



REQUEST TO SUBMIT PROPOSAL FOR THE LOT 1 – MEALS (NAGA CITY); LOT 2- MEALS (SORSOGON); LOT 3 - MEALS AND ACCOMODATION (CATADUANES); LOT 4 – SUPPLIES & TARPAULINE; AND LOT 5 – VAN RENTALS UNDER VARIOUS ACTIVITIES OF RAFC FOR 2022 WITH AN APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO ONE THIRTY-THREE THOUSAND AND FIVE HUNDRED FIFTY PESOS (P 133,550.00) 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
LOT 1 – MEALS(NAGA CITY)			
RAFC BICOL EXECUTIVE COMMITTEE MEETINGS			
AM Snacks & Lunch and PM Snacks (4 Meetings)	15pax	550.00	33,000.00
CY 2022 BICOL AFCs MID-YEAR Performance Review			
Day 1			
AM Snacks & Lunch and PM Snacks	30pax	550.00	16,500.00
Dinner	30pax	250.00	7,500.00
TOTAL LOT 1:			P 57,000.00
LOT 2 – MEALS(SORSOGON)			
DIALOGUES WITH CHAIRPERSONS, COORDINATORS AND MUNICIPAL/PROVINCIAL AGRICULTURIST S/AGRICULTURAL OFFICERS P/MA/MAOs) of (PCAF-FUNDED AFCs (P//MAFCs)			
AM Snacks & Lunch and PM Snacks	30pax	550.00	16,500.00
TOTAL LOT 2:			P 16,500.00
LOT 3: MEALS & ACCOMODATION (CATADUANES)			
DIALOGUES WITH CHAIRPERSONS, COORDINATORS AND MUNICIPAL/PROVINCIAL AGRICULTURISTS/ AGRICULTURAL OFFICERS (P/MA/MAOs) of PCAF-FUNDED AFCs (P//MAFCs)			
DAY 0			
PM Snack & Dinner	5pax	355.00	1,775.00
Accommodation	5pax	650.00	3,250.00
DAY 1			
Breakfast & Dinner	5pax	500.00	2,500.00
AM Snack, Lunch, PM Snack	30pax	550.00	16,500.00
Accommodation	5pax	650.00	3,250.00
DAY 2			
Breakfast, AM Snack & Lunch	5pax	355.00	1,775.00
TOTAL LOT 3			P 29,050.00



PARTICULAR	QUANTITY	UNIT PRICE	TOTAL ABC
LOT 4 – SUPPLIES & TARPAULINE			
Notebook, Green Apple, 5 x 8, 40 LVS.	60pcs	45.00	2,700.00
Ballpen Smooth 50's	5box	700.00	3,500.00
My Gel Pen (0.3) Black	5box	300.00	1,500.00
Molar Box	5box	520.00	2,500.00
Pentel Pen Permanent	25pcs	35.00	875.00
ID Holder with Cloth Cord	13doz	300.00	3,900.00
Paper Fastener Metal	15box	65.00	975.00
Scissor	1pc	50.00	50.00
Tarpauline	2pcs	1,000.00	2,000.00
TOTAL LOT 4:			P 18,000.00
LOT 5 - VAN RENTAL:			
Van Rental: SORSOGON	1pc	6,000.00	6,000.00
Van Rental: CATANDUANES	1pc	7,000.00	7,000.00
TOTAL LOT 5:			P 13,000.00
GRAND TOTAL:			P 133,550.00

as such: Lot 1- JEANINE'S EATERY, C.S.; MAF COOP, Pili, C.S. and CHEF GEORGE, Pili, C.S.; Lot 2- FE LEE CATERING SERVICES, Sorsogon; AGM BEACHFRONT RESORT/RESTO, Donsol, Sorsogon and CASA FELIZ, Sorsogon; Lot 3: RAKDELL INN, Catanduanes; CATANDUANES MIDTOWN INN, Catanduanes and QUEEN MARCEL INN, Catanduanes; 4: RFK GENERAL MERCHANDISE, Pili, C.S.; ALLAN JUSTIN, GENERAL MERCHANDISE, Magarao, C.S. and BONING'S TRADING, Naga City ; Lot 5: DIOSA KOB I TRAVEL/TOURS, Pili, C.S; AOL TRAVEL & TOURS, Legaspi Cit and BENMAR, Legaspi City .and all interested bidders are hereby requested to submit the following documents:

1. Mayors Permit
2. DTI Registration
3. PhilGEPS Registration
4. Annual Income Tax Return
5. Omnibus Sworn Statement
6. BIR Registration
7. MENU(for Food)

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 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 10:30am in the morning of 23 March 2022 2022 at 3rd 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. DA-BAC Secretariat Office.

15 March 2022, Pili, Camarines Sur.

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



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:]*

[Type here]

[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]

[Type here]

**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 _____ 2021.

(Name and Signature of Bidder or
Authorized Representative)

Date of Bidding

(Address and Telephone No.)

[Type here]

[Type here]

FOR GOODS OFFERED FROM WITHIN THE PHILIPPINES

LOT 1 – MEALS (NAGA CITY); LOT 2- MEALS (SORSOGON); LOT 3 - MEALS AND ACCOMODATION (CATADUANES); LOT 4 – SUPPLIES & TARPAULINE; AND LOT 5 – VAN RENTALS UNDER VARIOUS ACTIVITIES OF RAFC FOR 2022

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 – MEALS(NAGA CITY)RAFC BICOL EXECUTIVE COMMITTEE MEETINGS									
	AM Snacks & Lunch and PM Snacks (4 Meetings)		15	pax						
	CY 2022 BICOL AFCs MID-YEAR Performance Review									
	Day 1									
	AM Snacks & Lunch and PM Snacks		30	pax						
	Dinner		30	pax						
	TOTAL LOT 1:									
	LOT 2 – MEALS(SORSOGON)DIALOGUES WITH CHAIRPERSONS, COORDINATORS AND MUNICIPAL/PROVINCIAL AGRICULTURIST S/AGRICULTURAL OFFICERS P/MA/MAOs) of (PCAF-FUNDED AFCs (P//MAFCs)									
	AM Snacks & Lunch and PM Snacks		30	pax						
	TOTAL LOT 2:									

[Type here]

LOT 3: MEALS & ACCOMODATION (CATADUANES)DIALOGUES WITH CHAIRPERSONS, COORDINATORS AND MUNICIPAL/PROVINCIAL AGRICULTURISTS/ AGRICULTURAL OFFICERS (P/MA/MAOs) of PCAF- FUNDED AFCs (P/IMAFCs) DAY 0 PM Snack & Dinner Accommodation DAY 1 Breakfast & Dinner AM Snack, Lunch, PM Snack Accommodation DAY 2 Breakfast, AM Snack & Lunch TOTAL LOT 3		 5pax 5pax 5pax 30pax 5pax 5pax 								
LOT 4 – SUPPLIES & TARPAULINE										
Notebook, Green Apple, 5 x 8, 40 LVS. Ballpen Smooth 50's My Gel Pen (0.3) Black Molar Box Pentel Pen Permanent ID Holder with Cloth Cord Paper Fastener Metal Scissor Tarpauline TOTAL LOT 4:		60pcs 5box 5box 5box 25pcs 13doz 15box 1pc 2pcs								

[Type here]

LOT 5 - VAN RENTAL:

Van Rental: 1 unit (SORSOGON)

Van Rental: 1 unit (CATANDUANES)

TOTAL LOT 5:

1pc

1pc

GRAND TOTAL:

(in the capacity of)

Signature

Duly authorized to sign Bid for and so behalf of

[Type here]



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

A food-secure Philippines

with prosperous farmers and fisherfolk

