

INVITATION TO BID FOR

Procurement of Group Health Care Insurance from Health Maintenance Organization (HMO) for the Teachers and Non-teaching Employees of the Department of Education, Division of El Salvador City, with PN No. 2025-07-0010

1. The *Department of Education, Division of El Salvador City*, through the *General Appropriations Act of CY 2025*, intends to apply the sum of THREE MILLION SIX HUNDRED NINETY-SIX THOUSAND PESOS ONLY (Php. 3,696,000.00) being the ABC for the **Procurement of Group Health Care Insurance from Health Maintenance Organization (HMO) for the Teachers and Non-teaching Employees of the Department of Education, Division of El Salvador City, with PN No. 2025-07-0010**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Department of Education, Division of El Salvador City* now invites bids for the above Procurement Project. Delivery of the Goods is required in **Thirty (30) Days**. Bidders should have completed, within **One Year** 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.
 - a. 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 *Department of Education, Division of El Salvador City* and inspect the Bidding Documents at the address given below from 8:00 AM to 5:00 PM.
5. A complete set of Bidding Documents may be acquired by interested Bidders on *July 29, 2025* from the given address and website(s) 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 ONLY (Php. 5,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.

Interested bidders are required to bring **Owner's valid Government ID, Representative's valid Government ID, Special Power of Attorney (SPA)** for the

Authorized Representatives, and valid PhilGEPS (Platinum Membership) Registration.

6. The *Department of Education, Division of El Salvador City* will hold a Pre-Bid Conference on **August 6, 2025, 9:00 AM** at *Department of Education, Division of El Salvador City, Division Office, BAC Conference Room, Jade Bldg., Zone 3, Tuburan St., Poblacion, El Salvador City*, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **August 18, 2025, 9:00 AM**. Late bids shall not be accepted.

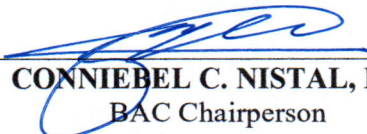
Department of Education, Division of El Salvador City
BAC Conference Room, Jade Bldg.,
Zone 3, Tuburan St., Poblacion,
El Salvador City, 9017

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 **August 18, 2025, 9:30 AM** at the given address *Department of Education, Division of El Salvador City, Division Office, BAC Conference Room, Jade Bldg., Zone 3, Tuburan St., Poblacion, El Salvador City*. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The *Department of Education, Division of El Salvador City* 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:

CONNIEBEL C. NISTAL, Ph.D.
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Zone 3, Tuburan St., Poblacion,
El Salvador City, 9017
bacsecretariat.elsalvadorcity@deped.gov.ph
<https://depedelsalvadorcity.net/>

12. You may visit the following websites:
For downloading of Bidding Documents:
<https://depedelsalvadorcity.net/procurement/2025-02>

July 28, 2025


CONNIEBEL C. NISTAL, Ph.D.
BAC Chairperson