



REQUEST TO SUBMIT PROPOSAL FOR SUPPLY AND DELIVERY OF LOT 1 – OFFICE SUPPLIES AND LOT 2 – ICT SUPPLIES FOR USE OF DA RFO 5 UNDER BALIK PROBINSYA BAGONG PAG-ASA (BP2) PROGRAM AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO ONE HUNDRED NINETY-NINE THOUSAND ONE HUNDRED SEVENTY-SEVEN PESOS AND SEVENTY-FIVE CENTAVOS (PHP199,177.75) 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		Unit Cost	ABC
LOT 1 – OFFICE SUPPLIES			
18 bxs	Bookpaper, S-20, A4, 5's	1,200.00	21,600.00
20 bxs	Bookpaper, S-20, long, 5's	1,250.00	25,000.00
15 bxs	Bookpaper, S-20, short, 5's	1,150.00	17,250.00
25 pcs	Correction Tape	35.00	875.00
8 doz	Expanding folder, green, long	174.00	1,392.00
12 doz	Expanding folder, brown, long	174.00	2,088.00
7 doz	Folder, brown, long	78.00	546.00
3 doz	Folder, brown, short	72.00	216.00
5 bxs	Staple wire no. 35	30.00	150.00
10 pcs	Molar file with cover, navy blue	210.00	2,100.00
10 pcs	Molar box with cover, navy blue	495.00	4,950.00
3 pcs	Puncher	395.00	1,185.00
5 pcs	Cutter, hand	35.00	175.00
1 doz	Masking Tape 1"	420.00	420.00
1 doz	Scotch Tape 1"	300.00	300.00
1 doz	Packing Tape, 2"	456.00	456.00
12 pads	Sticky notes, asst. color	295.00	3,540.00
5 bxs	Marker, super color, black	456.00	2,280.00
5 bxs	Marker, super color, blue	456.00	2,280.00
5 bxs	White board marker, black	660.00	3,300.00
5 bxs	White board marker, blue	660.00	3,300.00
3 bxs	Gel pen, 0.5, blue	300.00	900.00
3 bxs	Gel pen, 0.5, black	300.00	900.00
2 bxs	Ballpen, 0.7, super smooth, black	300.00	600.00
2 bxs	Ballpen, 0.7, super smooth, blue	300.00	600.00
2 pcs	Stamp pad ink	185.00	370.00
2 pcs	Stamp pad	150.00	300.00
12 pcs	Glue, 130 grams	50.00	600.00
6 bxs	Fastener, plastic	35.00	210.00
5 bxs	Paper clip, coated, small	29.95	149.75
5 packs	Highlighter pen	175.00	875.00
10 pcs	Batteries, AA	40.00	400.00
5 pcs	Log book, 500 pages	78.00	390.00
30 pcs	Envelope, ordinary brown, long	2.50	75.00
30 pcs	Envelope, ordinary brown, short	2.00	60.00
30 pcs	Transparent folder with slider, white, long	16.50	495.00





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

		Sub-total (Lot 1)	₱100,327.75
LOT 2 – ICT SUPPLIES			
10 cart	Canon ink 811, colored	1,280.00	12,800.00
10 cart	Canon ink 810, black	980.00	9,800.00
8 bxs	HP toner 85A	4,100.00	32,800.00
8 pcs	Toner Develop Ineo 164	3,500.00	28,000.00
15 cart	HP ink 680, black	515.00	7,725.00
15 cart	HP ink 680, colored	515.00	7,725.00
		Sub-total (Lot 2)	₱98,850.00
		GRAND TOTAL	₱199,177.75

For use of DA RFO 5 under Balik Probinsya Bagong Pag-asa (BP2) Program. The agency intends to apply the amount of One Hundred Ninety-Nine Thousand One Hundred Seventy-Seven Pesos and Seventy-Five Centavos (Php199,177.75) 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.

As such, **RFK GENERAL MERCHANDISE**, Pili, Camarines Sur; **ALLAN JUSTINE GENERAL MERCHANDISE**, Magarao, Camarines Sur; **BONING'S TRADING**, Naga City, 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. Picture or Brochures

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, marked with index/ear tabs or side-end tabs to identify the page components, 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 **01:30 in the afternoon of 13 December 2021** at 2nd Floor Adriano Hall, Admin. 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.

01 December 2021, Pili, Camarines Sur.

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

