



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 THE SUPPLY AND DELIVERY OF LOT 1 : ICT SUPPLIES AND LOT 2: OFFICE AND OTHER SUPPLIES FOR USE IN THE PLANNING MONITORING EVALUATION DIVISION (PMED) WITH AN APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO THREE HUNDRED FOURTEEN THOUSAND NINE HUNDRED EIGHTY-NINE PESOS (P314,989.00) 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
<b>LOT 1:ICT OFFICE/ICT SEMI-EXPENDABLE SUPPLIES:</b>			
Orico 95 Series Multi Bay 3.5" SATA to USB3.0 HDD Docking Station 16TB Single Internal Power HDD Enclosure Aluminium HDD Case	1unit	6,500.00	6,500.00
2021 New RGB gaming laptop radiator twin turbo fan two USB ports RGB laptop cooling pad laptop stand 14-18 inches	1unit	3,850.00	3,850.00
AMPCOM 14 in 1 Professional Network Tool Kit, Ethernet cable Tester Rj45 Rj11 Cat6 Connectors Cable Crimper, Stripper Pliers	1unit	3,700.00	3,700.00
11in1HUB 4K USB Type-C to USB 3.0 TF HDMI VGA RJ45 Docking Station for MacBook	1unit	3000.00	3,000.00
Huawei GPON ONT EG8145V5 Optical Network Terminal	1unit	3500.00	3,500.00
USB 3.0 Extender (15m)	1unit	400.00	400.00
High Definition Multimedia interface (HDMI) 15m	1unit	700.00	700.00
2 pcs WD Western Digital 1TB My Passport Portable External hard Drive USB 3.0 (black)	1unit	3500.00	3,500.00
5pcs.20m Fiber optic Cable SC/UPC-SC/UPC Single	1unit	450.00	450.00
Multi function USB Hub w/ card reader	4pcs	700.00	2,800.00
hard drive, 1TB	5pcs	3200.00	16,000.00
Flash drive, 64GB	8pcs	700.00	5,600.00
LAPTOP CHARGER, ACER TM P259-MG	1pc	3,500.00	3,500.00
UPS; 1,500VA	3pcs	5,500.00	16,500.00
printer cutter machine	1pc	14,999.00	14,999.00
<b>LOT 2: OFFICE AND OTHER SUPPLIES:</b>			<b>P84,999.00</b>

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PARTICULAR	QUANTITY	UNIT PRICE	TOTAL ABC
Bond paper, long, 5rms/box	10box	1300.00	13,000.00
Bond paper, A4, 5rms/box	5box	1250.00	6,250.00
Bond paper, short, 5rms/box	5box	1250.00	6,250.00
Molar File (black)	40pc	250.00	10,000.00
Sticky note 3"x3" (5 pads) yellow 100sheets/pad	40pad	350.00	14,000.00
Sticky note 3"x3" (5 pads)assorted color 100sheets/pad	40pad	350.00	14,000.00
Sticky Note 1"x3"	40pad	25.00	1,000.00
Sticker post it (pointer marker memo glass)ass.color 5x25pcs	29pad	30.00	870.00
Stabilo boss (Assorted Color) 9pcs	15pack	400.00	6,000.00
Ballpen,pencil & paper holder organizer	15pc	450.00	6,750.00
Binder clip 51mm	35box	90.00	3,150.00
Binder clip 41mm	35box	60.00	2,100.00
Binder clip 32mm	35box	50.00	1,750.00
Binder clip 25mm	35box	40.00	1,400.00
Binder clip 19mm ass.cplor(40pcs/box)	20box	150.00	3,000.00
Paper Clip (jumbo)	35box	35.00	1,225.00
Paper Clip (med)	35box	25.00	875.00
Paper clip (small)	35box	15.00	525.00
Sign pen 0.5 Blue	5box	600.00	3,000.00
Sign pen 0.5 Black	5box	600.00	3,000.00
Pencil	15box	97.00	1,455.00
Double sided tape 1/2"	15roll	50.00	750.00
Multi-Purpose Glue 130g	20pc	70.00	1,400.00
Board paper short 200gsm/100sheets	4pack	350.00	1,400.00
Scissor (heavy duty)	20pc	388.00	7,760.00
Plastic fastener	20box	60.00	1,200.00
Index tab(clear/transparent)5 sets/box	52box	470.00	24,440.00
Pushpin 50pcs/box	20pack	60.00	1,200.00
Frame Certificate (glass 8.5x11)	35pc	150.00	5,250.00
Frame Certificate (glass A4)	35pc	200.00	7,000.00
<b>OTHER SUPPLIES</b>			
Air freshener (lavender bouquet) 320ML	26blt	320.00	8,320.00
Bath Soft, 130grams (white)	42pc	50.00	2,100.00
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Dishwashing liquid 495ml	30blt	124.00	3,720.00
Insect Spray, 500ml	20blt	300.00	6,000.00
Alcohol, 70%l 500ml	50blt	100.00	5,000.00
Mask (kn95) , 50pcs/ /box	20box	800.00	16,000.00
Tissue @ 12 rolls, 2ply, 12rolls/box	30pack	350.00	10,500.00
mask disposable 3ply 50pcs/box	50box	108.00	5,400.00
car air freshener 80g(mint)	25can	250.00	6,250.00
Bleach, Liquid (1L)	25blt	55.00	1,375.00
Muriatic (500ml)	25blt	75.00	1,875.00
Disinfectant, liquid, toilet (900ml)	25blt	150.00	3,750.00
Fabric conditioner (sunshine)800ml	25blt	160.00	4,000.00
duct tape 50m x 48mm silver	6roll	950.00	5,700.00
<b>TOTAL LOT 2:</b>			<b>229,990.00</b>
<b>GRAND TOTAL</b>			<b>P314,989.00</b>

As such: **LOT 1: 3GX COMPUTER I.T. SOLUTION**, Naga City; **RFK GENERAL MERCHANDISE**, Pili Camarines Sur; and **ALLAN JUSTIN**, Naga City: and **LOT 2: MAGTUR GENERAL MERCHANDISE**, Naga City; **RFK GENERAL MERCHANDISE**, Pili Camarines Sur ; and **ALLAN JUSTIN**, Magarao, Camarines Sur.

1. Mayors Permit
2. DTI Registration
3. PhilGEPS Registration
4. Annual Income Tax Return
5. Omnibus Sworn Statement
6. BIR Registration
7. Pictures

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 September 8, 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 email at [bacrfo5@gmail.com](mailto:bacrfo5@gmail.com). DA-BAC Secretariat Office.

1st September 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;

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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]**

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

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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

**SUPPLY AND DELIVERY OF LOT 1 : ICT SUPPLIES AND LOT 2: OFFICE AND OTHER SUPPLIES FOR USE IN THE PLANNING MONITORING EVALUATION DIVISION (PMED)  
P314, 989.00**

**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 (col 5+6+7+8)	TOTAL PRICE, DELIVETRED FINAL DESTINATION (col 9) x (col 4)
	LOT 1:ICT OFFICE/ICT SEMI-EXPENDABLE SUPPLIES:									
	Orico 95 Series Multi Bay 3.5" SATA to USB3.0 HDD Docking Station 16TB Single Internal Power HDD Enclosure Aluminium HDD Case		1	Unit						
	2021 New RGB gaming laptop radiator twin turbo fan two USB ports RGB laptop cooling pad laptop stand 14-18 inches		1	Unit						
	AMPCOM 14 in 1 Professional Network Tool Kit, Ethernet cable Tester Rj45 Rj11 Cat6 Connectors Cable Crimper, Stripper Pliers		1	Unit						
	11in1HUB 4K USB Type-C to USB 3.0 TF HDMI VGA RJ45 Docking Station for MacBook		1	Unit						
	Huawei GPON ONT EG8145V5 Optical Network Terminal		1	Unit						
	USB 3.0 Extender (15m)		1	Unit						
	High Definition Multimedia interface (HDMI) 15m		1	Unit						
	2 pcs WD Western Digital 1TB My Passport Portable External hard Drive USB 3.0 (black)		1	Unit						
	5pcs.20m Fiber optic Cable SC/UPC-SC/UPC Single		1	Unit						
	Multi function USB Hub w/ card reader		4	Pcs						



hard drive,1TB		5	Pcs						
flash drive,64GB		8	Pcs						
LAPTOP CHARGER, FOR ACER TM P259-MG		1	Pc						
UPS, 1,500VA		3	Pc						
printer cutter machine		1	Pc						
<b>TOTAL LOT 1:</b>									
<b>LOT 2: OFFICE AND OTHER SUPPLIES:</b>									
Bond paper, long		10	box						
Bond paper, A4		5	Box						
Bond paper, short		5	Box						
Molar File (black)		40	Pc						
Sticky note 3"x3" (5 pads) yellow 100sheets/pad		40	pad						
Sticky note 3"x3" (5 pads)assorted color 100sheets/pad		40	pad						
Sticky Note 1"x3"		40	pad						
Sticker post it (pointer marker memo glass)ass.color 5x25pcs		29	pad						
Stabilo boss (Assorted Color) 9pcs		15	box						
Ballpen,pencil & paper holder organizer		15	box						
Binder clip 51mm		35	box						
Binder clip 41mm		35	box						
Binder clip 32mm		35	box						
Binder clip 25mm		35	box						
Binder clip 19mm ass.cplor(40pcs/box)		20	box						
Paper Clip (jumbo)		35	box						
Paper Clip (med)		35	box						
Paper clip (small)		35	box						
Signpen 0.5 Blue		5	box						
Signpen 0.5 Black		5	box						
Pencil		15	box						

Double sided tape 1/2"		15	roll						
Multi-Purpose Glue 130g		20	pc						
Board paper short 200gsm/100sheets		4	pack						
Scissor (heavy duty)		20	pc						
Plastic fastener		20	box						
Index tab(clear/transparent)5 sets/box		52	box						
Pushpin 50pcs/box		20	pack						
Frame Certificate (glass 8.5x11)		35	Pc						
Frame Certificate (glass A4)		35	Pc						
<b>OTHER SUPPLIES</b>									
Air freshener (lavender bouquet) 320ML		26	blt						
Bath Soft 130grams (white)		42	Pc						
Dishwashing liquid 495ml		30	Blt						
Insect Spray 500ml		20	Blt						
Alcohol 500ml		50	Blt						
Mask (kn95)		20	Box						
Tissue @ 12 rolls		30	roll						
mask disposable 3ply 50pcs/box		50	Box						
car airfreshnes 80g(mint)		25	Can						
Bleach (1L)		25	Blt						
Muriatic (500ml)		25	Blt						
Disinfectant liquid toilet (900ml)		25	blt						
Fabric conditioner (sunshine)800ml		25	Blt						
duct tape 50m x 48mm silver		6	Roll						
<b>TOTAL LOT 2:</b>									
<b>Total lot 1/2</b>									

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

\_\_\_\_\_  
 (in the capacity of)  
 \_\_\_\_\_



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