



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

**REQUEST TO SUBMIT QUOTATION FOR 2<sup>ND</sup> INVITATION FOR LOT 1 - MEALS AND ACCOMMODATION FOR CAMARINES SUR AND LOT 6 - CATERING SERVICES FOR CAMARINES NORTE FOR USE DURING THE CONDUCT OF ORIENTATION, TRAINING AND PCIP UPDATING ACTIVITIES ON INTEGRATING CLIMATE AND OTHER RISK CONSIDERATIONS IN THE PCIPS UNDER PHILIPPINE RURAL DEVELOPMENT PROGRAM (PRDP) IMPLEMENTATION AT ESTIMATED PROJECT COST AMOUNTING TO THREE HUNDRED EIGHTY THOUSAND TWO HUNDRED FIFTY PESOS (PHP380,250.00) PURSUANT TO ALTERNATIVE METHOD OF PROCUREMENT SPECIFICALLY SHOPPING UNDER SECTION 52.1 (B) UNDER RA 9184 AND ITS REVISED IRR**

The Philippine Rural Development Project thru the Department of Agriculture Regional Field Office No. 5 (DA RFO 5), San Agustin, Pili, Camarines Sur is inviting interested suppliers/dealers to submit Quotation for:

Particulars		Unit Cost	ABC
<b>LOT 1 – MEALS AND ACCOMMODATION FOR CAMARINES SUR</b>			
➤ Orientation and Overview on the over-all enhancements of the I-PLAN manual and Training on the Interim Approach in the PCIP Updating and Workshop for Integrating Climate in the PCIP			
<b>DAY 0:</b>	<b>(Arrival of Island Provinces &amp; Manila Participants)</b>		
<b>40 pax</b>	PM Snacks and Dinner	500.00/pax/day	₱20,000.00
<b>40 pax</b>	Accommodation	650.00/pax/day	26,000.00
<b>DAY 1-3:</b>	<b>(Orientation, Capacity Development, &amp; Workshop)</b>		
<b>50 pax</b>	Fullboard (Meals) and Accommodation for <b>3 days</b>	1,800.00/pax/day	270,000.00
<b>DAY 4:</b>	<b>(Workshop)</b>		
<b>50 pax</b>	Breakfast, AM Snack and Lunch	700.00/pax/day	35,000.00
<b>Sub-total (Lot 1)</b>			<b>₱351,000.00</b>
<b>LOT 6 – CATERING SERVICES FOR CAMARINES NORTE</b>			
➤ PCIP Joint Technical Reviews			
<b>14 pax</b>	2 Snacks and Lunch	650.00/pax/day	₱9,100.00
➤ PCIP Stakeholders Consultation			
<b>31 pax</b>	2 Snacks and Lunch	650.00/pax/day	20,150.00
<b>Sub-total (Lot 6)</b>			<b>₱29,250.00</b>
<b>GRAND TOTAL</b>			<b>PHP380,250.00</b>

The agency intends to apply the amount of **Three Hundred Eighty Thousand Two Hundred Fifty Pesos (Php380,250.00)** 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 (Php1,000,000.00) and in order to fast-track the implementation of the program, this procurement is facilitated thru Negotiated Procurement-Shopping under Section 52.1 (b) of RA 9184 and its Revised IRR.

As such,

**LOT 1 – MEALS AND ACCOMMODATION FOR CAMARINES SUR**

1. **AVENUE PLAZA HOTEL**, Magsaysay Ave., Naga City;
2. **VILLA CACERES HOTEL**, Magsaysay Ave., Naga City;
3. **GO HOTEL**, Roxas Ave., Naga City;



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**LOT 6 – CATERING SERVICES FOR CAMARINES NORTE**

1. **NATHANIEL HOTEL**, Daet, Camarines Norte;
2. **TIN-TIN APARTELLE**, Daet, Camarines Norte;
3. **ZANE HOTEL**, Daet, Camarines Norte;

and any other interested Bidders are hereby requested to submit the following documents;

1. Mayor's Permit
2. DTI /SEC Registration
3. PhilGeps Registration
4. BIR Registration
5. Menu (see attached end user's preferred menu)

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 22 July 2022** at the 3<sup>rd</sup> Floor, Training 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 15, 2022 San Agustin, Pili, Camarines Sur.

**LUZ R. MARCELINO**  
RTD for Operations  
BAC Chairperson

Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
**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.)

**---SAMPLE MENUS---**

**--Menu 1--**

**AM SNACKS**

Bihon Guisado

Puto

Iced Tea

**LUNCH**

Crab and corn Soup

Grilled pork

Chopsuey

Plain Rice

**PM SNACKS**

Baked Macaroni

Garlic Bread

Juice in can

**--Menu 2--**

**AM SNACKS**

Bihon w/ Bread, Fruit Juice

**LUNCH**

Plain Rice, Fried Chicken, Chopsuey, Dessert,  
Bottled Water

**PM SNACKS**

Pancit Guisado

Ham and Egg Sandwich, Fruit Juice

**--Menu 3--**

**AM SNACK**

Lasagna with Bread, Fruit Juice

**LUNCH**

Plain Rice, Pork Adobo, Upo Guisado, Dessert,  
Bottled Water

**PM SNACK**

Pansit Canton Guisado, Tuna Bread, Bottled  
Drinks

**--Sample 4--**

**AM SNACKS**

Steamed Siopao, Pansit Guisado, Bottled Drinks

**LUNCH**

Plain Rice, Pork Chop, Laing, Dessert, Bottled  
Water

**PM SNACKS**

Baked Macaroni with bread, Bottled Drinks

**NOTE:****FOOD:**

1. Choices of AM and PM Snacks
2. Choices of Lunch and Dinner (1 soup, 2 viands, rice and dessert)

**HOTEL:**

1. Fully air-conditioned venue
2. Use of function room/electricity for at least 10 hours
3. Free flowing coffee
4. Dressed up tables and chairs
5. Registration table and chairs
6. Basic lights and sound system
7. With stage, microphone (not less than 3) and podium
8. LCD projector and white screen
9. Complimentary welcome banner (3x5 ft)
10. Free WiFi access and telephone service
11. Event Signage
12. Ample and safe parking space
13. Flagpole with Philippine flag
14. Shuttle service to and from the airport
15. With elevator
16. Rooms can accommodate not more than 4 pax except for dormitory type rooms
17. With standby generator during brownouts
18. With not less than 2 staffs to assist all throughout the activity and with sound operator

**For Goods Offered from Within the Philippines**

Name of Project: **2<sup>ND</sup> INVITATION FOR LOT 1 - MEALS AND ACCOMMODATION FOR CAMARINES SUR AND LOT 6 - CATERING SERVICES FOR CAMARINES NORTE FOR USE DURING THE CONDUCT OF ORIENTATION, TRAINING AND PCIP UPDATING ACTIVITIES ON INTEGRATING CLIMATE AND OTHER RISK CONSIDERATIONS IN THE PCIPS UNDER PHILIPPINE RURAL DEVELOPMENT PROGRAM (PRDP) IMPLEMENTATION**

Name of Bidder: \_\_\_\_\_

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXWper 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)
1	<b>LOT 1 – MEALS AND ACCOMMODATION FOR CAMARINES SUR</b>								
	➤ <b>Orientation and Overview on the over-all enhancements of the I-PLAN manual and Training on the Interim Approach in the PCIP Updating and Workshop for Integrating Climate in the PCIP</b>								
	<b>DAY 0: (Arrival of Island Provinces &amp; Manila Participants)</b> PM Snacks and Dinner Accommodation		<b>40 pax 40 pax</b>						
	<b>DAY 1-3: (Orientation, Capacity Development, &amp; Workshop)</b> Fullboard (Meals) and Accommodation for 3 days		<b>50 pax</b>						
	<b>DAY 4: (Workshop)</b> Breakfast, AM Snack and Lunch		<b>50 pax</b>						
	<b>Sub-total (Lot 1)</b>								
2	<b>LOT 6 – CATERING SERVICES FOR CAMARINES NORTE</b>								
	➤ <b>PCIP Joint Technical Reviews</b>								
	2 Snacks and Lunch		<b>14 pax</b>						
	➤ <b>PCIP Stakeholders Consultation</b>								
	2 Snacks and Lunch		<b>31 pax</b>						
	<b>Sub-total (Lot 6)</b>								
	<b>GRAND TOTAL</b>								

\_\_\_\_\_  
[signature]

\_\_\_\_\_  
[in the capacity of]

Duly authorized to sign Bid for and on behalf of \_\_\_\_\_