



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

**(SVP-SAAD-24-2023) SECOND (2<sup>ND</sup>) REQUEST TO SUBMIT PROPOSAL FOR SUPPLY AND DELIVERY OF VARIOUS OTHER SUPPLIES FOR USE AT SAAD RPSO AND PPSO OFFICES FOR FY 2023 AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO FIVE HUNDRED THOUSAND PESOS (PHP500,000.00) 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 suppliers to submit complete bid proposal for the ff:

Quantity		Particulars	Unit price	Total Price
65	bots	Ethyl Alcohol, 70% Solution, 500ml/bottle	120.00	7,800.00
100	boxes	Interfolded Paper Towel, 2 ply, 150 pulls	85.00	8,500.00
65	boxes	Facial Tissue, 2ply, 100 pulls, big	65.00	4,225.00
50	packs	Bathroom Tissue, 2 ply, 12 rolls/pack	200.00	10,000.00
50	pcs	Restroom Deodorizer, 100grams	50.00	2,500.00
60	bots	Thick Bleach Toilet Cleaner, 900ml	250.00	15,000.00
50	bots	Multi-Insect Killer Spray, water based aerosol bottle, 500ml	350.00	17,500.00
50	bots	Liquid Hand Soap, pump, 750ml	250.00	12,500.00
50	bots	Liquid Bleach, 500ml	45.00	2,250.00
50	rolls	Garbage bag, thick, small, 152 pcs/roll	160.00	8,000.00
50	rolls	Garbage bag, thick, medium, 152 pcs/roll	190.00	9,500.00
50	rolls	Garbage bag, thick, large, 152 pcs/roll	205.00	10,250.00
160	pcs	27 Inches Umbrella with plastic handle	300.00	48,000.00
80	pcs	Mosquito Killer Lamp	700.00	56,000.00
6	packs	Heavy duty Stainless Spoon, 12 pcs/pack	300.00	1,800.00
6	packs	Heavy duty Stainless Fork, 12 pcs/pack	300.00	1,800.00
6	packs	Heavy duty Stainless Tablespoon, 12 pcs/pack	250.00	1,500.00
6	pcs	Big serving Spoon stainless	125.00	750.00
6	pcs	Medium Ceramic Caserole, Induction and Stove Ready	1,300.00	7,800.00
6	pcs	Small Ceramic Frying Pan, Induction and Stove Ready	1,100.00	6,600.00
6	boxes	Breakable Plates, Medium Size, 12 pcs/box	875.00	5,250.00
6	boxes	Ceramic Porcelain Mug, Big, 11oz, 12 pcs/box	1,200.00	7,200.00
6	boxes	Breakable Drinking Glass, 30 cl, 12 pcs/box	500.00	3,000.00
5	pcs	Basin, Stainless, Medium	370.00	1,850.00
10	pcs	5 gallons Water Container Round	250.00	2,500.00
10	pcs	2.5 gallons Mini Water Container with faucet	160.00	1,600.00
55	pcs	Ethyl Alcohol, 70% Solution, 1 gal	875.00	48,125.00
40	bots	Aerosol Disinfectant Spray, 340 gms	350.00	14,000.00
60	pcs	Detergent Powder, 2 kgs	250.00	15,000.00
60	packs	Liquid Detergent Soap, 40g, 6 pcs/pack	55.00	3,300.00
60	bots	Liquid Bleach, 1gal	200.00	12,000.00
160	pcs	Heavy Duty Flash Lights	450.00	72,000.00



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

12	pcs	LED Light Square,	3,200.00	38,400.00
10	pcs	Flourescent lamp T5 ( Set ) 14watts, LED	500.00	5,000.00
25	pcs	LED Light bulb, 15watts	200.00	5,000.00
15	pcs	Extension Cord Cable Wire Universal, 10m with 6 outlets	300.00	4,500.00
50	bots	Antibacterial Dishwashing liquid,, 1.5 L	200.00	10,000.00
50	bots	Antibacterial Dishwashing liquid, 250 ml	250.00	12,500.00
10	pcs	Floor Mop with drain ( Rotary Mop Bucket Dual Drive Mop, Household Free Hand Wash Mop Bucket Automatic Hand Pressure	650.00	6,500.00
<b>GRAND TOTAL</b>				<b>P500,000.00</b>

**FOR USE AT SAAD RPMSO AND PPMO OFFICES FOR FY 2023.** The Agency Intends to apply the amount of **FIVE HUNDRED THOUSAND PESOS (PHP500,000.00)** as the Approved Budget for the Contract. **Partial bid is NOT 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, **LKJ OFFICE SUPPLIES & EQUIPMENT TRADING**, Zone 6, Belen, Calabanga, Camarines Sur, **RFK GEN. MDSE**, Pili, Camarines Sur; and **CATHY SILVA GENERAL MERCHANDISE**, Sipocot, Camarines Sur and all interested suppliers/bidders are hereby requested to submit the following documents:

1. Mayor's Permit
2. DTI/SEC/CDA Registration
3. PhilGEPS Registration
4. Annual Income Tax Return (2022)
5. Omnibus Sworn Statement (Revised)
6. BIR Registration
7. Pictures of product being offered

The bidders are required to pay Php500.00 for bid documents to the Cashier's Office, DA RFO-5, Pili, Camarines Sur. All submitted documents must be in duplicate and marked with index/ear tabs or side-end tabs to identify the page components, 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 09:30 in the morning of 14 June 2023 at 3<sup>rd</sup> Floor, Training Hall, Operations Building, DA RFO-V, Pili, Camarines Sur. Opening of proposal will be on the same date at 10:00 in the morning.

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.

07 June 2023, Pili, Camarines Sur.

**LORENZO L. ALVINA**  
Chief, ILD  
Chairperson, Bids and Awards Committee



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:]*

*[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



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

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

***[Jurat]***

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

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



**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 \_\_\_\_\_ ( **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.)