



BIDS AND AWARDS COMMITTEE

INVITATION FOR NEGOTIATED PROCUREMENT

For The Supply & Delivery of Agricultural Supplies for SPPF Agro Project Use

1. In view of the two (2) failed public biddings, the Bureau of Corrections-Sablayan Prison and Penal Farm (BUCOR-SPPF) Bids and Awards Committee (BAC) invites interested bidders to participate in the negotiation for the *Supply & Delivery of Agricultural Supplies for SPPF Agro Project Use* with an Approved Budget for the Contract (ABC) of *Three Hundred Ninety-Three Thousand Nine Hundred Pesos Only (Php393,900.00)* in accordance with Section 53.1 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the “Government Procurement Reform Act.”

For more details on this project, please refer to attached Schedule of Requirements (Annex A) and Technical Specifications (Annex B).

2. The following eligibility and technical documents as well as the Financial Proposal Form shall be submitted on or before October 22, 10:00AM at the BAC Office, SPPF Reservation Area, Malisbong, Sablayan, Occidental Mindoro:
 - (a) Securities and Exchange Commission/Department of Trade and Industry Registration Certificate;
 - (b) Valid Mayor’s/Business Permit or its Equivalent Document;
 - (d) Bid Securing Declaration (Duly Notarized)
 - (e) Compliance with the Schedule of Requirements (Annex A) and Technical Specifications (Annex B);
 - (f) Omnibus Sworn Statement (Duly Notarized);
 - (g) Authority of the Signatory; and
 - (h) Certification of PhilGEPS Registration (Platinum)
3. The Bureau of Corrections-Sablayan Prison and Penal Farm reserves the right to accept or reject any offer, to annul the negotiation process, and to reject all offers at any time prior to contract award, without thereby incurring any liability to affected firm.
4. The schedule of Negotiated Procurement Activities shall be as follows:

ACTIVITIES	DATE/TIME	VENUE
1. Deadline of Submission of Proposal	October 22, 2019 (9:55am)	SPPF BAC Office
2. Opening of Proposal	October 22, 2019 (10:00am)	SPPF BAC Office

5. For further information, please refer to:

CTINSP ARSENIO E SICNAO/CO2 JESUS S URIETA JR
 BuCor SPPF- Head, BAC Secretariat/Secretariat Member
 Mondays through Fridays (8:00am – 5:00pm)
 SPPF Reservation Area, Malisbong, Sablayan, Occidental Mindoro
 Contact Number: 09209080658/09268284950
 Email Address: sppf_bacsec@bucor.gov.ph or sppfbacsec.bucor.gov.ph@gmail.com
 Website: <https://www.bucor.gov.ph>


CCINSP DIOMEDES C DADOR JR
 BAC Chairperson



Republic of the Philippines
 Department of Justice
BUREAU OF CORRECTIONS
SABLAYAN PRISON AND PENAL FARM
 Malisbong, Sablayan, Occidental Mindoro
 5104



Schedule of Requirements

For The Supply & Delivery of Agricultural Supplies for SPPF Agro Project Use

ITEM NO.	QTY	UOM	SPECIFICATIONS (pls. refer to Technical Specification)	DELIVERY PERIOD	Bidders Statement of Compliance
<u>1</u>	25	Bags	In-Organic Fertilizer (46-0-0)	w/in 15 days upon receipt of NTP	
<u>2</u>	25	Bags	In-Organic Fertilizer (T14)	w/in 15 days upon receipt of NTP	
<u>3</u>	10	Bags	In-Organic Fertilizer (0-0-60)	w/in 15 days upon receipt of NTP	
<u>4</u>	10	Kgs	Foliar Fertilizer (For Vegetative Growth)	w/in 15 days upon receipt of NTP	
<u>5</u>	10	Kgs	Foliar Fertilizer (For Flowering Stage)	w/in 15 days upon receipt of NTP	
<u>6</u>	20	Liter	Insecticide	w/in 15 days upon receipt of NTP	
<u>7</u>	15	Liter	Herbicide	w/in 15 days upon receipt of NTP	
<u>8</u>	10	Cans	Ampalaya Seeds @ 100 Grams	w/in 15 days upon receipt of NTP	
<u>9</u>	12	Kgs	String Beans Seeds	w/in 15 days upon receipt of NTP	
<u>10</u>	15	Cans	Eggplant Seeds @ 50 Grams	w/in 15 days upon receipt of NTP	
<u>11</u>	10	Cans	Tomato Seeds @ 50 Grams	w/in 15 days upon receipt of NTP	
<u>12</u>	10	Cans	Hot Pepper Seeds @ 50 Grams	w/in 15 days upon receipt of NTP	
<u>13</u>	8	Kgs	Okra Seeds	w/in 15 days upon receipt of NTP	
<u>14</u>	15	Kgs	Pechay Seeds	w/in 15 days upon receipt of NTP	
<u>15</u>	8	Cans	Squash Seeds @ 1 Kg	w/in 15 days upon receipt of NTP	
<u>16</u>	8	Kgs	Raddish Seeds	w/in 15 days upon receipt of NTP	

<u>17</u>	8	Kgs	Mustard Seeds	w/in 15 days upon receipt of NTP	
<u>18</u>	10	Cans	Cucumber Seeds @ 100 Grams	w/in 15 days upon receipt of NTP	
<u>19</u>	25	Pcs	Spade	w/in 15 days upon receipt of NTP	
<u>20</u>	25	Pcs	Shovel	w/in 15 days upon receipt of NTP	
<u>21</u>	30	Pcs	Bolo	w/in 15 days upon receipt of NTP	
<u>22</u>	50	Pcs	Sprinkler	w/in 15 days upon receipt of NTP	
<u>23</u>	10	Rolls	Plastic Mulch	w/in 15 days upon receipt of NTP	
<u>24</u>	4	Rolls	Duct Hose #3"	w/in 15 days upon receipt of NTP	
<u>25</u>	20	Kgs	Blue String	w/in 15 days upon receipt of NTP	
<u>26</u>	20	Kgs	Tie Wire	w/in 15 days upon receipt of NTP	
<u>27</u>	2	Sacks	Potassium Nitrate	w/in 15 days upon receipt of NTP	

CONFORME: _____

Name of Company in Print

Signature over Printed Name of Authorized Representative

Date



Republic of the Philippines
 Department of Justice
BUREAU OF CORRECTIONS
SABLAYAN PRISON AND PENAL FARM
 Malisbong, Sablayan, Occidental Mindoro
 5104



Technical Specifications

For The Supply & Delivery of Agricultural Supplies for SPPF Agro Project Use

ITEM NO.	QTY	UOM	Specifications	Bidders Actual Specifications	Bidders Statement of Compliance <i>(Comply or Not Comply)</i>
<u>1</u>	25	Bags	In-Organic Fertilizer (46-0-0)		
<u>2</u>	25	Bags	In-Organic Fertilizer (T14)		
<u>3</u>	10	Bags	In-Organic Fertilizer (0-0-60)		
<u>4</u>	10	Kgs	Foliar Fertilizer (for vegetative growth)		
<u>5</u>	10	Kgs	Foliar Fertilizer (for flowering stage)		
<u>6</u>	20	Liter	Insecticide		
<u>7</u>	15	Liter	Herbicide		
<u>8</u>	10	Cans	Ampalaya Seeds @ 100 grams		
<u>9</u>	12	Kgs	String Beans Seeds		
<u>10</u>	15	Cans	Eggplant Seeds @ 50 grams		
<u>11</u>	10	Cans	Tomato Seeds @ 50 grams		
<u>12</u>	10	Cans	Hot Pepper Seeds @ 50 grams		
<u>13</u>	8	Kgs	Okra Seeds		
<u>14</u>	15	Kgs	Pechay Seeds		
<u>15</u>	8	Cans	Squash Seeds @ 1 kg		
<u>16</u>	8	Kgs	Raddish seeds		
<u>17</u>	8	Kgs	Mustard Seeds		
<u>18</u>	10	Cans	Cucumber Seeds @ 100 grams		
<u>19</u>	25	Pcs	Spade		
<u>20</u>	25	Pcs	Shovel		
<u>21</u>	30	Pcs	Bolo		
<u>22</u>	50	Pcs	Sprinkler		

<u>23</u>	10	Rolls	Plastic mulch		
<u>24</u>	4	Rolls	Duct hose #3"		
<u>25</u>	20	Kgs	Blue string		
<u>26</u>	20	Kgs	Tie wire		
<u>27</u>	2	Sacks	Potassium nitrate		

Name of Company

Signature over Printed Name

Date

Financial Proposal

Date: _____

To: *[name and address of Procuring Entity]*

Gentlemen and/or Ladies:

We, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in the sum of *[total Bid amount in words and figures]*

We undertake, if our Proposal is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Proposal is accepted, we undertake to provide a performance security in the form and amounts specified under Section 39.1 of the 2016 Revised Implementing Rules and Regulations of Republic Act 9184.

We agree to abide that the Validity Period of our proposal is 120 calendar days from October 22, 2019 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Proposal, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Proposal you may receive.

We certify/confirm that we comply with the eligibility requirements as specified in the Invitation for Negotiated Procurement.

We likewise certify/confirm that the undersigned, *[for sole proprietorships, insert: as the owner and sole proprietor or authorized representative of Name of Bidder, has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the Name of Project of the Name of the Procuring Entity][for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the Name of Bidder, to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for Name of Project of the Name of the Procuring Entity].*

We acknowledge that failure to sign each and every page of this Proposal Form, including the attached Schedule of Prices, shall be a ground for the rejection of our proposal.

Dated this _____ day of _____ 20_____.

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____


Summary of Financial Bid Price

(Prices must be inclusive of VAT)

For The Supply & Delivery of Agricultural Supplies for SPPF Agro Project Use

Bid Reference Number for the Lot is BIDSPPF2019-PR.0216

Item No.	Quantity	UOM	Specifications	Unit Price (Php)	Total Amount per Line Item In Figure (Php)
<u>1</u>	25	Bags	In-Organic Fertilizer (46-0-0)		
<u>2</u>	25	Bags	In-Organic Fertilizer (T14)		
<u>3</u>	10	Bags	In-Organic Fertilizer (0-0-60)		
<u>4</u>	10	Kgs	Foliar Fertilizer (for vegetative growth)		
<u>5</u>	10	Kgs	Foliar Fertilizer (for flowering stage)		
<u>6</u>	20	Liter	Insecticide		
<u>7</u>	15	Liter	Herbicide		
<u>8</u>	10	Cans	Ampalaya Seeds @ 100 grams		
<u>9</u>	12	Kgs	String Beans Seeds		
<u>10</u>	15	Cans	Eggplant Seeds @ 50 grams		
<u>11</u>	10	Cans	Tomato Seeds @ 50 grams		
<u>12</u>	10	Cans	Hot Pepper Seeds @ 50 grams		
<u>13</u>	8	Kgs	Okra Seeds		
<u>14</u>	15	Kgs	Pechay Seeds		
<u>15</u>	8	Cans	Squash Seeds @ 1 kg		
<u>16</u>	8	Kgs	Raddish seeds		
<u>17</u>	8	Kgs	Mustard Seeds		
<u>18</u>	10	Cans	Cucumber Seeds @ 100 grams		
<u>19</u>	25	Pcs	Spade		
<u>20</u>	25	Pcs	Shovel		
<u>21</u>	30	Pcs	Bolo		
<u>22</u>	50	Pcs	Sprinkler		

<u>23</u>	10	Rolls	Plastic mulch		
<u>24</u>	4	Rolls	Duct hose #3"		
<u>25</u>	20	Kgs	Blue string		
<u>26</u>	20	Kgs	Tie wire		
<u>27</u>	2	Sacks	Potassium nitrate		
Total Bid Price Inclusive of Value Added Tax (Vat) In Figure					
Total Bid Price Inclusive of Value Added Tax (Vat) In Words					

Name of company in Print

Signature over printed name
of Authorized Representative

Date

Omnibus Sworn Statement

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 **Supply & Delivery of Agricultural Supplies for Sablayan Prison and Penal Farm Agro Project Use, 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 **Supply & Delivery of Agricultural Supplies for Sablayan Prison and Penal Farm Agro Project Use** 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;

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 following responsibilities as a Bidder:

a) Carefully examine all of the Bidding Documents;

b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;

c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and

d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the *Supply & Delivery of Agricultural Supplies for Sablayan Prison and Penal Farm Agro Project Use*.

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.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ___ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ___ at _____.

Witness my hand and seal this ___ day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ [date issued], [place issued]

IBP No. _____ [date issued], [place issued]

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

* This form will not apply for WB funded project

BID SECURING DECLARATION FORM

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.

X-----X

BID SECURING DECLARATION
Invitation to Bid: *BIDSPPF2019-PR.0216*

To: *[Insert name and address of the Procuring Entity]*

I/We¹, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - (a) Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - (b) I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right;
 - (c) I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of *[month]* *[year]* at *[place of execution]*.

*[Insert NAME OF BIDDER'S AUTHORIZED
REPRESENTATIVE]
[Insert Signatory's Legal Capacity]
Affiant*

SUBSCRIBED AND SWORN to before me this ____ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ____ at _____.

Witness my hand and seal this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC
Serial No. of Commission _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. _____ *[date issued]*, *[place issued]*
IBP No. _____ *[date issued]*, *[place issued]*

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

¹ Select one and delete the other. Adopt the same instruction for similar terms throughout the document.