

INVITATION TO BID

NEGOTIATED PROCUREMENT AFTER TWO-FAILED BIDDINGS for the “*Supply and Delivery of Grocery Items for the Supplementary Feeding Program (SFP) for CY 2025 in Western Cebu Province - 5th District*”

Project Identification No.: ITB No. DSWD7-NP-2025-01

1. The *Department of Social Welfare and Development, Field Office VII (DSWD-FO VII)*, through the *authorized appropriations for Fiscal Year 2024 General Appropriations Act* intends to apply the sum of ***Eight Million Seven Hundred Eighty Thousand Eight Hundred Thirty-Five Pesos Only (Php8,780,835.00)*** as payment under the contract for the ***NEGOTIATED PROCUREMENT AFTER TWO-FAILED BIDDINGS for the “Supply and Delivery of Grocery Items for the Supplementary Feeding Program (SFP) for CY 2025 in Western Cebu Province - 5th District”***.

Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The *DSWD Field Office VII* now invites bids from ***PhilGEPS registered suppliers***. Delivery of the goods is required within ***Section VI. Schedule of Requirements***. Bidders should have completed, within *three (3) years* from the date of submission and receipt of bids, a ***Single Largest Completed Contract (SLCC)*** similar to the Project, ***at least 25% of the ABC*** amounting to ***Php2,195,208.75***. However, it can also be an ***aggregate of at least two similar completed contracts***, provided that there is ***one contract equivalent to at least half of the 25% of the ABC*** amounting to ***Php1,097,604.38***. The SLCC must be supported with the following documents:
 - i. Either of ***Contract, Purchase Order, Notice of Award or Notice to Proceed***, and;
 - ii. Either of ***Certificate of Completion, Certificate of Acceptance, Inspection and Acceptance, Official Receipt / Collection Receipt or Sales Invoice***.

The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.

3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.

4. Bidding is restricted to Filipino citizens/sole proprietorship, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.
5. Prospective Bidders may obtain further information from *Department of Social Welfare and Development Field Office VII* and inspect the Bidding Documents at the address given below during *office hours, 8:00AM – 5:00PM*.
6. Below is the schedule of negotiation activities:

Activity	Schedule	Venue
Negotiation Conference	June 23, 2025 - 9:00 AM	DSWD Field Office VII Conference Room
Deadline for Submission Bids	July 7, 2025 - 8:45 AM	
Opening of Bids	July 7, 2025 - 9:00 AM	

The *DSWD Field Office VII* will hold a Negotiation Conference and Opening of Bids on the above-mentioned schedules at ***DSWD Field Office VII Conference Room, Cebu City*** and/or through ***video-conferencing via Google Meet***, which shall be open to prospective bidders.

7. Participating bidders shall submit one (1) copy of their duly accomplished eligibility and technical and financial requirements listed below:

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR;

Technical Documents

- (b) Statement of the prospective bidder of all its ongoing government and private contract, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (c) Statement of bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**

- i. Either of **Contract, Purchase Order, Notice of Award or Notice to Proceed**, and
 - ii. Either of **Certificate of Completion, Certificate of Acceptance, Inspection and Acceptance, Official Receipt / Collection Receipt or Sales Invoice**.
- (d) Original copy of the Bid Security. If in the form of Surety Bond, submit also a certification issued by the Insurance Commission,

The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:

- The amount of not less than *two percent (2%) of ABC or equivalent to Php175,616.70*, if bid security is in cash, cashier's/manager's check, bank draft / guarantee or irrevocable letter of credit; or
- The amount of not less than *five percent (5%) of ABC or equivalent to Php439,041.75*, if bid security is in Surety Bond.

or

- Original copy of Notarized Bid Securing Declaration; **and**
- (e) Conformity with the Schedule of Requirements and Technical Specifications, which may include production / delivery schedule, manpower, requirement, and/or after-sales/parts, if applicable; **and**
- (f) Original duly signed Omnibus Sworn Statement (OSS); **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative, or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- (g) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC); **or** A Committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

- (h) If applicable, a duly signed joint venture (JVA) in case the joint venture is already in existence; **or** duly notarized statements from all the potential venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

II. FINANCIAL COMPONENT ENVELOPE

- (i) Original duly signed and accomplished Financial Bid Form;
- (j) Original duly signed and accomplished Financial Proposal Sheet(s); **and**
- (k) Original duly signed and accomplished Priced Schedule(s).

Other documentary requirements under RA No. 9184 (as applicable)

- (l) [For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos] Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
 - (m) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.
8. The *DSWD-FO VII* 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.
9. As stated in Section 22.5.1 of the IRR of RA 9184, request for clarifications on any part of the Bidding Documents or for an interpretation must be in writing and submitted to the BAC of the Procuring Entity concerned at least ten (10) calendar days before the deadline set for the submission and receipt of bids. The BAC shall respond to the said request by issuing a Supplemental/Bid Bulletin, duly signed by the BAC Chairperson, to be made available to all those who have properly secured the Bidding Documents, at least seven (7) calendar days before the deadline for the submission and receipt of bids.
10. For further information, please refer to:

ROSEMARIE S. SALAZAR

Head, BAC Secretariat

DSWD – Field Office VII

M.J. Cuenco Ave. corner Gen. Maxilom Ave., Cebu City

Tel. Nos. (032) 887-9720 local numbers 17140 and 17149

Email Add: bac.fo7@dswd.gov.ph

Website: <https://fo7.dswd.gov.ph/>

June 17, 2025

- Signed -

PATRICIA R. MEGALBIO

Chairperson, Bids and Awards Committee I

Schedule of Requirements

The delivery schedule expressed in the number of days after receipt of Notice to Proceed stipulates hereafter the delivery date.

WESTERN CEBU PROVINCE													
NO .	ITEM DESCRIPTION	QUANTITY PER LGU									TOTAL QTY.	UNIT	SCHEDULE OF DELIVERY
		Borbon	Carmen	Catmon	Danao City	Pilar	Poro	San Francisco	Sogod	Tudela			
5 th DISTRICT (9 LGUs)													
1.	Egg	4,300	4,640	3,200	11,100	1,480	4,500	4,700	3,900	1,600	39,420	piece	Delivery point will be at the LGU designated drop center on August 12, 2025 (Tuesday) , and if date falls on a holiday, delivery will be on the next working day during office hours, between 8:00 a.m. to 2:00 p.m.
2.	Rice	1,075	1,160	800	2,775	370	1,125	1,175	975	400	9,855	pack	
3.	Powdered Tableya	3,225	3,480	2,400	8,325	1,110	3,375	3,525	2,925	1,200	29,565	sachet	
4.	Spaghetti Pasta	1,613	1,740	1,200	4,163	555	1,688	1,763	1,463	600	14,785	pack	
5.	Spaghetti Meat Sauce	3,225	3,480	2,400	8,325	1,110	3375	3,525	2,925	1,200	29,565	tin	
6.	Powdered Filled Milk	12,900	13,920	9,600	33,300	4,440	13,500	14,100	11,700	4,800	118,260	sachet	
7.	Cheese	3,225	3,480	2,400	8,325	1,110	3,375	3,525	2,925	1,200	29,565	sachet	
8.	Pancake / Hotcake Mix	3,225	3,480	2,400	8,325	1,110	3,375	3,525	2,925	1,200	29,565	box	
9.	Monggo	1,075	1,160	800	2,775	370	1,125	1,175	975	400	9,855	pack	
10.	Canned Corned Beef	3,225	3,480	2,400	8,325	1,110	3,375	3,525	2,925	1,200	29,565	tin	

I hereby certify to comply and deliver the goods within the above-stated period.

Name of Company/Bidder

Bidder's Signature over Printed Name

Date: _____

Technical Specifications

Bidders must state either “**Comply**” or “**Not Comply**” at the Statement of Compliance column against each of the individual parameters of each Specification. The **brand** of the offered items must be indicated in the **Bidder’s Remarks** column if applicable. Ensure that the offered item/s must all be compliant to the indicated parameter/s or specification/s to avoid failure of your bids.

WESTERN CEBU PROVINCE 5th District				
Item No.	Specification	Shelf Life from Delivery Date	Statement of Compliance	Bidder’s Remarks
1.	EGG (Chicken) , white; firm; clean and free from stains; not broken or with cracks; free from foul odors or discolorations; should be large in size or at least 60.1grams in weight (not less than prescribed weight)	At least two (2) weeks from the manufacturing date		
2.	RICE , well-milled; white; whole (long) grain; free from abnormal discoloration, molds, flavors, odors, insects and mites; Packed and machine sealed. 1 ½ kg per pack	At least three (3) months from the manufacturing date		
3.	POWDERED TABLEYA , no cuts and holes, free from abnormal discoloration; has label and must indicate the manufacturing or expiration dates; known brand in the market for at least 3 years; at least 15gms per sachet	At least six (6) months from the manufacturing date		
4.	SPAGHETTI PASTA , long, thin, solid pasta packaged with no holes; free from abnormal discoloration, flavors, odors, insects and mites; has label and must indicate the manufacturing or expiration dates; known brand in the market for at least 3 years; at least 400 grams per pack	At least six (6) months from the manufacturing date		
5.	SPAGHETTI MEAT SAUCE , NON-SPICY; tin is free from dents, no untoward flavors, and other odors; has label and must indicate the manufacturing or expiration dates; known brand in the market for at least 3 years; at least 380 grams per tin	At least six (6) months from the manufacturing date		
6.	POWDERED FILLED MILK , Fortified, NON-CHOCOLATE FLAVOR, no cuts and holes; free from abnormal discoloration, flavors, odors, insects and mites; has label and must indicate the manufacturing or expiration dates; known brand in the market for at least 3 years; at least 33 grams per sachet	At least six (6) months from the manufacturing date		

7.	CHEESE , cheddar or processed filled; original flavor; free from abnormal discoloration, flavors, odors; has label and must indicate the manufacturing or expiration dates; known brand in the market for at least 3 years; at least 45 grams per sachet	At least six (6) months from the manufacturing date		
8.	PANCAKE / HOTCAKE MIX , no cuts and holes; free from abnormal discoloration, flavors, odors, insects and mites; has label and must indicate the manufacturing or expiration dates; known brand in the market for at least 3 years; at least 180gms per box	At least six (6) months from the manufacturing date		
9.	MONGGO , natural green in color, in good quality, no presence of sprouts or molds, free from discolorations and abnormal odors. Should be free from insects and mites. Packed and machine sealed. 150 grams per pack	At least one (1) month from the manufacturing date		
10.	CANNED CORNED BEEF , Non-Karne Norte, non-spicy; no dents and rust; has label and must indicate the manufacturing or expiration dates; known brand in the market for at least 5 years; at least 90gms per tin	At least six (6) months from the manufacturing date		
ADDITIONAL SPECIFICATIONS:				Statement of Compliance
a.	All food items must be in good quality, free from abnormal discoloration, foul smelling odor and molds; safe and suitable for human consumption (especially children).			
b.	All food items must be delivered completely at the designated delivery point as scheduled. To avoid shortage, supplier must bring extra quantity (buffer) of each food items. However, incomplete quantity of goods should be provided within the day or immediately the next day (after quantity is checked).			
	All Egg trays used should be sturdy or thick to prevent damage while on transportation. Eggs trays must be tied securely using plastic twine and pile of 10 trays per stacking. Trays will no longer be returned during delivery. Extra plastic twine should be brought for re-tying after inspection.			
c.	Defective or spoiled items must be replaced immediately by the supplier on the same day (e.g. Egg, dented canned goods, tear/holes in plastic / box packaging).			
d.	Prices are inclusive of the following:			
	d.1 Packaging Materials: Rice and monggo must be packed using thick and durable plastic with due consideration of the transportation and handling. All supplier is advised to machine sealed both the rice and monggo packaging.			
	d.2 Final Packaging: Food items must be placed in a clean and durable eco bag or sako bag (with Label DSWD-SFP written) to be provided by the supplier per CDC on the first delivery and to be re-used on the succeeding deliveries until the end of the implementation if still usable, otherwise, supplier shall replace it.			
	d.3 Delivery: Delivery point will be at the LGU designated drop center, on August 12, 2025 (Tuesday) , and if date falls on a holiday, delivery will be on the next working day, during office hours, between 8 a.m. to 2 p.m. only .			

e.	The winning supplier must provide specific time schedule for the delivery of the goods per LGU to the End-user at least two (2) weeks before the start of delivery. Winning supplier is advised to strictly follow the scheduled date and time of delivery, to avoid refusal of acceptance or imposition of liquidated damages.	
f.	The winning supplier should have extra/additional manpower during the delivery and for the unloading of goods.	
g.	The winning supplier should bring a digital weighing scale during the delivery of goods for the weight checking and to avoid refusal of acceptance if weight is not verified.	
h.	The winning supplier must fully comply to the required specifications and quantity of every food item to be delivered on the scheduled date. Food items not following the specifications will not be accepted.	
i.	Participating bidder must attach at least two (2) Certificates of Very Satisfactory Performance from any LGUs / Offices of <i>similar contract</i> and at least one (1) Very Satisfactory Performance Evaluation from SFP Focal Person for service providers previously engaged with the program within CY 2022-2024. Provided however, the participating bidder must not have a dissatisfactory performance within the last year from any procuring entity. Supplier's performance will be evaluated in accordance with the Field Office's guidelines during the implementation of the contract.	
j.	Mode of payment: Within 45 calendar days, every after submission of complete and correct sales documents (Delivery Receipt and Sales / Charge Invoice) by the Service Provider.	

I hereby certify that all statements indicated under the **Statement of Compliance** and **Bidder's Remarks** are true and correct, otherwise, if found untrue and incorrect either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.

Name of Company/Bidder

Bidder's Signature over Printed Name

Date: _____

List of all Ongoing Government & Private Contracts including Contracts awarded but not yet started

Business Name : _____

Business Address : _____

Name of Contract	Date of the Contract	Contract Duration	Owner's name and address	Kinds of Goods/ Services	Amount of Contract and Value of Outstanding Contracts	Date of Delivery
<u>Government</u>						
<u>Private</u>						

Submitted by : _____

(Printed Name & Signature)

Designation : _____

Date : _____

Instructions:

1. State all ongoing contracts including those awarded but not yet started.
2. If there is no ongoing contract including contract awarded but not yet started, state **none** or equivalent term.
3. The total amount of the ongoing and awarded but not yet started contracts should be consistent with those used in the Net Financial Contracting Capacity (NFCC).

Statement of Single Largest Completed Contract which is similar in nature

Business Name : _____

Business Address : _____

Name of Contract	Date of Contract	Contract Duration	Owner's Name & Address	Kinds of Goods/Services	Amount of Completed Contract	Date of Delivery

NOTE: This statement shall be supported with:

- i) Either of *Contract, Purchase Order, Notice of Award or Notice to Proceed*,
and
- ii) Either of *Certificate of Completion, Certificate of Acceptance, Inspection and Acceptance, Official Receipt/Collection Receipt or Sales Invoice*.

Submitted by : _____
(Printed Name & Signature)

Designation : _____

Date : _____

BID SECURING DECLARATION FORM

REPUBLIC OF THE PHILIPPINES)

CITY OF _____) S.S.

BID SECURING DECLARATION

Project Identification No.: ITB No. DSWD7-NP-2025-01

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

I/We, 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 procurement 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 No. 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; and
 - 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 have hereunto set my hand this __day of __, 20__ at _____, Philippines.

***[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 _____.

OMNIBUS SWORN STATEMENT (REVISED)

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 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'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 ____.

NET FINANCIAL CONTRACTING CAPACITY (NFCC) FORM

- a Summary of the Bidder-Supplier's/Distributor's/Manufacturer's assets and liabilities on the basis of the attached audited financial statements, stamped "RECEIVED" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, for the preceding calendar/tax year which should not be earlier than two (2) years from the date of bid submission.

		Year 20____
1.	Total Assets	
2.	Current Assets	
3.	Total Liabilities	
4.	Current Liabilities	
5.	Net Worth (1-3)	
6.	Net Working Capital (2-4)	

- b The Net Financial Contracting Capacity (NFCC) based on the above data is computed as follows:

NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.

The values of the domestic bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements (AFS) submitted to the BIR.

NFCC = ₱_____

Submitted by:

Signature over Printed Name of Authorized Representative

Business Name of Bidder

Date: _____

CREDIT LINE FORM

Date: _____

SHALAINIE MARIE S. LUCERO, CESO III

Regional Director

DSWD – Field Office VII, Cebu City

CONTRACT/PROJECT	:	_____
COMPANY/FIRM	:	_____
ADDRESS	:	_____
BANK/FINANCING INST.	:	_____
ADDRESS	:	_____
AMOUNT	:	_____

This is to certify that the above Bank/Financing Institution with business address indicated above, commits to provide the (Supplier/Distributor/Manufacturer/Contractor), if awarded the above- mentioned Contract, a credit line in the amount specified above which shall be exclusively used to finance the performance of the above-mentioned contract subject to our terms, conditions and requirements.

The credit line shall be available within fifteen (15) calendar days after receipt by the (Supplier/Supplier/Distributor/Manufacturer/Contractor) of the Notice of Award and such line of credit shall be maintained for one hundred twenty (120) calendar days from the date of opening of bids.

This Certification is being issued in favor of said (Supplier/Supplier/Distributor/Manufacturer/Contractor) in connection with the bidding requirement of the Department of Social Welfare and Development – Field Office VII for the above-mentioned Contract. We are aware that any false statements issued by us make us liable for perjury.

Name and Signature of Authorized Financing Institution Officer:

Official Designation

Name & Signature of (Supplier/Distributor/Manufacturer/Contractor's)
Authorized Representative: _____

Official Designation

Note: The Amount committed should be machine validated

SUBSCRIBED AND SWORN TO BEFORE ME, this _____ day of _____, 20____
in the City of _____. Affiant exhibiting to me his/her Valid Identification _____,
Number _____.

NOTARY PUBLIC

Doc. No.
Page No.
Book No.
Series of ____.

BID FORM

Date : _____

Project Identification No. : **ITB No. DSWD7-NP-2025-01**

TO: THE BIDS AND AWARDS COMMITTEE

Department of Social Welfare & Development, Field Office VII
Corner M.J. Cuenco and Gen. Maxilom Ave., Cebu City

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *supply/perform the* **NEGOTIATED PROCUREMENT AFTER TWO-FAILED BIDDINGS for the “Supply and Delivery of Grocery Items for the Supplementary Feeding Program (SFP) for CY 2025 in Western Cebu Province - 5th District”** in conformity with the said PBDs for the sum of *[total Bid amount in words and figures]* or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

[Insert this paragraph if Foreign-Assisted Project with the Development Partner:

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount and Currency	Purpose of Commission or gratuity
_____	_____	_____
_____	_____	_____
_____	_____	_____

(if none, state “None”)

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.¹

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of *[name of the bidder]* as evidenced by the attached *[state the written authority]*.

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

Name	:	_____
Legal Capacity	:	_____
Signature	:	_____
Duly authorized to sign the Bid for and behalf of	:	_____
Date	:	_____

FINANCIAL PROPOSAL SHEET
Project Identification No.: ITB No. DSWD7-NP-2025-01

Date: _____

THE BIDS AND AWARDS COMMITTEE

DSWD-Field Office VII
M.J. Cuenco Ave., Cebu City

Sir/Madam:

After having carefully read and accepted the terms and conditions in your Bidding Documents, hereunder is our bid price per trip per destination from the point of origin:

WESTERN CEBU PROVINCE					
Item No.	Item Description	Qty.	Unit	Unit Cost	Total Price
5th District					
1.	Egg	39,420	piece		
2.	Rice	9,855	pack		
3.	Powdered Tableya	29,565	sachet		
4.	Spaghetti Pasta	14,785	pack		
5.	Spaghetti Meat Sauce	29,565	tin		
6.	Powdered Filled Milk	118,260	sachet		
7.	Cheese	29,565	sachet		
8.	Pancake / Hotcake Mix	29,565	box		
9.	Monggo	9,855	pack		
10.	Canned Corned Beef	29,565	tin		
<i>BID PRICE (IN FIGURES)</i>					

BID PRICE (IN WORDS) _____

_____.

Note:

1. The above quoted prices are VAT inclusive and delivery cost.
2. *Only TWO (2) decimal places will be considered. (General Rules in rounding-off decimals: If the digit to the right of the rounding number is greater than or equal to 5, you have to round up or add 1 to the rounded digit and drop all the digits to its right [Lumbre, A. P. and Ursua, A. C. (2016). 21st Century Mathletes 5 textbook. Quezon City: Vibal Group, Inc.])*

Very truly yours,

Name of Company / Bidder

Name/Signature of Authorized Representative

Price Schedule for Goods Offered from Within the Philippines
[shall be submitted with the Bid if bidder is offering goods from within the Philippines]

For Goods Offered from Within the Philippines

Name of Bidder : _____

Project ID No. : **ITB NO. DSWD7-NP-2025-01**

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Item	Description	Country of origin	Quantity	Unit price EXW per item	Transportation 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)

Note:

All columns (1-10) must be filled out and, if not applicable, fill it out with number zero (0).

Name : _____

Legal Capacity : _____

Signature : _____

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

SUPPLIER / SERVICE PROVIDER'S BANK INFORMATION
(LANDBANK OF THE PHILIPPINES ACCOUNT)

Name of Bank	
Branch	
Bank Account Name	
Account No.	
TIN No.	

PLEASE CHECK IF TIN NUMBER is VAT or NON-VAT

VAT

☐

NON- VAT

☐

Signature : _____

Name of Authorized Representative : _____

Position : _____