

[ITB-01-22] REQUEST TO SUBMIT QUOTATION OR PROPOSAL FOR THE CATERING SERVICES FOR CY 2022 QUARTERLY/CONSULTATION/ SPECIAL/ MONTHLY MEETINGS/ ASSESSMENT OF THE INTEGRATED LABORATORIES DIVISION (ILD) AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO TWO HUNDRED SIXTY-FOUR THOUSAND PESOS (PHP264,000.00) 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 contractors to submit complete bid quotation for the ff:

QTY	PARTICULARS	UNIT COST	TOTAL COST
	LOT 1 – QUARTERLY MEETINGS/ ASSESSMENT (Outside DA Facilities)		
30 pax	Food (Breakfast, AM & PM Snacks, Lunch, Dinner) x 4 Meetings (Quarterly)	1,200.00	144,000.00
	LOT 2 – CONSULTATION/ SPECIAL/ MONTHLY MEETINGS (Within DA facilities)		
30 pax	Food (Breakfast, AM & PM Snacks, Lunch) X 8 Meetings	500.00	120,000.00
	GRAND TOTAL		₱ 264,000.00

The agency intends to apply the amount Two Hundred Sixty-Four Thousand Pesos (Php264,000.00) 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 - ROBIEDO INC.; AVENUE PLAZA HOTEL; STARVIEW HOTEL** all in Naga City;

LOT 2- MULTI-AGRI-FOREST AND COMMUNITY DEVELOPMENT COOPERATIVE, San Agustin, Pili Cam. Sur; **JEANINE’S EATERY,** San Agustin, Pili, Cam. Sur; **CHONA’S CATERING SERVICES,** Pili Cam. Sur and any other interested Bidders are hereby requested to submit the following documents;

1. Mayor’s Permit
2. DTI /SEC Registration
3. PhilGeps Registration
4. Annual Income Tax Return
5. Omnibus Sworn Statement
6. BIR Registration
7. Preferred Menu Lot 1 & 2

The bidders are required to pay the non-refundable amount Five Hundred Pesos (Php500.00) for bid documents to the Cashier’s Office, DA RFO-5, Pili, Camarines Sur. **All submitted documents must be in duplicate, all copies must be marked with ear tabs or side-end to identify the page components and shall be properly addressed to the BAC Chairperson,** otherwise, bids will be automatically rejected on the ground of non-compliance with the prescribed bid requirements.

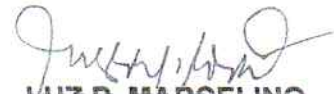

Sealed Bid must be received by BAC Secretariat, DA RFO 5 not later than **9:30 in the morning of 21 January 2022** at the 3rd Floor, Operation Building, DA RFO-V, Pili, Camarines Sur. Opening of quotation will be on the same date and time.



Department of Agriculture
Regional Field Office No. 5
San Agustin, Pili, Camarines Sur

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.

January 17, 2022 San Agustin, Pili, Camarines Sur.


LUZ R. MARCELINO
RTD for Operations
BAC Chairperson
ny 

Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Regional Field Office No. 5
San Agustin, Pili, Camarines Sur

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

_____.
(PHP _____).

Accompanying this Bid Form is our Bid Offer containing the details of the requisition and our offered items in 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 _____ 20_____.

(Name & Signature of Bidder or
Authorized Representative)

(Address & telephone No.)

Date of Bidding

FOR GOODS OFFERED FROM WITHIN THE PHILIPPINES

Name of Project:

CATERING SERVICES FOR CY 2022 QUARTERLY/CONSULTATION/ SPECIAL/ MONTHLY MEETINGS/ ASSESSMENT OF THE INTEGRATED LABORATORIES DIVISION (ILD)

Name of Bidder /

Authorized Representative:

1	2	3	4	5	6	7	8	9	10
ITEM	DESCRIPTION	COUNTRY OF ORIGIN	QTY	UNIT PRICE EXW per ITEM	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, DELIVERED FINAL DESTINATION (col 9) x (col 4)
	LOT 1 – QUARTERLY MEETINGS/ ASSESSMENT (Outside DA Facilities) Food (Breakfast, AM & PM Snacks, Lunch, Diner) x 4 Meetings (Quarterly)								
	LOT 2 – CONSULTATION/ SPECIAL/ MONTHLY MEETINGS (Within DA facilities) Food (Breakfast, AM & PM Snacks, Lunch) X 8 Meetings								
	GRAND TOTAL								

[Signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of

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]

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

MENU
ILD SPECIAL MEETINGS CY 2022

1ST MEETING	2ND MEETING	3RD MEETING	4TH MEETING	5TH MEETING	6TH MEETING
BREAKFAST Fried Dried Fish Egg Rice Fresh Fruits	BREAKFAST Tocino Egg Rice Fresh Fruits	BREAKFAST Daing na Bangus Egg Rice Fresh Fruits	BREAKFAST Longganisa Egg Rice Mixed Fresh Fruits	BREAKFAST Fried Dilis Egg Rice Fruits	BREAKFAST Beef Tapa Egg Rice Fruits
AM SNACKS Chocolate Cake Fresh Calamansi Juice	AM Snacks Bihon with Puto Juice	AM SNACKS Macaroni Salad Fresh Pineapple Juice	AM Snacks Bacon Ensaymada Fruit Juice	AM SNACKS Banana Cake Fruit Juice	AM Snacks Carbonara Juice
LUNCH Grilled Fish Sinigang na Hipon Lumpia Shanghai Leche Flan Rice	LUNCH Pork Cordon Fried Tuna Fish Sinigang Buko Salad Rice	LUNCH Pork Barbecue Roasted Chicken Laing Mixed fruits Rice	LUNCH Fish Lumpia Beef with Broccoli Mixed Vegetables Mixed Fresh Fruits Rice	LUNCH Sweet & Sour Fish Breaded Porkshop Vegetable Soup Mango Float Rice	LUNCH Pork Barbecue Fish Sinigang Pinangat Rice Fresh Fruits
PM Snacks Sotanghon with chiffon cake Cucumber Juice	PM Snacks Baked Mac Soda	PM Snacks Burger with TLC Fruit Juice	PM Snacks Cassava Cake Fruit Juice	PM Snacks Pansit Canton with Fried Banana Buko Juice	PM Snacks Steam Siopao Juice
DINNER Pork Adobo Fish Lumpia Vegetable Soup Rice Fruit Salad	DINNER Beef Steak Fresh Lumpia Bicol Express Rice Mixed Fruits	DINNER Grilled Fish Mixed Vegetables Vegetable Soup Rice Fresh Fruit	DINNER Grilled Pork Ribs Pinangat or Laing Shrimp Sinigang Rice Mango Float	DINNER Pork Barbecue Fish Sinigang Pinangat Rice Fresh Fruits	DINNER Grilled Fish Sinigang na Hipon Lumpia Shanghai Leche Flan Rice

MENU
ILD QUARTERLY MEETINGS CY 2022

1ST MEETING	2ND MEETING	3RD MEETING	4TH MEETING
BREAKFAST Daing na Bangus Ensaladang Talong Rice Fresh Fruits	BREAKFAST Tocino Egg Rice Fresh Fruits	BREAKFAST Beef Tapa Egg Rice Fresh Fruit	BREAKFAST Longganisa Egg Rice Mixed Fresh Fruits
AM SNACKS Clubhouse Sandwich Fresh Calamansi Juice	AM Snacks Ube Cake Juice	AM SNACKS Lasagna Fresh Pineapple Juice	AM Snacks Bacon Ensaymada Fruit Juice
LUNCH Sweet and Sour Fish Fried Pork Ribs in salt and pepper Halaan at Mais Leche Flan Rice	LUNCH Seafoods Pinakbet Fried Tuna Pumpkin soup Lychee with almond gel Rice	LUNCH Sweet and Sour Fish Buttered Chicken Vegetable Soup Mixed fruits Rice	LUNCH Fish Lumpia Beef Broccoli Roasted Chicken Garden Salad Rice
PM Snacks Sotanghon with chiffon cake Cucumber Juice	PM Snacks Baked Mac Soda	PM Snacks Burger with TLC Fruit Juice	PM Snacks Blueberry Cheese Cake Fruit Juice
DINNER Buttered Chicken Fish Lumpia Vegetable Soup Rice Fruit Salad	DINNER Beef Kaldereta Chopsuey Fish Sinigang Rice Mixed Fruits	DINNER Grilled Fish Mixed Vegetable with Quail Eggs Vegetable Soup Rice Fresh Fruit	DINNER Grilled Pork Ribs Pinangat or Laing Shrimp Sinigang Rice Mango Float