



REQUEST TO SUBMIT QUOTATION OR PROPOSAL FOR LOT 1- FOOD AND ACCOMMODATION, LOT 2- VAN RENTAL FOR THE CONDUCT OF FY 2023 MIDYEAR ASSESSMENT AND 2024 PLANNING WORKSHOP OF NATIONAL ORGANIC AGRICULTURE PROGRAM AMOUNTING TO NINE HUNDRED EIGHTY TWO THOUSAND NINE HUNDRED PESOS (PHP982,900.00) 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- Food and Accommodation			
50 pax	Food – Day 0- 50 pax - Lunch Dinner	850.00	42,500.00
68 pax	Day 1-4- 68 pax- Breakfast 2 snacks Lunch Dinner	1,200.00	326,400.00
			368,900.00
68 pax	Accommodation- (for 5 days) Note: Catering must have venue with the following amenities: Free flowing coffee, welcome tarp, tables and chairs, table cloth, registration table, buffet or blue plate, serving, white board with marker and eraser, rostrum, sound system, microphones, flagpole/flag, national anthem, wide screen, enough space to accommodate 68 participants that observe social distancing, fully air-conditioned function hall with clean restroom, rooms that can accommodate 4 pax in a room, parking space, with standby generator during brown out, stable internet connection.	1,500.00	510,000.00
Total			₱878,900.00
Lot 2- Van Rental			
8 units	8 units/day for 2 days with GPS & DashCam (different points at Albay, Camarines Sur and Sorsogon.		
	Total	6,500.00	104,000.00
GRAND TOTAL			₱ 982,900.00



The agency intends to apply the amount Nine Hundred Eighty Two Thousand Nine Hundred Pesos (Php 982,900.00) 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- ROBIEDO INC, Magsaysay Avenue, Naga City, **AVENUE PLAZA HOTEL**, Magsaysay Avenue, Naga City, **SUMMIT HOTEL**, Naga City, **Lot 2- TIERA DE IBALON**, Naga City, **BENMAR TRANSPORT EXPRESS**, Legazpi City, **AOL TRAVEL & TOURS**, Legaspi City, Albay City, 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. Omnibus Sworn Statement
6. Income Tax Return
7. Menu (lot 1)

The bidders are required to pay the non-refundable amount One Thousand Pesos (Php1000.00) 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 1:00PM of June 26, 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 **1:30 PM** 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.

June 20, 2023 San Agustin, Pili, Camarines Sur.

LORENZO L. ALVINA
Chief, Integrated Laboratory Division
BAC Chairperson



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 _____
(**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.



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

FOR GOODS OFFERED FROM WITHIN THE PHILIPPINES

Name of Project:	LOT 1- FOOD AND ACCOMMODATION, LOT 2- VAN RENTAL FOR THE CONDUCT OF FY 2023 MIDYEAR ASSESSMENT AND 2024 PLANNING WORKSHOP OF NATIONAL ORGANIC AGRICULTURE PROGRAM.
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- Food & Accom.								
	Food – Day 0- 50 pax - Lunch & Dinner		50 pax						
	Day 1-4- 68 pax- Breakfast, 2 snack Lunch & Dinner		68pax						
	Accommodation- (for 5 days)		68pax						
	TOTAL LOT 1		₱878,900.00						
	Lot 2- Van Rental								
	8 units/day for 2 days		8 units						
	TOTAL LOT 2		₱104,000.00						
	GRAND TOTAL		₱982,900.00						

Signature

in the capacity of

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



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

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

[Iurat]

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

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PROPOSED MENU

	Day 1	Day 2	Day 3	Day 4	Day 5
Breakfast	Tochino	Newlook Dried Fish with tomatoes	Beef tapa	Daing na Abo Dried Fish	Corned Beef
	Scrambled Egg	Scrambled Egg	Sunny side-up egg	Scrambled Egg	Salted Egg with tomatoes
	Steamed Rice	Steamed Rice	Steamed Rice	Steamed Rice	Steamed Rice
	fruits in season	fruits in season	fruits in season	fruits in season	fruits in season
	3-in-1 coffee / milo	3-in-1 coffee / milo	3-in-1 coffee / milo	3-in-1 coffee / milo	3-in-1 coffee / milo
AM Snacks	Pansit Guisado w/ bread	Binutong with coco jam	Seafood pasta	Pansit Guisado w/ bread	Creamy Garlic Seafood pasta
	Blue Lemonade	Cucumber Juice	Iced Tea	Blue Lemonade	Restaurant Blend Iced Tea
Lunch	Seafood Chowder	Mais at Halahan	Cream of Pumpkin	Mais at Halahan	Cream of Pumpkin
	Vegetable Kare Kare	Fish Sisig	Stir fry vegetables	Grilled/Fried Tuna	Stir fry vegetables
	Pork Hongma	Roasted Chicken with gravy	Baby back ribs hongma	Vegetable Sisig	Roast Chicken with Rosemary and Lent
	Steamed Rice	Steamed Rice	Steamed Rice	Steamed Rice	Steamed Rice
	Mango Crepe	Cathedral Window	Choco Mousse	Fresh Riped Mango	Choco Mousse
PM Snacks					
	Burger and fries	Club house with Chips	Lomi with egg	Ginataan	Suman at Manga
	Cucumber Juice	Iced Tea	Blue Lemonade Juice	Cucumber Juice	Strawberry Red Tea
Dinner					
	Cream of Mushroom	Cream of Pumpkin	Seafood Chowder	Native Chicken Tinola	Pork Sinigang
	Beef Broccoli	Crab Foo Yong	Pork Adobo	Fried Tuna	chicken curry
	Lumpia shanghai	Grilled/Fried Tuna	Lainig	Cajun Seafood Boil	chopsuey
	Steamed Rice	Steamed Rice	Steamed Rice	Steamed Rice	Steamed Rice
	fruits in season	fruits in season	fruits in season	fruits in season	fruits in season