



[SVP-85-2022] REQUEST TO SUBMIT QUOTATION OR PROPOSAL FOR THE LOT 1 – FOOD AND ACCOMMODATION FOR VIP, LOT 2 – VAN RENTAL AND LOT 3 – TRAINING MATERIALS FOR USE IN THE CONDUCT OF THE PRESIDENT SECRETARY'S VISIT CUM TRAINING AND TECHNO DEMO FOR FARMERS IN CAMARINES SUR UNDER VARIOUS PROGRAMS AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO NINE HUNDRED SEVENTEEN THOUSAND FIVE HUNDRED PESOS (PHP917,500.00) 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 quotation for the ff:

QTY	PARTICULARS	UNIT COST	TOTAL COST
	LOT 1- Food and Accommodation in Camarines Sur (VIP)		
50 pax	Day 0 - Food and Accommodation; VIP (Advance Party) Lunch, 1 Snack, Dinner, Accommodation (50 pax VIP x 1,450.00)	1,450.00	72,500.00
50 pax	Day 1 – Food for VIP and other Guests Breakfast, 2 Snacks, Lunch, Dinner (50 pax x 1,200.00)	1,200.00	60,000.00
50 pax	Day 1 - Full Board for VIP and other Guests Breakfast, 2 Snacks, Lunch, Dinner, Accommodation (50 pax x Ps1,800.00)	1,800.00	90,000.00
50 pax	Day 2 (VIP and Other Participants) Breakfast and AM Snack (50 pax x Ps 350.00)	350.00	17,500.00
	Sub Total		240,000.00
	FOOD for DA personnel, Farmers, and Other Participants in CAMARINES SUR		
50 pax	Day 0 (Food) (DA and other Participants) Lunch, 2 Snacks, Dinner (50 pax x Ps 700.00)	700.00	35,000.00
1,200 pax	Day 1 (Farmers and other Participants) Lunch, 2 Snacks (1,200 pax x Ps 450.00)	450.00	540,000.00
	Sub Total		575,000.00
	LOT 1 SUB TOTAL		825,000.00
	LOT 2- Van Rental		
5 units	5 units x Ps 5,500.00 (Camarines Sur)	5,500.00	27,500.00
	Sub Total		13,500.00
	LOT 3 – Training Materials		
679 pcs	Ballpens	20.00	13,580.00
4 reams	Bookpaper, Advance Long	300.00	1,200.00
15 reams	Bookpaper, Advance A4	260.00	3,900.00



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4 bot	HP GT51XL, Black	370.00	1,480.00
4 Bot	HP GT52, Cyan	330.00	1,320.00
4 bot	HP GT52, Magenta	330.00	1,320.00
3 bot	HP GT52, Yellow	330.00	990.00
4 pcs	Flashdrive, 128GB	1,500.00	6,000.00
4 pcs	Stapler with Staple Remover #35	300.00	1,200.00
4 box	Staple wire #35	35.00	140.00
6 pcs	Correction Tape	35.00	210.00
8 cart	Toner (HP-19A Black Original Laserjet Toner Cartridge)	4,000.00	32,000.00
4 pcs	Storage Box with wheels (120L)	1,000.00	4,000.00
10 pcs	Alcohol, 70% solution	90.00	900.00
4 doz	2-ply Tissue Paper	110.00	440.00
4 pcs	Masking Tape, 2"	80.00	320.00
5 bot	003 Ink, Black	300.00	1,500.00
5 bot	003 Ink, Cyan	300.00	1,500.00
5 bot	003 Ink, Magenta	300.00	1,500.00
5 bot	003 Ink, Yellow	300.00	1,500.00
Sub Total			75,000.00
GRAND TOTAL			₱917,500.00

The agency intends to apply the amount **NINE HUNDRED SEVENTEEN THOUSAND FIVE HUNDRED PESOS (PHP917,500.00)** 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, For Lot 1, ROBIEDO INC, ; AVENUE PLAZA HOTEL ; NAGA REGENT HOTEL all from Naga City ;

For Lot 2, DIOSA KOBI TRAVEL AND TOURS, Pili, Camarines Sur; AOL TRAVEL AND TOURS ; SIERRA DE IBALON both from Legazpi City;

For Lot 3 - RFK General Merchandise, Erivan General Merchandise and AVG Office Supplies Trading and any other interested Bidders are hereby requested to submit the following documents;



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1. Mayors Permit (updated or at least proof of renewal for 2022)
2. DTI /SEC Registration
3. PhilGeps Registration
4. Annual Income Tax Return
5. Omnibus Sworn Statement
6. BIR Registration
7. Preferred Menu for Lot 1

The bidders are required to pay the non-refundable amount Five Hundred Pesos (Php500.00) for bid documents to the Cashier's Office, DA RFO-5, Pili, Camarines Sur. **All submitted documents must be in duplicate, all copies must be marked with ear tabs or side-end to identify the page components and shall be properly addressed to the BAC Chairperson.** 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 29 July 2022** at the 3rd Floor, Sta Catalina Hall, Operations Bldg., DA RFO-V, Pili, Camarines Sur. Opening of quotation 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.

July 19, 2022 San Agustin, Pili, Camarines Sur.

ENGR. TEODORO C. ELEDA
Engineer IV
BAC Vice Chairperson



MENU

MENU for VIP

DAY 0	DAY 1	DAY 2
Breakfast	Breakfast	Breakfast
<i>No Breakfast</i>	Coffee	Coffee
	American Breakfast	American Breakfast
	Bottled water	Bottled water
AM Snacks	AM Snacks	AM Snacks
<i>No AM Snack</i>	Kakanin with pansit	Cinnamon Rolls
	Coffee	Hot Choco/ Coffee
	Pineapple 'n can & Bottled water	Bottled water
Lunch	Lunch	Lunch
Cream of Mushroom	Cream of Asparagus	<i>No Lunch</i>
Vegetable Casserole	Vegetable Casserole	
Crispy Breaded Fish Fillet with Dip	Steam Fish Fillet	
Chicken Teriyaki with Sesame Seeds	Pork Spareribs in Salt & Pepper	
Steamed Rice	Steamed Rice	
Dessert	Dessert	
Cathedral Window	Cream Caramel	
Drink	Drink	
One round of juice & bottled water	One round of juice & bottled water	
PM Snacks	PM Snacks	
Kakanin with Palabok	Carbonara	<i>No PM Snack</i>
Coffee	banana cake	
Pineapple 'n can & Bottled water	Pineapple 'n can	
	Bottled water	
Dinner	Dinner	Dinner
Spinach with Chicken & Bean Curd	Cream of Pumpkin Soup	<i>No Dinner</i>
Vegetable Casserole	Vegetable Casserole	
Garlic Chicken	Sweet and Sour Fish Fillet	
Pork Spareribs in Salt & Pepper	Pork Hongma	
Steamed Rice	Steamed Rice	
Dessert	Dessert	
Fruit Salad	Cream Caramel	
Drink	Drink	
One round of juice & bottled water	One round of juice & bottled water	



REGULAR MENU

DAY 0	DAY 1
AM Snacks	AM Snacks
Sotanghon	Cinnamon Rolls
Biko	Hot Choco/ Coffee
Pineapple 'n can & Bottled water	Bottled water
Bottled Iced Tea	
Lunch	Lunch
Cream of Mushroom	Cream of Asparagus
Vegetable Casserole	Vegetable Casserole
Crispy Breaded Fish Fillet with Dip	Steam Fish Fillet
Chicken Teriyaki with Sesame Seeds	Pork Spareribs in Salt & Pepper
Steamed Rice	Steamed Rice
Dessert	Dessert
Cathedral Window	Cream Caramel
Drink	Drink
One round of juice & bottled water	One round of juice & bottled water
PM Snacks	PM Snacks
Kakanin with Palabok	Carbonara
Coffee/ Pineapple 'n can	banana cake
Bottled water	Pineapple 'n can
	Bottled water
Dinner	Dinner
Spinach with Chicken & Bean Curd	<i>No Dinner</i>
Vegetable Casserole	
Garlic Chicken	
Pork Spareribs in Salt & Pepper	
Steamed Rice	
Dessert	
Fruit Salad	
Drink	
One round of juice & bottled water	



Department of Agriculture
Regional Field Office No. 5
San Agustin, Pili, Camarines Sur

Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Regional Field Office 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

_____.
(PHP _____).

Accompanying this Bid Form is our Bid Offer containing the details of the requisition and our offered items in specified quantity and unitprice.

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 _____ 20 ____.

(Name & Signature of Bidder or
Authorized Representative)

(Address & telephone No.)

Date of Bidding



FOR GOODS OFFERED FROM WITHIN THE PHILIPPINES

THE LOT 1 - FOOD AND ACCOMMODATION FOR VIP, LOT 2 - VAN RENTAL AND LOT 3 - TRAINING MATERIALS FOR USE IN THE CONDUCT OF SECRETARY'S VISIT CUM TRAINING AND TECHNO DEMO FOR FARMERS IN CAMARINES SUR UNDER VARIOUS PROGRAMS

Name of Project:

Name of Bidder / Authorized Representative:

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 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, DELIVERED FINAL DESTINATION (col 9) x (col 4)
	LOT 1- Food and Accommodation in								
	Day 0 - Food and Accommodation; VIP (Advance Party) Lunch, 1 Snack, Dinner, Accommodation		50 pax						
	Day 1 - Food for VIP and other Guests Breakfast, 2 Snacks, Lunch, Dinner		50 pax						
	Day 1 - Full Board for VIP and other Guests Breakfast, 2 Snacks, Lunch, Dinner, Accommodation		50 pax						
	Day 2 (VIP and Other Participants) Breakfast and AM Snack (50 pax x Ps 350.00)		50 pax						
	FOOD for DA personnel, Farmers, and Other								
	Day 0 (Food) (DA and other Participants) Lunch, 2 Snacks, Dinner (50 pax x Ps 700.00)		50 pax						
	Day 1 (Farmers and other Participants) Lunch, 2 Snacks (1,200 pax x Ps 450.00)		1,200 pax						
	Sub total for lot 1								
	LOT 2-- Van Rental								
	5 units x Ps 5,500.00 (Camarines Sur)		5 units						
	Sub total for lot 2								



	LOT 3 – Training Materials							
	Ballpens		679 pcs					
	Bookpaper, Advance Long		4 reams					
	Bookpaper, Advance A4		15reams					
	HP GT51XL, Black		4 bot					
	HP GT52, Cyan		4 Bot					
	HP GT52, Magenta		4 bot					
	HP GT52, Yellow		3 bot					
	Flashdrive, 128GB		4 pcs					
	Stapler with Staple Remover #35		4 pcs					
	Staple wire #35		4 box					
	Correction Tape		6 pcs					
	Toner (HP-19A Black Original Laserjet Toner)		8 cart					
	Storage Box with wheels (120L)		4 pcs					
	Alcohol, 70% solution		10 pcs					
	2-ply Tissue Paper		4 doz					
	Masking Tape, 2"		4 pcs					
	003 Ink, Black		5 bot					
	003 Ink, Cyan		5 bot					
	003 Ink, Magenta		5 bot					
	003 Ink, Yellow		5 bot					
	Sub Total							
	GRAND TOTAL							₱

 [Signature]

 [in the capacity of]

Duly authorized to sign Bid for and on behalf of the supplier



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



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]