



NATIONAL FOOD AUTHORITY

Romblon Provincial Office

Barangay, Bagacay, Romblon, Romblon

romblon@nfa.gov.ph

REQUEST TO SUBMIT QUOTATION

NEGOTIATED PROCUREMENT THRU SMALL VALUE PROCUREMENT FOR THE REQUIRED TRUCKING SERVICES IN THE HAULING OF 30,000 BAGS LOCAL RICE FROM ROMBLON PORT TO WAREHOUSES IN NFA ROMBLON

Project Reference No. RBN-GOODS-2020-011

Please quote your lowest bid price/offer inclusive of VAT and other taxes not later than August 19, 2020 personally or through your authorized representative for the transfer of rice on per lot listed below:

Lot No.	ROUTES		Estimated Distance	VOLUME (50-KG BAGS)	RATE PER BAG	APPROVED BUDGET FOR THE CONTRACT (ABC)	REQUIRED NUMBER OF UNIT	ESTIMATED NUMBER OF DAYS
	Origin	Destination						
1	Romblon Port	GID Warehouse, Romblon	Less than 1 km	20,000	P8.00	P160,000.00	4 units	7 days
2	Azagra Port	MLGC Warehouse, Sibuyan	6 km	7,500	P12.00	P90,000.00	5 units	4 days
3	Azagra Port	Cajidiocan Warehouse, Sibuyan	10 km	2,500	P17.00	P42,500.00	2 units	2 days

A complete set of Bidding Documents may be purchased by interested Bidders from National Food Authority, Romblon Provincial Officer at Brgy. Bagacay, Romblon, Romblon upon payment to the NFA Cashier of non-refundable fee in the form of cash in the amount of **FIVE HUNDRED PESOS (P 500.00) PER LOT.**

It can also be downloaded free of charge from NFA website, provided that Bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.

The duly signed sealed bid and other required documents must be delivered to National Food Authority Romblon Provincial Office, Barangay Bagacay, Romblon, Romblon or through express delivery/mail not later than August 19, 2020 , 10:00am to address below:

The Chairman
Romblon Provincial Procurement Committee
National Food Authority, Romblon Provincial Office
Brgy.Bagacay, Romblon, Romblon

The sealed bids shall be opened on the same date and time on August 19, 2020 , 10:00am subject to the Terms and Conditions stated herewith:

TERMS AND CONDITIONS:

1. The negotiated procurement thru Small Value Procurement for the supply of trucking services is open to existing trucking contractors registered with LTO and NFA licensed as grains transporter.
2. All entries must be typewritten or printed legibly in the attached Price Schedule and Bid Form.
3. The following required documents shall be submitted, checked and offers will be opened in the presence of the offerors or his authorized representatives who choose to attend the negotiation:

Envelope A – Technical Component

1. Mayor's Permit/ Business Permit where the principal place of business is located
2. Latest Income/ Business Tax Returns ending December 31, 2019
3. Omnibus Sworn Statement
4. For leased trucks: Lease Contract Agreement, Certificate of Registration (COR), Official Receipt (OR)
5. PHILGEPS Registration Number

Envelope B – Financial Component

1. Accomplished Bid Form and Price Schedule
4. Late offers shall not be accepted.
5. Offers received in excess of the ABC shall be automatically rejected.
6. Total amount of quotation/bid should be inclusive of VAT and all other taxes.
7. Use prescribed Bid Forms (Price Schedule and Bid Form). Failure to do so will result to disqualification of the bid/quotation.
8. The procedures for the opening of sealed offer/quotation under Republic Act 9184 and its Implementing Rules and Regulations (IIR) shall be observed. The Lowest Calculated and Responsive Bid (LCRB) shall be considered for award of the contract.
9. The bidder shall submit a Bid Securing Declaration, or any form of Bid Security, in an amount not less than the required percentage of the ABC in accordance with the following schedule:

Form of Bid Security	Amount of Bid Security (Equivalent to Percentage of Total Contract Price)
Cash, Certified Check, Cashier's Check, Manager's Check, Bank Draft/Guarantee	Two Percent (2%) of the Total Approved Budget for Contract

The NATIONAL FOOD AUTHORITY ROMBLON PROVINCIAL OFFICE reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

Approved by:


ROWENA N. MADURO

Chairman Provincial Procurement Committee

Date of Posting: _____

Posted at: NFA Website, NFA Romblon Bulletin Board
and Conspicuous place in NFA Romblon

BID FORM

(Date) _____

The Chairman

Romblon Provincial Procurement Committee
 National Food Authority, Romblon Provincial Office
 Romblon, Romblon

Gentlemen:

Having carefully examined the Bidding Documents including the Bid Bulletins (if any), the receipt of which is hereby acknowledged, we, the undersigned, offer to deliver the 20,000 bags of milled rice, in conformity with the said Bidding Documents in the amount indicated below and in accordance with Price Schedule, attached and made part of this Bid:

Lot 1	
Description of the Project	NEGOTIATED PROCUREMENT THRU SMALL VALUE PROCUREMENT THE REQUIRED TRUCKING SERVICES IN THE HAULING OF 30,000 BAGS LOCAL RICE ROUTE: from Romblon Port to GID Whse, Brgy. Bagacay, Romblon, Romblon
QUANTITY (In bags)	20,000 bags
<u>AMOUNT OF BID FOR THE TOTAL QUANTITY</u>	
Total Amount of Bid Before Tax	P _____
Total Amount of Tax	P _____
Total Amount of Bid Including Tax	P _____
<u>TOTAL AMOUNT OF BID IN WORDS</u>	

We undertake, if our Bid is accepted, to deliver 20,000 bags of milled rice from Romblon Port to GID warehouse in Brgy. Bagacay, Romblon, Romblon in accordance with Request to Submit Price Quotation.

Dated this _____ day of _____, 2020.

Name, Designation and Signature of duly Authorized Signatory

Name of Bidder : _____

Address : _____

Telephone No. : _____

E-mail Address : _____

NATIONAL FOOD AUTHORITY
Romblon Provincial Office
Romblon, Romblon

**NEGOTIATED PROCUREMENT THRU SMALL VALUE PROCUREMENT FOR THE REQUIRED TRUCKING
SERVICES IN THE HAULING OF 30,000 BAGS LOCAL RICE FROM ROMBLON PORT TO WAREHOUSES IN NFA ROMBLON**

PRICE SCHEDULE

Activity/Route	Estimated Distance for Each Route (kms)	Estimated Volume (Bags of 50kgs)	BID OFFER/PROPOSAL							TOTAL BID (INCLUSIVE OF TAX) $h = c + g$
			BID BEFORE TAX		AMOUNT OF TAX					
Lot 1			Rate/Bag b	Total Amount $c = a \times b$	VAT (12%) d	Local e	Others f	Total $g = d + e + f$		
Transfer of Milled Rice from Romblon Port to GID Whse, Brgy. Bagacay, Romblon	Less than 1 km	20,000								

Note: Totals derived from this should be transferred to the Bid Form

Certified Correct::

Name, Designation and Signature of Authorized Signatory
Name of Bidder : _____
Address : _____
Telephone No. : _____

BID FORM

(Date) _____

The Chairman

Romblon Provincial Procurement Committee
 National Food Authority, Romblon Provincial Office
 Romblon, Romblon

Gentlemen:

Having carefully examined the Bidding Documents including the Bid Bulletins (if any), the receipt of which is hereby acknowledged, we, the undersigned, offer to deliver the 7,500 bags of milled rice, in conformity with the said Bidding Documents in the amount indicated below and in accordance with Price Schedule, attached and made part of this Bid:

Lot 2	
Description of the Project	NEGOTIATED PROCUREMENT THRU SMALL VALUE PROCUREMENT THE REQUIRED TRUCKING SERVICES IN THE HAULING OF 30,000 BAGS LOCAL RICE ROUTE: from Azagra Port to MLGC Whse, San Fernando, Sibuyan, Romblon
QUANTITY (In bags)	7,500 bags
<u>AMOUNT OF BID FOR THE TOTAL QUANTITY</u>	
Total Amount of Bid Before Tax	P _____
Total Amount of Tax	P _____
Total Amount of Bid Including Tax	P _____
<u>TOTAL AMOUNT OF BID IN WORDS</u>	

We undertake, if our Bid is accepted, to deliver 7,500 bags of milled rice from Azagra Port to MLGC warehouse in San Fernando, Sibuyan, Romblon in accordance with Request to Submit Price Quotation.

Dated this _____ day of _____, 2020.

Name, Designation and Signature of duly Authorized Signatory

Name of Bidder : _____

Address : _____

Telephone No. : _____

E-mail Address : _____

NATIONAL FOOD AUTHORITY
 Romblon Provincial Office
 Romblon, Romblon

**NEGOTIATED PROCUREMENT THRU SMALL VALUE PROCUREMENT FOR THE REQUIRED TRUCKING
 SERVICES IN THE HAULING OF 30,000 BAGS LOCAL RICE FROM ROMBLON PORT TO WAREHOUSES IN NFA ROMBLON**

PRICE SCHEDULE

Activity/Route	Estimated Distance for Each Route (kms)	Estimated Volume (Bags Of 50kgs)	BID OFFER/PROPOSAL						
			BID BEFORE TAX	AMOUNT OF TAX				TOTAL BID (INCLUSIVE OF TAX)	
Lot 2			Rate/Bag b	Total Amount c = a x b	VAT (12%) d	Local e	Others f	Total g = d+e+f	h = c + g
Transfer of Milled Rice from Azagra Port to MLGC Whse, San Fernando, Sibuyan Romblon	6 km	7,500							

Note: Totals derived from this should be transferred to the Bid Form

Certified Correct::

Name, Designation and Signature of Authorized Signatory
 Name of Bidder :
 Address :
 Telephone No. :

BID FORM

(Date) _____

The Chairman

Romblon Provincial Procurement Committee
 National Food Authority, Romblon Provincial Office
 Romblon, Romblon

Gentlemen:

Having carefully examined the Bidding Documents including the Bid Bulletins (if any), the receipt of which is hereby acknowledged, we, the undersigned, offer to deliver the 2,500 bags of milled rice, in conformity with the said Bidding Documents in the amount indicated below and in accordance with Price Schedule, attached and made part of this Bid:

Lot 3	
Description of the Project	NEGOTIATED PROCUREMENT THRU SMALL VALUE PROCUREMENT THE REQUIRED TRUCKING SERVICES IN THE HAULING OF 30,000 BAGS LOCAL RICE ROUTE: from Azagra Port to Cajidiocan Whse, Cajidiocan, Sibuyan, Romblon
QUANTITY (In bags)	2,500 bags
<u>AMOUNT OF BID FOR THE TOTAL QUANTITY</u> Total Amount of Bid Before Tax	P _____
Total Amount of Tax	P _____
Total Amount of Bid Including Tax	P _____
<u>TOTAL AMOUNT OF BID IN WORDS</u>	

We undertake, if our Bid is accepted, to deliver 2,500 bags of milled rice from Azagra Port to Cajidiocan warehouse in Cajidiocan, Sibuyan, Romblon in accordance with Request to Submit Price Quotation.

Dated this _____ day of _____, 2020.

Name, Designation and Signature of duly Authorized Signatory

Name of Bidder _____

Address _____

Telephone No. _____

E-mail Address _____

NATIONAL FOOD AUTHORITY
Romblon Provincial Office
Romblon, Romblon

NEGOTIATED PROCUREMENT THRU SMALL VALUE PROCUREMENT FOR THE REQUIRED TRUCKING
SERVICES IN THE HAULING OF 30,000 BAGS LOCAL RICE FROM ROMBLON PORT TO WAREHOUSES IN NFA ROMBLON

PRICE SCHEDULE

Activity/Route	Estimated Distance for Each Route (kms)	Estimated Volume (Bags Of 50kgs)	BID OFFER/PROPOSAL						TOTAL BID (INCLUSIVE OF TAX) $h = c + g$
			BID BEFORE TAX		AMOUNT OF TAX				
			Rate/Bag b	Total Amount $c = a \times b$	VAT (12%) d	Local e	Others f	Total $g = d+e+f$	
Lot 3		a							
Transfer of Milled rice from Azagra Port to Cajidiocan Whse, Cajidiocan, Sibuyan, Romblon	10 km	2,500							

Note: Totals derived from this should be transferred to the Bid Form

Certified Correct::

Name, Designation and Signature of Authorized Signatory

Name of Bidder : _____

Address : _____

Telephone No. : _____