



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

[SVP-13-2023] REQUEST TO SUBMIT QUOTATION OR PROPOSAL FOR CATERING SERVICES, ACCOMMODATION AND TRAINING MATERIALS TO BE USED IN VARIOUS TRAININGS OF RSBSA IN BICOL REGION AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING SIX HUNDRED NINETY THOUSAND PESOS ONLY (₱690,000.00) 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 contractors to submit complete bid quotation for the:

QTY	PARTICULARS	UNIT COST	TOTAL COST
	LOT 1 - CAMARINES SUR		
58 PAX	Am Snacks, Lunch and PM Snacks @ 58 pax per day for 10 days	355.00	205,900.00
	TOTAL for LOT 1 -		205,900.00
	LOT 2 - ALBAY		
28 PAX	Day 1 AM Snacks, Lunch, PM Snacks and Dinner	700.00	19,600.00
10 PAX	ACCOMMODATION	650.00	6,500.00
28 PAX	Day 2 Breakfast AM Snacks, Lunch, PM Snacks and Dinner	850.00	23,800.00
	TOTAL FOR LOT 2 -		49,900.00
	LOT 3 - CAMARINES NORTE		
22 PAX	Day 1 AM Snacks, Lunch, PM Snacks and Dinner	700.00	15,400.00
10 PAX	ACCOMMODATION	650.00	6,500.00
22 PAX	Day 2 Breakfast AM Snacks, Lunch, PM Snacks and Dinner	850.00	18,700.00
	TOTAL FOR LOT 3 -		40,600.00
	LOT 4 - CANTANDUANES		
21 PAX	Day 1 AM Snacks, Lunch, PM Snacks and Dinner	700.00	14,700.00
10 PAX	ACCOMMODATION	650.00	6,500.00
21 PAX	Day 2 Breakfast AM Snacks, Lunch, PM Snacks and Dinner	850.00	17,850.00
	TOTAL FOR LOT 4 -		39,050.00
	LOT 5 - MASBATE		
31 PAX	Day 1 AM Snacks, Lunch, PM Snacks and Dinner	700.00	21,700.00
10 PAX	ACCOMMODATION	650.00	6,500.00
31 PAX	Day 2 Breakfast AM Snacks, Lunch, PM Snacks and Dinner	850.00	26,350.00
	TOTAL FOR LOT 5 -		54,550.00
	LOT 6 - SORSOGON		
25 PAX	Day 1 AM Snacks, Lunch, PM Snacks and Dinner	700.00	17,500.00
10 PAX	ACCOMMODATION	650.00	6,500.00
25 PAX	Day 2 Breakfast AM Snacks, Lunch, PM Snacks and Dinner	850.00	21,250.00
	TOTAL FOR LOT 6 -		45,250.00
	LOT 7 - TRAINING MATERIALS		
7 REAMS	8.27" x 11.69" Bond paper (per ream) S-20	260.00	1,820.00
20 PIECES	MicroSD card 32gb	250.50	5,010.00
19 PIECES	Tickler Notebook Lined A4 (80 Leaves)	100.00	1,900.00



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6 BOXES	Retractable Ballpen 0.5mm, Black	550.00	3,300.00
150 PIECES	Heavy Duty Lanyard w/RSBSA logo	75.00	11,250.00
26 PIECES	Alcohol isopropyl 70%, 500ml	95.00	2,470.00
10 UNITS	Global positioning system etrexx 10-22	10,000.00	100,000.00
26 UNITS	Basic data collection module, android based	4,000.00	104,000.00
TOTAL FOR LOT 7 -			229,750.00
GRAND TOTAL			669,000.00

The agency intends to apply the amount Six Hundred Sixty-Nine Thousand Pesos only (Php 669,000.00) 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-Small Value Procurement under Section 53.9 of RA 9184 and its Revised IRR.

As such, **LOT 1** – Maf COOP, DA Compound San Agustin Pili Cam Sur, Jeanine’s Eatery San Agustin Pili Cam Sur and Anjoe Catering Services Pili, Cam Sur. **LOT 2** – Ninong hotel , Casa Basilisa and Charisma Catering Servies, **LOT 3** – Tin-Tin Apartel, Nonoy’s Food Hauz and Joe’s Grill and Restaurant **LOT 4** – Rakedell Inn, Queen Marciel Inn and Kemji Resort and Restaurant **LOT 5** – Unica Hija, Bams Resto Bar and Circle E **LOT 6** – Casa Feliz, F.E Lee Sportsbar and Resto and **LOT 7** – RFK Gen Mdse, Galaxy Point School and Office Supply and Allan Justine Gen Mdse and any other interested Bidders are hereby requested to submit the following documents **PARTIAL BID IS ALLOWED**

1. Mayor’s Permit
2. DTI / SEC Registration
3. PhilGeps Registration
4. BIR Registration
5. Omnibus Sworn Statement
6. Menu (LOT 1 – 6)
7. Pictures / Brochure (LOT 7 only)

The bidders are required to pay the non-refundable amount Five Hundred Pesos (Php500.00) if all lots 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 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 9:30 in the morning of 15 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.

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 09, 2022 San Agustin, Pili, Camarines Sur.

LORENZO L. ALVINA
Chief, Integrated Laboratory Division
BAC Chairperson



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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 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 _____ 20__.

Name & Signature of Bidder or
Authorized Representative

Date of bidding

Address & Contact No.



FOR GOODS OFFERED FROM WITHIN THE PHILIPPINES

Name of Project:	CATERING SERVICES, ACCOMMODATION AND TRAINING MATERIALS TO BE USED IN VARIOUS TRAININGS OF RSBSA IN BICOL REGION
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 - CAMARINES SUR								
	Am Snacks, Lunch and PM Snacks @ 58 pax per day for 10 days		58 PAX						
	TOTAL for LOT 1 -								
	LOT 2 - ALBAY								
	Day 1 AM Snacks, Lunch, PM Snacks and Dinner		28 PAX						
	ACCOMMODATION		10 PAX						
	Day 2 Breakfast AM Snacks, Lunch, PM Snacks and Dinner		28 PAX						
	TOTAL FOR LOT 2 -								
	LOT 3 - CAMARINES NORTE								
	Day 1 AM Snacks, Lunch, PM Snacks and Dinner		22 PAX						
	ACCOMMODATION		10 PAX						



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	Day 2 Breakfast AM Snacks, Lunch, PM Snacks and Dinner		22 PAX						
	TOTAL FOR LOT 3 -								
	LOT 4 - CANTANDUANES								
	Day 1 AM Snacks, Lunch, PM Snacks and Dinner		21 PAX						
	ACCOMMODATION		10 PAX						
	Day 2 Breakfast AM Snacks, Lunch, PM Snacks and Dinner		21 PAX						
	TOTAL FOR LOT 4 -								
	LOT 5 - MASBATE								
	Day 1 AM Snacks, Lunch, PM Snacks and Dinner		31 PAX						
	ACCOMMODATION		10 PAX						
	Day 2 Breakfast AM Snacks, Lunch, PM Snacks and Dinner		31 PAX						
	TOTAL FOR LOT 5 -								
	LOT 6 - SORSOGON								
	Day 1 AM Snacks, Lunch, PM Snacks and Dinner		25 PAX						
	ACCOMMODATION		10 PAX						
	Day 2 Breakfast AM Snacks, Lunch, PM Snacks and Dinner		25 PAX						
	TOTAL FOR LOT 6 -								
	LOT 7 - TRAINING MATERIALS								
	8.27" x 11.69" Bond paper (per ream) S-20		7 REAMS						



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	MicroSD card 32gb		20 PIECES						
	Tickler Notebook Lined A4 (80 Leaves)		19 PIECES						
	Retractable Ballpen 0.5mm, Black		6 BOXES						
	Heavy Duty Lanyard w/RSBSA logo		150 PIECES						
	Alcohol isopropyl 70%, 500ml		26 PIECES						
	Global positioning system etrex 10-22		10 UNITS						
	Basic data collection module, android based		26 UNITS						
	TOTAL FOR LOT 7 -								
	GRAND TOTAL								

Signature: _____

[In the capacity of] _____

Duly authorized to sign Bid for and on behalf of _____



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

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



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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

[Iurat]

[Format shall be based on the latest Rules on Notarial Practice]



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Annexment 1. Menu
 Projected Date of Conduct: **March 15, 2023 - December 31, 2023**

Province	Menu		No. of Pax
Camarines Sur Day 1	AM Snack	Pansit, banana fritter, sprite	58
	Lunch	Steamed rice, chicken adobo sa gata, ginisang sayotes, ponkan, bottled water	
	PM Snack	Burger, C2	
Camarines Sur Day 2	AM Snack	Sotanghon, toasted bread, C2	58
	Lunch	Steamed rice, igado, lumpia, banana, bottled water	
	PM Snack	3 layered ham & cheese sandwich, coke	
Camarines Sur Day 3	AM Snack	Spaghetti, sliced chiffon caken, C2	58
	Lunch	Steamed rice, porkchop, mixed veggies, orange, bottled water	
	PM Snack	Siopao, bottled coke	
Camarines Sur Day 4	AM Snack	Bihon, sliced chiffon cake, minute maid orange	58
	Lunch	Steamed rice, fried fish, pork sinigang, banana, bottled water	
	PM Snack	3 layered ham & cheese sandwich, royal	
Camarines Sur Day 5	AM Snack	Cheesy majablanca, minute maid	58
	Lunch	Steamed rice, fried pork chop, mixed veggies, banana, bottled water	
	PM Snack	Hamburger with lettuce, sprite	
Camarines Sur Day 6	AM Snack	Spaghetti, cupcake, coke	58
	Lunch	Steamed rice, fried chicken, chopsuey, sliced pineapple, bottled water	
	PM Snack	Steamed siopao, C2	
Camarines Sur Day 7	AM Snack	Pansit lapad, suman, C2	58
	Lunch	Steamed rice, fried tilapia, pork sinigang, banana, bottled water	
	PM Snack	Baked mac, toasted bread, four seasons	
Camarines Sur Day 8	AM Snack	Spaghetti, putopao, four seasons	58
	Lunch	Steamed rice, cordon bleu, ginataang ampalaya at sitaw, banana, bottled water	
	PM Snack	Pansit lapad, peanut butter sandwich, royal	
Camarines Sur Day 9	AM Snack	Pansit lapad, cupcake, royal	58
	Lunch	Steamed rice, fried fish, chicken sinigang, banana, bottled water	
	PM Snack	Ham & cheese sandwich, C2	
Camarines Sur Day 10	AM Snack	Baked mac, steamed siopao, C2	58
	Lunch	Steamed rice, pork hamonado, fish fillet, banana, bottled water	
	PM Snack	Hamburger & fries, coke	
Albay Day 1	AM Snack	Special majablanca, cucumber & lemon juice	28
	Lunch	Steamed rice, fried fish, pork nilaga, banana, water	
	PM Snack	Macaroni spaghetti, cupcake, four seasons	
	Dinner	Steamed rice, corn soup, chicken curry, mixed veggies, banana, water	
Albay Day 2	Breakfast	Steamed rice, corned beef with potatoes, cheesedog, hotchoco	28
	AM Snack	Bihon, sliced chiffon cake, buko juice	
	Lunch	Steamed rice, menudo, lumpia, sliced pineapple, water	
	PM Snack	Ham & cheese sandwich, coke	
	Dinner	Steamed rice, grilled pork chop, chopsuey, flavored jelly, water	



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Province	Menu		No. of Pax
Camarines Norte Day 1	AM Snack Lunch PM Snack Dinner	Spaghetti, cupcake, cucumber & honey juice Steamed rice, pork adobo, chopsuey, banana, water Burger with fries, iced tea Steamed rice, chicken inasal, buttered corn with carrots, dessert, water	22
Camarines Norte Day 2	Breakfast AM Snack Lunch PM Snack Dinner	Fried rice, tapa, hotdog, coffee Sotanghon, brownies, dalandan juice in can Steamed rice, tinola, fish fillet, banana, water Sliced cake roll, sprite Steamed rice, corn soup, fried tilapia, pakbet, ponkan, water	22
Catanduanes Day 1	AM Snack Lunch PM Snack Dinner	Pansit, cupcakes, orange juice Steamed rice, chicken afritada, ginisang sayotes, banana, bottled water Macaroni spaghetti, toasted bread, cucumber & lemon juice Steamed rice, calamares with sauce, sweet & sour fried fish, flavore jelly, water	21
Catanduanes Day 2	Breakfast AM Snack Lunch PM Snack Dinner	Fried rice, dried fish, tocino, coffee Pansit palabok, kutsinta, dalandan juice Steamed rice, buttered shrimp, lumpia, sliced pineapple, water Carbonara, eggpie, dole Steamed rice, pork hamonado, fish fillet with sauce, leche flan, water	21
Masbate Day 1	AM Snack Lunch PM Snack Dinner	Spaghetti, sliced chiffon cake, four seasons Steamed rice, pork estofado, spicy tahong, ponkan, bottled water 3 layered tuna spread sandwich, C2 dalandan Steamed rice, salted egg shrimp, fried fish, mixed fruits, water	31
Masbate Day 2	Breakfast AM Snack Lunch PM Snack Dinner	Fried rice, dried pusit, egg, coffee Pansit, mayo sandwich, buko juice Steamed rice, adobong pusit sa gata, ginisang ampalaya, banana, bottled water Asado steamed siopao, C2 Steamed rice, shrimp broccoli stir fry, stuffed crab, sliced fruits, water	31
Sorsogon Day 1	AM Snack Lunch PM Snack Dinner	Palabok, brownies, four seasons juice Steamed rice, fried tilapia, ginataang sitaw at kalabasa, orange, bottled water cassava cake, cucumber & honey juice Steamed rice, baluko ukoy, mechado, leche flan, water	25
Sorsogon Day 2	Breakfast AM Snack Lunch PM Snack Dinner	Fried rice, dried pusit, scrambled egg, coffee Spaghetti, puto, buko juice Steamed rice, sliced embutido, sweet and sour fish fillet, banana, bottled water Sliced ube buko pie, dalandan juice Steamed rice, potchero, calamares, sliced fruits, water	25