



Masaganang Agrikultura,
Maunlad na Ekonomiya

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

(SVP-SAAD-31-2023) REQUEST TO SUBMIT PROPOSAL FOR THE (LOT 1) FOOD AND ACCOMMODATION IN ALBAY, (LOT 2) VAN RENTAL AND (LOT 3) ADVOCACY SHIRT FOR THE CONDUCT OF SAAD RPMO AND PPMOs DURING THE CONDUCT OF PRE AND POST MEETINGS IN PREPARATION FOR THE NATIONAL AND PHYSICAL ASSESSMENT FOR FY 2023 AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO FIVE HUNDRED NINETY EIGHT THOUSAND PESOS (PHP598,000.00) 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
(LOT 1) FOOD AND ACCOMMODATION IN ALBAY				
40	Pax	Day 1-2 - Full Board and Accommodation (x 2 meetings)	1,800.00/pax/day/mtg	P288,000.00
40	Pax	Day 3 - Breakfast (x 2 meetings)	200.00/pax/day/mtg	16,000.00
<p>Important Notes regarding Meals</p> <ul style="list-style-type: none"> *Meals in menu should be nutritionally balanced *Main course shall include 3 viands (fish, meat, veggies & dessert) <p>Important Notes regarding Accommodation</p> <ul style="list-style-type: none"> *room should be clean and airconditioned, *with free wifi access * with toiletries, free flowing coffee/tea * with continous water supply and adequate parking space * with standby generator incase of brownout 				
TOTAL FOR LOT 1				P304,000.00
(LOT 2) VAN RENTAL				
8	Units	Van Rental for 4 days	7,000.00/unit/day	P224,000.00
<p>Important Notes regarding Van Rental Services</p> <ul style="list-style-type: none"> *van should be fully airconditioned *capacity: 13-15 seaters * in good running condition, reclinable seats * with foldable seats (for the training kits) * driver must be familiar with the areas to be visited * driver must have professional driver's license 				
TOTAL FOR LOT 2				P224,000.00
(LOT 3) ADVOCACY SHIRT				
200	pcs	Advocacy Shirt, Color: Cream (With DA Logo Customized print)	350.00/pc	P70,000.00
TOTAL FOR LOT 3				P70,000.00
GRAND TOTAL				P598,000.00

FOR USE DURING THE CONDUCT OF SAAD NATIONAL AND PHYSICAL YEAR-END ASSESSMENT FOR FY 2023. The Agency Intends to apply the amount **FIVE HUNDRED NINETY EIGHT THOUSAND PESOS (PHP598,000.00)** as the Approved Budget for the Contract. **Partial bid is allowed.**



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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) – CAMARINES SUR

1. **GAMBOA'S ORCHARD**, San Jose, Malilipot, Albay;
2. **SO LONG ECO PARK INTEGRATED FARM**, Solong, Camalig, Albay; **and**
3. **EDLIKA FARM**, Gamot, Polangui, Albay; and all interested caterers/bidders

(LOT2) – VAN RENTAL

1. **AOL TRAVEL & TOURS**, Legazpi City,
2. **FIRST LEGAZPI TOURIST TRANSPORT SERVICE COOP**, Brgy. West Binahuanan, Legazpi City; **and**
3. **TIERRA DE IBALON TOURS**, Naga City and all interested bidders

(LOT 3) – ADVOCACY SHIRTS

1. **RFK GEN. MDSE**, Pili, Camarines Sur; **and**
2. **REPLEECA PRINTING SERVICES**, Naga City
3. **ALLAN JUSTINE GENERAL MERCHANDISE**, Magarao, Camarines Sur and all interested suppliers/bidders

Are hereby requested to submit the following documents:

1. Mayor's Permit 2023
2. DTI/SEC/CDA Registration
3. PhilGEPS Registration
4. Annual Income Tax Return (2022)
5. Omnibus Sworn Statement (Revised)
6. BIR Registration
7. Menu/ Brochure (Please see attached preferred menu) for Lot 1

The bidders are required to pay Php500.00 per lot 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 17 November 2023 at 3rd Floor, Sta Catalina 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.

13 November 2023, Pili, Camarines Sur.

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



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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:]*



BAGONG PILIPINAS



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

**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.)



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MENU (Pre-meeting)	Breakfast	AM Snack	Lunch	PM Snack	Dinner
Day 0	-	-	-	-	Mais at Halaan Lechon Kawali Cordon Bleu Steamed Rice Coffee Jelly
Day 1	Smoked Fish Salted Egg Garlic Rice Coffee Fruit in Season	Pork Empanada Cucumber Juice	Tinolang Manok Broccoli w/ Garlic Kinunot Steamed Rice Fruit Salad	Pancit Guisado Pineapple Juice	Sinigang na Hipon Fried Fish Laing Steamed Rice Pili Tart
Day 2	Pork Tocino Sunny Side-up Garlic Rice Coffee Fruit in Season	Pancit Palabok Cheese Puto Four Seasons Juice	Mushroom Soup Beef Caldereta Ginisang Kangkong w/ Tofu Steamed Rice Leche Flan	Meatball Spaghetti Chiffon Cake Bottled Water	Munggo Cordon Bleu Fish Fillet Steamed Rice Coffee Jelly
Day 3	Hotdog Sunny Side-up Garlic Rice Coffee Fruit in Season	Turon w/ Langka Pineapple Juice	-	-	-



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**Sa SAAD,
 kaya!**

	* in good running condition, reclinable seats * with foldable seats (for the training kits) * driver must be familiar with the areas to be visited * driver must have professional driver's license									
TOTAL FOR LOT 2										
(LOT 3) ADVOCACY SHIRT										
	Advocacy Shirt (With DA Logo Customized print)		200	pcs						
TOTAL FOR LOT 3										
GRAND TOTAL										

Name: _____
 Legal Capacity: _____
 Signature: _____
 Duly authorized to sign the Bid for and behalf of: _____