



REQUEST TO SUBMIT PROPOSAL FOR MEALS AND SUPPLIES FOR THE CONDUCT OF PRESS BRIEFING FOR MEDIA PRACTITIONERS OF CAMARINES SUR AND ALBAY AND RE-ORGANIZATION OF THE PHILIPPINE AGRICULTURE JOURNALISTS (PAJ) UNDER 2023 CORN PROGRAM AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO FORTY-FIVE THOUSAND FOUR HUNDRED PESOS (PHP45,400.00) 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 following:

QTY	PARTICULARS	UNIT COST	TOTAL COST
LOT 1 - MEALS			
45 pax	Meals (2 Snacks and 1 Lunch) for 2 briefings	450/pax/briefing	₱40,500.00
Sub-total (Lot 1)			₱40,500.00
LOT 2 - SUPPLIES			
35 pcs	Notebook	100/pc	3,500.00
35 pcs	Ballpen	40/pc	1,400.00
Sub-total (Lot 2)			₱4,900.00
GRAND TOTAL			₱45,400.00

For the conduct of Press Briefing for Media Practitioners of Camarines Sur and Albay and Re-Organization of the Philippine Agriculture Journalists (PAJ) under 2023 Corn Program. The agency intends to apply the amount **Forty-Five Thousand Four Hundred Pesos (Php45,400.00)** 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: JEANINE'S EATERY**, Pili, Camarines Sur; **MAF COOP**, Pili, Camarines Sur; **BIGG'S DINER**, Pili, Camarines Sur; **LOT 2: RFK GENERAL MERCHANDISE**, Pili, Camarines Sur; **BONING'S TRADING**, Naga City, Camarines Sur; **3GX COMPUTER & IT TECH. SHOP**, Naga City, Camarines Sur and all interested bidders are hereby requested to submit the following documents:

1. Mayor's Permit
2. DTI Registration
3. PhilGEPS Registration
4. BIR Registration
5. Menu



Republic of the Philippines
REGIONAL FIELD OFFICE NO. 5
San Agustin, Pili, Camarines Sur

The bidders are required to pay the non-refundable amount of Five Hundred Pesos (Php500.00) 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 through manual submission not later than 9:00 in the morning of 29 November 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.

November 22, 2023 San Agustin, Pili, Camarines Sur.

(signed)
LORENZO L. ALVINA
Chief, Integrated Laboratory Division
Chairperson, Bids and Awards Committee

MENU

RE: Press Briefing for Media Practitioners of Camarines Sur and Albay and Re-Organization of the Philippine Agriculture Journalists (PAJ)

DAY 1

AM SNACKS	LUNCH	PM SNACKS
Lasagna with slice of cake Fruit Juice	Beef Steak Grilled Pork Vegetable Shanghai Rice Fresh Mango Shake	Sotanghon with Garlic Bread Bottled Drinks

DAY 2

AM SNACKS	LUNCH	PM SNACKS
Bihon Guisado with Garlic Bread Bottled Drinks	Beef Steak Grilled Pork Fresh Lumpia Rice Fruit Salad	Ensaladang Talong Bihon Bottled drinks

NOTE: With Free-flowing coffee

**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.)

For Goods Offered from Within the Philippines

Name of Project: **MEALS AND SUPPLIES FOR THE CONDUCT OF PRESS BRIEFING FOR MEDIA PRACTITIONERS OF CAMARINES SUR AND ALBAY AND RE-ORGANIZATION OF THE PHILIPPINE AGRICULTURE JOURNALISTS (PAJ) UNDER 2023 CORN PROGRAM**

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 costs 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)
1	LOT 1 - MEALS								
	Meals (2 Snacks and 1 Lunch) for 2 briefings		45 pax						₱
								SUB-TOTAL (LOT 1)	₱
2	LOT 2 - SUPPLIES								
	Notebook		35 pcs						₱
	Ballpen		35 pcs						
								SUB-TOTAL (LOT 2)	₱
								GRAND TOTAL	₱

Name: _____

Legal Capacity: _____

Signature: _____

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