



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

REQUEST TO SUBMIT QUOTATION OR PROPOSAL FOR THE CATERING SERVICES FOR VARIOUS TRAININGS OF AMIA UNDER 2023 AMIA AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO THREE HUNDRED FORTY-SIX THOUSAND ONE HUNDRED TWENTY-FIVE PESOS (PHP 346,125.00) 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:

	Particulars	ABC
Lot 1	Camarines Sur	246,725.00
Lot 2	Catanduanes	99,400.00
	TOTAL	346,125.00

The agency intends to apply the amount of **THREE HUNDRED FORTY-SIX THOUSAND ONE HUNDRED TWENTY-FIVE PESOS (PHP 346,125.00)** 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-Small Value Procurement under Section 53.9 of RA 9184 and its Revised IRR.

As such: **Lot 1- JEANINE'S EATERY**, San Agustin, Pili, Camarines Sur; **MULTI-AGRI-FOREST AND COMMUNITY DEVELOPMENT COOPERATIVE**, DA Compound, San Agustin Pili, Camarines Sur; **CAMSUR MULTI-PURPOSE COOPERATIVE**, Zone 4, Cadlan, Pili, Camarines Sur;

LOT 2- RAKDELL INN, Virac Diversion Road, Virac, Catanduanes; **RHAJ INN**, Catanduanes; **CATHY'S RESTAURANT AND CATERING**, Catanduanes 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. Omnibus Sworn Statement
5. BIR Registration
6. Menu

The bidders are required to pay the non-refundable amount **Five Hundred Pesos (Php 500.00)** for bid documents to the Cashier's Office, DA RFO-5, Pili, Camarines Sur. **All submitted documents must be in duplicate (ORIGINAL AND COPY 1), all copies must be A4 size bond paper, 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 not later than 9:00 in the morning of 10 February 2023 at the BAC Office, DA RFO 5, San Agustin, Pili Camarines Sur. Late bids shall not be accepted. The opening of Proposal shall be at 10:00 AM onwards at 3rd Floor Operation Building, DA RFO-5, San Agustin, Pili, Camarines Sur.



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

Let this Invitation be posted pursuant to RA 9184 and its IRR. For more information, please see or contact BAC Secretariat Office, via email bacrfo5@gmail.com.

February 3, 2023 San Agustin, Pili, Camarines Sur.

LORENZO L. ALVINA
Chief, Integrated Laboratory Division
BAC Chairperson



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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 _____ 2023.

(Name and Signature of Bidder or
Authorized Representative)

(Address and Telephone No.)

Date of Bidding



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

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:]



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

[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

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

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



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

[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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For Goods Offered from Within the Philippines

Name of the Project: **CATERING SERVICES FOR VARIOUS TRAININGS OF AMIA UNDER 2023 AMIA**

Name of Bidder: _____

1	2	3	4	5	6	7	8	9	10
Lot	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)
1	Camarines Sur (2 Snacks and 1 Lunch) (355.00 per pax)								
	Policy Training for the Mainstreaming of Climate Information Service -February 2023 (4 Meetings) -45 pax per Meeting		180 pax						
	Training on Community-Based Disaster Risk Reduction Management (CBDRRM) -February 2023 (4 Meetings) -40 pax per Meeting		160 pax						
	Training on Climate Resilient Agriculture Digital Platform -February 2023 (2 Meetings) -March 2023 (3 Meetings) -35 pax per Meeting		175 pax						
	Training on Food Processing -March 2023 (3 Meetings) -60 pax per Meeting		180 pax						
								TOTAL	



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

2	Catanduanes (2 Snacks and 1 Lunch) (355.00 per pax)								
	Training on Community-Based Disaster Risk Reduction Management (CBDRRM) -March 2023 (2 Meetings) -35 pax per Meeting		70 pax						
	Training on Alternative Feeds Production -February 2023 (3 Meetings) -35 pax per Meeting		105 pax						
	Training on Climate Information Service -March 2023 (3 Meetings) -35 pax per Meeting		105 pax						
								TOTAL	
								GRAND TOTAL	

Name: _____

Legal Capacity: _____

Signature: _____

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

DATE	AM SNACK	LUNCH	PM SNACK
CAMARINES SUR			
Policy Training for the Mainstreaming of Climate Information Services			
February 5, 2023	Sotanghon Guisado	Rice	Banana Cake
	Kutsinta	Beef Teryaki	C2 Solo
	Quench	Currie Vegetable	
		Water	
		Fruits	
February 8, 2023	Baked Macaroni	Rice	Ham & Cheese
	Cheese Puto	Chicken Curry	C2 Solo
	Quench	Lumpia Shanghai	
		Water	
		Banana	
February 9, 2023	Baked Macaroni	Rice	Ham & Cheese
	Cheese Puto	Chicken Curry	C2 Solo
	Quench	Lumpia Shanghai	
		Water	
		Banana	
February 10, 2023	Bihon Guisado	Rice	Banana Cake
	Iced Tea	Pinakbet	Orange juice
		Inihaw na Porkchop	
		Fruity Gelatin	
Training on Community-Based Disaster Risk Reduction Management (CBDRRM)			
February 14, 2023	Bihon Guisado	Rice	Banana Cake
	Iced Tea	Pinakbet	Orange juice
		Inihaw na Porkchop	
		Fruity Gelatin	
February 15, 2023	Pancit Palabok	Sinigang na Baboy	Turon w/ langka
	Iced Tea	Vegetable Casserole	Dalandan Juice
		Rice	
		Mango Lechetin	
February 16, 2023	Pancit Palabok	Sinigang na Baboy	Turon w/ langka
	Iced Tea	Vegetable Casserole	Dalandan Juice
		Rice	
		Mango Lechetin	
February 17, 2023	Sotanghon Guisado	Rice	Banana Cake
	Kutsinta	Beef Teryaki	C2 Solo
	Quench	Currie Vegetable	
		Water	
		Fruits	
Training on Climate Resilient Agriculture Digital Platform			
February 27, 2023	Baked Macaroni	Rice	Ham & Cheese
	Cheese Puto	Chicken Curry	C2 Solo
	Quench	Lumpia Shanghai	
		Water	
		Banana	
February 28, 2023	Baked Macaroni	Rice	Ham & Cheese
	Cheese Puto	Chicken Curry	C2 Solo
	Quench	Lumpia Shanghai	
		Water	
		Banana	
March 1, 2023	Bihon Guisado	Rice	Banana Cake
	Iced Tea	Pinakbet	Orange juice
		Inihaw na Porkchop	
		Fruity Gelatin	

March 2, 2023	Bihon Guisado	Rice	Banana Cake
	Iced Tea	Pinakbet	Orange juice
		Inihaw na Porkchop	
March 3, 2023		Fruity Gelatin	
	Pancit Palabok	Sinigang na Baboy	Turon w/ langka
	Iced Tea	Vegetable Casserole	Dalandan Juice
		Rice	
		Mango Lechetin	
Training on Food Processing			
March 29, 2023	Cheese Cake	Chopsuey Guisado	Steamed Siopao
	C2	Breaded Fish Fillet w/Dip	Pineapple Juice
		Steamed Rice	
March 30, 2023	Maja Blanca	Roasted Chicken	Baduya Toasted
	Orange Juice	Grilled Liempo	Iced Tea
		Steamed Rice	
March 31, 2023	Banana Cake	Shanghai Rolls (4s)	Toasted Siopao
	Iced tea	Asstd. Vegies w/ Quail Eggs	Coke
		Steamed Rice	
CATANDUANES			
Training on Community-Based Disaster Risk Reduction Management (CBDRM)			
March 16, 2023	Banana Cake	Shanghai Rolls (4s)	Toasted Siopao
	Iced tea	Asstd. Vegies w/ Quail Eggs	Coke
		Steamed Rice	
March 17, 2023	Mocha Cake	Rice	Ginataang Halo-halo
	Four seasons Juice	Pinangat	Iced tea
		Leche plan	
Training on Alternative Feeds Production			
February 22, 2023	Spaghetti	Rice	Siopao
	Pineapple Juice	Adobo	Orange juice
		Mineral Water	
February 23, 2023	Toast bread	Rice	Maja Blanca
	Carbonara	Fried Tuna	Pineapple Juice
		Gelatin	
February 24, 2023	Hopia 2 pcs	Braised Tofu w/ Mushroom	Turon
	Pomeo Juice	Steamed Rice	Juice
		Cathedral Window	
Training on Climate Information			
March 22, 2023	Sotanghon Guisado	Rice	Banana Cake
	Kutsinta	Beef Teryaki	C2 Solo
	Quench	Currie Vegetable	
		Water	
March 23, 2023		Fruits	
	Baked Macaroni	Rice	Ham & Cheese
	Cheese Puto	Chicken Curry	C2 Solo
	Quench	Lumpia Shanghai	
March 24, 2023		Water	
	Baked Macaroni	Rice	Ham & Cheese
	Cheese Puto	Chicken Curry	C2 Solo
	Quench	Lumpia Shanghai	
	Water		
	Banana		