



Republic of the Philippines
 DEPARTMENT OF AGRICULTURE
 Regional Field Office No.5
 San Agustin, Pili, Camarines Sur, 4418
<http://bicol.da.gov.ph>

REQUEST TO SUBMIT PROPOSAL FOR LOT 1- CATERING SERVICES AND LOT 2- SUPPLIES DURING THE CONDUCT OF BLENDED YEAR-END FINANCIAL EVALUATION AND ASSESSMENT WORKSHOP (CLOSING OF BOOKS) FY 2020 UNDER 2021 RICE PROGRAM AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO SIXTY-SEVEN THOUSAND PESOS (PHP67,000.00) PURSUANT TO ALTERNATIVE METHOD OF PROCUREMENT SPECIFICALLY NEGOTIATED PROCUREMENT-SMALL VALUE PROCUREMENT UNDER SECTION 53.9 UNDER RA 9184 AND ITS REVISED IRR

The Department of Agriculture Regional Field Unit No. 5 (DA RFO 5), San Agustin, Pili, Camarines Sur is inviting interested suppliers to submit complete bid proposal for the ff:

Particulars	Location	Activity / Date	Unit Cost	ABC
LOT 1- CATERING SERVICES 40 pax – Food (Breakfast, AM Snack, Lunch, PM Snack) for 3 Days	DA RFO5 San Agustin, Pili, Camarines Sur	February 22- 24,2021	475.00/pax/day	Php57,000.00
SUB-TOTAL				Php57,000.00

	UNIT	PARTICULAR	QTY	ESTIMATED	
				UNIT COST	TOTAL COST
LOT 2 SUPPLIES	box	Bookpaper,S-20,A4,5's	2	1,200.00	2,400.00
	box	Bookpaper,S-20,Long,5's	2	1,250.00	2,500.00
	doz	Expanding Folder,green,long	4	175.00	700.00
	doz	Expanding Folder,brown,long	4	175.00	700.00
	doz	Folder,brown,long	4	75.00	300.00
	doz	Foder,brown,short	4	75.00	300.00
	box	Gel pen, 0.5, black	3	300.00	900.00
	box	Gel pen, 0.5, blue	2	300.00	600.00
	box	Ballpen, 0.7, super smooth, black	2	300.00	600.00
	box	Ballpen,0.7, super smooth, blue	2	300.00	600.00
	Pcs.	Log book, 500 pages	5	80.00	400.00
				SUB TOTAL	₱27,500.00
					Php67,000.00

For use during the conduct of Blended Year-End Financial Evaluation and Assessment Workshop (Closing of Books) FY 2020 under 2021 Rice Program. The agency intends to apply the amount of Sixty-Seven Thousand Pesos (Php67,000.00) as the Approved Budget for the Contract.

As per approved Purchase Request and considering the nature of requisition being not more than One Million Pesos (Php1,000,000.00) and in order to fast-track the implementation of the program, this procurement is facilitated thru Negotiated Procurement-Small Value Procurement under Section 53.9 of RA 9184 and its Revised IRR.



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As such, for **LOT 1 (CATERING SERVICES) JEANINE'S EATERY**, Pili, Camarines Sur; **CHONA'S EATERY** Pili, Camarines Sur; **CMB CAKE'S AND CATERING SERVICES**, Pili, Camarines Sur, for **LOT 2 (SUPPLIES) RFK GEN.MERCHANDISE**, San Vicente, Pili, Camarines Sur,; **ALLAN JUSTINE GEN.MERCHANDISE**, Magarao, Camarines Sur; **BONING'S TRADING**, Naga City; and all interested bidders are hereby requested to submit the following documents:

1. Mayor's Permit
2. DTI Registration
3. PhilGEPS Registration
4. Annual Income Tax Return
5. Omnibus Sworn Statement
6. BIR Registration
7. Menu

The bidders are required to pay Php500.00 for bid documents to the Cashier's Office, DA RFO-5, Pili, Camarines Sur. **All submitted documents must be in duplicate and addressed to the BAC Chairperson; otherwise, bids will be automatically rejected on the ground of non-compliance with the prescribed bid requirements.**

Sealed Bid must be received by BAC Secretariat; DA RFO 5 not later than 9:00 in the morning of 17 February 2021 at 3rd Floor Training Hall, Operations Building, DA RFO-V, Pili, Camarines Sur. Opening of proposal will be on the same date and time.

Let this Invitation be posted pursuant to RA 9184 and its IRR. For more information, please see or call BAC Secretariat, Legal Office, Tel. No. (054) 477-33-56.

11 February 2021, Pili, Camarines Sur.

LUZ R. MARCELINO
Chairman, Bids and Awards Committee
RTD for Operations



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MENU

	DAY 1	DAY 2	DAY 3
Breakfast	Tapsilog Banana Coffee	Garlic Rice Tocino Fried Egg Banana Bottled Mineral	Rice Daing na Bangus Fried Egg Hot Choco Bottled Mineral
AM Snack	Palabok Puto Buko Juice	Sotanghon Guisado Kutsinta Lemon- Cucumber Juice	Potato Salad Buttered Bread Bottled Mineral
Lunch	Rice Lechon Kawali Grilled tuna Chopsuey Pineapple Bottled Mineral	Rice Grilled Liempo Lumpiang Sariwa Fish Fillet Fruit Salad Bottled Mineral	Rice Buttered Chicken Shrimp Tempura Laing Leche Flan Bottled Mineral
PM Snack	Cheese Burger Coke	Baked Mac Garlic Bread Minute Maid	Clubhouse Sandwich Iced Tea



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BID FORM
(GOODS)

DEPARTMENT OF AGRICULTURE
Regional Field Unit No. 5
San Agustin, Pili, Camarines Sur

The Bids and Awards Committee

Gentlemen/ Ladies:

Having examined the bidding documents, the receipts of which is hereby duly acknowledge we the undersigned offer to supply/ deliver the goods requisitioned in Conformity with the said bid documents for the total amount of _____.
(P _____)

Accompanying this Bid Form is our Bid Offer containing the details of the requisition and our offered items is specified quantity and unit price.

We undertake, if our Bid is duly accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

We agree to abide by our Bid for the Bid validity period as set by the procuring entity but not exceeding one hundred twenty (120) calendar days from the date of the bids opening.

Until a formal contract is prepared and executed, this bid, together with your acceptance thereof thru Notice of Award, subject to all other Bid documents, shall be binding upon us.

We understand that you are not bound to accept the lowest of any Bid that you may receive.

We certify that we complied with the eligibility requirements as specified under RA 9184 and its IRR and the Bidding documents.

Dated this _____ day of _____ 2020.

(Name and Signature of Bidder OR
Authorized Representative)

Date of Bidding

(Address and Telephone No.)



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For Goods Offered From Within the Philippines

Name of Project: **LOT 1- CATERING SERVICES AND LOT 2- SUPPLIES DURING THE CONDUCT OF BLENDED YEAR-END FINANCIAL EVALUATION AND ASSESSMENT WORKSHOP (CLOSING OF BOOKS) FY 2020 UNDER 2021 RICE PROGRAM**

Name of Bidder: _____

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXW per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
1	LOT 1- CATERING SERVICES Food (Breakfast, AM Snack, Lunch, PM Snack) for 3 Days		40 pax						
2	LOT 2- SUPPLIES								
	Bookpaper,S-20,A4,5's		2 box						
	Bookpaper,S-20,Long,5's		2 box						
	Expanding Folder,green,long		4 doz						
	Expanding Folder,brown,long		4 doz						
	Folder,brown,long		4 doz						
	Foder,brown,short		4 doz						
	Gel pen, 0.5, black		3 box						





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Gel pen, 0.5, blue		2 box							
Ballpen, 0.7, super smooth, black		2 box							
Ballpen, 0.7, super smooth, blue		2 box							
Log book, 500 pages		5 pcs.							
TOTAL									

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

