



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
REGIONAL FIELD OFFICE NO. 5

San Agustin, Pili, Camarines Sur

Telephone No: (054) 871 2040 to 49

Email: da5ored@yahoo.com

Website: bicol.da.gov.ph

[SVP-36-2024] REQUEST TO SUBMIT QUOTATION OR PROPOSAL FOR THE LOT 1 - CATERING SERVICES AND LOT 2 - TRAINING MATERIALS FOR USE IN VARIOUS RSBSA TRAININGS AND WORKSHOP (P422,500.00) 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 contractors to submit complete bid quotation for the:

QTY	UNIT	PARTICULARS	UNIT COST	TOTAL COST
LOT 1 - CATERING SERVICES				
pax	650	(Am Snack, PM Snack and Lunch)	450.00	292,500.00
TOTAL FOR LOT 1 -				292,500.00
LOT 2 - TRAINING MATERIALS				
5	Kg	3d filament(white)	999.00	4,995.00
26	Pcs	Black (003/001), for epon printer, 127ml	350.00	9,100.00
26	Packs	Specialty paper, white, A4 180gsm, 100 sheets	300.00	7,800.00
12	Packs	A3 Photo Paper Glossy 230gsm	245.00	2,940.00
5	pcs	Georeferencing positioning device, 22x	9,900.00	49,500.00
20	Pcs	Refill Ink Epson Sublimation 664 (Black)	488.00	9,760.00
80	pcs	Foot rubber protection	190.00	15,200.00
1	pcs	Georef identity device	8,905.00	8,905.00
190	pcs	Info-hub acrylic token	80.00	15,200.00
60	pcs	Sublimation training shirt	110.00	6,600.00
TOTAL FOR LOT 2 -				130,000.00
GRAND TOTAL				422,500.00

For use during various Training and Workshop of RSBSA. The agency intends to apply the amount Four Hundred Twenty-Two Thousand Five Hundred Pesos only (Php 422,500.00) 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. **MAF COOP - DA RFO5 COMPOUND, SAN AGUSTIN PILI CAMARINES SUR**
2. **JEANINE'S EATERY - SAN AGUSTIN PILI CAMARINES SUR**
3. **CHEF APPLE'S - DIVERSION ROAD SAN AGUSTIN PILI CAMARINES SUR** and all interested bidders

(LOT 2) - TRAINING MATERIALS

1. **RFK GEN MERCHANDISE - San Vicente Pili Camarines Sur**
2. **ALLAN JUSTINE MERCHANDISE - Naga City**
3. **BONINGS TRADING- Naga City**





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Are hereby requested to submit the following documents:

1. Mayor's Permit
2. PhilGEPS Registration
3. BIR Registration
4. Omnibus Sworn Statement
5. Menu for Lot 1 (Please see attached end-user's preferred menu) and Lot 2 Pictures / Brochure

The bidders are required to pay the non-refundable amount **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 duly received by BAC Secretariat 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 further information, please refer to BAC Secretariat Office, DA RFO 5, San Agustin, Pili Camarines Sur or via email bacrfo5@gmail.com

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

LORENZO L. ALVINA
Chief, Integrated Laboratory Division
BAC Chairperson



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BID FORM
(SVP-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: _____

Legal capacity: _____

Signature: _____

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



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FOR GOODS OFFERED FROM WITHIN THE PHILIPPINES

Name of Project:	LOT 1 - CATERING SERVICES AND LOT 2 - TRAINING MATERIALS FOR USE IN VARIOUS RSBSA TRAININGS AND WORKSHOP
Name of Bidder/ Authorized Representative:	_____

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)
	LOT 1 - CATERING SERVICES								
	(Am Snack, PM Snack and Lunch)		650 pax						
	TOTAL FOR LOT 1 -								
	LOT 2 - TRAINING MATERIALS								
	3d filament(white)		5 kg						
	Black (003/001), for epon printer, 127ml		26 pcs						
	Specialty paper, white, A4 180gsm, 100 sheets		26 packs						
	A3 Photo Paper Glossy 230gsm		12 packs						
	Georeferencing positioning device, 22x		5 pcs						
	Refill Ink Epson Sublimation 664 (Black)		20 pcs						
	Foot rubber protection		80 pcs						



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	Georef identity device		1 pc					
	Info-hub acrylic token		190 pcs					
	Sublimation training shirt		60 pcs					
	TOTAL FOR LOT 2 -							
	GRAND TOTAL							

Signature: _____

[In the capacity of] _____

Duly authorized to sign Bid for and on behalf of _____



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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:]*

[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

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



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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

[Iurat]

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

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Dates	Menu		Pax
June 6, 2024	AM Snack	Pansit lapad guisado, puto, C2	65
	Lunch	Steamed rice, chicken inasal, mixed veggies, banana, bottled water	
	PM Snack	Cassava cake, sliced pizza, sprite	
June 7, 2024	AM Snack	Spaghetti, sliced bread, minute maid	65
	Lunch	Steamed rice, pork caldereta, tortang kalabasa, ponkan, bottled water	
	PM Snack	Sliced roll cake, C2	
July 4, 2024	AM Snack	Baked mac, sliced chiffon cake, Zest-o big	65
	Lunch	Steamed rice, menudo, fish fillet, banana, bottled water	
	PM Snack	Pansit bato, toasted bread, coke	
July 5, 2024	AM Snack	2 pcs Steamed siopao, C2	65
	Lunch	Steamed rice, igado, chicken fillet, buko salad, bottled water	
	PM Snack	Bananaque, royal	
July 11, 2024	AM Snack	Bihon guisado, banana fritter, minute maid	65
	Lunch	Steamed rice, fried fish, sprouted lumpia, atchara, ponkan, bottled water	
	PM Snack	2 pcs toasted siopao, sprite	
July 12, 2024	AM Snack	Special palabok, spanish bread, C2 dalandan	65
	Lunch	Steamed rice, pork adobo, chopsuey, banana, bottled water	
	PM Snack	Chicken empanada, coke	
October 3, 2024	AM Snack	Baked macaroni, puto, C2 apple	65
	Lunch	Steamed rice, lechon paksiw, ginataang dahon ng kamoteng kahoy, flavored jelly, bottled water	
	PM Snack	Egg pie, sprite	
October 4, 2024	AM Snack	Special kakanin, Sprite	65
	Lunch	Steamed rice, chicken inasal, pakbet, banana, bottled water	
	PM Snack	Tuna spaghetti, chessy pandesal, coke	
December 12, 2024	AM Snack	Turon, halo-halo	65
	Lunch	Steamed rice, calderetang manok, vegetable lumpia, sliced watermelon, bottled water	
	PM Snack	Burger and fries, royal	
December 13, 2024	AM Snack	Chicken macaroni, majablanca, C2 dalandan	65
	Lunch	Steamed rice, embutido, chopsuey, cloud 9 chocolate, bottled water	
	PM Snack	Pansit lapad guisado. buttered bread. C2 melon	