



REQUEST TO SUBMIT PROPOSAL FOR THE SUPPLY AND DELIVERY: CATERING SERVICES AND ACCOMMODATION LOT 1: ALBAY; LOT 2: CAMARINES SUR; LOT 3: VAN RENTAL AND LOT 4: TRAINING KIT, SUPPLIES & MATERIALS, DURING VALUES FORMATION, LEADERSHIP AND CAPABILITY BUILDING TRAINING FOR CACAO GROWER/PROCESSOR-LEADERS UNDER HVCDP 2021 PROGRAM WITH AN APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO SIX HUNDRED FORTY-FIVE THOUSAND PESOS (P 645,000.00) 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 Office No. 5 (DA RFO 5), San Agustin, Pili, Camarines Sur is inviting interested suppliers to submit complete bid proposal for the ff:

PARTICULAR	QUANTITY	UNIT PRICE	TOTAL ABC
FOOD & ACCOMMODATION			
LOT 1: ALBAY (3 BATCH)			
Day 0 (PM snack & Dinner) (5 pax@Php.500./pax)	15PAX	500.00	7,500.00
Accommodation(5pax@Php.650./pax)	15PAX	650.00	9,750.00
Day 1			
Full board with Accommodation, (35pax @1,500./pax)	105PAX	1,500.00	157,500.00
Day 2			
Breakfast, AM snacks, Lunch & PM snacks (35pax @850./pax)	105PAX	850.00	89,250.00
Note: Added 5 pax for the training staff/trainer & guests.			
TOTAL LOT 1:			<u>P 264,000.00</u>
LOT 2: CAMARINES SUR(2 BATCH)			
Day 0 (PM snack & Dinner) (5 pax@Php.500./pax)	10PAX	500.00	5,000.00
Accommodation(5pax@Php.650./pax)	10PAX	650.00	6,500.00
Day 1			
Full board with Accommodation (35pax @1,500./pax)	70PAX	1,500.00	105,000.00
Day 2			
Breakfast,AM snacks, Lunch & PM snacks (35pax @850./pax)	70PAX	880.00	59,500.00
Note: Added 5 pax for the training staff/trainer & guests.			
TOTAL LOT 2:			<u>P 176,000.00</u>
LOT 3: VAN RENTAL			
ALBAY(3BATCH)-2 DAYS/BATCH	6DAYS	6,000.00	36,000.00
CAMARINES SUR(2BATCH)-2 DAYS/BATCH	4DAYS	5,000.00	20,000.00
TOTAL LOT 3:			<u>P 56,000.00</u>
LOT 4: TRAINING KIT/SUPPLIES AND MATERIALS			
pruning shear	175PC	291.00	50,925.00
Tarpaulin, 4'X8'	5PC	1,000.00	5,000.00
bags	175PC	100.00	17,500.00
Notebooks, 60 leaves	200PC	30.00	6,000.00
ballpen(amspec jot click -black 0.7mm)	20BOX	350.00	7,000.00
binder clip	12BOX	95.00	1,140.00
disposable face mask/surgical mask(heavy duty)	20BOX	250.00	5,000.00
alcohol 70%	6GAL	780.00	4,680.00
id holder with cord	175PC	15.00	2,625.00
expanding folder long green	500PC	18.00	9,000.00
brown envelop long	500PC	7.00	3,500.00
bond paper long size, s-20	15RMS	300.00	4,500.00
extension wire heavy duty	2PC	800.00	1,600.00
battery AAA	36PC	38.00	1,368.00
glue 240g.	6BLT	130.00	780.00
broom & dust pan	1PC	500.00	500.00
plastic transparent, thick (20x30)	100PC	18.00	1,800.00
paper fastener	12BOX	45.00	540.00
TOTAL LOT 4:			<u>P 450,000.00</u>
TOTAL BIDDING AMOUNT:			<u>P 935,500.00</u>



laid paper cream, 500's, short	10BOX	1,650.00	16,500.00
columnar pad, 14cols	2 PADS	71.00	142.00
columnar book, 8cols	60BOOK	30.00	1,800.00
columnar book, 10cols	60BOOK	40.00	2,400.00
columnar book, 14cols	60BOOK	45.00	2,700.00
Journal book	30BOOK	40.00	1,200.00
manila paper	300PCS	6.00	1,800.00
	TOTAL LOT 4:		<u>P 150,000.00</u>
GRAND TOTAL			<u>P 645,000.00</u>

As such: CATERING SERVICE AND ACCOMODATION; **LOT 1- ALBAY: CASA BASILISA ECO BOTIQUI RESORT**, Guinubatan, Albay; **A & A BED & BREAKFAST INN**, Albay; **COOL SHINE CANTEEN & CATERING SERVICES**, Albay; **Lot 2- CAMARINES SUR: MACAGANG BUSINESS CNETER, INC.** Nabua, C.S. ; **VILLA CACERES HOTEL**, Magsaysay, Naga City; **AVENUE PLAZA HOTEL**, Magsaysay, Naga City; **Lot – 3: TRAINING SUPPLIES: J-ONE SCHOOL & OFFICE SUPPLIES**, Pili, Camarines. Sur; **RFK GENERAL MERCHANDISE**, Pili, Cam. Sur, **BONING'S TRADING**, Naga City; **Lot 4-Van Rental; AOL TRAVEL & TOUR**, Legaspi City; **BENMAR**, Legazpi City; **DIOSA KOBI**, Pili, Cam Sur.

1. Mayors Permit
2. DTI Registration
3. PhilGEPS Registration
4. Annual Income Tax Return
5. Omnibus Sworn Statement
6. BIR Registration
7. MENU(for Food)

The bidders are required to pay Php 500.00 for bid documents to the Cashier's Office, DA RFO-5, Pili, Camarines Sur. All submitted documents must be in duplicate and marked with index/ear tabs or side-end tabs to identify the page components, 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 10:00am in the morning of May 5, 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 email at bacrfo5@gmail.com. DA-BAC Secretariat Office.

26 April 2021, Pili, Camarines Sur.

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

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Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)

CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit and the project consultants by consanguinity or affinity up to the third civil degree;



[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this __ day of __, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

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[Format shall be based on the latest Rules on Notarial Practice]

**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

CATERING SERVICES AND ACCOMMODATION LOT 1: ALBAY; LOT 2: CAMARINES SUR; LOT 3: VAN RENTAL AND LOT 4: TRAINING KIT, SUPPLIES & MATERIALS, DURING VALUES FORMATION, LEADERSHIP AND CAPABILITY BUILDING TRAINING FOR CACAO GROWER/PROCESSOR-LEADERS
HVCDP 2021(ABC P 645,000.00)

Name of Project:

:

Name of Bidder/Authorized Representative:

1	2	3	4	5	6	7	8	9	10
ITEMS	DESCRIPTION	COUNTRY OF ORIGIN	QUANTITY UNIT	UNIT PRICE EXW per ITEMS	TRANSPORTATION AND INSURANCE AND ALL OTHER COST 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 5,000(col 5+6+7+8)	TOTAL PRICE, DELIVETRED FINAL DESTINATION (col 9) x (col 4)
	FOOD & ACCOMMODATION LOT 1: ALBAY (3 BATCH) Day 0 (PM snack & Dinner) (5 pax@Php.500./pax) Accommodation(5pax@Php.650./pax) Day 1 Full board with Accommodation, (35pax @1,500./pax) Day 2 Breakfast, AM snacks, Lunch & PM snack (35pax @ 850/pax Note: Added 5 pax for the training staff/trainer & guests. TOTAL LOT 1:		15PAX 15PAX 105PAX 105PAX						
	LOT 2: CAMARINES SUR(2 BATCH) Day 0 (PM snack & Dinner) (5 pax@Php.500./pax) Accommodation(5pax@Php.650./pax) Day 1 Full board with Accommodation (35pax @1,500./pax) Day 2 Breakfast,AM snacks, Lunch & PM snacks (35pax @850./pax) Note: Added 5 pax for the training staff/trainer & guests. TOTAL LOT 2:		10PAX 10PAX 70PAX 70PAX						

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1	2	3	4		5	6	7	8	9	10
ITEMS	DESCRIPTION	COUNTRY OF ORIGIN	QUANTITY	UNIT	UNIT PRICE EXW per ITEMS	TRANSPORTATION AND INSURANCE AND ALL OTHER COST 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, DELIVETRED FINAL DESTINATION (col 9) x (col 4)
	LOT 3: VAN RENTAL									
	ALBAY (3days/batch)		6DAYS							
	CAMARINES SUR (2days/batch)		4DAYS							
	TOTAL LOT 3:									
	LOT 4: TRAINING KIT/SUPPLIES/MATERIALS:									
	prunning shear		175	pcs.						
	Tarpaulin, 4'X8'		5	pcs.						
	bags		175	pcs.						
	notebooks		200	pcs.						
	ballpen(amspec jot click -black 0.7mm), 50'S		20	box						
	binder clip		12	box						
	disposable face mask/surgical mask(heavy duty, 50'S)		20	box						
	alcohol 70%		6	gallon						
	id holder with cord		175	pcs.						
	expanding folder long green		500	pcs.						
	brown envelop long		500	pcs.						
	bond paper long size		15	rms.						
	extension wire heavy duty		2	pcs.						
	battery AAA		36	pcs.						
	gLUE 240g.		6	btl.						
	broom & dust pan		1	pc.						

1	2	3	4		5	6	7	8	9	10
ITEMS	DESCRIPTION	COUNTRY OF ORIGIN	QUANTITY	UNIT	UNIT PRICE EXW per ITEMS	TRANSPORTATION AND INSURANCE AND ALL OTHER COST 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, DELIVETRED FINAL DESTINATION (col 9) x (col 4)
	paper fashener		12	box						
	laid paper cream @500 sheets/box short		10	box						
	columnar pad 14 column		2	pads						
	columnar book - 8 column		60	books						
	columnar book - 10 column		60	books						
	columnar book - 14 column		60	books						
	Journal book		30	books						
	manila paper		300	pcs.						
	TOTAL LOT 4:									
	GRAND TOTAL									

 (Signature)
 Duly authorized to sign Bid for and on behalf of

 (in the capacity of)

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