



Masaganang Agrikultura,
Masamal na Ekonomiya

(SVP-NUPAP-11-2024) REQUEST TO SUBMIT PROPOSAL FOR THE SUPPLY AND DELIVERY OF LOT 1 - AIRCON, FLOOR STANDING, 6HP, 5 TONER WITH INVERTER (WITH INSTALLATION) AND LOT 2 - PHOTOCOPIER MACHINE FOR USE IN THE IMPLEMENTATION OF URBAN AND PERI-URBAN AGRICULTURE PROGRAM FY 2024 AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO THREE HUNDRED SEVENTY FIVE THOUSAND PESOS (PHP375,000.00) 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 - AIRCON, FLOOR STANDING, 6HP, 5 TONER WITH INVERTER (WITH INSTALLATION)				
1	unit	AIRCON, FLOOR STANDING, 6HP, 5 TONER WITH INVERTER (W/ INSTALLATION INCLUDING COPPER TUBES UP TO 4 METERS, 2 -5YRS WARRANTY) <ul style="list-style-type: none"> • 5TR/6HP • Adjustable Airflow • Remote-Controlled • High Efficiency Motor • Self-Diagnostic • Variable Speed • Easy Access Filter • Wide Angled Two-Direction Airflow • EER Rating: 9.9 • Color: White • 5,300 Watts 	223,750.00/ unit	P223,750.00
TOTAL FOR LOT 1				P223,750.00
LOT 2 - PHOTOCOPIER MACHINE				
1	unit	PHOTOCOPIER MACHINE WITH 3 PCS TONER <u>-System Specifications:</u> System speed A4 225i/205i Up to 22ppm(24ppm1) / up to 20ppm System speed A3 Up to 8 ppm Auto duplex speed A4 225i/205i Up to 15ppm(16ppm1) / up to 15ppm 1st page out time A4 225i/205i 6.5 sec or less Warm-up time 15 sec2 or less Imaging technology Laser Toner technology Simitri® HD polymerised toner Panel size/resolution 5 line LCD / 128 x 64 System memory 256 MB Interface 10/100-Base-T Ethernet; USB 2.0 Network protocols TCP/IP (IPv4 / IPv6); SMB; LPD; IPP; SNMP; HTTP Automatic document feeder (optional) Up to 130 originals; A5-A3; 35-128 g/m ² ; RADF Printable paper size A5-A3; customized paper sizes Printable paper weight 64-157 g/m ² Paper input capacity (standard/max) 350 sheets / 1,350	151,250.00/ Unit	P151,250.00



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		sheets Paper tray input 1x 250 sheets; A5-A3; custom sizes; 64-157 g/m ² Paper tray input (optional) 1x 250 sheets; B5-A3; custom sizes; 64-90 g/m ² (up to 4x) Manual bypass 100 sheets; A5-A3; custom sizes; 64-157 g/m ² Finishing modes (optional) Group; Sort Automatic duplexing A5-A3; 64-90 g/m ² Output capacity Up to 250 sheets Power consumption 220-240 V / 50/60 Hz; Less than 1.30 kW System dimension (W x D x H) 225i/205i 607 x 570 x 458 mm (without options) System weight 225i/205i 29.7kg/28.2kg (without options)		
			TOTAL FOR LOT 2	P151,250.00
			GRAND TOTAL	P375,000.00

FOR IMPLEMENTATION OF URBAN AND PERI-URBAN AGRICULTURE PROGRAM FY 2024. The Agency Intends to apply the amount **THREE HUNDRED SEVENTY FIVE THOUSAND PESOS (PHP375,000.00)** as the Approved Budget for the Contract. **Partial bid is allowed.**

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, **(LOTS 1 & 2) RFK GEN. MDSE**, Pili, Camarines Sur; **ERIVAN GENERAL MERCHANDISE**, San Felipe, Camarines Sur, **ALLAN JUSTINE GENERAL MERCHANDISE**, Magarao, Camarines Sur and **COPYLANDIA OFFICE SYSTEMS CORPORATION**, Metrobank Bldg., Peñafrancia Ave., San Francisco, Naga City, all interested suppliers/bidders

1. Mayor's Permit 2024
2. DTI/SEC/CDA Registration
3. PhilGEPS Registration
4. Omnibus Sworn Statement (Revised)
5. BIR Registration
6. Pictures of product being offered

The bidders are required to pay Php500.00 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 01:00 in the afternoon of 10 June 2024 at 2nd Floor, Adriano Hall, Admin Building, DA RFO-V, Pili, Camarines Sur. Opening of proposal will be on the same date at 01:30 in the afternoon.



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.

03 June 2024, Pili, Camarines Sur.

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



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



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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

[Jurat]

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



**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: SUPPLY AND DELIVERY OF LOT 1 - AIRCON, FLOOR STANDING, 6HP, 5 TONER WITH INVERTER (WITH INSTALLATION) AND LOT 2 - PHOTOCOPIER MACHINE FOR USE IN THE IMPLEMENTATION OF URBAN AND PERI-URBAN AGRICULTURE PROGRAM FY 2024

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)
LOT 1	AIRCON, FLOOR STANDING, 6HP, 5 TONER WITH INVERTER (WITH INSTALLATION) (W/ INSTALLATION INCLUDING COPPER TUBES UP TO 4 METERS, 2 -5YRS WARRANTY) <ul style="list-style-type: none"> • 5TR/6HP • Adjustable Airflow • Remote-Controlled • High Efficiency Motor • Self-Diagnostic • Variable Speed • Easy Access Filter • Wide Angled Two-Direction Airflow • EER Rating: 9.9 • Color: White 5,300 Watts		1	UNIT						
TOTAL FOR LOT 1										
LOT 2	PHOTOCOPIER MACHINE WITH 3 PCS TONER <u>-System Specifications:</u> System speed A4 225i/205i Up to 22ppm(24ppm1) / up to 20ppm		1	UNIT						

	<p>System speed A3 Up to 8 ppm Auto duplex speed A4 225i/205i Up to 15ppm(16ppm1) / up to 15ppm 1st page out time A4 225i/205i 6.5 sec or less Warm-up time 15 sec2 or less Imaging technology Laser Toner technology Simitri® HD polymerised toner Panel size/resolution 5 line LCD / 128 x 64 System memory 256 MB Interface 10/100-Base-T Ethernet; USB 2.0 Network protocols TCP/IP (IPv4 / IPv6); SMB; LPD; IPP; SNMP; HTTP Automatic document feeder (optional) Up to 130 originals; A5-A3; 35-128 g/m²; RADF Printable paper size A5-A3; customized paper sizes Printable paper weight 64-157 g/m² Paper input capacity (standard/max) 350 sheets / 1,350 sheets Paper tray input 1x 250 sheets; A5-A3; custom sizes; 64- 157 g/m² Paper tray input (optional) 1x 250 sheets; B5-A3; custom sizes; 64-90 g/m² (up to 4x) Manual bypass 100 sheets; A5-A3; custom sizes; 64-157 g/m² Finishing modes (optional) Group; Sort Automatic duplexing A5-A3; 64-90 g/m² Output capacity Up to 250 sheets Power consumption 220-240 V / 50/60 Hz; Less than 1.30 kW System dimension (W x D x H) 225i/205i 607 x 570 x 458 mm (without options) System weight 225i/205i 29.7kg/28.2kg (without options)</p>									
										TOTAL FOR LOT 2
										GRAND TOTAL

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