



(SVP-01-2021) REQUEST TO SUBMIT PROPOSAL FOR THE (LOT 1) CATERING SERVICES FOR THE CONDUCT OF VARIOUS REGULAR MEETINGS IN CAMSUR, (LOT 2) FOOD AND ACCOMMODATION FOR THE CONDUCT OF SAAD 1ST QUARTER ASSESSMENT IN SORSOGON, (LOT 3) FOOD AND ACCOMMODATION FOR THE CONDUCT OF SAAD 2ND QUARTER ASSESSMENT IN CATANDUANES, (LOT 4) OFFICE & TRAINING SUPPLIES FOR THE SAAD ASSESSMENT AND (LOT 5) VAN RENTAL FOR THE SAAD ASSESSMENT AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO FIVE HUNDRED FORTY SEVEN THOUSAND EIGHT HUNDRED PESOS (PHP547,800.00) 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:

(LOT 1) CATERING SERVICES FOR THE CONDUCT OF VARIOUS REGULAR MEETINGS IN CAMSUR			
Quantity	Particulars	Unit price	Total Price
30 pax	AM Snack, Lunch & PM Snack (12 meetings)	355.00/pax/meeting	P127,800.00
TOTAL FOR LOT 1			P 127,800.00
(LOT 2) FOOD AND ACCOMMODATION FOR THE CONDUCT OF SAAD 1ST QUARTER ASSESSMENT IN SORSOGON			
Quantity	Particulars	Unit price	Total Price
40 pax	Day 0 – Dinner and Accommodation	900.00/pax	P 36,000.00
40 pax	Day 1 & 2 – Food and Accommodation (Full board)	1,500.00/pax/day	120,000.00
40 pax	Day 3 – Breakfast	150.00/pax	6,000.00
TOTAL FOR LOT 2			P 162,000.00
(LOT 3) FOOD AND ACCOMMODATION FOR THE CONDUCT OF SAAD 2ND QUARTER ASSESSMENT IN CATANDUANES			
Quantity	Particulars	Unit price	Total Price
40 pax	Day 0 – Dinner and Accommodation	900.00/pax	P 36,000.00
40 pax	Day 1 & 2 – Food and Accommodation (Full board)	1,500.00/pax/day	120,000.00
40 pax	Day 3 – Breakfast	150.00/pax	6,000.00
TOTAL FOR LOT 3			P 162,000.00
(LOT 4) OFFICE & TRAINING SUPPLIES FOR THE SAAD ASSESSMENT			
Quantity	Particulars	Unit price	Total Price
25 box	Fastener, Plastic	40.00	1,000.00
20 box	Fastener, Metal	60.00	1,200.00
12 box	Paper Clip, Small	10.00	120.00
10 box	Paper Clip, Medium	20.00	200.00
10 pc	Scissors, HD	65.00	650.00
10 pc	Ruler, Metal	50.00	500.00
10 pc	Staple Wire Remover	30.00	300.00
20 box	Staple Wire, #35	35.00	700.00
50 pc	Correction Tape	35.00	1,750.00
20 pc	Record Book, 300 leaves	80.00	1,600.00
5 box	Ballpen, Sign Pen, 0.3, Black	300.00	1,500.00
5 box	Ballpen, Sign Pen, 0.3, Blue	300.00	1,500.00
3 box	Ballpen, Sign Pen, 0.3, Red	300.00	900.00
3 box	Ballpen, Sign Pen, 0.3, Green	300.00	900.00
60 pad	Stick-On Note, 0.5" x 1.75", Flourescent Pad 10's	50.00	3,000.00



21	pad	Post-it Note, 2"x 3"	30.00	630.00
20	pad	Post-it Note, 1.5" x 2"	25.00	500.00
20	pad	Post-it Note, 3"x 3"	35.00	700.00
8	bot	Canon GI-790, Black	450.00	3,600.00
6	bot	Canon GI-790, Cyan	350.00	2,100.00
6	bot	Canon GI-790, Magenta	350.00	2,100.00
6	bot	Canon GI-790, Yellow	350.00	2,100.00
8	bot	HP GT51XL, Black	400.00	3,200.00
6	bot	HP GT51XL, Cyan	350.00	2,100.00
6	bot	HP GT51XL, Magenta	350.00	2,100.00
6	bot	HP GT51XL, Yellow	350.00	2,100.00
10	ream	Bond Paper, A4	295.00	2,950.00
TOTAL FOR LOT 4				P 40,000.00
(LOT 5) VAN RENTAL FOR THE SAAD ASSESSMENT				
Quantity	Particulars		Unit price	Total Price
2 units	1 st Qtr Assessment – Van Rental for 2 days		7,000.00/unit/day	P 28,000.00
2 units	2 nd Qtr Assessment – Van Rental for 2 days		7,000.00/unit/day	P 28,000.00
TOTAL FOR LOT 5				P 56,000.00
GRAND TOTAL				P 547,800.00

FOR THE CONDUCT OF VARIOUS REGULAR MEETINGS IN CAMSUR And 1st And 2nd Quarter SAAD Regional Assessment In Sorsogon And Catanduanes. The Agency Intends to apply the amount of Five Hundred Forty Seven Thousand Eight Hundred Pesos (Php547,800.00) 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 3) – CAMARINES SUR

1. **BOTCHOY FOOD AND CATERING SERVICES**, Pili, Cam. Sur;
2. **BALLARBARE'S CATERING SERVICES**, Pili, Cam. Sur; **and**
3. **JEANINE'S CATERING**, Pili, Cam. Sur and all interested bidders

(LOT 2) - SORSOGON

1. **CASA FELIZ**, Juban, Sorsogon City;
2. **F.E. LEE SPORTS BAR**, Sorsogon; **and**
3. **CASA FELIZ**, Juban, Sorsogon City; and all interested caterers/bidders

(LOT 3) – CATANDUANES

1. **RAKDELL INN**, Catanduanes,
2. **TWIN ROCK**, Catanduanes; **and**
3. **KEMJI RESORT**, Catanduanes; and all interested caterers/bidders

(LOT 5) – SUPPLIES

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 6) – VAN RENTAL

1. **AOL TRAVEL & TOURS**, Legazpi City,
2. **DIOSA KOBI TRAVEL & TOURS**, San Agustin, Pili, Camarines Sur; **and**
3. **TIERRA DE IBALON TOURS**, Naga City and all interested bidders



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Regional Field Office No.5
San Agustin, Pili, Camarines Sur, 4418
<http://bicol.da.gov.ph>

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. Menu/ Brochure for Lots 1 - 3 (Please see attached preferred menu)

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 10:00 in the morning of 22 February 2021 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 see or call BAC Secretariat, Legal Office, Tel. No. (054) 477-33-56.

12 February 2021, Pili, Camarines Sur.

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



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**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 receipt of which is hereby duly acknowledged 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 _____ 2020.

(Name and Signature of Bidder OR
Authorized Representative)

Date of Bidding

(Address and Telephone No.)

A food-secure Philippines
with prosperous farmers and fisherfolk



For Goods Offered From Within the Philippines

Name of project: (LOT 1) CATERING SERVICES FOR THE CONDUCT OF VARIOUS REGULAR MEETINGS IN CAMSUR, (LOT 2) FOOD AND ACCOMMODATION FOR THE CONDUCT OF SAAD 1ST QUARTER ASSESSMENT IN SORSOGON, (LOT 3) FOOD AND ACCOMMODATION FOR THE CONDUCT OF SAAD 2ND QUARTER ASSESSMENT IN CATANDUANES, (LOT 4) OFFICE & TRAINING SUPPLIES FOR THE SAAD ASSESSMENT AND (LOT 5) VAN RENTAL FOR THE SAAD ASSESSMENT

Name of Bidder _____.

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 costs 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 THE CONDUCT OF VARIOUS REGULAR MEETINGS IN CAMSUR									
Lot 1	AM Snack, Lunch & PM Snack (12 meetings)		30 pax/meeting						
								TOTAL FOR LOT 1	
((LOT 2) FOOD AND ACCOMMODATION FOR THE CONDUCT OF SAAD 1ST QUARTER ASSESSMENT IN SORSOGON									
Lot 2	Day 0 – Dinner and Accommodation		40 pax						
	Day 1 & 2 – Food and Accommodation (Full board)		40 pax/day						
	Day 3 – Breakfast		40 pax						
								TOTAL FOR LOT 2	
((LOT 3) FOOD AND ACCOMMODATION FOR THE CONDUCT OF SAAD 2ND QUARTER ASSESSMENT IN CATANDUANES									
Lot 3	Day 0 – Dinner and Accommodation		40 pax						
	Day 1 & 2 – Food and Accommodation (Full board)		40 pax/day						
	Day 3 – Breakfast		40 pax						
								TOTAL FOR LOT 3	
((LOT 4) OFFICE & TRAINING SUPPLIES FOR THE SAAD ASSESSMENT									
Lot 4	Fastener, Plastic		25	box					
	Fastener, Metal		20	box					



San Agustin, Pili, Camarines Sur, 4018 http://bicol.da.gov.ph		Paper Clip, Small	12	box					
		Paper Clip, Medium	10	box					
		Scissors, HD	10	pc					
		Ruler, Metal	10	pc					
		Staple Wire Remover	10	pc					
		Staple Wire, #35	20	box					
		Correction Tape	50	pc					
		Record Book, 300 leaves	20	pc					
		Ballpen, Sign Pen, 0.3, Black	5	box					
		Ballpen, Sign Pen, 0.3, Blue	5	box					
		Ballpen, Sign Pen, 0.3, Red	3	box					
		Ballpen, Sign Pen, 0.3, Green	3	box					
		Stick-On Note, 0.5" x 1.75", Flourescent Pad 10's	60	pad					
		Post-it Note, 2"x 3"	21	pad					
		Post-it Note, 1.5" x 2"	20	pad					
		Post-it Note, 3"x 3"	20	pad					
		Canon GI-790, Black	8	bot					
		Canon GI-790, Cyan	6	bot					
		Canon GI-790, Magenta	6	bot					
		Canon GI-790, Yellow	6	bot					
		HP GT51XL, Black	8	bot					
		HP GT51XL, Cyan	6	bot					
		HP GT51XL, Magenta	6	bot					
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		Bond Paper, A4	10	ream					
TOTAL FOR LOT 4									
(LOT 5) VAN RENTAL FOR THE SAAD ASSESSMENT									
Lot 5	1 st Qtr Assessment – Van Rental for 2 days		2 units						
	2 nd Qtr Assessment – Van Rental for 2 days		2 units						
TOTAL FOR LOT 5									
GRAND TOTAL									

Name: _____
 Legal Capacity: _____
 Signature: _____
 Duly authorized to sign the Bid for and behalf of: _____