



REQUEST TO SUBMIT PROPOSAL FOR LOT 1- CATERING SERVICES AND LOT 2- SUPPLIES FOR USE AT DE-STRESSING AND PAMPERING DAY OF EDERLY AND DIFFERENTLY ABLED PERSONS AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO FORTY-EIGHT THOUSAND PESOS (PHP48,000.00) 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 following:

QTY	PARTICULARS	UNIT COST	TOTAL COST
LOT 1- CATERING SERVICES			
70 pax	AM Snack, Lunch and PM Snack	400.00	28,000.00
Sub-total (Lot 1)			28,000.00
LOT 2- SUPPLIES			
5 pcs	Colorless nail polish	40.00	200.00
5 pcs	Quick dry cuticle conditioner 15ml	50.00	250.00
5 pcs	Colored nail polish 12ml	50.00	250.00
4 pcs	Nail polish platinum 8ml	40.00	160.00
5 pcs	Colored nail polish 8ml	40.00	200.00
4 pcs	Nail polish remover 60ml	20.00	80.00
3 pcs	Cuticle remover 60 ml	10.00	30.00
2 pcs	Nail tint 120ml	25.00	50.00
6 packs	Cotton balls (100 balls)	65.00	390.00
13 pcs	Face towel	30.00	390.00
5 sets	Manicure set	180.00	900.00
5 bottles	Lotion	160.00	800.00
15 pcs	Moringa Oil green 60ml	180.00	2,700.00
4 pcs	Baby powder	100.00	400.00
11 pcs	Alcohol	100.00	1,100.00
2 pcs	Hair dresser cape	150.00	300.00
1 pc	Professional Hair Clipper	3,500.00	3,500.00
6 doz	Bathroom tissue	200.00	1,200.00
2 box	Bond paper, hard copy long size	1,200.00	2,400.00
4 box	Bond paper, hard copy short size	1,175.00	4,700.00
Sub-total (Lot 2)			20,000.00
GRAND TOTAL			48,000.00

For use at De-Stressing and Pampering Day of Elderly and Differently Abled Persons. The agency intends to apply the amount **Forty-Eight Thousand Pesos (Php48,000.00)** 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- CATERING SERVICES

1. **CHEF APPLE** – Pili, Camarines Sur
2. **JEANINE’S EATERY** – Pili, Camarines Sur
3. **MAF COOP**– Pili, Camarines Sur



and all interested bidders

LOT 2- SUPPLIES

1. **RFK GENERAL MERCHANDISE** – Pili, Camarines Sur
2. **ROCKWOOD CONSUMER GOODS TRADING-** Pili, Camarines Sur
3. **ALSON'S TRADING** – Pili, Camarines Sur
and all interested bidders

Are hereby requested to submit the following document:

1. Mayor's Permit
2. PhilGEPS Registration
3. BIR Registration
4. Menu for Lot 1 (Please see attached end-user's preferred menu)
5. Pictures/brochure of products being offered for Lot 2

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, DA RFO 5 through manual submission not later than 9:00 in the morning of 24 May 2024 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 2nd 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.

May 20, 2024 San Agustin, Pili, Camarines Sur.

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

**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 _____ 2024.

(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: **LOT 1- CATERING SERVICES AND LOT 2- SUPPLIES FOR USE AT DE-STRESSING AND PAMPERING DAY OF EDERLY AND DIFFERENTLY ABLED PERSONS**

Name of Bidder:..

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXWper 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)
LOT 1- CATERING SERVICES									
	AM Snack, Lunch and PM Snack		70 pax						
								Sub-total (Lot 1)	
LOT 2- SUPPLIES									
	Colorless nail polish		5 pcs						
	Quick dry cuticle conditioner 15ml		5 pcs						
	Colored nail polish 12ml		5 pcs						
	Nail polish platinum 8ml		4 pcs						
	Colored nail polish 8ml		5 pcs						
	Nail polish remover 60ml		4 pcs						
	Cuticle remover 60 ml		3 pcs						
	Nail tint 120ml		2 pcs						
	Cotton balls (100 balls)		6 packs						
	Face towel		13 pcs						
	Manicure set		5 sets						
	Lotion		5 bottles						
	Moringa Oil green 60ml		15 pcs						
	Baby powder		4 pcs						
	Alcohol		11 pcs						
	Hair dresser cape		2 pcs						
	Professional Hair Clipper		1 pc						
	Bathroom tissue		6 doz						
	Bond paper, hard copy long size		2 box						
	Bond paper, hard copy short size		4 box						
								Sub-total (Lot 2)	
								GRAND TOTAL:	

Name: _____

Legal Capacity: _____

Signature: _____

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

MENU

AM SNACK

Pansit
Biko
Buko Juice

LUNCH

Rice
Grilled Liempo
Sweet & Sour Fish (Mansa/ Yellow Fin)
Sauteed Carrots and Corn
Bottled Water
Fruit Salad

PM SNACK

Vegetable Salad with Ground Beef Toppings
Pineapple Juice in can