

INVITATION FOR
NEGOTIATED PROCUREMENT – COMMUNITY PARTICIPATION
Purchase and Delivery of Food Supplies for the 16th Cycle SFP Implementation in
Peñarrubia, Abra
NPCP 2026-05-02

The Department of Social Welfare and Development - Cordillera Administrative Region (DSWD-CAR), through its Bids and Awards Committee (BAC), invites Community Based Service Providers (CBSPs) interested to participate in the procurement of the project **Purchase and Delivery of Food Supplies for the 16th Cycle SFP Implementation in Peñarrubia, Abra** in accordance with Section 35.11 of the Implementing Rules and Regulations of the Republic Act 12009, otherwise known as the “New Government Procurement Act”. The Approved Budget for the Contract (ABC) is **Five Hundred Sixty Thousand Nine Hundred Twenty Six Pesos (Php 562, 926.00)**.

1. The schedule of procurement activities are as follows:

Activities	Date and Time
Availability of the Request for Proposals	07 May 2026 to 05:00PM 13 May 2026
Deadline for Submission of Bids	05:00PM 13 May 2026

ELIGIBILITY REQUIREMENTS:

LEGAL REQUIREMENTS

- I. Certificate of registration from the DTI, SEC, CDA, DA, Department of Labor and Employment, NCIP; or in the case of Civil Society Organizations, Non-Government Organizations or Peoples’ Organizations that are compliant with the requirements of a CSG, registration from NGA or LGU, and
- II. A sworn affidavit (Appendix “1”) executed by the head or its authorized representative that affirms that:
 - ii.a. none of its incorporators, officers or members is an agent or related by consanguinity or affinity up to the third (3rd) civil degree to the HoPE, a member of the BAC, the Technical Working Group (TWG) or the Secretariat, or other official authorized to process and/or approve the proposal, contract, and release of funds; and
 - ii.b. none of its incorporators, officers or members has a related business to the Community-based Project being procured at hand; or disclosure of the members if they have related business, if any, to the Community-based Project being procured at hand and the extent or percentage of ownership or interest therein.

TECHNICAL REQUIREMENTS

- III. Statement of all its completed contracts similar to the Community-based Projects to be bid and/or list indicating the work experiences of their members that reflect the capacity to deliver the Goods, or implement the Simple Infrastructure Projects, at an equal or higher established standards. ***The End-user's acceptance or official receipt(s) or sales invoice issued for the completed contracts shall be attached to the Statement as proof thereof.***
- IV. Schedule of Requirements (**Annex A**)
- V. Technical Specifications (**Annex B**)

FINANCIAL REQUIREMENTS

- VI. Photocopy or scanned copy of the bank book with complete bank account information; or a proof that it maintains books of accounts such as cash receipts journal, cash disbursement journal, general journal, and general ledger.
- VII. Price Proposal Form (**Annex C**)

For Organized CSG that has participated in any government Community-based Project for the past two (2) years:

- VIII. Latest Income Tax Return (ITR) for the preceding Tax Year or for new establishments, the most recent quarter's ITR or Business Tax Return; and
- IX. Updated Audited Financial Statement (AFS), which should not be earlier than two (2) years from the date of bid submission. The AFS shall be stamped received by the Bureau of Internal Revenue (BIR) or accredited and authorized institutions, or electronically received via the AFS e-submission of the BIR with a filing reference number.

Note: Other eligibility/Legal documents will be validated during the post-qualification stage.

- 2. The **Department of Social Welfare and Development - Cordillera Administrative Region (DSWD-CAR)** 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 70 of RA 12009 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

- 3. For further information, please refer to the following:


THE BAC SECRETARIAT

DSWD-CAR, 40 North Drive, Baguio City

E-Mail: bacsec.car@dswd.gov.ph

Tel. No. (074) 661-0430 local 25123

Mobile Number/s : Smart: 0969-572-9176


CECILE AGUILAN BASAWIL, PhD
Chairperson, Bids and Awards Committee

Annex "A"

SCHEDULE OF REQUIREMENTS

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Lot No.	Description	Qty / Unit	Delivery Place	Delivery Period
1	Purchase and Delivery of Food Supplies for the 16th Cycle SFP Implementation in Peñarrubia, Abra	1 LOT	Municipal Hall / Child Development Centers of Peñarrubia, Abra	Based on Final Delivery Schedule to be attached to the Notice to Proceed.

Note: Please refer to Annex B- Technical Specifications for the itemized list of Food Supplies included in the procurement at hand.

Name & Signature of Authorized Representative: _____

Designation: _____

Technical Specifications

Item	Qty	Unit	Item Description	STATEMENT OF COMPLIANCE <i>Please indicate "Comply" or "Not Comply"</i>
1	350	pack	Chicken meat, mixture of thigh, wings, breast and drumsticks, at least 1 kg per pack	
2	468	pack	Pork meat, at least 80% lean, 1 kilo per pack	
3	204	pack	Pork meat, ground, 1 kilo per pack	
4	84	pack	Bangus, Boneless, at least 1 kilo per pack	
5	7968	piece	Chicken eggs, medium size, at least 56 grams per piece	
6	100	pack	Sweet Potato, at least 25g per piece, at least 1 kilo per pack	
7	72	pack	Monggo, cracked, at least 500 grams per pack	
8	72	pack	Tofu, blocks, firm, at least 500 grams per pack	
9	200	pack	Cabbage, green, at least 1 kg per pack	
10	80	pack	Carrot, medium size, at least 1kg per pack	
11	80	pack	Squash, small size, at least 1kg per pack	
12	36	pack	Beans, black, dried, at least 1 kg per pack	
13	330	pack	Banana, dippeg, medium ripe, at least 500g per pack	

	TERMS AND CONDITIONS:	STAMENT OF COMPLIANCE Please indicate "Comply" or "Not Comply"
A.	The bidder can comply with the Schedule of Requirements	
B.	Willing to deliver the items based on the delivery schedule, terms and conditions. Any re-scheduling of delivery date will be agreed upon by the MSWDO, supplier and SFP staff during calamities, holidays, pandemic and other circumstantial situation.	
C.	Poultry, meat and fish is firm to touch, have no foul odor and looks clean cuts. Perishable goods must be kept in coolers, refrigerators, styro-boxes and other cooling device to prevent spoilage during delivery. Vegetables must also be fresh, look bright even color, good shape, texture, fresh smell and free from any signs of decay, molds, bruises, dark spots and dents.	
D.	The bidder must guarantee good quality of delivered goods, otherwise, items deemed reject upon inspection should be replaced within the day or a buffer should be ensured every delivery.	
E.	The bidder must ensure that there is a manpower provided for the loading and unloading of the goods to the designated delivery sites.	
F.	The Bidder should assist in the distribution of goods and must stay until distribution is done to ensure that concerns during distribution is addressed.	
G.	Goods are expected to be sanitary, locally produced and fit for children/human consumption.	
H.	Subjected to 1% retention fee of progress payments and be released after the lapsed of warranty period.	
I.	The procuring entity reserves the right to cancel or reduce the goods for any justifiable reasons or for any circumstance beyond the procuring entity's control, i.e. force majeure, fortuitous events.	
J.	Payment Term: Payment shall be processed every after complete delivery.	

Note: Contact person is the Municipal Social Welfare Development Officer (MSWDO) or Supplementary Feeding Program (SFP) Regional Staff

Name & Signature of Authorized Representative: _____

Designation: _____

PRICE PROPOSAL FORM

Project No: NPCP 2026-05-02

Item	Description	QTY	UOM	Unit Cost	Total Cost
1	Chicken meat, mixture of thigh, wings, breast and drumsticks, at least 1 kg per pack	350	pack		
2	Pork meat, at least 80% lean, 1 kilo per pack	468	pack		
3	Pork meat, ground, 1 kilo per pack	204	pack		
4	Bangus, Boneless, at least 1 kilo per pack	84	pack		
5	Chicken eggs, medium size, at least 56 grams per piece	7968	piece		
6	Sweet Potato, at least 25g per piece, at least 1 kilo per pack	100	pack		
7	Monggo, cracked, at least 500 grams per pack	72	pack		
8	Tofu, blocks, firm, at least 500 grams per pack	72	pack		
9	Cabbage, green, at least 1 kg per pack	200	pack		
10	Carrot, medium size, at least 1kg per pack	80	pack		
11	Squash, small size, at least 1kg per pack	80	pack		
12	Beans, black, dried, at least 1 kg per pack	36	pack		
13	Banana, dippeg, medium ripe, at least 500g per pack	330	pack		

Total Quotation in Words: _____

Name of Firm / Company: _____

Office Address: _____

Name & Signature of Authorized Representative: _____

Designation: _____

Contact No.: _____

Email Address: _____

Date: _____

Appendix "1"

REPUBLIC OF THE
PHILIPPINES)
CITY/ MUNICIPALITY
OF _____

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. I am the (Head/ Authorized Representative) of (Name of Community or Social Group);
2. That the incorporators, organizers, officers or members of our organization are the following:

NAME	POSITION

3. Upon consultation and communication with the above-named individuals, I confirm and certify that:
 - a. None of us is an agent of or related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, members of the Bids and Awards Committee, the Technical Working Group, or the BAC Secretariat, or other officials of (Name of Procuring Entity) authorized to process and/ or approve the proposal, contract, and release of funds in favor of the Community or Social Group; and
 - b. *[Include this paragraph if all Organized Community or Social Group officers and members do not have any related business to the Community-based Project being procured]* None of us has any related business to the Community-based Projects being procured at hand.
 - c. *[Include this paragraph if any of those identified Organized Community or Social Group officers or members must disclose his/her related business, including the extent or percentage of his/her ownership or interest therein.]* The following officers or members of our Organized Community or Social Group has/have related business to the Community-based Project being procured at

hand, including the corresponding extent or percentage of ownership or interest therein:

Name	Name Or Nature Of Related Business	Extent or Percentage Of Ownership or Interest In Related Business

4. *[Include this paragraph if no performance or warranty security is prescribed by the Procuring Entity for Unorganized Community or Social Groups]* Considering that the posting of a performance security has been dispensed with, as determined by the Procuring Entity, I hereby commit that our Unorganized Community or Social Group shall perform and deliver all the obligations and undertakings under the contract covering the procurement at hand. I further agree and accept that our failure to perform or deliver any of such obligations and undertakings shall result in Blacklisting of our Community or Social Group for not more than two (2) years in all government procurement activities following the procedure under RA No. 12009, its revised IRR and associated issuances.
5. 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 COMMUNITY OR
SOCIAL GROUP
REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant*

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

Appendix "2"

**STATEMENT OF COMMUNITY GROUP'S
COMPLETED CONTRACTS SIMILAR TO THE COMMUNITY-BASED
PROJECT TO BE BID OR LIST INDICATING THE WORK EXPERIENCES OF
MEMBERS
SIMILAR TO THE COMMUNITY-BASED PROJECT TO BE BID**

Name of the Completed Contract	Contract Date	Period/ Duration / Delivery Date	Amount Involved	Definition or description of the project or major categories of work	Supporting Documentary Proofs (e.g. End-User acceptance, Official Receipts, sales invoice) Attached as Annex " _ "

Name of Firm / Company: _____

Name & Signature of Authorized Representative: _____

Designation: _____

Date: _____

Delivery Schedule for the Purchase of Food Supplies for the 16th Cycle of Supplementary Feeding Program in Penarrubia, Abra

Stock/ Property No.	Unit	Item Description	Quantity	QUANTITY TO BE DELIVERED					
				1st Delivery	2nd Delivery	3rd Delivery	4th Delivery	5th Delivery	6th Delivery
1	Pack	Chicken meat, mixture of thigh, wings, breast and drumsticks, atleast 1 kg per pack	350	59	59	58	58	58	58
2	Pack	Pork meat, at least 80% lean, 1 kilo per pack	468	78	78	78	78	78	78
3	Pack	Pork meat,ground, 1 kilo per pack	204	34	34	34	34	34	34
4	Pack	Bangus, Boneless, at least 1 kilo per pack	84	14	14	14	14	14	14
5	piece	Chicken eggs, medium size, atleast 56 grams per piece	7,968	1328	1328	1328	1328	1328	1328
6	Pack	Sweet Potato, at least 25g per piece, at least 1 kilo per pack	100	17	17	17	17	16	16
7	pack	Cabbage, green, atleast 1kg per pack	200	34	34	33	33	33	33
8	pack	Carrot, meduim size, at least 1kg per pack	80	14	14	13	13	13	13
9	pack	squash, small size, atleast 1kg per pack	80	14	14	13	13	13	13
10	pack	beans, black, dried, at least 1kg per pack	36	6	6	6	6	6	6
11	Pack	Miki noodles, atleast 500g per pack	72	12	12	12	12	12	12

12	pack	banana,dippeg, medium ripe, atleast 500g per pack	330	55	55	55	55	55	55
13	Pack	Tofu, blocks, firm, at least 500 grams per pack	72	12	12	12	12	12	12
14	Pack	Monggo, cracked, at least 500 grams per pack	72	12	12	12	12	12	12
15	pack	Loaf bread, regular, atleast 500g per pack	168	28	28	28	28	28	28
16	Bottle	Peanut butter, 500g per bottle	36	6	6	6	6	6	6
17	Pack	Pancit Bihon, at least 500g per pack	72	36			36		
18	Pack	Miswa, at least 250g per pack	72	36			36		
19	Pack	Sotanghon, at least 500g per pack	72	36			36		
20	Pack	Macaroni Pasta, Elbow, at least 500 grams per pack	72	36			36		
21	Pack	Spaghetti pasta with sauce, filipino style, at least 900g per pack	72	36			36		
22	Pack	All Purpose Flour, at least 1 kg/pack	72	36			36		
23	Pack	Baking powder, atleast 50 grams/pack	72	36			36		
24	Pack	Sugar, brown, at least 500 grams per pack	72	36			36		
25	Pack	Cornstarch, atleast 400g per pack	72	36			36		

26	Can	Evaporated Filled Milk, 350 ml per can	288	144			144		
27	Bottle	Soy sauce, at least 500 ml per bottle	144	72			72		
28	Pouch	Vinegar, at least 385 ml per pouch	72	36			36		
29	Pack	Cheese, Cheddar, at least 160g per pack	144	72			72		
30	Pack	Vegetable Cooking oil,atleast 1 liter per pack	144	72			72		
31	Pouch	Mayonnaise, plain, 470 ml per pouch	72	36			36		
32	pouch	Pineapple tidbits, 200g per pouch	72	36			36		
33	pouch	coconut milk, liquid, at least 259 ml per pouch	72	36			36		
34	pack	chamorado,ready to eat, at least 150g per pack	996	498			498		
35	pack	oatmeal,strawberry flavor, at least 35g per pack	996	498			498		

Signature :		Prepared by:		Reveiwed by:	
Printed Name :	MARGIELYN B. ICAO			ELEONOR B. AYAN	
Designation :	Nutritionist Dietitian I			Nutritionist Dietitian III	