



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

**[ITB-12-22] REQUEST TO SUBMIT QUOTATION OR PROPOSAL FOR THE SUPPLY AND DELIVERY OF VARIOUS OTHER SUPPLIES FOR USE AT TISSUE CULTURE PROJECT AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO ONE HUNDRED FIVE THOUSAND PESOS (PHP105,000.00) 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
3 doz.	Folder long, white	116.00	348.00
2 doz.	Sign pen, black	720.00	1,440.00
5 packs	Photopaper, 8.5 x 11")	80.00	400.00
24 pcs.	Correction tape	35.00	840.00
12 reams	Bond paper, short, S20	245.00	2,940.00
12 reams	Bond paper, long, S20	255.00	3,060.00
7 boxes	Pencil, lead w/ eraser	87.00	609.00
11 reams	Bond paper A4, S20	234.00	2,574.00
24 pcs.	Masking tape 1"	105.00	2,520.00
1 doz.	Folder short, white	109.00	109.00
4 pcs	Scissor, heavy duty	248.00	992.00
2 boxes	Ballpen, 0.5 ballpoint	120.00	240.00
10 pcs.	Notebook, 80 leaves	55.00	550.00
12 pcs.	Pentel Pen, Black & Blue	35.00	420.00
11 pcs.	Record Book (95's)	153.00	1,683.00
5 packs	Document Pin	55.00	275.00
5 pcs.	Frame 8.5 x 11"	200.00	1,000.00
2,530 pcs.	Polyethylene plastic (4x5)	2.00	5,060.00
5 lit	Double Acting Gwoth Vitamin harmones (hormex)	510.00	2,550.00
5 lit.	Rooting hormones 1L (ANAA)	315.00	1,575.00
5 packs	Fertilizer for reproductive stage (gaviota) 500g	500.00	2,500.00
5 packs	Fertilizer vegetative stage (gaviota) 500g	450.00	2,250.00
4 kg.	U nail	55.00	220.00
11 scks	Sa dust	118.00	1,298.00
5 kl.	Tansi No. 3	350.00	1,750.00
12 bots.	Controlles release fertilizer (14-14-14 osmocote)	375.00	4,500.00
6 cu	Garden Soil	549.50	3,297.00
5 refills	Solane refill	900.00	4,500.00
10 kg	Detergent Powder – Ingredients (Linear Alkylbenzene Sulfonate, Builders, Anti-Soil Redeposition Agent5, Brightening Agent, Enzyme, Fragrance)	111.00	1,110.00
5 lit	Dishwashing Liquid – Contains: Surfactant, Cleaning aid and solvent (concentrate Kalamansi)	100.00	500.00
12 pcs.	Scrub Sponge	20.00	240.00
5 bots	Toilet Cleaner	210.00	1,050.00
12 rolls	Cotton 200g	130.00	1,560.00
6 kl	Refine Sugar	80.00	480.00
6 packs	Trash Bag (100's) XL, black	160.00	960.00
4 pcs.	Soft broom	150.00	600.00
4 pcs.	Broomstick	25.00	100.00
12 pcs.	Florescent with complete acc. 40w	320.00	3,840.00
12 pcs.	Bar soap, Anti-bacterial Soap, Family Size (contains: Sodium palmate)	55.00	660.00
2 cby	Alcohol, 90%	2,500.00	5,000.00
24 pcs.	Alcohol 70%, 500ml	85.00	2,040.00
6 pcs.	Tornado mop head	120.00	720.00
5 packs	Tissue Paper, 12's	150.00	750.00



*A food-secure Philippines*  
 with prosperous farmers and fisherfolk





**Department of Agriculture**  
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6 gal	Liquid disinfectant- Pine Scent (Ingredients: O-benzyl p-chlorophenol)	520.00	3,120.00
6 gal	Bleach – Multipurpose bleach for home and laundry (original), with active ingredients Sodium Hypochlorite (6in1 total clean)	135.00	810.00
4 tube	Air freshener	250.00	1,000.00
3 tube	Insect sprayer – 500 ml active ingredients Cyflothrin 0.15%, imiprothrin 0.05%, Inert ingredients 94.93%, Isopropanol 5.0%, contains petroleum distillates	320.00	960.00
12 pcs.	Petri dish	250.00	3,000.00
4 boxes	Surgical blade #22, 100's	900.00	3,600.00
14 boxes	Surgical facemask, 100's	180.00	2,520.00
8 boxes	Surgical gloves	650.00	5,200.00
2 bots.	Agar Agar	7,840.00	15,680.00
<b>Grand Total</b>			<b>₱ 105,000.00</b>

The agency intends to apply the amount ONE HUNDRED FIVE THOUSAND PESOS (PHP105,000.00) as the Approved Budget for the Contract. **Partial Bid is NOT 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, **ERIVAN GENERAL MERCHANDISE**, Naga City; **ALLAN-JUSTINE GENERAL MERCHANDISE**, Naga City; **RFK GENERAL MERCHANDISE**, Pili Camarines Sur and any other interested Bidders are hereby requested to submit the following documents;

1. Mayors Permit (Updated or at least proof of Renewal)
2. DTI /SEC Registration
3. PhilGeps Registration
4. Annual Income Tax Return
5. Omnibus Sworn Statement
6. BIR Registration
7. Pictures/Brochures of Product being offered

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 04 February 2022** at the 3<sup>rd</sup> Floor, Training 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.

January 28, 2022 San Agustin, Pili, Camarines Sur.

**LUZ R. MARCELINO**  
RTD for Operations  
BAC Chairperson



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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**

*SUPPLY AND DELIVERY OF VARIOUS OTHER SUPPLIES FOR USE AT TISSUE CULTURE PROJECT*

**Name of Project:**

**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)
	Folder long, white		3 doz.						
	Sign pen, black		2 doz.						
	Photopaper, 8.5 x 11")		5 packs						
	Correction tape		24 pcs.						
	Bond paper, short, S20		12 reams						
	Bond paper, long, S20		12 reams						
	Pencil, lead w/ eraser		7 boxes						
	Bond paper A4, S20		11 reams						
	Masking tape 1"		24 pcs.						
	Folder short, white		1 doz.						
	Scissor, heavy duty		4 pcs						
	Ballpen, 0.5 ballpoint		2 boxes						
	Notebook, 80 leaves		10 pcs.						
	Pentel Pen, Black & Blue		12 pcs.						
	Record Book (95's)		11 pcs.						
	Document Pin		5 packs						
	Frame 8.5 x 11"		5 pcs.						

	Polyethylene plastic (4x5)		2,530 pcs.						
	Double Acting Growth Vitamin hormones (hormex)		5 lit						
	Rooting hormones 1L (ANAA)		5 lit.						
	Fertilizer for reproductive stage (gaviota) 500g		5 packs						
	Fertilizer vegetative stage (gaviota) 500g		5 packs						
	U nail		4 kg.						
	Sa dust		11 scks						
	Tansi No. 3		5 kl.						
	Controlled release fertilizer (14-14-14 osmocote)		12 bots.						
	Garden Soil		6 cu						
	Solane refill		5 refills						
	Detergent Powder – Ingredients (Linear Alkylbenzene Sulfonate, Builders, Anti-Soil Redeposition Agent, Brightening Agent, Enzyme, Fragrance)		10 kg						
	Dishwashing Liquid – Contains: Surfactant, Cleaning aid and solvent (concentrate Kalamansi)		5 lit						
	Scrub Sponge		12 pcs.						
	Toilet Cleaner		5 bots						
	Cotton 200g		12 rolls						
	Refine Sugar		6 kl						
	Trash Bag (100's) XL, black		6 packs						
	Soft broom		4 pcs.						
	Broomstick		4 pcs.						
	Florescent with complete acc. 40w		12 pcs.						
	Bar soap, Anti-bacterial Soap, Family Size (contains: Sodium palmate)		12 pcs.						

Alcohol, 90%		2 cby						
Alcohol 70%, 500ml		24 pcs.						
Tornado mop head		6 pcs.						
Tissue Paper, 12's		5 packs						
Liquid disinfectant- Pine Scent (Ingredients: O-benzyl p-chlorophenol)		6 gal						
Bleach – Multipurpose bleach for home and laundry (original), with active ingredients Sodium Hypochlorite (6in1 total clean)		6 gal						
Air freshener		4 tube						
Insect sprayer – 500 ml active ingredients Cyflothrin 0.15%, imiprothrin 0.05%, Inert ingredients 94.93%, Isopropanol 5.0%, contains petroleum distillates		3 tube						
Petri dish		12 pcs.						
Surgical blade #22, 100's		4 boxes						
Surgical facemask, 100's		14 boxes						
Surgical gloves		8 boxes						
Agar Agar		2 bots.						
<b>GRAND TOTAL</b>								

\_\_\_\_\_  
[ 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]*

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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]*