



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

PHILIPPINE RICE RESEARCH INSTITUTE (PhilRice)
Batang, Ligao City, Albay

**REQUEST TO SUBMIT BEST AND FINAL OFFER PURSUANT TO NEGOTIATED CONTRACT
UNDER SECTION 53.5 (AGENCY TO AGENCY), RA 9184 AND THE REVISED IRR
(ACCOMMODATION FOR USE DURING THE CONDUCT OF PALAYCHECK SYSTEM TRAINING
UNDER THE RICE PROGRAM FY 2024)**

Pursuant to Section 53.5 of RA 9184 and its Revised IRR, the Bids and Awards Committee hereby invite **Philippine Rice Research Institute (PhilRice)**, Batang, Ligao City, Albay with known specific experience/contract by this agency for a **conference** on **December 11, 2024, 10:00AM**, 3rd Flr. Training Hall, Operations Bldg., DA RFO 5, San Agustin, Pili, Camarines Sur for the purpose of negotiated contract pertaining to Accommodation for use during the conduct of Palaycheck System Training under the Rice Program FY 2024 with the total approved budget for the contract in the amount of **ONE HUNDRED TWO THOUSAND PESOS (₱102,000.00)**.

Particulars	Unit Cost	ABC
Accommodation (Ligao City, Albay) 34 pax – Accommodation for 4 days	750.00 / pax / day	Php 102,000.00

Therefore, to hasten the implementation of the project, **PHILIPPINE RICE RESEARCH INSTITUTE (PhilRice)**, Batang, Ligao City, Albay is hereby requested to submit its **BEST AND FINAL OFFER** for the project not later than **9:00 AM of December 18, 2024**, and must be accompanied by the following documents, to wit:

- BIR Registration*
- Bid Offer*
- Bid Form*

Opening of submitted **BEST AND FINAL OFFER** will be at **10:00 in the morning of December 18, 2024**, 3rd Flr. Training Hall, Operations Bldg., DA RFO 5, San Agustin, Pili, Camarines Sur, this agency. **All submitted documents must be in duplicate, marked with index/ear tabs or side-end tabs to identify the page components, and addressed to the BAC Chairperson; otherwise, bids will be automatically rejected on the ground of non-compliance with the prescribed bid requirements**

Let this Invitation be posted pursuant to RA 9184 and its IRR. For more information, please see or call BAC Secretariat with Tel. No. (054) 477-33-56.

December 5, 2024, San Agustin, Pili, Camarines Sur

LORENZO L. ALVINA
OIC, RTD for Research and Regulations
Chairperson, Bids and Awards Committee

**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 the Project: **ACCOMMODATION FOR USE DURING THE CONDUCT OF PALAYCHECK SYSTEM TRAINING UNDER THE RICE 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)
1	Accommodation for 4 days (Ligao City, Albay)		34 pax						
TOTAL									

Name: _____

Legal Capacity: _____

Signature: _____

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