



### INVITATION TO BID

The Philippine Science High School – Central Visayas Campus (PSHS – CVisC), through its Bids and Awards Committee (BAC), again invites suppliers/distributors/dealers to bid for the hereunder project:

Name of Project : PURCHASE OF FOOD AND ACCOMMODATION DURING THE PSHSS  
 CATCH-UP PLANNING WORKSHOP ON JUNE 24 – 27, 2015  
 Location of the Project : PSHS – CVisC, Talaytay, Argao, Cebu  
 Approved Budget for the Contract : **Php 280,800.00**  
 Delivery Period : Within 15 calendar days

**Description:**

Venue of the activity: Lapu-lapu, Mactan, Cebu (w/in walking distance from airport);

No. of participants: 52;

Inclusions: (Use of function rooms for 22 hours, provision of lobby signage, podium with microphones and projector screen, and provision of overflowing coffee for the participants during the function; hotel management should submit their menu and accepts changes for participants with food preferences good for 3 persons; a hotel van should pick-up the Office of the Executive Director's personnel from the airport)

Room Requirements (2 grand single deluxe rooms, 7 double grand deluxe rooms, and 10 rooms good for 4 persons per room);

Food: BUFFET; Full board meal with AM and PM snacks; 4 main courses (choice of meat, fish, chicken, vegetable); with 2 side dishes; dessert (choice of fruits or salad); drinks (choice of softdrink or ice tea every meal); breakfast (rice, bread, cereals with fresh milk, meat, fish, fried fish, dangguit, ham, tocino, coffee and milo)

Arrival time of participants: June 24, 2015 at 1:00pm

First meal to be served: dinner

Check out time: June 27, 2015 at 12:00NN

Last Meal to be served: June 27, 2015 (Breakfast)

Prospective bidders should have experience in undertaking a similar project within the last two (2) years with an amount of at least 50% of the proposed project for bidding. The Eligibility Check as well as the Preliminary Examination of Bids shall use non-discretionary "pass/fail" criteria. Post – qualification of the lowest calculated bid shall be conducted.

All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Pre-Bidding Conference(s), Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Implementing Rules and Regulation (IRR).

The complete schedule of activities is listed as follows:

ACTIVITIES	SCHEDULE
1. Posting of Invitation to Bid	May 8 – 15, 2015
2. Issuance of Bidding Documents	May 8 – 20, 2015
3. Submission and Opening of Bids	May 21, 2015 @ 2:00PM <i>Submission of Bids (to the BAC Secretariat on or before the deadline set)</i>
4. Bid Evaluation	May 22, 2015
5. Post-Qualification	May 25, 2015
6. BAC Recommendation of Award	May 26, 2015

Bid documents will be available only to prospective bidders upon payment to the PSHS – CVisC cashier of a non-refundable amount of Five Hundred Pesos (**Php 500.00**) only.

PSHS – CVisC assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

ARLENE CAHOY - AGOSTO  
 BAC Chairperson