

**INVITATION FOR
NEGOTIATED PROCUREMENT – COMMUNITY PARTICIPATION
Purchase and Delivery of Food Supplies for the 16th Cycle SFP Implementation in
Dolores, Abra
NPCP 2026-05-07**

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 Dolores, 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 **One Million One Hundred Sixty Four Thousand Two Hundred Twenty Pesos (PhP 1, 164, 220.00)**.

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 AGULAN 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 Dolores, Abra	1 LOT	Municipal Hall / Child Development Centers of Dolores, 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 Please indicate "Comply" or "Not Comply"
1	950	pack	Chicken meat, mixture of thigh, breast and drumsticks, at least 1 kg per pack	
2	350	pack	Pork meat, 80% lean meat, at least 1 kilo per pack	
3	9000	piece	Chicken egg, medium size, at least 56 grams per piece	
4	300	pack	Chayote, fruit, medium size, at least 1kilo per pack	
5	250	pack	String beans, long, at least 500 grams per pack	
6	250	pack	Potato, medium size, at least 1 kilo per pack	
7	480	pack	Sweet potato, medium size, at least 1 kilo per pack	
8	535	pack	Banana (Saba), dipping, half ripe, at least 1 kilo per pack	
9	210	pack	Cucumber, medium size, at least 1 kilo per pack	
10	180	pack	Mung beans (Monggo), cracked, at least 500 grams per pack	
11	600	pack	Carrots, medium size, at least 1 kilo per pack	
12	350	pack	Squash, small size, at least 1 kilo per pack	
13	600	pack	Cabbage, green, at least 1 kilo per pack	
14	400	pack	Eggplant, long, at least 1 kilo pack	
15	236	pack	Tofu, block, firm, at least 500 grams per pack	
16	250	pack	Sponge Gourd (Patola), medium size, at least 1 kilo per pack	
17	400	pack	Baguio beans, at least 1 kilo per pack	

	TERMS AND CONDITIONS:	STATEMENT 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 2026-05-07

Item	Description	QTY	UOM	Unit Cost	Total Cost
1	Chicken meat, mixture of thigh, breast and drumsticks, at least 1 kg per pack	950	pack		
2	Pork meat, 80% lean meat, at least 1 kilo per pack	350	pack		
3	Chicken egg, medium size, at least 56 grams per piece	9000	piece		
4	Chayote, fruit, medium size, at least 1 kilo per pack	300	pack		
5	String beans, long, at least 500 grams per pack	250	pack		
6	Potato, medium size, at least 1 kilo per pack	250	pack		
7	Sweet potato, medium size, at least 1 kilo per pack	480	pack		
8	Banana (Saba), dipping, half ripe, at least 1 kilo per pack	535	pack		
9	Cucumber, medium size, at least 1 kilo per pack	210	pack		
10	Mung beans (Monggo), cracked, at least 500 grams per pack	180	pack		
11	Carrots, medium size, at least 1 kilo per pack	600	pack		
12	Squash, small size, at least 1 kilo per pack	350	pack		
13	Cabbage, green, at least 1 kilo per pack	600	pack		
14	Eggplant, long, at least 1 kilo per pack	400	pack		
15	Tofu, block, firm, at least 500 grams per pack	236	pack		
16	Sponge Gourd (Patola), medium size, at least 1 kilo per pack	250	pack		
17	Baguio beans, at least 1 kilo per pack	400	pack		
				TOTAL	

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: _____

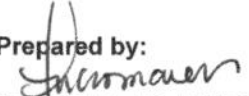

Designation: _____

Date: _____

10	Pack	Squash, atleast 1kg per pack	350	59	58	58	59	58	58
11	Pack	Patola, medium size, at least 1kg per pack	250	41	42	42	41	42	42
12	Pack	Baguio beans, at least 1 kg per pack	400	66	67	67	66	67	67
13	Pack	Cabbage, green, atleast 1kg/pack	600	100	100	100	100	100	100
14	Pack	Talong, long, at least 1 kg per pack	400	66	67	67	66	67	67
15	pack	Cucumber, medium size, at least 1kg per pack	210	35	35	35	35	35	35
16	Pack	Lumpia Wrapper, at least 500 grams per pack	380	63	64	64	63	63	63
17	Pack	Tofu, block, firm, at least 500 g per pack	236	39	39	39	39	40	40
18	Pack	Monggo, cracked, at least 500 grams per pack	180	30	30	30	30	30	30
19	pack	Loaf bread, regular, atleast 500g per pack	301	50	51	50	50	50	50
20	Piece	Nutribun, Carrot Variant, at least 60 grams per piece	3,065	510	511	511	511	511	511
21	Piece	Nutribun, Carrot Variant, at least 60 grams per piece	3,065	510	511	511	511	511	511

22	Pack	Pancit Laddit, dried miki at least 500g/pack	225	113			112		
23	Pack	Pancit Bihon, at least 500g/pack	225	113			112		
24	Pack	Macaroni shells, Elbow, at least 500 grams per pack	250	125			125		
25	Can	Evaporated Filled Milk, 350 ml/can	650	325			325		
26	Pack	All Purpose Flour, at least 1 kg/pack	560	280			280		
27	Pack	Baking powder, atleast 50 grams/pack	250	125			125		
28	Pack	Sugar, brown, at least 500 grams per pack	600	300			300		
29	Pack	Vegetable Cooking oil, atleast 1 liter/pack	500	250			250		
30	Pouch	Oatmeal, fortified, strawberry flavor, atleast 35g per pack	6,120	3060			3060		
31	Bottle	Soy sauce, at least 500 ml per bottle	300	150			150		
32	Pouch	Vinegar, at least 385 ml per pouch	300	150			150		
33	Pack	Cheese, Cheddar, filled, at least 160g per pack	600	300			300		

34	pouch	Coconut milk, liquid, atleast 75ml per pouch	350	175			175		
35	Pack	Glutinous flour, at least 500g per pack	300	150			150		
36	Pack	Malagkit Rice, atleast 500g per pack	310	155			155		
37	Pack	Spaghetti with sauce, filipino style, atleast 900g per pack	300	150			150		
38	pouch	Champorado, Ready-to-eat, at least 150g per pouch	6130	3065			3065		
39	pouch	Mayonnaise, atleast 470ml per pouch	300	150			150		
40	Sachet	Chocolate powdered, at least 24 g per sachet	450	225			225		

Signature : Printed Name : Designation :	Prepared by:  CHARMAINE R. LUCIO Project Development Officer II	Reveiwed by:  ELEONOR B. AYAN Nutritionist Dietitian III
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