



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-50-2024] REQUEST TO SUBMIT QUOTATION OR PROPOSAL FOR THE SUPPLY AND DELIVERY OF VARIOUS OFFICE FOR USE AT ILD (P584,142.00) 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
50	box	Ballpen, BS FINE, BLACK, 10's per box	312.00	15,600.00
50	box	Ballpen, BS FINE, BLUE, 10's per box	312.00	15,600.00
50	box	Ballpen, ordinary, black, 12's per box	87.00	4,350.00
50	box	Ballpen, ordinary, blue, 12's per box	87.00	4,350.00
50	box	Ballpen, black, ink gel, 0.5 mm, 12's per box	461.00	23,050.00
12	pc	BATTERY D	100.00	1,200.00
24	box	BINDER CLIP, 15 mm	32.00	768.00
24	box	BINDER CLIP, 25mm	77.00	1,848.00
24	box	BINDER CLIP, 41mm	227.00	5,448.00
24	box	BINDER CLIP, 32 mm	112.00	2,688.00
24	box	BINDER CLIP, 19 mm	42.00	1,008.00
65	box	BOND PAPER, S-20, A4, 5 reams/box	2,100.00	136,500.00
5	box	BOND PAPER, S-20, LONG, 5 reams/box	1,350.00	6,750.00
15	roll	CARTOLINA, Assorted colors, 10's per roll	96.00	1,440.00
50	pc	CERTIFICATE HOLDER A4	59.00	2,950.00
4	pack	CERTIFICATE JACKET, A4, Clear, Plastic, 10's	150.00	600.00
20	pack	Clearbook, A4, 50 leaves; green color	456.00	9,120.00
70	pc	CLEARBOOK, A4, GRAY IN COLOR, 40 POCKETS	325.00	22,750.00
30	pc	CLEARBOOK, LONG, GRAY IN COLOR, 40 POCKETS	325.00	9,750.00
17	pc	CLIP BOARD, hard plastic, long size	156.00	2,652.00
10	pc	CLIP BOARD, hard plastic, red, long size	70.00	700.00
12	pack	Colored paper, 10 sheets per pack	36.00	432.00
2	pc	Cork board, Wooden, 60x90cm	1,200.00	2,400.00
5	pc	CORKBOARD & WHITEBOARD COMBINATION, 92x122cm, bulletin board, wooden frame	1,020.00	5,100.00
52	pc	CORRECTION TAPE, good quality	45.00	2,340.00
5	unit	CUSTOMIZED STAMP NAME	1,200.00	6,000.00
15	box	CUTTER BLADE, big, 10 tubes per box	360.00	5,400.00
12	pcs	Desktop pencil sharpener	445.00	5,340.00
15	pc	DESK FILE ORGANIZER, 4 SLOT, PLASTIC	240.00	3,600.00
5	pc	Document bag, Black, heavy duty	300.00	1,500.00
6	pc	Document basket tray, black, 3 tiers, fiber-colour	420.00	2,520.00
50	pc	Double adhesive tape, 1"	102.00	5,100.00
50	pc	Double adhesive tape, 2"	144.00	7,200.00





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50	pc	ENVELOPE, BROWN, LONG, thick	18.00	900.00
20	doz	ENVELOPE, BROWN, SHORT	15.00	300.00
100	pc	ENVELOPE, EXPANDING, LONG, PLASTIC	60.00	6,000.00
12	pc	Envelope, short brown with garter	24.00	288.00
20	pc	ERASER, WHITE,	44.00	880.00
24	pc	File box with cover, legal size, blue	420.00	10,080.00
150	pc	Folder (craft; green; A4)	12.00	1,800.00
50	pc	Folder (plastic, hard, thick, A4)	24.00	1,200.00
51	pc	Folder (pre-punched, white, 14 pts. thickness)	12.00	612.00
21	pc	Frames for certificates, 8.5"x 11"	156.00	3,276.00
6	unit	Glue gun, heavy duty (40watt;10mm; big)	360.00	2,160.00
6	box	Glue stick, big (100 pcs/box)	1,200.00	7,200.00
30	pc	Glue, all purpose, 300g min	360.00	10,800.00
25	pc	GLUE, SMALL, 130G.	72.00	1,800.00
32	pc	Highlighter, chisel tip, practical tip and extra slim pen shape, water based ink, two lone thickness	42.00	1,344.00
300	pc	ID holder with clip	48.00	14,400.00
2	pc	KEY CABINET, plastic, with 24 key hangers	1,020.00	2,040.00
300	pc	KITS, Cloth, long size with handle	85.00	25,500.00
2	pack	Laminating film, A3 size,250 microns, 100's	3,600.00	7,200.00
3	pack	Laminating film, A4 size,250pouches microns, 100's	1,800.00	5,400.00
2	pack	LAMINATING FILM, A4, 125 MIC	1,200.00	2,400.00
2	pack	LAMINATING FILM, legal, 250 MIC, 100's per pack	2,315.00	4,630.00
12	pc	MAGNETIC BUTTON, for whiteboard and refrigerator, 30mm, 12's/pack	90.00	1,080.00
12	pc	MAGNETIC SOFT WHITEBOARD, A3	300.00	3,600.00
20	pc	Marker pen, fiber tip, multimark 1523 permanent (for glass/plastic/metal)	36.00	720.00
12	box	MARKER, fine tip (1.0 mm), black, 12's per box	605.00	7,260.00
11	box	MARKER, fine tip (1.0 mm), blue , 12's per box	605.00	6,655.00
22	pc	Marker , alcohol and oil-based, twin marker, permanent, ultra-fine tip, 0.5 mm, extra-fine tip, black	75.00	1,650.00
16	pc	Marker, permanent, xylene/ toluene free ink, chisel, tip, smudge/smear proof, blue	48.00	768.00
16	pc	Marker, permanent, xylene/ toluene free ink, chisel, tip, smudge/smear proof, red	48.00	768.00
16	pc	Marker, permanent, xylene/ toluene free ink, fine acrylic fiber-tip, water proof, black	48.00	768.00





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6	pc	Marker, permanent, xylene/ toluene free ink, fine acrylic fiber-tip, water proof, blue	48.00	288.00
3	pc	Marker, permanent, bullet type, green	51.00	153.00
200	pc	NOTEBOOK, 30 LEAVES	48.00	9,600.00
200	pc	Notebook/Record book(40 leaves)	54.00	10,800.00
32	pack	NOTEPAD STICKY NOTES , colorful, sticker bookmarks, 43*12mm	24.00	768.00
10	pc	Office/ Storage box, Plastic, 20L cap	360.00	3,600.00
2	unit	PAID STAMP, customizable dater, blue	516.00	1,032.00
32	box	PAPER CLIP, BIG	36.00	1,152.00
42	box	PAPER CLIP, SMALL	24.00	1,008.00
6	box	PAPER FASTENER, Metal	120.00	720.00
1	unit	PENCIL SHARPENER, Metal	87.00	87.00
8	box	PENCIL, MONGOL NO. 2	150.00	1,200.00
20	pack	PHOTOPAPER PREMIUM HIGH GLOSSY, A4	210.00	4,200.00
3	roll	Plastic cover, Thick	1,500.00	4,500.00
3	pc	PUNCHER, HD	504.00	1,512.00
1	unit	RECEIVED STAMP, customizable dater, blue	516.00	516.00
25	pc	RECORD BOOK WITH PAGE NO., 500 leaves	300.00	7,500.00
35	pc	RECORD BOOK, 150 LEAVES, WITH PAGE No.	144.00	5,040.00
35	pc	RECORD BOOK, 200 LEAVES, WITH PAGE No.	180.00	6,300.00
11	pc	RECORD BOOK, 300 pages 8.5"x10.5"	216.00	2,376.00
1	unit	RELEASED STAMP, customizable dater, blue	516.00	516.00
12	pc	RULER, 1FT, Aluminum	84.00	1,008.00
5	pc	Ruler, plastic, flexible. Clear, 12inches	36.00	180.00
23	pc	SCISSOR, Heavy Duty Big	144.00	3,312.00
16	box	SIGN PEN, BLACK, 0.5mm	250.00	4,000.00
16	box	SIGN PEN, BLUE, 0.4mm	250.00	4,000.00
2	box	SIGN PEN, BLUE, 0.5mm	250.00	500.00
16	box	SPECIALTY PAPER, 10 sheets per pack	300.00	4,800.00
20	pack	STAMP PAD INK, blue, 30ml	60.00	1,200.00
3	unit	STAPLE WIRE #35	55.00	165.00
12	box	STAPLER, BIG, HD	48.00	576.00
12	pc	STAPLER with Remover	420.00	5,040.00
6	pc	STICKER PAPER, A4, 20 sheets per pack, glossy	384.00	2,304.00
50	pack	Sticky note pads, 3x3", 100 sheets, assorted color	96.00	4,800.00
10	pad	Sticky Notes Notepad with case	180.00	1,800.00
12	pad	Sticky Note, 3x5, 50 pages/pad	132.00	1,584.00
50	pad	TAPE DISPENSER, 1"	54.00	2,700.00
5	unit	TAPE, MASKING , 1"	204.00	1,020.00
6	pc	TAPE, MASKING , 2"	54.00	324.00
6	pc	TAPE, PACKING , 2'	102.00	612.00





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5	pc	TAPE, SCOTCH , 1'	102.00	510.00
5	pc	TAPE, SCOTCH , 2'	24.00	120.00
5	pc	Trodat stamp, self ink, customize	48.00	240.00
6	unit	White Board, 2X3ft with aluminum frame	438.00	2,628.00
2	pc	WHITEBOARD ERASER, magnetic	1,800.00	3,600.00
4	pc	WHITEBOARD MARKER, fine tip (1.0 mm), black, 12's	156.00	624.00
5	box	WHITEBOARD MARKER, fine tip (1.0 mm), red, 12's	764.00	3,820.00
5	box	Yellow Pad	764.00	3,820.00
8	pad	Cash box with key, 12"x9"x3", Heavy duty	90.00	720.00
1	units	CD (RW) with case, 50 pcs per spindle	1,440.00	1,440.00
1	spindle	Cloth bag with handle	3,000.00	3,000.00
6	pcs	Folder, brown, long	120.00	720.00
12	pcs	Folder, expanding, long, green	12.00	144.00
12	pcs	Molar Box with cover, black	22.00	264.00
3	pcs	Paper Cutter, Metal Base (A4/A3/A5/B4/B5) size, heavy duty, manual trimmer	420.00	1,260.00
2	pc	Ink ribbon for typewriter	850.00	1,700.00
4	pcs	Rubber band, big, No.18	35.00	140.00
8	box	Safety paper fastener, plastic	174.00	1,392.00
3		Safety paper fastener, plastic long	48.00	144.00
8	box	Sign pen (black), mygel, .07, 12 pcs/box	96.00	768.00
6	box	Stamp pad, large, blue	317.00	1,902.00
3	pcs	Staple remover, plier type	62.00	186.00
3	pcs	Tape, double sided, 1.5"	90.00	270.00
13	pcs	Trodat Ink refill, blue, 28ml.	108.00	1,404.00
GRAND TOTAL				584,142.00

For use at ILD. The agency intends to apply the amount of Five Hundred Eighty-Four Thousand One Hundred Forty-Two Pesos Only (Php 584,142.00) 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





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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, RFK GENERAL MERCHANDISE San Vicente Pili Camarines Sur, BLUENTERPRISE San Agustin Pili Camarines Sur, and ALLAN JUSTINE GENERAL MERCHANDISE Naga City, Camarines Sur and any other interested Bidders are hereby requested to submit the following documents

1. Mayor's Permit
2. PhilGeps Registration Number
3. BIR Registration
4. DTI / SEC Registration
5. Omnibus Sworn Statement
6. Pictures / Brochure

The bidders are required to pay the non-refundable amount **One Thousand Pesos (Php1,000.00)** 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 19 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 **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

July 15, 2024 San Agustin, Pili, Camarines Sur.

LORENZO L. ALVINA
OIC – RTD for Research and Regulations
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:	SUPPLY AND DELIVERY OF TECHNICAL AND SCIENTIFIC EQUIPMENT
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)
	Ballpen, BS FINE, BLACK, 10's per box		50						
	Ballpen, BS FINE, BLUE, 10's per box		50						
	Ballpen, ordinary, black, 12's per box		50						
	Ballpen, ordinary, blue, 12's per box		50						
	Ballpen, black, ink gel, 0.5 mm, 12's per box		50						
	BATTERY D		12						
	BINDER CLIP, 15 mm		24						
	BINDER CLIP, 25mm		24						
	BINDER CLIP, 41mm		24						
	BINDER CLIP, 32 mm		24						
	BINDER CLIP, 19 mm		24						
	BOND PAPER, S-20, A4, 5 reams/box		65						



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	BOND PAPER, S-20, LONG, 5 reams/box		5					
	CARTOLINA, Assorted colors, 10's per roll		15					
	CERTIFICATE HOLDER A4		50					
	CERTIFICATE JACKET, A4, Clear, Plastic, 10's		4					
	Clearbook, A4, 50 leaves; green color		20					
	CLEARBOOK, A4, GRAY IN COLOR, 40 POCKETS		70					
	CLEARBOOK, LONG, GRAY IN COLOR, 40 POCKETS		30					
	CLIP BOARD, hard plastic, long size		17					
	CLIP BOARD, hard plastic, red, long size		10					
	Colored paper, 10 sheets per pack		12					
	Cork board, Wooden, 60x90cm		2					
	CORKBOARD & WHITEBOARD COMBINATION, 92x122cm, bulletin board, wooden frame		5					
	CORRECTION TAPE, good quality		52					
	CUSTOMIZED STAMP NAME		5					
	CUTTER BLADE, big, 10 tubes per box		15					



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	Desktop pencil sharpener		12					
	DESK FILE ORGANIZER, 4 SLOT, PLASTIC		15					
	Document bag, Black, heavy duty		5					
	Document basket tray, black, 3 tiers, fiber-colour		6					
	Double adhesive tape, 1"		50					
	Double adhesive tape, 2"		50					
	ENVELOPE, BROWN, LONG, thick		50					
	ENVELOPE, BROWN, SHORT		20					
	ENVELOPE, EXPANDING, LONG, PLASTIC		100					
	Envelope, short brown with garter		12					
	ERASER, WHITE,		20					
	File box with cover, legal size, blue		24					
	Folder (craft; green; A4)		150					
	Folder (plastic, hard, thick, A4)		50					
	Folder (pre-punched, white, 14 pts. thickness)		51					
	Frames for certificates, 8.5"x 11"		21					
	Glue gun, heavy duty (40watt;10mm; big)		6					
	Glue stick, big (100 pcs/box)		6					
	Glue, all purpose, 300g min		30					
	GLUE, SMALL, 130G.		25					



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Highlighter, chisel tip, practical tip and extra slim pen shape, water based ink, two lone thickness		32						
ID holder with clip		300						
KEY CABINET, plastic, with 24 key hangers		2						
KITS, Cloth, long size with handle		300						
Laminating film, A3 size, 250 microns, 100's		2						
Laminating film, A4 size, 250pouches microns, 100's		3						
LAMINATING FILM, A4, 125 MIC		2						
LAMINATING FILM, legal, 250 MIC, 100's per pack		2						
MAGNETIC BUTTON, for whiteboard and refrigerator, 30mm, 12's/pack		12						
MAGNETIC SOFT WHITEBOARD, A3		12						
Marker pen, fiber tip, multimark 1523 permanent (for glass/plastic/metal)		20						
MARKER, fine tip (1.0 mm), black, 12's per box		12						
MARKER, fine tip (1.0 mm), blue, 12's per box		11						



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	Marker , alcohol and oil-based, twin marker, permanent, ultra-fine tip, 0.5 mm, extra-fine tip, black		22						
	Marker, permanent, xylene/ toluene free ink, chisel, tip, smudge/smear proof, blue		16						
	Marker, permanent, xylene/ toluene free ink, chisel, tip, smudge/smear proof, red		16						
	Marker, permanent, xylene/ toluene free ink, fine acrylic fiber-tip, water proof, black		16						
	Marker, permanent, xylene/ toluene free ink, fine acrylic fiber-tip, water proof, blue		6						
	Marker, permanent, bullet type, green		3						
	NOTEBOOK, 30 LEAVES		200						
	Notebook/Record book(40 leaves)		200						
	NOTEPAD STICKY NOTES ,colorful, sticker bookmarks, 43*12mm		32						
	Office/ Storage box, Plastic, 20L cap		10						
	PAID STAMP, customizable dater, blue		2						
	PAPER CLIP, BIG		32						



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	PAPER CLIP, SMALL		42					
	PAPER FASTENER, Metal		6					
	PENCIL SHARPENER, Metal		1					
	PENCIL, MONGOL NO. 2		8					
	PHOTOPAPER PREMIUM HIGH GLOSSY, A4		20					
	Plastic cover, Thick		3					
	PUNCHER, HD		3					
	RECEIVED STAMP, customizable dater, blue		1					
	RECORD BOOK WITH PAGE NO., 500 leaves		25					
	RECORD BOOK, 150 LEAVES, WITH PAGE No.		35					
	RECORD BOOK, 200 LEAVES, WITH PAGE No.		35					
	RECORD BOOK, 300 pages 8.5'x10.5"		11					
	RELEASED STAMP, customizable dater, blue		1					
	RULER, 1FT, Aluminum		12					
	Ruler, plastic, flexible. Clear, 12inches		5					
	SCISSOR, Heavy Duty Big		23					
	SIGN PEN, BLACK, 0.5mm		16					
	SIGN PEN, BLUE, 0.4mm		16					
	SIGN PEN, BLUE, 0.5mm		2					
	SPECIALTY PAPER, 10 sheets per pack		16					
	STAMP PAD INK, blue, 30ml		20					
	STAPLE WIRE #35		3					
	STAPLER, BIG, HD		12					



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STAPLER with Remover	12							
STICKER PAPER, A4, 20 sheets per pack, glossy	6							
Sticky note pads, 3x3", 100 sheets, assorted color	50							
Sticky Notes Notepad with case	10							
Sticky Note, 3x5, 50 pages/pad	12							
TAPE DISPENSER, 1"	50							
TAPE, MASKING , 1"	5							
TAPE, MASKING , 2"	6							
TAPE, PACKING , 2'	6							
TAPE, SCOTCH , 1'	5							
TAPE, SCOTCH , 2'	5							
Trodat stamp, self ink, customize	5							
White Board, 2X3ft with aluminum frame	6							
WHITEBOARD ERASER, magnetic	2							
WHITEBOARD MARKER, fine tip (1.0 mm), black, 12's	4							
WHITEBOARD MARKER, fine tip (1.0 mm), red, 12's	5							
Yellow Pad	5							
Cash box with key, 12"x9"x3", Heavy duty	8							
CD (RW) with case, 50 pcs per spindle	1							
Cloth bag with handle	1							



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	Folder, brown, long		6						
	Folder, expanding, long, green		12						
	Molar Box with cover, black		12						
	Paper Cutter, Metal Base (A4/A3/A5/B4/B5) size, heavy duty, manual trimmer		3						
	Ink ribbon for typewriter		2						
	Rubber band, big, No.18		4						
	Safety paper fastener, plastic		8						
	Safety paper fastener, plastic long		3						
	Sign pen (black), mygel, .07, 12 pcs/box		8						
	Stamp pad, large, blue		6						
	Staple remover, plier type		3						
	Tape, double sided, 1.5"		3						
	Trodat Ink refill, blue, 28ml.		13						
	GRAND TOTAL								

Signature: _____

[In the capacity of] _____

Duly authorized to sign Bid for and on behalf of _____



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

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

[Iurat]

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

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