



REQUEST TO SUBMIT PROPOSAL FOR LABOR AND MATERIALS FOR THE IMPROVEMENT OF PANTRY FOR BPI- NSQCS BUILDING AT DA-RFO 5 UNDER RICE PROGRAM AMOUNTING TO **TWO HUNDRED FORTY SEVEN THOUSAND PESOS (₱ 247,000.00)** 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 Unit No. 5 (DA RFO 5), San Agustin, Pili, Camarines Sur is inviting interested suppliers to submit complete bid proposal for the :

Particular	Unit Price	TOTAL ABC
LABOR AND MATERIALS FOR THE IMPROVEMENT OF PANTRY		
SCOPE OF WORKS:		
1. Preparation Works Removal of existing ceiling, tiles, lavatory, water closet, toilet fixtures, windows, roofing and roof frames subjects for replacement, demolition of existing wall partition & counter top.	₱ 12,157.96	₱ 12,157.96
II. Concrete & Masonry Works	40,542.79	40,542.79
III. Roofing Works	47,098.47	47,098.47
IV. Ceiling Works	29,778.08	29,778.08
V. Tile Works For counter top, flooring of pantry (extension) & CR	69,756.18	69,756.18
VI. Painting Works	17,269.13	17,269.13
VII. Doors & Windows Replacement of hollowcore door, upvc door & casement windows	15,000.00	15,000.00
VIII. Plumbing Works Replacement of water closet & other fixtures	12,000.00	12,000.00
IX. Scaffoldings & Electrical Restoration	3,397.39	3,397.39
	TOTAL	₱ 247,000.00

The agency intends to apply the amount of Two Hundred Forty Seven Thousand Pesos (**₱ 247,000.00**) as the Approved Budget for the Contract.

As per approved Purchase Request and considering the nature of requisition being not more than One Million Pesos (Php 1,000,000.00) 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.



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As such **DGPJR CONSTRUCTION**, Calawag, Naga City, **J. MARBELLA CONSTRUCTION**, Magsaysay, Naga City, **DELPAR CONSTRUCTION**, Concepcion Grande, Naga City, and all interested bidders are hereby requested to submit the following documents:

1. Mayor's Permit
2. DTI Registration
3. PhilGEPS Registration
4. Annual Income Tax Return
5. BIR Registration
6. Omnibus Sworn Statement

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 **10:00AM of June 17, 2022** at 3rd Floor Sta. Catalina 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.

8 June 2022, Pili, Camarines Sur.

LUZ R. MARCELINO

Chairman, Bids & Awards Committee
RTD for Operations



Omnibus Sworn Statement

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]



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SUMMARY OF PROGRAM OF WORK

Project Title : IMPROVEMENT OF PANTRY FOR NSQCS BUILDING
Project Location : DA COMPOUND SAN AGUSTIN PILI, CAMARINES SUR
Appropriation : 247,000.00
Source of Fund :
Classification : Infrastructure
No. of Unit :
Net Length :
Project Duration : 15 days
Starting Date : upon receipt of NTP

Project Description : IMPROVEMENT OF PANTRY FOR NSQCS BUILDING

DESCRIPTION OF WORK TO BE DONE			Weighted Percentage	EQUIPMENT	
				Description	Required
I	PREPARATION WORKS	4.92%	minor tools		enough
II	CONCRETE & MASONRY WORKS	16.41%			
III	ROOFING WORKS	19.07%			
IV	CEILING WORKS	12.06%			
V	TILE WORKS	28.24%			
VI	PAINTING WORKS	6.99%			
VII	DOORS & WINDOWS	6.07%			
VIII	PLUMBING WORKS	4.86%			
IX	SCAFFOLDINGS & ELECTRICAL RESTORATION	0.01			
TOTAL			100.00%		

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
I	PREPARATION WORKS	lot	1.00	12,157.96	12,157.96
II	CONCRETE & MASONRY WORKS	lot	1.00	40,542.79	40,542.79
III	ROOFING WORKS	lot	1.00	47,098.47	47,098.47
IV	CEILING WORKS	lot	1.00	29,778.08	29,778.08
V	TILE WORKS	lot	1.00	69,756.18	69,756.18
VI	PAINTING WORKS	lot	1.00	17,269.13	17,269.13
VII	DOORS & WINDOWS	lot	1.00	15,000.00	15,000.00
VIII	PLUMBING WORKS	lot	1.00	12,000.00	12,000.00
IX	SCAFFOLDINGS & ELECTRICAL RESTORATION	lot	1.00	3,397.39	3,397.39
				Total Project Cost	247,000.00

Prepared by:

MANUEL JOJO T. PRAXIDES
 Technical Staff

Checked by:

ENGR. CRISTINA RUIZ JR.
 Civil Engineer

Approved by:

MARITES R. REYES
 Chief NSQCS Office R5



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Project Title : IMPROVEMENT OF PANTRY FOR NSQCS BUILDING
Location : DA COMPOUND SAN AGUSTIN PILI, CAMARINES SUR
Estimated Cost : 247,000.00
Implementation : By Contract
Subject : Bill of Materials / Cost Proposal
Fund :

Classification : Infrastructure
Net Length :
Project Duration : 15 days
Starting Date : upon receipt of NTP

SUMMARY

Item	Descriptions	Qty	Unit	Unit Cost	Total Cost
I	: PREPARATION WORKS	1.00	lot		
II	: CONCRETE & MASONRY WORKS	1.00	lot		
III	: ROOFING WORKS	1.00	lot		
IV	: CEILING WORKS	1.00	lot		
V	: TILE WORKS	1.00	lot		
VI	: PAINTING WORKS	1.00	lot		
VII	: DOORS & WINDOWS	1.00	lot		
VIII	: PLUMBING WORKS	1.00	lot		
IX	: SCAFFOLDINGS & ELECTRICAL RESTORATION	1.00	lot		

EST. PROJECT COST =

AMOUNT IN WORDS

NAME AND SIGNATURE OF CONSTRUCTOR

Name & Signature of Contractor



BID FORM

Date : _____
Project Identification No. : _____

To: [name and address of Procuring Entity]

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, declare that:

- a. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: *[insert name of contract]*;
- b. We offer to execute the Works for this Contract in accordance with the PBDs;
- c. The total price of our Bid in words and figures, excluding any discounts offered below is: *[insert information]*;
- d. The discounts offered and the methodology for their application are: *[insert information]*;
- e. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein and reflected in the detailed estimates,
- f. Our Bid shall be valid within the a period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;
- g. If our Bid is accepted, we commit to obtain a Performance Security in the amount of *[insert percentage amount]* percent of the Contract Price for the due performance of the Contract, or a Performance Securing Declaration in lieu of the the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines¹² for this purpose;
- h. We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
- i. We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and
- j. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- k. We likewise certify/confirm that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute



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and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the [Name of Project] of the [Name of the Procuring Entity].

I. We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

Name: _____

Legal Capacity: _____

Signature: _____

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

Date: _____



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I. We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

Name: _____

Legal Capacity: _____

Signature: _____

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

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and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the [Name of Project] of the [Name of the Procuring Entity].

I. We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

Name: _____

Legal Capacity: _____

Signature: _____

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

Date: _____

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