



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

[SVP-16-2022] REQUEST TO SUBMIT QUOTATION OR PROPOSAL FOR THE CATERING SERVICES FOR USE DURING THE CONDUCT OF MEETINGS UNDER AMIA PROGRAM FOR FY 2022 AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO ONE HUNDRED SEVENTY SEVEN THOUSAND FIVE HUNDRED PESOS (PHP177,500.00) 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 Office No. 5 (DA RFO 5), San Agustin, Pili, Camarines Sur is inviting interested suppliers to submit complete bid quotation for the ff:

QTY	PARTICULARS	UNIT COST	TOTAL COST
LOT 1- Catering services for Monthly AMIA Meetings at DA RFO 5			
35 pax	A. Day 1 - Meals (35 pax for 1 day : 2 snacks and 1 lunch @ 355.00/pax)	355.00	12,425.00
35 pax	B. Day 2 - Meals (35 pax for 1 day : 2 snacks and 1 lunch @ 355.00/pax)	355.00	12,425.00
35 pax	C. Day 3 - Meals (35 pax for 1 day : 2 snacks and 1 lunch @ 355.00/pax)	355.00	12,425.00
35 pax	D. Day 4 - Meals (35 pax for 1 day : 2 snacks and 1 lunch @ 355.00/pax)	355.00	12,425.00
30 pax	E. Day 5 - Meals (30 pax for 1 day : 2 snacks and 1 lunch @ 355.00/pax)	355.00	10,650.00
30 pax	F. Day 6 - Meals (30 pax for 1 day : 2 snacks and 1 lunch @ 355.00/pax)	355.00	10,650.00
Lot 1 - Sub Total			71,000.00
LOT 2- Catering services for Meetings at Sorsogon			
30 pax	A. Day 1 - Meeting at Castilla Sorsogon Meals (30 pax :2 snacks and 1 lunch @ 355.00/pax)	355.00	10,650.00
30 pax	B. Day 1 - Meeting at Prieto Diaz, Sorsogon Meals (30 pax::2 snacks and 1 lunch @ 355.00/pax)	355.00	10,650.00
Lot 2 - Sub Total			21,300.00
LOT 3 - Catering services for Meetings at Masbate			
60 pax	A. Catering for Meetings in Uson, Masbate Meals (30 pax x 2 days :2 snacks and 1 lunch @ 355.00/pax)	355.00	21,300.00
60 pax	B. Catering for Meetings in Mandaon, Masbate Meals (30 pax x 2 days :2 snacks and 1 lunch @ 355.00/pax)	355.00	21,300.00
Lot 3 - Sub Total			42,600.00
LOT 4 - Catering services for Meetings at Catanduanes			
60 pax	A. Catering for Meetings in Gigmoto, Catanduanes Meals (30 pax x 2 days :2 snacks and 1 lunch @ 355.00/pax)	355.00	21,300.00
60 pax	B. Catering for Meetings in Viga, Catanduanes Meals (30 pax x 2 days :2 snacks and 1 lunch @ 355.00/pax)	355.00	21,300.00
Lot 4 - Sub Total			42,600.00
GRAND TOTAL			₱177,500.00

The agency intends to apply the amount **ONE HUNDRED SEVENTY SEVEN THOUSAND FIVE HUNDRED PESOS (PHP177,500.00)** 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, For Lot 1- **JEANINE'S EATERY, MAF COOP and CAMARINES SUR MULTI PURPOSE COOPERATIVE** all from Pili, Camarines Sur;

For Lot 2 - **CASA FELIZ, UNA PIZZERIA; PAO PAO HOTEL;** all from the province of Sorsogon

For Lot 3 – **BAMS RESTO; UNICA HIJA, CIRCLE E** all from the province of Masbate



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 with prosperous farmers and fisherfolk



For Lot 4 – RAKDELL INN ; KEMJI RESORT and QUEEN MARICEL HOTEL all from Catanduanes and any other interested Bidders are hereby requested to submit the following documents;

1. Mayors Permit (updated or at least proof of renewal for 2022)
2. DTI /SEC Registration
3. PhilGeps Registration
4. Annual Income Tax Return
5. Omnibus Sworn Statement
6. BIR Registration
7. Preferred Menu for Lot 1-4

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 11 February 2022** at the 3rd Floor, Sta Catalina Hall, Operations Bldg., DA RFO-V, Pili, Camarines Sur. Opening of quotation 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.

February 2, 2022 San Agustin, Pili, Camarines Sur.

LUZ R. MARCELINO
RTD for Operations
BAC Chairperson



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MENU

Pili, Camarines Sur

Date	AM Snack	Lunch	PM Snack	Qty
7/3/2022	Sotanghon Guisado	Rice	Banna Cake	35
	Kutsinta	Beef Teryaki	C2 Solo	
	Quench	Curried Vegetable		
		Water		
4/4/2022		Fruits		35
	Baked Macaroni	Rice	Ham & Cheese	
	Cheese Puto	Chicken Curry	C2 Solo	
	Quench	Lumpia Shanghai		
2/5/2022		Water		35
		Banana		
	Bihon Guisado	Rice	Banana Cake	
	Iced Tea	Pinakbet	Orange Juice	
6/6/2022		Inihaw na Porkchop		35
		Fruity Gelatin		
	Pancit Palabok	Sinigang na Baboy	Turon w/ langka	
	Soda	Vegetable Casserole	Dalandan Juice	
4/7/2022		Rice		35
		Mango Lechetin		
	Steamed Siopao	Gulay na Laing	Chicken Carbonara	
	Pineapple Juice	Chicken Barbeque	Cucumber Lime Juice	
1/8/2022		Rice		35
		Leche Plan		
	Mocha cake	Vegetable Sisig	Macaroni Soup	
	Four Seasons Juice	Roasted Chicken	Orange Juice	

Castilla, Sorsogon

10/3/2022	Toasted Siopao	Inihaw na Porkchop	Spaghetti with Tuna	30
	Pineapple Juice	Pinakbet w/seafoods	Pineapple Juice	
		Rice		
		Buko Pandan		

Prieto Diaz, Sorsogon

11/3/2022	Spaghetti	Rice	Macaroni Soup	30
	Garlic Bread	Kare-kare pata ng baboy	Bread	
	C2 Solo	Fried Tuna	Bottled Mineral	
		Buko Salad		
	Bottled Mineral			

Uson, Masbate

03/17/2022	Palabok	Rice	Goto w/pork and tokwa	30
	Bread	Chicken Cordon Blue	Bottled Mineral	
	Minute Maid	Fish Steak		
		Ampalaya Con Karne		
		Pinapple		
03/18/2022		Bottled Mineral		30
	Canton Guisado	Rice	Baked Mac	
	Egg Sandwich	Porkchop Adobo	Garlic Bread	
	Buko Juice	Bicol Express	Pineapple Juice in Can	
		Laing		
	Mixed Fruits			
	Bottled Mineral			

Mandaon, Masbate

03/24/2022	Bihon Guisado	Rice	Hamburger	30
	Ham Sandwich	Fried Fish	Nestea Iced Tea	
	Orange Juice	Beef Steak		
		Mixed Veggies		
		Lacatan		
		Bottled Minera		
03/25/2022	Macaroni Salad	Rice	3 Layered Cheese Pimiento Sandwich	30
	Bread	Grilled Porkchop	4 Season in Can	
	Pineapple Juice	Achara		
		Fish Lumpia		
		Pineapple		
		Bottled Mineral		

Gigmoto, Catanduanes

7/4/2022	Sotanghon Guisado	Rice	Cassava cake	30
	Chiffon Cake	Menudo	Pineapple Juice in Can	
	Buko Juice	Daing na Bangus		
8/4/2022	Dinuguan	Rice	Lomi	30
	Puto w/cheese	Prok Sisig	Sinapot	
	Bottled Mineral	Grilled Tuna	Bottled Mineral	
		Chopsuey		
		Banana		
		Bottled Mineral		

Viga, Catanduanes

04/21/2022	Carbonara	Rice	Lasagna	30
	Toasted Bread	Fried Chicken	Bread	
		Paksiw na Isda	Bottled Mineral	
		Gulay na langka		
		Fruit Salad		
		Bottled Mineral		
04/22/2022	Miki-Bihon Guisado	Rice	Ham and Cheese Sandwich	30
	Turon	Pork Kaldereta	Coke	
	Juice	Fried Fish		
		Fresh Lumpia		
		Corn Soup		
		Banana		
		Bottled Mineral		

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 unitprice.

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

**CATERING SERVICES FOR USE DURING THE CONDUCT OF MEETINGS UNDER AMIA PROGRAM
FOR FY 2022**

Name of Project:

Name of Bidder /

Authorized Representative: _____

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 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- Catering services for Monthly AMIA Meetings at DA RFO 5								
	.A. Day 1 - Meals (35 pax for 1 day : 2 snacks and 1 lunch @ 355.00/pax)		35 pax						
	B. Day 2 - Meals (35 pax for 1 day : 2 snacks and 1 lunch @ 355.00/pax)		35 pax						
	C. Day 3 - Meals (35 pax for 1 day : 2 snacks and 1 lunch @ 355.00/pax)		35 pax						
	D. Day 4 - Meals (35 pax for 1 day : 2 snacks and 1 lunch @ 355.00/pax)		35 pax						
	E. Day 5 - Meals (30 pax for 1 day : 2 snacks and 1 lunch @ 355.00/pax)		30 pax						
	F. Day 6 - Meals (30 pax for 1 day : 2 snacks and 1 lunch @ 355.00/pax)		30 pax						
	Lot 1 - Sub Total								
	LOT 2- Catering services for Meetings at Sorsogon								
	A. Day 1 - Meeting at Castilla Sorsogon Meals (30 pax :2 snacks and 1 lunch @ 355.00/pax)		30 pax						
	B. Day 1 - Meeting at Prieto Diaz, Sorsogon Meals (30 pax::2 snacks and 1 lunch @ 355.00/pax)		30 pax						
	Lot 2 - Sub Total								
	LOT 3 - Catering services for Meetings at Masbate								

	A. Catering for Meetings in Uson, Masbate Meals (30 pax x 2 days :2 snacks and 1 lunch @ 355.00/pax)		60 pax						
	B. Catering for Meetings in Mandaon, Masbate Meals (30 pax x 2 days :2 snacks and 1 lunch @ 355.00/pax)		60 pax						
	Lot 3 - Sub Total								
	LOT 4 - Catering services for Meetings at Catanduanes								
	A. Catering for Meetings in Gigmoto, Catanduanes Meals (30 pax x 2 days :2 snacks and 1 lunch @ 355.00/pax)		60 pax						
	B. Catering for Meetings in Viga, Catanduanes Meals (30 pax x 2 days :2 snacks and 1 lunch @ 355.00/pax)		60 pax						
	Lot 4 - Sub Total								
	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]