



**REQUEST TO SUBMIT PROPOSAL FOR FOOD AND VENUE AND SUMMIT KIT FOR THE CONDUCT OF REGIONAL FOOD SECURITY SUMMIT UNDER RICE PROGRAM 2021 AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO TWO HUNDRED EIGHTY-FOUR THOUSAND FIVE HUNDRED PESOS (PHP284,500.00) 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
<b>LOT 1- 20 PAX- FOOD &amp; ACCOMMODATION</b>	Naga City	March 18,2021	1,800.00/pax	Php36,000.00
<b>FOOD &amp; VENUE</b> 230 pax- AM Snack, Lunch and PM Snack	Naga City	March 18,2021	700.00/pax	Php161,000.00
<b>LOT 2- SUMMIT KIT</b> 250 pcs -Ballpen with Alcohol with DA Logo 250 pcs -Acrylic Faceshield with DA Logo	Naga City	March 18,2021	150.00/pc 200.00/pc	Php37,500.00 Php50,000.00
<b>Note:</b> * Free-flowing coffee * Hall can accommodate 200 pax with Social Distancing * With elevator for PWD's or Senior Citizen Participants * With atleast 5 microphones * With good sound system				
<b>GRAND TOTAL</b>				<b>Php284,500.00</b>

For use during the conduct of Regional Food Security Summit. The agency intends to apply the amount of Two Hundred Eighty-Four Thousand Five Hundred Pesos (Php284,500.00) 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.



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

As such, for **LOT 1- VILLA CACERES (ROBIEDO INC.)**, Concepcion Pequena, Camarines Sur; **AVENUE PLAZA HOTEL**; Naga City; **NAGA REGENT HOTEL**, Naga City;

**LOT 2- NAGA GOLDPRINT**, Benmar Building, National Highway, Naga City; **RFK GENERAL MERCHANDISE**; San Vicente, Pili, Camarines Sur, **MELORACS**; Pili, Camarines Sur; 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. Preferred 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 10:00 in the morning of 15 March 2021 at 3<sup>rd</sup> 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.

08 March 2021, Pili, Camarines Sur.

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



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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.)



**For Goods Offered from Within the Philippines**

Name of Project: **FOOD AND VENUE FOR THE CONDUCT OF REGIONAL FOOD SECURITY SUMMIT UNDER RICE PROGRAM 2021**

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	<b>LOT 1- FOOD &amp; ACCOMMODATION</b>		<b>20 pax</b>						
	<b>FOOD &amp; VENUE</b> AM Snack, Lunch, & PM Snack		<b>230 pax</b>						
2	<b>LOT 2- SUMMIT KIT</b> Ballpen with Alcohol with DA Logo		<b>250 pcs</b>						
	Acrylic Faceshield with DA Logo		<b>250 pcs</b>						
<b>TOTAL</b>									

\_\_\_\_\_  
 [signature]

\_\_\_\_\_  
 [in the capacity of]

Duly authorized to sign Bid for and on behalf of \_\_\_\_\_

