



BIDS AND AWARDS COMMITTEE

CENTRAL BICOL STATE UNIVERSITY OF AGRICULTURE (CBSUA)
San Jose, Pili, Camarines Sur

**REQUEST TO SUBMIT BEST AND FINAL OFFER PURSUANT TO NEGOTIATED CONTRACT
UNDER SECTION 53.5 (AGENCY TO AGENCY), RA 9184 AND THE REVISED IRR**

**(ACCOMMODATION/VENUE DURING THE BICOL ORGANIC AGRICULTURE CONGRESS
2023 UNDER OAP)**

Pursuant to Section 53.5 of RA 9184 and its Revised IRR, the Bids and Awards Committee hereby invite **Central Bicol State University of Agriculture (CBSUA), San Jose, Pili, Camarines Sur** with known specific experience/contract by this agency for a conference on August 18, 2023, 10:00AM, 3rd Flr. Training Hall, Operations Bldg., DA RFO 5, San Agustin, Pili, Camarines Sur for the purpose of negotiated contract pertaining to Accommodation/Venue during the Bicol Organic Agriculture Congress 2023 with the total approved budget for the contract in the amount of **TWO HUNDRED FORTY NINE THOUSAND PESOS (₱249,000.00)**.

DESCRIPTION	QTY (PAX)	UNIT PRICE	TOTAL COST
<i>Accommodation for 3 nights</i>			
<i>Day 0-2</i>			
<i>VIPs</i>	10	1,800.00	54,000.00
<i>Participants</i>	100	650.00	195,000.00
Note: The venue must have the following amenities: tables and chairs with mantles and cloth; a registration table; buffet area; a white board with marker and eraser; rostrum; sound system; microphones; flagpole with the Philippine flag; wide screen; enough space to accommodate participants; fully air-conditioned function hall with clean restrooms; standby generator during a brownout; backup;and, stable internet connection.			
		TOTAL	₱249,000.00

Therefore, to hasten the implementation of the project, **CENTRAL BICOL STATE UNIVERSITY OF AGRICULTURE (CBSUA)** , San Jose, Pili, Camarines Sur is hereby requested to submit its BEST AND FINAL OFFER for the project not later than 10:00 AM of August 18, 2022, and must be accompanied by the following documents, to wit:

- a. *BIR Registration*
- b. *Bid Offer*
- c. *Bid Form*



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

Opening of submitted BEST AND FINAL OFFER will be at 10:00 in the morning of August 18, 2023, 3rd Flr. Training Hall, Operations Bldg., DA RFO 5, San Agustin, Pili, Camarines Sur, this agency. **All submitted documents must be in duplicate, marked with index/ear tabs or side-end tabs to identify the page components, and addressed to the BAC Chairperson; otherwise, bids will be automatically rejected on the ground of non-compliance with the prescribed bid requirements**

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

August 14, 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 _____.
(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.)



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

For Goods Offered From Within the Philippines

Name of the Project : **ACCOMMODATION/VENUE DURING THE BICOL ORGANIC AGRICULTURE CONGRESS**

Name of Bidder: _____

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)
	<i>Accommodation for 3 nights Day 0-2</i>								
	<i>VIPs</i>		10						
	<i>Participants</i>		100						
	TOTAL - 249,000.00								

[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