



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

**(SVP-RICE-44-2024) REQUEST TO SUBMIT PROPOSAL FOR CATERING SERVICES AND VAN RENTAL TO BE UTILIZED FOR THE IMPLEMENTATION OF THE 2024 R&D COLLABORATIVE PROJECT UNDER RICE PROGRAM 2024 (PER LOT BASIS) AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO FIVE HUNDRED FORTY THOUSAND PESOS (PHP540,000.00) 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
<b>LOT 1- CATERING SERVICES IN MASBATE</b>			
40 pax	AM Snack, Lunch & PM Snack for 5 days	450.00 / pax / day	P90,000.00
<b>Sub-total for Lot 1</b>			<b>P90,000.00</b>
<b>LOT 2- CATERING SERVICES IN CATANDUANES</b>			
40 pax	AM Snack, Lunch & PM Snack for 5 days	450.00 / pax / day	P90,000.00
<b>Sub-total for Lot 2</b>			<b>P90,000.00</b>
<b>LOT 3- CATERING SERVICES IN SORSOGON</b>			
40 pax	AM Snack, Lunch & PM Snack for 4 days	450.00 / pax / day	P72,000.00
<b>Sub-total for Lot 3</b>			<b>P72,000.00</b>
<b>LOT 4- CATERING SERVICES IN CAMARINES SUR</b>			
40 pax	AM Snack, Lunch & PM Snack for 4 days	450.00 / pax / day	P72,000.00
<b>Sub-total for Lot 4</b>			<b>P72,000.00</b>
<b>LOT 5- VAN RENTAL</b>			
1 unit	Masbate for 7 days	8,000.00 / unit / day	P56,000.00
1unit	Catanduanes for 7 days	7,000.00 / unit / day	49,000.00
1 unit	Sorsogon for 5 days	7,000.00/ unit / day	35,000.00
1 unit	Camarines Sur for 5 days	5,000.00 / unit / day	25,000.00
1 unit	Albay for 5 days	6,000.00 / unit / day	30,000.00
1 unit	Camarines Norte for 3 days	7,000.00 / unit / day	21,000.00
<b>Sub-total for Lot 5</b>			<b>P216,000.00</b>
<b>GRAND TOTAL</b>			<b>P540,000.00</b>

**TO BE UTILIZED FOR THE IMPLEMENTATION OF THE 2024 R&D COLLABORATIVE PROJECT UNDER RICE PROGRAM 2024 (PER LOT BASIS).** The agency intends to apply the amount **FIVE HUNDRED FORTY THOUSAND PESOS (Php540,000.00)** 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,

**LOT 1- CATERING SERVICES IN MASBATE**

1. B@MS Resto Bar & Catering Services – Masbate City



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2. Yohan Party Needs and Catering Services - Masbate City
3. Ayab Food Delivery & Cater Food- Masbate City  
and all interested bidders

**LOT 2- CATERING SERVICES IN CATANDUANES**

1. Rakdell Inn - Virac, Catanduanes
2. JMJ Foodline Catering Services- Catanudanes
3. Cathy's Restaurant and Catering Services  
and all interested bidders

**LOT 3- CATERING SERVICES IN SORSOGON**

1. Casa Feliz - Juban, Sorsogon
2. Una Pizzeria - Sorsogon
3. T & M Kitchen Catering Services - Sorsogon  
and all interested bidders

**LOT 4- CATERING SERVICES IN CAMARINES SUR**

1. Jeanine's Eatery – San Agustin, Pili, Camarines Sur
2. Doña Osang Catering Services - Pili, Camarines Sur
3. MAF COOP - Pili, Camarines Sur  
and all interested bidders

**LOT 5- VAN RENTAL**

1. Benmar Transport Express – Legazpi City, Albay
2. AOL Travel and Tours – Legazpi City, Albay
3. Diosa Kobi Travel and Tours – Pili, Camarines Sur  
and all interested bidders

All interested bidders are hereby requested to submit the following documents:

1. Mayor's Permit
2. DTI/SEC/CDA Registration
3. PhilGEPS Registration
4. BIR Registration
5. Omnibus Sworn Statement
6. Menu (Please see attached end-user's preferred menu Lots 1-4)

The bidders are required to pay the non-refundable amount of **Five Hundred Pesos (Php500.00)** per lot and **One Thousand Pesos** (if all lots) 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.



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**Sealed Bid must be received by BAC Secretariat through manual submission not later than 1:00 in the afternoon of 22 July 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 1:30 PM onwards at 2nd Floor, Adriano Hall, Admin. Building, DA RFO-5, 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\*\*](mailto:bacrfo5@gmail.com).

July 17, 2024 San Agustin, Pili, Camarines Sur.

*(Signed)*

**LORENZO L. ALVINA**

OIC, RTD for Research and Regulations  
Chairperson, Bids and Awards Committee

**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.

Date of Bidding : \_\_\_\_\_  
Name : \_\_\_\_\_  
Legal Capacity : \_\_\_\_\_  
Signature : \_\_\_\_\_  
Duly authorized to sign the Bid for and behalf of : \_\_\_\_\_  
Address & Telephone No. : \_\_\_\_\_

**Omnibus Sworn Statement (Revised)**  
**[shall be submitted with the Bid]**

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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 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]*

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

**For Goods Offered from Within the Philippines**

Name of Project: **CATERING SERVICES AND VAN RENTAL TO BE UTILIZED FOR THE IMPLEMENTATION OF THE 2024 R&D COLLABORATIVE PROJECT UNDER RICE PROGRAM 2024 (PER LOT BASIS)**

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)
<b>LOT 1- CATERING SERVICES IN MASBATE</b>									
	AM Snack, Lunch & PM Snack for 5 days		40	pax					
								<b>Sub-total for Lot 1</b>	<b>Php</b>
<b>LOT 2- CATERING SERVICES IN CATANDUANES</b>									
	AM Snack, Lunch & PM Snack for 5 days		40	pax					
								<b>Sub-total for Lot 2</b>	<b>Php</b>
<b>LOT 3- CATERING SERVICES IN SORSOGON</b>									
	AM Snack, Lunch & PM Snack for 4 days		40	pax					
								<b>Sub-total for Lot 3</b>	<b>Php</b>
<b>LOT 4- CATERING SERVICES IN CAMARINES SUR</b>									
	AM Snack, Lunch & PM Snack for 4 days		40	pax					
								<b>Sub-total for Lot 4</b>	<b>Php</b>
<b>LOT 5- VAN RENTAL</b>									
	Masbate for 7 days		1	unit					
	Catanduanes for 7 days		1	unit					
	Sorsogon for 5 days		1	unit					
	Camarines Sur for 5 days		1	unit					
	Albay for 5 days		1	unit					
	Camarines Norte for 3 days		1	unit					
								<b>Sub-total for Lot 5</b>	<b>Php</b>
								<b>GRAND TOTAL</b>	<b>Php</b>

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_



# MENU

**CATERING SERVICES** for the 2024 R&D Collaborative Project under the Rice Program entitled "Enhancing Rice Farmers' Resiliency and Productivity under Stress Prone Areas in Bicol Region.

**BUDGET: P324,000.00**

<b>LOT 1: MASBATE - 40 pax@ P450, 5 Days (P90,000.00)</b>			
<b>DAY</b>	<b>AM SNACK</b>	<b>LUNCH</b>	<b>PM SNACK</b>
<b>1</b>	Tuna Clubhouse Sandwich Canned Juice	Steamed Rice Beef Nilaga Sweet and Sour Fish Fillet Porkchop Banana Bottled Water	Asado Siopao Canned Fruit Juice
<b>2</b>	Pansit Palabok Toasted Bread Canned Fruit Juice	Steamed Rice Chicken Adobo Chopseuy with quail eggs Fried Boneless Marinated Bangus Crab and Corn Soup Mixed Fruits Bottled Water	Pancit Guisado Toasted Bread C2
<b>3</b>	Ham and Cheese Burger Fries Soft drinks	Steamed Rice Blue Marlin with Garlic Sauce Pork Caldereta Mixed Veggies Buko Pandan Salad Bottled Water	Baked Macaroni and Cheese Garlic Bread Canned Fruit Juice
<b>4</b>	Sotanghon Tuna Sandwich Canned Pineapple Juice	Steamed Rice Beef Kare-Kare Chicken Barbeque Cusido Tuna with Camote Tops Ripe Mango Bottled Water	Bihon Guisado Toasted Siopao/Bread Soft drink
<b>5</b>	Chicken Sandwich Canned Fruit Juice	Steamed Rice Lumpiang Shanghai Adobong Pusit Gulay with Kinunot Creamy Mushroom Soup Banana Bottled Water	Spaghetti Toasted bread Canned Fruit Juice
<b>LOT 2: CATANDUANES- 40 pax@ P450, 5 Days (P90,000.00)</b>			
<b>DAY</b>	<b>AM SNACK</b>	<b>LUNCH</b>	<b>PM SNACK</b>
<b>1</b>	Tuna Clubhouse Sandwich Canned Juice	Steamed Rice Lumpiang Shanghai Fish Fillet with Tartar Sauce Pork Menudo Ripe Mango	Asado Siopao Canned Fruit Juice
<b>2</b>	Carbonara French Toast Soft drinks	Steamed Rice Grilled Pork Liempo Pinakbet Fried Fish Creamy Mushroom Soup Mixed Fruit	Hamburger Fries Soft drinks
<b>3</b>	Ham and Cheese Burger Fries Soft drinks	Steamed Rice Chicken Cordon Bleu Bicol Express Corn Soup Sliced Pineapple	Lasagna Toasted Bread Canned Fruit Juice

4	Empanada Soft drinks	Steamed Rice Buttered Shimp Pininyahang Manok Mixed Veggies Sliced Watermelon	Carbonara Toasted bread Canned Fruit Juice
5	Clubhouse sandwich Fries Canned Fruit Juice	Steamed Rice Chopseuy with quail eggs Fried Chicken Sweet and Sour Fish Fillet Crab and Corn Soup Mixed Fruits	Spaghetti Toasted bread Soft drinks
<b>LOT 3: SORSOGON - 40 pax@ P450, 4 Days (P72,000.00)</b>			
DAY	AM SNACK	LUNCH	PM SNACK
1	Ham and Egg Sandwich Soft drinks	Steamed Rice Chicken Adobo Chopseuy with quail eggs Fried Fish Crab and Corn Soup Mixed Fruits	Baked Macaroni Garlic Bread Canned Fruit Juice
2	Pancit Palabok Toasted Siopao Soft drinks	Steamed Rice Oriental Beef Stew Chicken Teriyaki Crispy Pork Kare-Kare Sliced Cassava Cake	Carbonara Toasted bread Canned Fruit Juice
3	Chicken Fillet Sandwich with Cheese Canned Fruit Juice	Steamed Rice Sweet and Sour Fish Lechon Kawali Adobong Sitaw Leche Flan	Pancit Canton Sandwich Soft drinks
4	Spaghetti Toasted bread Soft drinks	Steamed Rice Buttered Chicken Fish Escabeche Ginataang Sitaw at Kalabasa with Crabs Banana	Tuna Clubhouse Sandwich Canned Fruit Juice
<b>LOT 4: CAMARINES SUR - 40 pax@ P450, 4 Days (P72,000.00)</b>			
DAY	AM SNACK	LUNCH	PM SNACK
1	Pancit Guisado Banana Cue Canned Fruit Juice	Steamed Rice Laing Beef Broccoli Sweet and Sour Pork Egg Drop Soup Coffee Jelly	Sotanghon Turon Canned Fruit Juice
2	Pansit Palabok Toasted Bread Canned Fruit Juice	Steamed Rice Pork Igado Grilled Liempo Ampalaya Con Carne Banana	Tuna Clubhouse Sandwich Soft drinks
3	Ham and Cheese Burger Fries Soft drinks	Steamed Rice Beef Steak with Mushroom Gravy Breaded Fish Fillet Steamed Vegetable with Dip Creamy Fruit Salad	Spaghetti Toasted bread Soft drinks
4	Tuna Clubhouse Sandwich Canned Fruit Juice	Steamed Rice Sweet and Sour Fish Bicol Express Vegetable stir-fry Mixed Fruits	Baked Macaroni Garlic Bread Canned Fruit Juice