

INVITATION TO BID

2nd Invitation for (Lot 2) Catering Services and (Lot 4) Booth Rental for use during the conduct of Bicol Natural & Organic Products Expo (BNOPE) 2018 in Naga City

1. The *Department of Agriculture Regional Field Office No. 5*, through the *General Appropriations Act for CY 2018-OAP* intends to apply the sum of **Three Hundred Sixty Five Thousand Pesos (₱365,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for:

No.	Description	ABC (Php) (inclusive of VAT)	Funding Source	Bid Security: Cash/Cashier's/Manager's Check, Bank Draft/Guarantee, Irrevocable Letter of Credit (2%) (Php)	Bid Security: Surety Bond (5%) (Php)	Cost/Price of Bid Documents (cash payment only) (Php)
Lot 2	Catering Services 500 pax for Farmers/LGUs/St akeholders (350/pax)	230,000.00	OAP 2018	4,600.00	11,500.00	500.00
	50 pax Trainings & Seminars (500/pax)					
Lot 4	Booth Rental (size 2m x 2m)	135,000.00		2,700.00	6,750.00	500.00
	TOTAL	365,000.00		Php7,300.00	Php18,250.00	1,000.00

Bids received in excess of the ABC shall be automatically rejected at bid opening. Partial Bid is allowed.

2. The *Department of Agriculture Regional Field Office No. 5* now invites bids for:

Description	Location of Project	Particulars	QTY	Contract Duration
(lot 2) Catering Services	Naga City	2 Snacks/Lunch – Day 1 -Invited LGUs/Farmers/Stakeholders October 24, 2018 (500pax) AM Snack - Chicken and Cheese Sandwich with Potato Chips Bottled Juice Lunch - Grilled Baby Back Ribs Lumpia Shanghai	500 pax	1 day

		<p>Steamed Rice Bottled Water Dessert</p> <p>PM Snack - 2 pcs. Toasted Siopao Bottled Juice</p> <p><u>2 Snacks/Lunch (Day 2 & 3)</u> <u>-Trainings & Seminars</u></p> <p>October 25</p> <p>AM Snack - Chicken Macaroni Salad with Skyflakes Bottled Juice</p> <p>Lunch - Braised Pork Adobo Fried Vegetable Roll Fish Fillet Steamed Rice Bottled Water Banana</p> <p>PM Snack - Pancit Malabon with Toasted Bread Bottled Juice</p> <p>October 26</p> <p>AM Snack - Banana Cake Bottled Juice</p> <p>Lunch - Breaded Porkchop Oyster Chicken with Stir-fried v Laing Steamed Rice Bottled Water Pineapple</p> <p>PM Snack - Tuna and Cheese Panini Bottled Juice</p> <p>INCLUSIONS: Catering 1. Venue for the two (2) day Seminars in Naga City (enough space to accommodate 50 to 75 pax) 2. Tables and Chairs (w/ table cloth) 3. Registration Table 4. Buffet Serving 5. Rostrum, sound system and microphones 6. Flagpole and flag 7. Parking Space 8. Free flowing coffee</p>	50 pax	2 days
(Lot 4)	Naga City	Booth Rental (size 2m x 2m) Booth:	50 units	4 days

Booth Rental (size 2m x 2m)		1. Negotiating Table 2. Two (2) Chairs 3. Outlet 4. Name		
--------------------------------	--	---	--	--

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) 9184, otherwise known as the “Government Procurement Reform Act”.

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 5183.

4. Interested bidders may obtain further information from *Department of Agriculture Regional Field Office No. 5* and inspect the Bidding Documents at the address given below during *Mondays – Fridays, 8:00 AM to 5:00 PM*
5. A complete set of Bidding Documents may be acquired by interested Bidders on *September 12, 2018 –October 01, 2018; 1:00PM* from the 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 stated above.
6. 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.
7. The *Department of Agriculture Regional Field Office No. 5* will hold a Pre-Bid Conference on *September 19, 2018; 9:30AM* at *DA Library, Research Building, DA RFO-5, San Agustin, Pili, Camarines Sur*, which shall be open to prospective bidders.
8. Bids must be duly received by the BAC Secretariat at the address below on or before *October 01, 2018; 1:00 PM*. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause Error! Reference source not found.**

Bid opening shall be on *October 01, 2018; 1:30PM* at *DA Library, Department of Agriculture Regional Field Office No. 5, San Agustin, Pili, Camarines Sur*. Bids will be opened in the presence of the bidders’ representatives who choose to attend at the address below. Late bids shall not be accepted.

9. The *Department of Agriculture Regional Field Office No. 5* 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 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

Engr. NILDA T. ALBANO

Chief, RAED / Head, BAC Secretariat
Department of Agriculture, Regional Field Office No. 5
San Agustin, Pili, Camarines Sur 4418
Tel. No. (054) 477-3356

September 10, 2018, Pili, Camarines Sur

ROSARIO C. SALES

Chief, Admin. & Finance Division
Chairperson, Bids and Awards Committee