



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

(SVP-38-2021) REQUEST TO SUBMIT PROPOSAL FOR THE (LOT 1) FOOD AND ACCOMMODATION IN CAMARINES SUR (LOT 2) FOOD AND ACCOMMODATION IN CATANDUANES (LOT 3) TRAINING SUPPLIES/KITS AND TARPAULIN AND (LOT 4) VAN RENTAL FOR THE CONDUCT OF VARIOUS TRAINING/ASSESSMENT UNDER SAAD 2021 AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO NINE HUNDRED NINETEEN THOUSAND TWO HUNDRED TWENTY FIVE PESOS (PHP919,225.00) 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:

(LOT 1) FOOD AND ACCOMMODATION IN CAMARINES SUR			
Quantity	Particulars	Unit price	Total Price
CAPABILITY WORKSHOP ON INSURANCE COVERAGE OF SAAD BENEFICIARIES			
40 pax	Day 0: PM Snacks, Dinner and Accommodation	1,000.00 /pax	40,000.00
40 pax	Day 1: Full Board and Accommodation	1,500.00 /pax	60,000.00
40 pax	Day 2: Full Board and Accommodation	1,500.00 /pax	60,000.00
40 pax	Day 3: Breakfast, AM Snacks and Lunch	500.00 /pax	20,000.00
SAAD 3RD AND 4TH QUARTERLY ASSESSMENT FOR FY 2021 (2 ASSESSMENTS)			
40 pax	Day 0: Dinner and Accommodation x 2 assessment	900.00 /pax/ assessment	36,000.00
40 pax	Day 1: Full Board and Accommodation x 2 assessment	1,500.00 /pax/ assessment	60,000.00
40 pax	Day 2: Full Board and Accommodation x 2 assessment	1,500.00 /pax/ assessment	60,000.00
40 pax	Day 3: Breakfast x 2 assessment	150.00 /pax/ assessment	6,000.00
Sub-total			162,000.00 X 2 assessment
TOTAL FOR LOT 1			P504,000.00
(LOT 2) FOOD AND ACCOMMODATION IN CATANDUANES			
Quantity	Particulars	Unit price	Total Price
UNMANNED AERIAL VEHICLE TRAINING OF SAADHIRED PERSONNEL			
45 pax	Day 0: PM Snacks, Dinner and Accommodation	1,000.00 /pax	45,000.00
45 pax	Day 1: Full Board and Accommodation	1,500.00 /pax	67,500.00
45 pax	Day 2: Full Board and Accommodation	1,500.00 /pax	67,500.00
45 pax	Day 3: Breakfast, AM Snacks and Lunch	500.00 /pax	22,500.00
TOTAL FOR LOT 2			P202,500.00
(LOT 3) TRAINING SUPPLIES/KITS AND TARPAULIN			
Quantity	Particulars	Unit price	Total Price
4 pcs	Tarpaulin (4x85 ft)	500.00	2,000.00
160 pcs	Notebook, 148m x 200mm, 80 leaves	20.00	3,200.00
160 pcs	Cloth Envelope, Long	35.00	5,600.00
160 pcs	Ballpen, Regular, Black	15.00	2,400.00
160 pcs	ID holder	20.00	3,200.00
160 bot	Alcohol, 70% solution	90.00	14,400.00
25 box	Disposable Face Mask, 3 ply	200.00	5,000.00



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(LOT 4) VAN RENTAL			
Quantity	Particulars	Unit price	Total Price
2 units	Camarines Sur : 2 days	7,000/day/unit	28,000.00
2 units	Catanduanes : 2 days	9,000/day/unit	36,000.00
2 units	Camarines Sur : 2 days	7,000/day/unit	28,000.00
2 units	Camarines Sur : 2 days	7,000/day/unit	28,000.00
TOTAL FOR LOT 4			P 120,000.00
GRAND TOTAL			P 919,225.00

FOR THE CONDUCT OF VARIOUS TRAINING/ASSESSMENT UNDER SAAD 2021. The Agency Intends to apply the amount of NINE HUNDRED NINETEEN THOUSAND TWO HUNDRED TWENTY FIVE PESOS (PHP919,225.00) as the Approved Budget for the Contract. **Partial bid is allowed.**

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.

As such,

(LOT 1)

1. **CARMEN HOTEL**, NAGA CITY;
2. **ROBIEDO INC.**, NAGA CITY
3. **THE AVENUE PLAZA HOTEL**, NAGA CITY; AND ALL INTERESTED CATERERS/BIDDERS

(LOT 2)

1. **RAKDELL INN**, Catanduanes,
2. **QUEEN MARICEL INN**, San Isidro Village, Catanduanes; and
3. **RHAJ INN**, Catanduanes; and all interested caterers/bidders

(LOT 3) – SUPPLIES

1. **ERIVAN GENERAL MERCHANDISE** Naga City,
2. **RFK GEN. MDSE**, Pili, Cam. Sur; and
3. **ALLAN JUSTINE GENERAL MERCHANDISE**, Magarao, Camarines Sur and all interested suppliers/bidders

(LOT 4) – VAN RENTAL

1. **AOL TRAVEL & TOURS**, Legazpi City,
2. **DIOSA KOBI TRAVEL & TOURS**, San Agustin, Pili, Camarines Sur; and
3. **TIERRA DE IBALON TOURS**, Naga City and all interested bidders

Are hereby requested to submit the following documents:

1. Mayor's Permit
2. DTI/SEC/CDA Registration
3. PhilGEPS Registration
4. Annual Income Tax Return (2020)
5. Omnibus Sworn Statement (Revised)
6. BIR Registration
7. Menu/ Brochure for Lot 1 & 2 (Please see attached preferred menu)
8. Pictures of Product being offered (Lot 3)

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 marked with index/cover



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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.

31 August 2021, Pili, Camarines Sur.

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



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



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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]

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

GPPB Resolution No. 16-2020, dated 16 September 2020





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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 _____ 2021.

(Name and Signature of Bidder OR
Authorized Representative)

Date of Bidding

(Address and Telephone No.)

