



REQUEST TO SUBMIT QUOTATION FOR LOT 1 - CATERING SERVICES, LOT 2 - TRAINING SUPPLIES, AND LOT 3 - VAN RENTAL FOR THE CONDUCT OF REGIONAL PROGRAM ADVISORY BOARD (RPAB) MEETINGS IN ALBAY UNDER 2023 PHILIPPINE RURAL DEVELOPMENT PROGRAM (PRDP) IMPLEMENTATION AT ESTIMATED PROJECT COST AMOUNTING TO TWO HUNDRED THIRTY-TWO THOUSAND PESOS (PHP232,000.00) 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
LOT 1 - CATERING SERVICES			
60 pax	Full board Meals for 4 days	650/pax/day	₱156,000.00
Sub-total (Lot 1)			₱156,000.00
LOT 2 - TRAINING SUPPLIES			
7 pcs	Battery AA	50.00/pc	₱350.00
7 pcs	Battery AAA	40.00/pc	280.00
9 boxes	Binder Clip, Small	40.00/box	360.00
9 boxes	Binder Clip, Medium	60.00/box	540.00
10 boxes	Binder Clip, Large	70.00/box	700.00
12 boxes	Bond paper, S20 A4	1,500.00/box	18,000.00
19 pcs	Correction Tape	45.00/pc	855.00
100 pcs	Envelope, Brown, Long	8.00/pc	800.00
20 dozen	Envelope, Expanding, Long with tie, Kraft	250.00/doz	5,000.00
20 dozen	Folder, White, Long	96.00/doz	1,920.00
20 dozen	Folder, Brown, Long	96.00/doz	1,920.00
10 boxes	Paper Clip, Big	45.00/box	450.00
10 boxes	Paper Clip, Small	35.00/box	350.00
15 boxes	Paper Fastener	65.00/box	975.00
2 boxes	Sign Pen, Black	1,550.00/box	3,100.00
2 boxes	Sign Pen, Blue	1,550.00/box	3,100.00
2 boxes	Sign Pen, 0.3, Black	350.00/box	700.00
2 boxes	Sign Pen, 0.3, Blue	350.00/box	700.00
2 boxes	Sign Pen, 0.3, Green	350.00/box	700.00
10 pcs	Highlighter (Assorted Color)	45.00/pc	450.00
5 boxes	Staple Wire #35	45.00/box	225.00
5 pcs	Tape, Double-Sided, 2'	40.00/pc	200.00
5 pcs	Tape, Duct 2'	175.00/pc	875.00
10 pcs	Tape, Masking, 1'	45.00/pc	450.00
10 pcs	Tape, Scotch, 1'	35.00/pc	350.00
10 pcs	Tape, Packing, 3'	89.00/pc	890.00
2 sets	Epson Ink 003	1,600.00/set	3,200.00
2 sets	Canon Ink Gi-790	1,880.00/set	3,760.00
5 rolls	Tissue, 12 Rolls 300 Sheets 2ply	160.00/roll	800.00



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

	Bundle		
		Sub-total (Lot 2)	₱52,000.00
LOT 3 - VAN RENTAL			
1 unit	Van Rental for 4 days	6,000/unit	₱24,000.00
		Sub-total (Lot 3)	₱24,000.00
		GRAND TOTAL	₱232,000.00

The agency intends to apply the amount of **Two Hundred Thirty-Two Thousand Pesos (Php232,000.00)** 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 (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 - CATERING SERVICES

1. **COOLSHINE CATERING SERVICES**, Camalig, Albay;
2. **CUTE-EAT CATERING SERVICES**, Guinobatan, Albay;
3. **CASA MESA CATERING SERVICES**, Malinao, Albay;

LOT 2 - TRAINING SUPPLIES

1. **RFK GENERAL MERCHANDISE**, Pili, Camarines Sur;
2. **4G'S OFFICE SUPPLIES AND EQUIPMENT TRADING**, Bula, Camarines Sur;
3. **GALAXY POINT SCHOOL & OFFICE SUPPLIES**, Gen. Luna St., Naga City;

LOT 3 - VAN RENTAL

1. **TRAVIZIA TRAVEL & TOURS**, Peñaranda St., Legazpi City;
2. **AOL TRAVEL & TOURS**, Buraguis, Legazpi City;
3. **BVR TRAVEL AND TOURS**, Camalig, Albay;

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)
6. Pictures or Brochure (Lot 2 only)

The bidders are required to pay the non-refundable amount of Five Hundred Pesos (Php500.00) per lot 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.



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

Sealed Bid must be received by BAC Secretariat, DA RFO 5 not later than **09:00 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 10:00AM onwards at 3rd Floor Operation Building, DA RFO-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 07, 2023, San Agustin, Pili, Camarines Sur.

LORENZO L. ALVINA
Chief, ILD
BAC Chairman

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 _____ 2023.

(Name and Signature of Bidder OR
Authorized Representative)

Date of Bidding

(Address and Telephone No.)

MENU
FOR THE CONDUCT OF REGIONAL PROGRAM ADVISORY BOARD (RPAB) MEETINGS
(60 pax)

Meals	DAY 1	DAY 2	DAY 3	DAY 4
Breakfast	Smoked/Dried Fish Scrambled Egg Hotdog Fried Rice Coffee Fresh Fruits	Daing na Abu Corned Beef with Potato Sunny Side-up Fried Rice Brewed Coffee Fresh Fruits	Beef Tapa Pork Luncheon Meat Sunny Side-up Fried Rice Brewed Coffee Fresh Fruits	Smoked Fish Scrambled Egg Hotdog Fried Rice Coffee Fruit in Season
AM Snacks	Meatball Spaghetti w/ Bread Cucumber Juice	Pancit Guisado w/ Siopao Iced Tea	Pancit Guisado with Siopao Fruit Juice	Pork Empanada Cucumber Juice
Lunch	Cream of Mushroom Mixed Veggies Sinigang na Baboy Steamed Rice Cathedral Window	Cream of Pumpkin Beef Broccoli Kinunot Steamed Rice Mango Lechetin	Cream of Mushroom Fried Chicken Laing Steamed Rice Fruit Salad	Cream of Mushroom Pinakbet Sinigang na Baboy Steamed Rice Fruit Salad
PM Snacks	Pancit Guisado with Siopao Iced Tea	Meatball Spaghetti w/ Bread Pineapple Juice	Meatball Spaghetti w/ Bread Cucumber Juice	Pancit Guisado w/ Siopao Soda in glass
Dinner	Cream of Pumpkin Mixed Veggies Chicken BBQ Binagoongang Baboy Steamed Rice Fresh Fruits	Cream of Pumpkin Soup Buttered Chicken Gulay na Laing Kare-Kareng Baka Steamed Rice Fresh Fruits	Tinolang Manok Lechon Kawali Bicol Express Steamed Rice Fresh Fruits	Cream of Pumpkin Vegetable Casserole Chicken BBQ Binagoongang Baboy Steamed Rice Fruit in season

For Goods Offered from Within the Philippines

Name of Project: **LOT 1 - CATERING SERVICES, LOT 2 - TRAINING SUPPLIES, AND LOT 3 - VAN RENTAL FOR THE CONDUCT OF REGIONAL PROGRAM ADVISORY BOARD (RPAB) MEETINGS IN ALBAY UNDER 2023 PHILIPPINE RURAL DEVELOPMENT PROGRAM (PRDP) IMPLEMENTATION**

Name of Bidder: _____

1 Item	2 Description	3 Country of origin	4 Quantity	5 Unit price EXW per item	6 Transportation and Insurance and all other costs incidental to delivery, per item	7 Sales and other taxes payable if Contract is awarded, per item	8 Cost of Incidental Services, if applicable, per item	9 Total Price, per unit (col 5+6+7+8)	10 Total Price delivered Final Destination (col 9) x (col 4)
1	LOT 1 - CATERING SERVICES IN CAMARINES SUR (February 21; April 20; June 22; and October 18, 2023)								
	Full board meals for 4 days		60 pax						
								Sub-total (Lot 1)	
2	LOT 2 - TRAINING SUPPLIES								
	Battery AA		7 pcs						
	Battery AAA		7 pcs						
	Binder Clip, Small		9 boxes						
	Binder Clip, Medium		9 boxes						
	Binder Clip, Large		10 boxes						
	Bond paper, S20 A4		12 boxes						
	Correction Tape		19 pcs						
	Envelope, Brown, Long		100 pcs						
	Envelope, Expanding, Long with tie, Kraft		20 dozen						
	Folder, White, Long		20 dozen						
	Folder, Brown, Long		20 dozen						
	Paper Clip, Big		10 boxes						
	Paper Clip, Small		10 boxes						
	Paper Fastener		15 boxes						
	Sign Pen, Black		2 boxes						

Name: _____

Legal Capacity: _____

Signature: _____

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

For Goods Offered from Within the Philippines

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2	Sign Pen, Blue		2 boxes						
	Sign Pen, 0.3, Black		2 boxes						
	Sign Pen, 0.3, Blue		2 boxes						
	Sign Pen, 0.3, Green		2 boxes						
	Highlighter (Assorted Color)		10 pcs						
	Staple Wire #35		5 boxes						
	Tape, Double-Sided, 2'		5 pcs						
	Tape, Duct 2'		5 pcs						
	Tape, Masking, 1'		10 pcs						
	Tape, Scotch, 1'		10 pcs						
	Tape, Packing, 3'		10 pcs						
	Epson Ink 003		2 sets						
	Canon Ink Gi-790		2 sets						
	Tissue, 12 Rolls 300 Sheets 2ply Bundle		5 rolls						
								Sub-total (Lot 2)	
3	LOT 3 - VAN RENTAL								
	Van Rental for 4 days		1 unit						
								Sub-total (Lot 3)	
								GRAND TOTAL	

Name: _____

Legal Capacity: _____

Signature: _____

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