



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

**(SVP-SAAD-26-2022) REQUEST TO SUBMIT PROPOSAL FOR THE (LOT 1) FOOD AND ACCOMMODATION IN CATANDUANES, (LOT 2) VAN RENTAL, (LOT 3) TRAINING KITS AND (LOT 4) TRAINING SUPPLIES FOR USE DURING THE CONDUCT OF HIGH VALUE CROPS PRODUCTION AND ENTERPRISE DEVELOPMENT TRAININGS UNDER THE FY2022 SAAD PROGRAM IN THE PROVINCE OF CATANDUANES AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO NINE HUNDRED THIRTY NINE THOUSAND SEVEN HUNDRED PESOS (PHP939,700.00) 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 Unit No. 5 (DA RFO 5), San Agustin, Pili, Camarines Sur is inviting interested suppliers to submit complete bid proposal for the ff:

<b>LOT 1- FOOD AND ACCOMMODATION IN CATANDUANES-5 Batches</b>			
<b>Quantity</b>	<b>Particulars</b>	<b>Unit price</b>	<b>Total Price</b>
10 pax	Day 0 - PM snack and dinner for Facilitator, Trainers and Secretariat (5 batches)	350.00/pax/batch	17,500.00
40 pax	Day 1- Full Board (Breakfast, Am Snack, Lunch, PM snack and Dinner) (5 batches)	850.00/pax/batch	170,000.00
10 pax	Day 2- Breakfast and Am Snack for Facilitator, Trainers and Secretariat (5 batches)	250.00/pax/batch	12,500.00
10 pax	Accommodation for Facilitator, Trainers and Secretariat for 2 days (5 batches)	650.00/pax/day/batch	65,000.00
<b>TOTAL FOR LOT 1</b>			<b>P 265,000.00</b>
<b>(LOT 3) VAN RENTAL – 5 batches</b>			
<b>Quantity</b>	<b>Particulars</b>	<b>Unit price</b>	<b>Total Price</b>
1 unit	Van rental- Catanduanes for 3 days (5 batches)	9,000.00/batch/day	P 135,000.00
<b>TOTAL FOR LOT 3</b>			<b>P 135,000.00</b>
<b>(LOT 3 TRAINING KITS</b>			
<b>Quantity</b>	<b>Particulars</b>	<b>Unit price</b>	<b>Total Price</b>
175 pcs	Washable Kitchen Hairnet, Washable; Mesh Cap with String; Durable	50.00	8,750.00
60 box	Disposable Plastic Gloves, 100 pcs/box; Material: PE Plastic; Size: 24.6x13.5cm	60.00	3,600.00
175 pcs	Apron, Material: Cloth, Washable; Good Quality; Plain Color	85.00	14,875.00
160 pcs	Raincoat, Material: Synthetic Nylon Easy To Wear Made of lightweight waterproof vinyl material 100% waterproof and breathable Easy to store and carry; Color- Navy Blue	550.00	88,000.00
175 pcs	Buri Hat, Made of nipa and palm leaves, handcrafted. Pambukid balanggot hat. Quality and Makapal. Diameter of 48cm. (Buong sukat). Kasya sa adult head size (18.5cm).	100.00	17,500.00
175 pcs	Advocacy Tshirt, rounded neck; Color- Navy Blue; Sizes(pcs): XS-20, S-50, M-50, L-35, XL-20	300.00	52,500.00
	Advocacy Tote Bag, customized canvas/katsa, Color:		



5 set	Measuring Spoon, High Quality / Durable Plastic Material; 5-piece set (1 tbsp, ½ tbsp, 1 tsp, ½ tsp, ¼ tsp)	150.00	750.00
5 sets	Measuring Cup, High Quality / Durable Plastic Material; 5-piece set (1 cup, ½ cup, ⅓ cup, ¼ tsp, ⅛ cup)	200.00	1,000.00
5 pcs	Rubber Spatula, Material: High Quality Rubber; 13.5 in. Long	165.00	825.00
5 pcs	Kitchen Knife, Stainless Steel Blade and Handle; Durable; 30cm Long	350.00	1,750.00
5 pcs	Kitchen Scissor, Stainless Steel with Plastic Handle; Durable; 20 cm long	250.00	1,250.00
5 pcs	Tongs, Stainless Steel; Plastic Handle; Durable/High Quality; 30 cm Long	125.00	625.00
5 pcs	Chopping Board, Heavy Duty, High Density Polyethylene Material -Color: White; Dimension: 34x23x1.5 cm (Length x Width x Thickness)	300.00	1,500.00
5 sets	Stock Pot Set, High Quality; Material: Stainless Steel(4 pcs: 24 cm, 26 cm, 28 cm, 30 cm Diameter)	2,000.00	10,000.00
5 pcs	Wok - Kawa, Material: Carbon Steel; Heavy Duty; Capacity: 2 kg., Dimension: 47 cm, Diameter, 13 cm Height	1,500.00	7,500.00
5 pcs	Casserole with Cover, Material: Stainless Steel; 36 cm. Diameter; High Quality	1,400.00	7,000.00
5 pcs	Frying Pan, Material: Aluminum; Durable; 28 cm. Diameter	750.00	3,750.00
5 pcs	Basin, Stainless Steel; Diameter: 40 cm.; Durable	300.00	1,500.00
2 unit	Impulse Sealer, longest 400mm16" impulse sealer applicable to any type of long plastic use to seal products inside the plastic very easy to use and impressive results adjustable heat knob for different plastic thickness 600watts	1,500.00	3,000.00
2 unit	Vacuum Sealer, AC100-240V/50-60HZ, Made of high quality material, durable and Easy to handle, fully automatic vacuum sealing operation, soft-touch digital buttons, LED indicator lights	2,300.00	4,600.00
10 packs	Vacuum Sealed Plastic Storage Bag (50pcs/pack)	500.00	5,000.00
5 pcs	Portable Gas Stove with Case , - Automatic ignition lighter with heat adjusting knob from minimum to maximum - Gas cartridge lock and release switch - Butane safe compartment - Includes black plastic case - Dimensions L x H x W: 14.0 x 4.0 x 12.0 inches - Rated: Gas Consumption: 155g/h - Thermal efficiency: 66.1% - Thermal flux: 2.50kw - Co content in the fume: <0.03% Gas Pressure in the cartridge: 10.4MPa	1,100.00	5,500.00



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	Dimension: 7.5x5x1.75 in. (LxWxH)		
20 bundle	Stand-Up Pouch with Zip, Resealable; Kraft Color; Material: PET/PE -Dimension: 18x26 cm (WxL); Thickness: 70 microns; 100 pcs/bundle	650.00	13,000.00
6 boxes	Bottles Straight Side Wide Mouth Jar Specs: -Capacity:350 mL; Cap Color: Black; 24 pcs/box	450.00	2,700.00
30 rolls	Kitchen Dish Towels, Material: Microfiber; Size: 30x30 cm; Absorbent	100.00	3,000.00
10 pcs	Pot Holder, Rectagular; Material: Polyester Cotton; Size: 18x16 cm (LxW); Thick; Heat-resistant	50.00	500.00
5sets	7 in 1 Canning Kit with Steamer Rack, Canning Fuel, Lifter, Wrench, Tongs G1P (set)	1,300.00	6,500.00
7 pcs	Acrylic Insertable Display Stand (8x3in)	400.00	2,800.00
<b>TOTAL FOR LOT 3</b>			<b>P 344,025.00</b>
<b>(LOT 4) TRAINING SUPPLIES (office, medical and ICT Supplies)</b>			
Quantity	Particulars	Unit price	Total Price
175 pcs	Notebooks, 60 gsm, 80 Leaves	50.00	8,750.00
175 pcs	Ballpens, 0.5, black	25.00	4,375.00
175 pcs	Cloth Envelope, Long	100.00	17,500.00
175 pcs	Id Holder with Cord	30.00	5,250.00
200 boxes	Face Mask, 50 pcs/box; Non-woven Fabric, Thermal Insulation-3 ply Surgical Mask	100.00	20,000.00
175 pcs	Alcohol, Isopropyl 70% Solution, 150 ml	70.00	12,250.00
25 bots	Antibacterial Liquid Hand Soap, 500 ml	120.00	3,000.00
50 doz	2-ply Tissue, 12 pcs/pack	200.00	10,000.00
3 pack	Paper, Sticker, A4 Matte	50.00	150.00
5 pcs	Scissors, HD Big	65.00	325.00
7 boxes	Signpen 0.5, black	1,000.00	7,000.00
5 boxes	Signpen 0.5, blue	1,000.00	5,000.00
5 boxes	Signpen 0.3, black	1,000.00	5,000.00
7 boxes	Signpen 0.3, blue	1,000.00	7,000.00
2pcs	Stapler with Staple Remover #35	300.00	600.00
5 boxes	Staple wire #35	35.00	175.00
12 pack	Garbage bag, XL, 10s	150.00	1,800.00
5 pcs	Storage Box with wheels , high quality plastic material, 120 L capacity	1,500.00	7,500.00
5 pcs	Tarpaulin, (5 ft x 8 ft)	1,000.00	5,000.00
10 pcs	128GB USB 3.0, Flash Drive , Capacity: 128GB (Actual usable storage less) • Read Speed: up to 150 MB/s • Generation: USB 3.0 • Sleek, durable metal casing	1,500.00	15,000.00
8units	2TB Hard Drive, Support system: suitable for Windows7 / 8 / 8.1 / 10 MAC OS Size: about 7.8x10.9x1.4cm Packing list: 1 x Hard Disk Drive 1 x USB cable	6,000.00	48,000.00
	Rechargeable Battery AA 2300mAh 4 pcs /set with		



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FOR USE DURING THE CONDUCT OF HIGH VALUE CROPS PRODUCTION AND ENTERPRISE DEVELOPMENT TRAININGS UNDER THE FY2022 SAAD PROGRAM IN THE PROVINCE OF CATANDUANES. The Agency Intends to apply the amount of NINE HUNDRED THRITY NINE THOUSAND SEVEN HUNDRED PESOS (PHP939,700.00) 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) – CATANDUANES**

1. **RAKDELL INN**, Catanduanes,
2. **MIDTOWN INN**, Catanduanes; **and**
3. **RHAJ INN**, Catanduanes; and all interested caterers/bidders

**(LOT 2) – VAN RENTAL**

1. **AOL TRAVEL & TOURS**, Legazpi City,
2. **FIRST LEGAZPI TOURIST TRANSPORT SERVICE COOP**, Brgy. West Binahuanan, Legazpi City; **and**
3. **TIERRA DE IBALON TOURS**, Naga City and all interested bidders

**(LOT 3) – TRAINING KITS**

1. **ERIVAN GENERAL MERCHANDISE** Naga City,
2. **RFK GEN. MDSE**, Pili, Camarines Sur; **and**
3. **ALLAN JUSTINE GENERAL MERCHANDISE**, Magarao, Camarines Sur and all interested suppliers/bidders

**(LOT 4) – TRAINING SUPPLIES**

1. **ERIVAN GENERAL MERCHANDISE** Naga City,
2. **RFK GEN. MDSE**, Pili, Camarines Sur; **and**
3. **CATHY SILVA GENERAL MERCHANDISE**, Sipocot, Camarines Sur and all interested suppliers/bidders

Are hereby requested to submit the following documents:

1. Mayor's Permit (Updated or at least proof of renewal)
2. DTI/SEC/CDA Registration
3. PhilGEPS Registration
4. Annual Income Tax Return (2020)
5. Omnibus Sworn Statement (Revised)
6. BIR Registration
7. Menu/ Brochure (Please see attached preferred menu for (Lot 1)
8. Pictures of product being offered (Lots 3 and 4)

The bidders are required to pay Php500.00/per lot 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 10:00 in the morning



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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.

14 March 2022, Pili, Camarines Sur.

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



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## 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;



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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*





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**BID FORM**  
**(GOODS)**

DEPARTMENT OF AGRICULTURE  
Regional Field Unit No. 5  
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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 \_\_\_\_\_ 2022.

\_\_\_\_\_  
(Name and Signature of Bidder OR  
Authorized Representative)





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## MENU

### CATANDUANES

DAY	BREAKFAST	AM SNACK	LUNCH	PM SNACK	DINNER
<b>BATCH 1</b>					
0				Carbonara w/ Garlic bread Pineapple juice (can)	Rice Sinigang Fish Pork Adobo
1	Plain Rice Longganisa Tapa	Pineapple Juice (can) Cheesedog Sandwich	Rice Sinigang Pork Lumpinag Shanghai	Pansit Guisado Iced Tea	Rice Picadillo Pinakbet
2	Plain Rice Egg Hotdog	Softdrinks Tuna Bread			
<b>BATCH 2</b>					
0				Iced Tea (bottle) Burger	Rice Mix Vegetables Pork Afritada
1	Fried Rice Longganisa Tapa	Pineapple Juice (can) Clubhouse Sandwich	Rice Pork Kare-Kare Fried Fish	Pansit Guisado Iced Tea	Rice Bicol Express Fried Fish
2	Fried Rice Fried Bangus Ensalada Talong	Clubhouse Sandwich Pineapple Juice			
<b>BATCH 3</b>					
0				Mango Juice (Bottle) Cupcake	Rice Sinigang Fish Pork Adobo
1	Fried Rice Hotdog Corned Beef	Pineapple Juice (can) Cheesedog Sandwich	Rice Sinigang Pork Lumpinag Shanghai	Carbonara w/ Garlic bread Pineapple juice (can)	Rice Chupseyu Chicken Adobo



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**BATCH 4**

0				Iced Tea (bottle) Burger	Rice Mix Vegetables Pork Afritada
1	Fried Rice Longganisa Tapa	Pineapple Juice (can) Clubhouse Sandwich	Rice Pork Kare-Kare Fried Fish	Bihon, Tuna Sandwich, Pineapple Juice	Rice Chicken Afritada Mixed vegie
2	Fried Rice Fried Bangus Ensalada Talong	Footlong Cheesy Softdrinks			

**BATCH 5**

12				Pineapple Juice (can) Cheesedog Sandwich	Rice Sinigang Pork Lumpinag Shanghai
13	Plain Rice Egg Bacon	Softdrinks Tuna Bread	Rice Chupseyu Chicken Adobo	Pansit Guisado Iced Tea	Rice Mix Vegetables Pork Afritada
14	Plain Rice Longganisa Tapa	Iced Tea (bottle) Burger			