) and 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 **Department of Education Digos City Division** will hold a Pre-Bid Conference on **June 10, 2026, 1:30 PM** at **Conference Room, DepEd Digos City Division, Roxas Street corner Lopez Jaena Street, Digos City**, and/or through video conferencing via **Google Meet (link will be provided after messaging the email bac.digoscity@deped.gov.ph)** which shall be open to prospective Bidders.
- 7) Bids must be duly received by the Bids and Awards Committee (BAC) Secretariat through **manual submission** at the office address indicated below on or before **June 23, 2026, 10:00 AM**. 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 **June 23, 2026, 10:00 AM** at **Conference Room, DepEd Digos City Division, Roxas Street corner Lopez Jaena Street, Digos City** and/or via **Google Meet**. Bids will be opened in the presence of the Bidders' representatives who choose to attend the activity.
- 10) Documents shall be arranged sequentially in congruence to their sequence in the checklist for **Project No. PBD - 2026-05-0020** provided by the BAC.
- 11) The **Department of Education Digos City Division** 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.

12) For further information, please refer to:

**ROTSEN RAY N. GAYUD**  
*BAC Secretarial Head*  
*DepEd, Digos City Division*  
*Roxas Street, corner Lopez Jaena Street, Digos City*  
*082-553-8396 / 082-553-8376 / 0962-887-8599*  
**[bac.digocity@deped.gov.ph](mailto:bac.digocity@deped.gov.ph)**

13) You may visit the following websites:

For downloading of Bidding Documents:  
**[http://www.depeddigocity.org/division/bid invitation](http://www.depeddigocity.org/division/bid_invitation)**

June 2, 2026

  
**MARIA GENEVIEVE T. FRANCISQUETE, CESO VI**  
*Chairperson, Bids and Awards Committee*