



REQUEST TO SUBMIT PROPOSAL FOR THE SUPPLY AND DELIVERY OF: ;LOT 1- OFFICE AND OTHER SUPPLIES; LOT 2-PLAQUE; LOT 3-CELLCARD; LOT 4- ICT SUPPLIES AND ICT EQUIPMENT FOR USE DURING THE YOUNG FARMERS CHALLENGE FUND(YFCF)-KABATAANG AGRIBIZ COMPETITIVE GRANT ASSISTANCE PROGRAM UNDER AMAD PROGRAM 2022 WITH AN APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO **TWO HUNDRED NINETY-ONE THOUSAND THREE HUNDRED SIXTY PESOS (P 291,360.00)** 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: OFFICE & OTHER SUPPLIES			
Ballpen (black, signing pen, gel-pen , 1.0)	20PC	102.00	2,040.00
Ballpen (Black, G-Tech, Micro Fine, 0.3mm)	20PC	85.00	1,700.00
Ballpen (black, signing pen, Uni-pen , 0.5)	20PC	110.00	2,200.00
Bond Paper (substance 20, 70 GSM, Letter)	20RM	240.00	4,800.00
Bond Paper (substance 20, 80 GSM, A4)	30RM	250.00	7,500.00
Bond Paper (substance 20, 70 GSM, Long)	30RM	264.00	7,920.00
Certificate Paper (Letter, Light Yellow, Laid specialty Paper @ 10 pcs)	50PACK	57.00	2,850.00
Certificate Paper (Long, Light Yellow, Laid specialty Paper @ 10 pcs)	50PACK	70.00	3,500.00
Certificate holder	50PC	55.00	2,750.00
Certificate frame (8.5x11) @ 180.00/pc	20PC	180.00	3,600.00
Correction Tape	30PC	42.00	1,260.00
Cutter (.5MM x 18MM, autolock)	5PC	51.00	255.00
Cutter (Blade size 18MM x 100MM)	5PC	180.00	900.00
Cutting mat board	5PC	340.00	1,700.00
Envelope (Ordinary, Brown, Long)	50	6.50	325.00
Envelope (Ordinary, Brown, Long)	50PC	4.50	225.00
Envelope (expandable portfolio)	25PC	45.00	1,125.00
Folder (ordinary,White, long)	50PC	10.00	500.00
Glue gun (High quality, 12mm)	1PC	375.00	375.00
Glue gun stick (12mm)	20PC	13.00	260.00
Highlighter Marker	25PC	48.00	1,200.00
Index Tab (colored)	5BOX	95.00	475.00
Marker (permanent)	15PC	45.00	675.00
Marker (whiteboard marker)	10PC	64.00	640.00
Molar File with cover	5PC	400.00	2,000.00
Ordinary ID lace Plain (color green)	200PC	20.00	4,000.00
Horizontal ID case (115x89mm)	200PC	25.00	5,000.00
Paste (cyanoacrylate adhesive, 3 grams)	10PC	32.00	320.00
Paper Clip (28mm)	15PC	18.00	270.00
Paper Clip (50mm)	15PC	33.00	495.00
Pencil Sharpener	2PC	340.00	680.00
Post-It Notes (stylish film index)	50PAD	54.00	2,700.00
Post-It Notes (1x2", 100 sheets per pad)	15PAD	24.00	360.00
Post-It Notes (2x2", 100 sheets per pad)	15PAD	28.00	420.00
Pushpin (Round head)	5PC	90.00	450.00
Puncher (Large, durable)	3PC	250.00	750.00
Scissor (Large, 8")	10PC	78.00	780.00
Scissor (Medium, 6")	10PC	45.00	450.00
Sticker paper (short, neon green)	10PC	60.00	600.00
Stapler (Souft Touch No.35, 5566 20sheets Pollex, Black with built-in staple remover)	5PC	280.00	1,400.00
Tape (Paper masking tape, 1")	10ROLL	35.00	350.00
Tape (Transparent/scotch, 0.5")	10ROLL	20.00	200.00
Alcohol, ethyl, 68%-70%, scented, 500ml	18BTL	110.00	1,980.00
Facemask (KN94 10pcs/pack, black and white)	15 PACK	90.00	1,350.00
Tissue Paper, 3ply	15PACK	178.00	2,670.00
TOTAL LOT 1:			P 76,000.00
LOT 2: OFFICE & OTHER SUPPLIES			
Plaque (customized for awardees), glass 10 inch tall	7PC	2,000.00	14,000.00
TOTAL LOT 2:			P 14,000.00
LOT 3: CELLCARDS			
Mpbile Cellcard(500pesos)	24PC	560.00	13,440.00
TOTAL LOT 3:			P 13,440.00



PARTICULAR	QUANTITY	UNIT PRICE	TOTAL ABC
LOT 4: ICT OFFICE SUPPLIES, ICT Equipment			
Computer Ink/-C13T664300 magenta	12PC	640.00	7,680.00
Computer Ink/ C13T664200 cyan	12PC	640.00	7,680.00
Computer Ink/ C13T664400 yellow	12PC	640.00	7,680.00
Computer Ink/ C13T664100 black	12PC	640.00	7,680.00
Computer Ink/ EPSON 001 magenta	10PC	640.00	6,400.00
Computer Ink/ EPSON 001 cyan	10PC	640.00	6,400.00
Computer Ink/EPSON 001 yellow	10PC	640.00	6,400.00
Computer Ink/EPSON 001 black	10PC	640.00	6,400.00
Printer	1 INIT	18,000.00	18,000.00
Functions: Print, Scan and Copy Print technology: Piezoelectric Print head Nozzle Configuration: 180 x 1 nozzles Black, 59 x 1 nozzles per Color (Cyan, Magenta, Yellow) Maximum Resolution: 5760 x 1440 dpi Print speed (black & white) : 33ppm Print speed (colour) : 15ppm ISO 24734, a4 (Black/Color): Simplex: Up to 10.5 ipm / 5.0 ipm Duplex: Up to 6.0 ipm / 4.0 ipm Scanner Specs: Scan Type: Flatbed color image scanner Optical scanning resolution: up to 1200 x 2400 dpi Scan sensor: CIS Scan size flatbed: 216 x 297mm Copier Specs: Copy speed: ISO 29183,14 (Black/ Color): Up to 7.7 ipm / 3.8 ipm Black: up to 18 cpm Colored: up to 16cpm Copy resolution: Maximum Copy Resolution: 600 x 600 dpi Maximum Copy Size: A4,LTR			
Laptop Operating System: Windows 10 Home Processor Type: RyzenTM 5 Processor Model: AMD RyzenTM 5 5500U Processor Speed: 2.1 GHz Processor Speed (turbo) : 4.0 GHz Processor Core: Hexa-core Memory: Standard Memory: 8GB Number of Total Memory Slots: 1 Storage: Total SSD Capacity: 512 GB Solid State Drive Interface: NVMe M.2 Flash Memory Capacity: Upgraded to 1TB SSD Display & Graphics: Screen Resolution: Full HD 1920 x 1080 GCM : AMD RadeonTM Built-in Devices: Webcam Webcam Resolution (Front): 1280 x 720 resolution HD audio/video recording Battery Capacity: 48 Wh	2UNITS	60,000.00	<u>120,000.00</u>
TOTAL LOT 4:			P 187,920.00
GRAND TOTAL:			<u>P 291,360.00</u>

FOR USE DURING THE YOUNG FARMERS CHALLENGE FUND(YFCF)-KABATAANG AGRIBIZ COMPETITIVE GRANT ASSISTANCE PROGRAM UNDER AMAD PROJECT 2022. The agency intends to apply the amount of **TWO HUNDRED NINETY-ONE THOUSAND THREE HUNDRED SIXTY PESOS (P 291,360.00)** 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.

As such: **RFK GENERAL MERCHANDISE**, Pili, Cam. Sur; **ALLAN JUSTINE GENERAL MERCHANDISE**, Canaman, Cam. Sur; **ERIVAN GENERAL MERCHANDISE**, Naga City. And all interest contractor/bidders are hereby requested to submit the following documents:

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1. Mayor's Permit
2. DTI/SEC/CDA Registration
3. PhilGEPS Registration
4. Annual Income Tax Return
5. Omnibus Sworn Statement (revised)
6. BIR Registration
7. Picture

The bidders are required to pay Php 500.00 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 1:30 in the afternoon of June 13, 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.

3 June 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:]*

[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

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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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**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 _____ 2020.

(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

SUPPLY AND DELIVERY OF: ;LOT 1-OFFICE AND OTHER SUPPLIES; LOT 2-PLAQUE; LOT 3-CELLCARD; LOT 4- ICT SUPPLIES AND ICT EQUIPMENT FOR USE DURING THE YOUNG FARMERS CHALLENGE FUND(YFCF)-KABATAANG AGRIBIZ COMPETITIVE GRANT ASSISTANCE PROGRAM UNDER AMAD PROGRAM 2022. ABC - P 291,360.00

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: OFFICE & OTHER SUPPLIES								
	Ballpen (black, signing pen, gel-pen , 1.0)		20PC						
	Ballpen (Black, G-Tech, Micro Fine, 0.3mm)		20PC						
	Ballpen (black, signing pen, Uni-pen , 0.5)		20PC						
	Bond Paper (substance 20, 70 GSM, Letter)		20RM						
	Bond Paper (substance 20, 80 GSM, A4)		30RM						
	Bond Paper (substance 20, 70 GSM, Long)		30RM						
	Certificate Paper (Letter, Light Yellow, Laid specialty Paper @ 10 pcs)		50PACK						
	Certificate Paper (Long, Light Yellow, Laid specialty Paper @ 10 pcs)		50PACK						
	Certificate holder		50PC						
	Certificate frame (8.5x11) @ 180.00/pc		20PC						
	Correction Tape		30PC						
	Cutter (.5MM x 18MM, autolock)		5PC						
	Cutter (Blade size 18MM x 100MM)		5PC						
	Cutting mat board		5PC						
	Envelope (Ordinary, Brown, Long)		50						
	Envelope (Ordinary, Brown, Long)		50PC						
	Envelope (expandable portfolio)		25PC						
	Folder (ordinary,White, long)		50PC						
	Glue gun (High quality, 12mm)		1PC						
	Glue gun stick (12mm)		20PC						
	Highlighter Marker		25PC						
	Index Tab (colored)		5BOX						



Marker (permanent)		15PC						
Marker (whiteboard marker)		10PC						
Molar File with cover		5PC						
Ordinary ID lace Plain (color green)		200PC						
Horizontal ID case (115x89mm)		200PC						
Paste (cyanoacrylate adhesive, 3 grams)		10PC						
Paper Clip (28mm)		15PC						
Paper Clip (50mm)		15PC						
Pencil Sharpener		2PC						
Post-It Notes (stylish film index)		50PAD						
Post-It Notes (1x2", 100 sheets per pad)		15PAD						
Post-It Notes (2x2", 100 sheets per pad)		15PAD						
Pushpin (Round head)		5PC						
Puncher (Large, durable)		3PC						
Scissor (Large, 8")		10PC						
Scissor (Medium, 6")		10PC						
Sticker paper (short, neon green)		10PC						
Stapler (Souft Touch No.35, 5566 20sheets Pollex, Black with built-in staple remover)		5PC						
Tape (Paper masking tape, 1")		10ROLL						
Tape (Transparent/scotch, 0.5")		10ROLL						
Alcohol, ethyl, 68%-70%, scented, 500ml		18BTL						
Facemask (KN94 10pcs/pack, black and white)		15 PACK						
Tissue Paper, 3ply		15PACK						
TOTAL LOT 1:								
LOT 2: OFFICE & OTHER SUPPLIES								
Plaque (customized for awardees), glass 10 inch tall		7PC						
TOTAL LOT 2:								
LOT 3: CELLCARDS								
Mpbile Cellcard(500pesos)		24PC						
TOTAL LOT 3:								
LOT 4: ICT OFFICE SUPPLIES, ICT Equipment								
Computer Ink/-C13T664300 magenta		12PC						
Computer Ink/ C13T664200 cyan		12PC						
Computer Ink/ C13T664400 yellow		12PC						
Computer Ink/ C13T664100 black		12PC						
Computer Ink/ EPSON 001 magenta		10PC						
Computer Ink/ EPSON 001 cyan		10PC						
Computer Ink/EPSON 001 yellow		10PC						
Computer Ink/EPSON 001 black		10PC						
Printer		1 UNIT						
Laptop		2UNITS						
TOTAL LOT 4								
GRAND TOTAL:								

 (Signature)
 Duly authorized to sign Bid for and on behalf of

 (in the capacity of)

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