



(SVP-SAAD-32-2022) REQUEST TO SUBMIT PROPOSAL FOR THE (LOT 1) FOOD AND ACCOMMODATION IN NAGA CITY, (LOT 2) CATERING SERVICES IN CAMARINES SUR, (LOT 3) FOOD AND ACCOMMODATION IN CATANDUANES, (LOT 4) FOOD AND ACCOMMODATION IN MASBATE, (LOT 5) FOOD AND ACCOMMODATION IN SORSOGON AND (LOT 6) VAN RENTAL FOR USE DURING THE CONDUCT OF STUDY ON THE PROGRAM MANAGEMENT OFFICE (PMO) OF THE SAAD REGIONAL AND PROVINCIAL OFFICES AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO TWO HUNDRED THIRTY FOUR THOUSAND SIX HUNDRED FIFTY PESOS (PHP234,650.00) 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) FOOD AND ACCOMMODATION IN NAGA CITY			
Quantity	Particulars	Unit price	Total Price
5 pax	Day 0 (Full Board) (NPMO Staff) Breakfast, 2 Snacks, Lunch, Dinner, Accommodation	1,800.00/pax	9,000.00
5 pax	Day 1 (Accommodation) (NPMO Staff) Accommodation	650.00/pax	3,250.00
TOTAL FOR LOT 1			P 12,250.00
(LOT 2) CATERING SERVICES IN CAMARINES SUR			
Quantity	Particulars	Unit price	Total Price
30 pax	Day 1 (NPMO and RPMSO Staff) Breakfast, 2 Snacks, Lunch, Dinner	650.00/pax	P19,500.00
TOTAL FOR LOT 2			P 19,500.00
(LOT 3) FOOD AND ACCOMMODATION IN CATANDUANES			
Quantity	Particulars	Unit price	Total Price
22 pax	Day 2 (NPMO, RPMSO, and PPMSO Staff) Lunch, PM snack, Dinner, Accommodation	1,250.00/pax	P27,500.00
22 pax	Day 3 (NPMO, RPMSO, and PPMSO Staff) Breakfast, 2 Snacks, Lunch	700.00/pax	15,400.00
TOTAL FOR LOT 3			P 42,900.00
(LOT 4) FOOD AND ACCOMMODATION IN MASBATE			
Quantity	Particulars	Unit price	Total Price
12 pax	Day 4 (Full Board) (NPMO and RPMSO Staff) Breakfast, 2 Snacks, Lunch, Dinner, Accommodation	1,500.00/pax	P18,000.00
18 pax	Day 4 (PPMSO/TWG Staff) Breakfast, 2 Snacks, Lunch, Dinner	750.00/pax	13,500.00
30 pax	Day 5 (NPMO, RPMSO, and PPMSO Staff) Breakfast, 2 Snacks, Lunch	500.00/pax	15,000.00
TOTAL FOR LOT 4			P 46,500.00
(LOT 5) FOOD AND ACCOMMODATION IN SORSOGON			
Quantity	Particulars	Unit price	Total Price
12 pax	Day 6-7 (Full Board) (RPMSO Staff) Breakfast, 2 Snacks, Lunch, Dinner, Accommodation for 2 days	1,500.00/pax/day	P36,000.00
10 pax	Day 6-7 (PPMSO Staff) Lunch and 2 Snacks	450.00/pax/day	9,000.00
TOTAL FOR LOT 5			P 45,000.00
(LOT 6) VAN RENTAL			
Quantity	Particulars	Unit price	Total Price
1 unit	Van Rental (Camarines Sur) for 1 day	5,500.00/unit/day	P 5,500.00
1 unit	Van Rental (various points) for 7 days	9,000.00/unit/day	63,000.00





1808	(1 van will shuttle the participants to various points for the whole duration of the activity)		
		TOTAL FOR LOT 6	P 68,500.00
		GRAND TOTAL	P234,650.00

FOR USE DURING THE CONDUCT OF STUDY ON THE PROGRAM MANAGEMENT OFFICE (PMO) OF THE SAAD REGIONAL AND PROVINCIAL OFFICES. The Agency Intends to apply the amount of TWO HUNDRED THIRTY FOUR THOUSAND SIX HUNDRED FIFTY PESOS (PHP234,650.00) 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)– NAGA CITY

1. **ROBIEDO, INC.** Naga City,
2. **AVENUE PLAZA HOTEL**, Naga City; **and**
3. **PRIMUS HOTEL**, Naga City; and all interested caterers/bidders

(LOT 2) CAMARINES SUR

1. **MAF COOP**, Pili, Cam. Sur;
2. **BALLARBARE’S CATERING SERVICES**, Pili, Cam. Sur; **and**
3. **JEANINE’S CATERING**, Pili, Cam. Sur and all interested caterers/bidders

(LOT 3) – CATANDUANES

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

(LOT 4)– MASBATE

1. **CIRCLE E LODGE AND RESTAURANT**, Brgy. Tugbo, Mobo, Masbate;
2. **UNICA HIJA HOTEL AND RESORT** – Masbate City; **and**
3. **B@MS RESTO**, San Jacinot, Ticao, Masbate and all interested bidders

(LOT 5) - SORSOGON

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

(LOT 6) – 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

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 (Lots 1-5)





Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Regional Field Office No.5
San Agustin, Pili, Camarines Sur, 4418

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 1:30 in the afternoon of 16 May 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 see or call BAC Secretariat, Legal Office, Tel. No. (054) 477-33-56.

11 May 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]*

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;





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[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]

GPPB Resolution No. 16-2020, dated 16 September 2020



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Day 0

BREAKFAST

- Smoked Fish
- Salted Egg
- Hotdog
- Garlic Rice
- Coffee
- Fruit in Season

AM SNACKS

- Pork Empanada
- Cucumber Juice

LUNCH

- Cream of Mushroom
- Pork Sisig
- Sinigang na Baboy
- Steamed Rice
- Cathedral Window

PM SNACKS

- Carbonara
- Bottled Orange Juice

DINNER

- Cream of Pumpkin Soup
- Buttered Chicken
- Gulay na Laing
- Kare-Kareng Baka
- Steamed Rice
- Leche Flan

Day 1

BREAKFAST

- Beef Tapa
- Pork Luncheon Meat
- Sunny Side-up
- Garlic Rice
- Brewed Coffee
- Fruit in season

AM SNACKS

- Pork Empanada
- Cucumber Juice

LUNCH

- Cream of Mushroom
- Pork Sisig
- Sinigang na Baboy
- Steamed Rice
- Cathedral Window

PM SNACKS

- Meatball Spaghetti
- Soda in glass

DINNER

- Tinolang Manok
- Lechon Kawali
- Bicol Express
- Steamed Rice
- Leche Flan

Day 2

LUNCH

- Cream of Pumpkin
- Broccoli with Garlic
- Kinunot
- Steamed Rice
- Mango Lechetin

PM SNACKS

- Pancit Guisado

- Pineapple Juice

DINNER

- Cream of Pumpkin
- Vegetable Casserole
- Chicken BBQ
- Binagoongang Baboy
- Steamed Rice
- Fruit in season

Day 3

BREAKFAST

- Smoked Fish
- Salted Egg
- Hotdog
- Garlic Rice
- Coffee
- Fruit in Season

AM SNACKS

- Assorted Fruits
- Iced Tea

LUNCH

- Cream of Mushroom
- Fried Chicken
- Laing
- Steamed Rice
- Fruit Salad

PM SNACKS

- Pancit Guisado
- Pineapple Juice

Day 4

BREAKFAST

- Smoked Fish
- Salted Egg
- Hotdog
- Garlic Rice
- Coffee
- Fruit in Season

AM SNACKS

- Pork Empanada
- Cucumber Juice

LUNCH

- Cream of Mushroom
- Pork Sisig
- Sinigang na Baboy
- Steamed Rice
- Cathedral Window

PM SNACKS

- Meatball Spaghetti
- Soda in glass

DINNER

- Cream of Pumpkin
- Vegetable Casserole
- Chicken BBQ
- Binagoongang Baboy
- Steamed Rice
- Fruit in season

Day 5

BREAKFAST

- Daing na Abu
- Corned Beef with Potato
- Sunny Side-up
- Garlic Rice
- Brewed Coffee
- Fruit in season

AM SNACKS

- Toasted Siopao
- Iced Tea

LUNCH

- Cream of Pumpkin
- Broccoli with Garlic
- Kinunot
- Steamed Rice

AM SNACKS

- Pork Empanada
- Cucumber Juice

Day 6

BREAKFAST

- Beef Tapa
- Pork Luncheon Meat
- Sunny Side-up
- Garlic Rice
- Brewed Coffee
- Fruit in season

AM SNACKS

- Assorted Fruits
- Iced Tea

LUNCH

- Cream of Mushroom
- Fried Chicken
- Laing
- Steamed Rice
- Fruit Salad

PM SNACKS

- Carbonara
- Bottled Orange Juice

DINNER

- Cream of Pumpkin Soup
- Buttered Chicken
- Gulay na Laing
- Kare-Kareng Baka
- Steamed Rice
- Leche Flan

Day 7

BREAKFAST

- Beef Tapa
- Pork Luncheon Meat
- Sunny Side-up
- Garlic Rice
- Brewed Coffee
- Fruit in season

AM SNACKS

- Pork Empanada
- Cucumber Juice

LUNCH

- Cream of Mushroom
- Pork Sisig
- Sinigang na Baboy
- Steamed Rice
- Cathedral Window

PM SNACKS

- Meatball Spaghetti
- Soda in glass

DINNER

- Tinolang Manok
- Lechon Kawali
- Bicol Express
- Steamed Rice
- Leche Flan



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Regional Field Unit 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 _____ (**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)

Date of Bidding

(Address and Telephone No.)



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For Goods Offered From Within the Philippines

Name of project: **(LOT 1) FOOD AND ACCOMMODATION IN NAGA CITY**, (LOT 2) CATERING SERVICES IN CAMARINES SUR, (LOT 3) FOOD AND ACCOMMODATION IN CATANDUANES, (LOT 4) FOOD AND ACCOMMODATION IN MASBATE, (LOT 5) FOOD AND ACCOMMODATION IN SORSOGON AND (LOT 6) VAN RENTAL FOR USE DURING THE CONDUCT OF STUDY ON THE PROGRAM MANAGEMENT OFFICE (PMO) OF THE SAAD REGIONAL AND PROVINCIAL OFFICES

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) FOOD AND ACCOMMODATION IN NAGA CITY									
Lot 1	Day 0 (Full Board) (NPMO Staff) Breakfast, 2 Snacks, Lunch, Dinner, Accommodation		5 pax						
	Day 1 (Accommodation) (NPMO Staff) Accommodation		5 pax						
								TOTAL FOR LOT 1	
(LOT 2) CATERING SERVICES IN CAMARINES SUR									
Lot 2	Day 1 (NPMO and RPMSO Staff) Breakfast, 2 Snacks, Lunch, Dinner		30 pax						
								TOTAL FOR LOT 2	
(LOT 3) FOOD AND ACCOMMODATION IN CATANDUANES									
	Day 2 (NPMO, RPMSO, and PPMSO Staff) Lunch, PM snack, Dinner, Accommodation		22 pax						
	Day 3 (NPMO, RPMSO, and PPMSO Staff) Breakfast, 2 Snacks, Lunch		22 pax						
								TOTAL FOR LOT 3	
(LOT 4) FOOD AND ACCOMMODATION IN MASBATE									
	Day 4 (Full Board) (NPMO and RPMSO Staff) Breakfast, 2 Snacks, Lunch, Dinner, Accommodation		12 pax						
	Day 4 (PPMSO/TWG Staff)		18 pax						

	Breakfast, 2 Snacks, Lunch, Dinner								
	Day 5 (NPMO, RPMSO, and PPMSO Staff) Breakfast, 2 Snacks, Lunch		30 pax						
TOTAL FOR LOT 4									
(LOT 5) FOOD AND ACCOMMODATION IN SORSOGON									
	Day 6-7 (Full Board) (RPMSO Staff) Breakfast, 2 Snacks, Lunch, Dinner, Accommodation for 2 days		12 pax/day						
	Day 6-7 (PPMSO Staff) Lunch and 2 Snacks		10 pax/day						
TOTAL FOR LOT 5									
(LOT 6) VAN RENTAL									
	Van Rental (Camarines Sur) for 1 day		1 unit/day						
	Van Rental (various points) for 7 days (1 van will shuttle the participants to various points for the whole duration of the activity)		1 unit/day						
TOTAL FOR LOT 6									

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____