



**REQUEST TO SUBMIT QUOTATION FOR CATERING SERVICES AND VAN RENTAL FOR THE CONDUCT OF REGIONAL PROJECT ADVISORY BOARD IN ALBAY UNDER 2024 PHILIPPINE RURAL DEVELOPMENT PROGRAM IMPLEMENTATION AT ESTIMATED PROJECT COST AMOUNTING TO ONE HUNDRED FIFTY-TWO THOUSAND PESOS (PHP152,000.00) PURSUANT TO ALTERNATIVE METHOD OF PROCUREMENT SPECIFICALLY SHOPPING UNDER SECTION 52.1 (B) UNDER RA 9184 AND ITS REVISED IRR**

The Philippine Rural Development Project thru the Department of Agriculture Regional Field Office No. 5 (DA RFO 5), San Agustin, Pili, Camarines Sur is inviting interested suppliers/dealers to submit Quotation for:

Particulars		Unit Cost	ABC
<b>LOT 1 -CATERING SERVICES IN ALBAY</b>			
<b>50 pax</b>	Full Board Meals for <b>2 days</b>	1,400/pax/day	Php140,000.00
<b>Sub-total (Lot 1)</b>			<b>Php140,000.00</b>
<b>LOT 2 - VAN RENTAL</b>			
<b>1 unit</b>	Van Rental in Albay for <b>2 days</b> Specification: With seating capacity of 12-15 seaters, GPS Tracker and reclining seats	6,000/unit/day	Php12,000.00
<b>Sub-total (Lot 2)</b>			<b>Php12,000.00</b>
<b>GRAND TOTAL</b>			<b>PHP152,000.00</b>

for the conduct of Regional Project Advisory Board in Albay under 2024 Philippine Rural Development Program (PRDP) Implementation. The agency intends to apply the amount of **One Hundred Fifty-Two Thousand Pesos (Php152,000.00)** 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-Shopping under Section 52.1 (b) of RA 9184 and its Revised IRR.

As such, **LOT 1: LA VENEZIA HOTEL**, Cruzada, Legazpi City; **NINONG'S HOTEL**, Malilipot, Albay; **GAMBOA'S ORCHARD**, Malilipot, Albay; **LOT 2: AOL TRAVEL AND TOURS**, Buraguais, Legazpi City; **BICOL HOTELS & TRAVEL & TOURS**, Legazpi City, Albay; **SHEENA-EMMAN TRAVEL AND TOURS**, Legazpi City, Albay; and any other interested Bidders are hereby requested to submit the following documents:

1. Mayor's Permit
2. DTI /SEC Registration
3. PhilGeps Registration
4. BIR Registration
5. Menu **(for Lot 1)**
6. Picture (vehicle & plate number) **(for Lot 2)**

The bidders are required to pay the non-refundable amount Five Hundred Pesos (Php500.00) per lot for bid documents to the Cashier's Office, DA RFO-5, Pili, Camarines Sur. **All submitted documents must be in duplicate, all copies must be marked with ear tabs or**



Republic of the Philippines  
**REGIONAL FIELD OFFICE NO. 5**  
San Agustin, Pili, Camarines Sur  
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**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 **09:00 in the morning of 29 November 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 3rd 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](mailto:bacrfo5@gmail.com).

November 21, 2024, San Agustin, Pili, Camarines Sur.

**(signed)**  
**LORENZO L. ALVINA**  
OIC, RTD for Research and Regulatory Division  
BAC Chairman

## MENU

Meals	DAY 1	DAY 2
Breakfast	Pork Tocino Daing na Bangus Garlic/Steamed Rice Coffee	Dried Pusit Scrambled Egg with Tomato and Onion Coffee Banana
AM Snacks	Lasagna Chicken Lollipop Juice	Baked Macaroni Toasted Bread Juice
Lunch	Potato Leek Soup Roasted Pepper Chicken Cabbage and Corn Sauté Steamed Rice Dark Truffle Cake	Beef with Broccoli Mixed Veggies Steamed Rice Juice
PM Snacks	Penne Stroganoff Casserole Pasta with Juice	Macaroni Salad Clubhouse Sandwich Juice
Dinner	Red shrimp Sinigang Beef Caldereta Seafood Chopsuey Caramel Bread Pudding Juice	Sweet and Sour Fish Chicken Cordon Bleu Soup Steamed Rice Fresh Fruits Mix

Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
**Regional Field Unit No. 5**  
San Agustin, Pili, Camarines Sur

**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.

Date of Bidding: \_\_\_\_\_

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

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

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

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

Contact No. & Email Address: \_\_\_\_\_

**For Goods Offered From Within the Philippines**

Name of Project: **CATERING SERVICES AND VAN RENTAL FOR THE CONDUCT OF REGIONAL PROJECT ADVISORY BOARD IN ALBAY UNDER 2024 PHILIPPINE RURAL DEVELOPMENT PROGRAM IMPLEMENTATION**

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)
1	<b>LOT 1 -CATERING SERVICES IN ALBAY</b>								
	Full Board Meals for 2 days		50 pax	₱	₱	₱	₱	₱	₱
<b>TOTAL FOR LOT 1</b>									₱
2	<b>LOT 2 - VAN RENTAL</b>								
	Van Rental in Albay for 2 days Specification: With seating capacity of 12-15 seaters, GPS Tracker and reclining seats		1 unit	₱	₱	₱	₱	₱	₱
<b>TOTAL FOR LOT 2</b>									₱
<b>GRAND TOTAL</b>									₱

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

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

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

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