



## INVITATION TO BID

### FOR

### *2<sup>nd</sup> Inv. for Supply and Delivery of Office Supplies, Other Supplies, Furniture & Fixtures, Agricultural Supplies and Equipment*

1. The *Department of Agriculture Regional Field Office No. 5* through the *GAA 2018<sup>1</sup>* intends to apply the sum of *One Million Fifty-Four Thousand Nine Hundred Sixty-Six Pesos and Fifty Cents Only (₱ 1,054,966.50)*, being the Approved Budget for the Contract (ABC) to payments under the contract for each lot/item. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening. **Partial Bid is Allowed.**

The above-mentioned procurement project is particularly described as follows:

No	Description	ABC (Php) (inclusive of VAT)	Funding Source	Bid Security: Cash/Cashier's/M anager's Check, Bank Draft /Guarantee, Irrevocable Letter of Credit (2%) (Php)	Bid Security: Surety Bond (5%) (Php)	Cost/Price of Bid Document s (cash payment only) (Php)
Lot 1	Office Supplies	<b>250,083.50</b>	GAA 2018 HVCDP	5,001.67	12,504.18	500.00
Lot 2	Other Supplies	<b>407,313.00</b>		8,146.26	20,365.65	500.00
Lot 3	Furniture & Fixtures	<b>114,400.00</b>		2,288.00	5,720.00	500.00
Lot 4	Agricultural Supplies	<b>60,670.00</b>		1,213.40	3,033.50	500.00
Lot 5	Equipment	<b>222,500.00</b>		4,450.00	11,125.00	500.00
	<b>TOTAL</b>	<b>1,054,966.50</b>				

Bids received in excess of the ABC shall be automatically rejected at bid opening.

The Department of Agriculture Regional field Office No. 5 now invites bids for the items stated:

No.	Description	QTY	Unit Price	Location of Project	Specifications	Delivery of the Goods
<b>Lot 1- Office Supplies</b>	Board Paper	10 packs	50.00	Regional Office	Short, 10's	30 Calendar Days
	Certificate Jacket	50 pcs.	58.00		Short	
	Bookpaper	300 reams	210.00		S-20, Short	
	Correction Pen	50 pcs.	48.00			
	Fastener	20 box	198.00		Long, 3'	
	Laid Paper	1 box	950.00		Long	
	Notebook	100 pcs.	58.00		50 Leaves	
	Photo Paper	50 packs	120.00		20's	
	Sticker Paper	100 packs	38.00			
	HP Ink	20 pcs.	950.00		932 XL, Black (HP 7110 Laserjet)	
	HP Ink	20 pcs.	950.00		933 XL, Cyan (HP 7110 Laserjet)	
	HP Ink	20 pcs.	950.00		933 XL, Mag. (HP 7110 Laserjet)	
	HP Ink	20 pcs.	950.00		933 XL, Yel. (HP 7110 Laserjet)	
	Ballpen	1 box	700.00		Black, 50's	
	Sliding Folder	3 dozen	102.00		Long, White	
	Fastener	1 box	35.00		Plastic	
	Bookpaper	6 reams	210.00		Short	
	Ballpen	1 box	60.00		Black, Ordinary	
	Laid Paper	1 box	850.00		Corn Filled Cream	
	Toner for Riso	10 pcs.	1,900.00		KX-30 Master	
	Toner	15 pcs.	3,437.50		Develop Ineo 164	
	HP Deskjet	2 units	5,500.00		Ink Advantage 2135	
	<b>Lot 2- Other Supplies</b>	Battery	50 pcs.		350.00	
Eraser		20 pcs.	38.00			
Molar Box		61 pcs.	495.00	with Cover		
Data Bank		7 units	7,500.00	2 TB		
Computer Mouse		4 pcs.	700.00	Wireless		
Polypropelene Plastic Bag		5 packs	30.00	4x6", 100's		
Clay Pot		50 pcs.	85.00	8x12"		
Clay Pot		80 pcs.	75.00	8x10"		
Basin		2 pcs.	1,200.00	Stainless Steel, 24 inches in diameter		
Basin		1 pc.	1,400.00	Stainless Steel, 36 inches in diameter		
Winnower		6 pcs.	150.00	Big		
Knife		2 pcs.	250.00	Stainless, Big		
Plastic Mulch		20 rolls	2,490.00	1.2x400 mm		
Polyethelene Plastic Bag		10 packs	30.00	4x6", 100's, Black		
Polyethelene Plastic Bag		10 packs	60.00	5x8", 100's Black		
Polyethelene Plastic Bag		1,000 pcs.	10.00	20x30", thick 0.3, Black		
Tansi		50 kls.	95.00			
Tie Wire		50 kls.	95.00			
Gloves		6 pair	100.00	Large, Construction		
Gloves		6 pair	75.00	Medium, Construction		
Mask		2 box	280.00			
GI pipe		10 pipes	1,400.00	1 ½"		
Plywood		4 sheets	522.00	¼" Pref. Marine		

	Plywood	4 sheets	810.00		½" Pref. Marine
	Seedling Trays	1,000 pcs.	98.00		40 holes
	Seedling Trays	1,000 pcs.	98.00		90 holes
	Detergent Bar	4 bars	30.00		
	Knife	4 pcs.	175.00		Heavy Duty
<b>Lot 3- Furniture &amp; Fixtures</b>	Office Tables	3 units	12,800.00		with Drawers, 30x48x30, 3 Drawers
	Office Chair	6 units	5,500.00		with Metal Base
	Office Cabinet	2 units	12,500.00		Wooden
	Steel Cabinet	1 unit	12,500.00		with 4 Drawers, Vertical
	Computer Table	1 set	5,500.00		
<b>Lot 4-Agri. Supplies</b>	Gaviota	5 packs	450.00		Vegetative Stage, 500 grams
	Gaviota	5 packs	450.00		Reproductive Stage, 500 grams
	ANAA	5 liters	300.00		
	15-15-30	5 packs	235.00		Pref. Crop Giant
	Dithane 45	4 packs	640.00		
	Garden Soil	4 cubics	580.00		
	Charcoal	2 sacks	300.00		
	Sand	4 cubics	680.00		
	Complete Fertilizer	5 bags	1,155.00		
	Muriate of Potash	2 bags	1,315.00		
	Agriemek	5 box	2,340.00		
	Lannate	10 box	605.00		250 grams
	Captan	5 box	585.00		500 grams, Top Rank
	Sevin WP	5 box	1,045.00		
	Glyphospate	2 gallons	1,340.00		Demolition
	Sprinkler	4 pcs.	280.00		Plastic
	Fungicide	2 liters	1,775.00		500 ml.
	Insecticide	2 liters	575.00		
	Weedicide	2 liters	1,245.00		
	<b>Lot 5- Equipment</b>	DSLR Camera	3 units	30,000.00	
Steel Filing Cabinet		5 units	18,000.00		3 Drawers, Lateral
Industrial Fan		1 unit	10,500.00		30", for Air Drying Veg' leg. seeds
Camera		1 unit	32,000.00		24.2 MP, with AF-P DX 18-55 lens kit with Camera Bag

2. The *Department of Agriculture Regional Field Office No. 5* now invites bids for **2<sup>nd</sup> Inv. Supply and Delivery of Office Supplies, Other Supplies, Furniture & Fixtures, Agricultural Supplies and Equipment**. Delivery of the Goods is required within **Thirty (30) Calendar Days upon receipt of the Notice to Proceed (NTP)**. 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 ***November 20 to December 10, 2018 (1:00 PM)*** 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.

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 Agriculture Regional Field Office No. 5*** will hold a Pre-Bid Conference<sup>2</sup> on ***November 26, 2018 at 1:30 in the afternoon*** at ***DA RFO-5 Library Research Building, San Agustin, Pili, Cam. Sur***, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before ***December 10, 2018 at 1:00 in the afternoon***. 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 ***December 10, 2018 at 1:30 in the afternoon*** at ***DA Library, Department of Agriculture Regional Field Office No. 5, Sa 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.

8. 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.
9. For further information, please refer to:

Department of Agriculture, Regional Field Office No. 5  
San Agustin, Pili, Camarines Sur 4418  
Tel. No. (054) 477-3356

November 14, 2018

**ROSARIO C. SALES**  
Chief, Admin. & Finance Division  
Chairperson, Bids and Awards Committee

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