ANNEX "A"

[letterhead of FFCEs, if available]

Proposal Form

[Date]

Delfin C. Comedis, Jr.
Municipal Mayor
Municipality of Burgos, La Union

Dear Mr. Comedis:

This pertains to the procurement opportunity with project title, **SUPPLY AND DELIVERY OF RICE FOR DISTRIBUTION TO IDENTIFIED BENEFICIARIES (FOURTH TRANCHE)** posted on:

☐ Farmers and Fisherfolk Enterprise Development Information System (FFEDIS);
☐ Official Website;
☐ Philippine Government Electronic Procurement System (PhilGEPS);
☐ Social Media: _____
☐ Others: _____

We are pleased to present this proposal to supply agricultural or fishery products for the implementation of **SUPPLY AND DELIVERY OF RICE FOR DISTRIBUTION TO IDENTIFIED BENEFICIARIES (FOURTH TRANCHE)** with a total amount of **[price amount].**

A breakdown of the agricultural/fishery products are indicated below:

Particulars	Quantity	Unit of Measure	Unit Price	Total Amount
RICE, 50 KILOS PER SACK, GOOD QUALITY, WELL-MILLED, DOUBLE STITCHED	434	SACK		
			GRAND TOTAL:	

We look forward to the opportunity to work with you and provide high-quality products that meet your standards and needs.

Thank you.

Respectfully yours,

[Signature]

[Name of FFCE]
[Address]
[Contact Number]

Omnibus Sworn Statement Form

[Note: The duly accomplished form shall be submitted with the Proposal]

OMNIBUS SWORN STATEMENT

I, _____ of legal age, _____, _____, and
Name of Affiant *Civil Status* *Nationality*

with residence at _____, do hereby depose and state that:
Address of Affiant

1. I am _____ or *authorized representative* of _____,
Name of FFCE *Name of FFCE*

with office address at _____;
Address of FFCE

2. ☐ As the owner and sole proprietor or authorized representative of _____ as
Name of FFCE

supported by the attached duly notarized Special Power of Attorney, I have full power and authority to do, execute, and perform any and all acts necessary to participate, submit proposals, and to sign and execute the ensuing contract for _____ of the _____;
Project Title *Name of Procuring Entity*

☐ As the authorized representative of the partnership, corporation, or cooperative, duly registered as _____, I am granted full power and authority to do,
Name of FFCE

execute, and perform any and all acts necessary to participate, propose, and to sign and execute the ensuing contract for _____ of the _____,
Project Title *Name of FFCE*

as supported by the attached duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable*;*

3. _____ is not "blacklisted" or otherwise prohibited from submitting
Name of FFCE

proposals for the purpose of entering into government contracts by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign governments, or foreign or international financing institutions 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;

4. Each of the documents submitted in satisfaction of the requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. _____ is authorizing the Head of the Procuring Entity (HoPE) or
Name of FFCE

its duly authorized representative(s) to verify all the documents submitted;

6. ☐ ***If sole proprietorship***: The _____ and its spouse are not related
Name of FFCE

by consanguinity or affinity up to the third civil degree to the HoPE, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

☐ ***If Partnership****:* The partnership itself and the partners of _____ are not
Name of FFCE

related by consanguinity or affinity up to the third civil degree to the HoPE, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

☐ ***If Cooperative:*** The cooperative itself and members of the board of directors, general manager, or chief executive officer of _____ are not related by consanguinity
Name of FFCE
or affinity up to the third civil degree to the HoPE (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

☐ ***If Corporation***: The corporation, and officers, directors, controlling stockholders and beneficial owners of _____ are not related by consanguinity or affinity up
Name of FFCE
to the third civil degree to the HoPE, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

7. It is understood that failure to faithfully disclose its relationship with the HoPE, members of the BAC, the TWG, and the BAC Secretariat, the head of the PMO or the end-user unit or implementing unit, and the project consultants of the Procuring Entity, or of the procurement agent by consanguinity or affinity up to the third civil degree, as well as its submission of beneficial ownership information containing false entries shall be subject to blacklisting under Section 100 of the IRR of RA No. 12009, without prejudice to criminal and civil liabilities under applicable laws, including their accessory penalties, if any.

8. ***[If Corporation:]*** _____ declares its beneficial ownership consistent
Name of FFCE
with its updated General Information Sheet or Beneficial Ownership Declaration Form or any other document duly submitted to the Securities and Exchange Commission (SEC) in accordance with its annual reportorial requirements.

9. _____ did not give or pay directly or indirectly, any commission, amount,
Name of FFCE
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. _____ have the necessary capacity to timely deliver the agricultural
Name of FFCE
and fishery products required under the Procurement Project, in accordance with the specifications, quality standards, and quantities determined by the Procuring Entity.

IN WITNESS WHEREOF, I have hereunto set my hand this ___day of ___, 20___at _____, Philippines.

Duly authorized to sign the Proposal for and behalf of:

_____
Name of FFCE

_____
Affiant's Signature over Printed Name
Position/Designation
Date

JURAT

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. _____.

WITNESS MY HAND AND SEAL this ____day of *[month] [year].*

NAME OF NOTARY PUBLIC
Notarial Commission No. _____
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 _____.

REQUEST FOR QUOTATION
(NEGOTIATED PROCUREMENT – SAGIP SAKA ACT RA 11321)

Title of Procurement Activity: SUPPLY AND DELIVERY OF RICE FOR DISTRIBUTION TO IDENTIFIED BENEFICIARIES (FOURTH TRANCHE)
Approved Budget of the Contract (ABC): 1,291,150.00
Source of Fund: LGSF-GEF 2026

Sir/Madam:

Please quote your best quotation for the item/s listed herein, subject to the Terms and Conditions provided. Submit your proposal duly signed by you or your duly authorized representative not later than October 26, 2026 at 9:00 a.m.

Item No.	Qty.	Unit	Description	Brand	Unit Price	Total Amount
1	434	SACK	RICE, 50 KILOS PER SACK, GOOD QUALITY, WELL-MILLED			
			PAYMENT SHALL BE MADE PER DELIVERY			
			*****NOTHING FOLLOWS*****			
					Grand Total	

TERMS AND CONDITIONS:
1. Delivery Term: FOB Shipping Point
2. Place of Delivery: Municipal Hall of Burgos - Brgy. New Poblacion, Burgos, La Union
3. Delivery Period: Within seven (7) calendar days from receipt of Purchase Order (PO)/Notice to Proceed (NTP)

DOCUMENTARY REQUIREMENTS:
1. Duly accomplished Proposal Form (prescribed template is attached)
2. FFEDIS Certificate of Registration or proof of registration or accreditation in RSBSA or any DA-approved registry or accreditation system; and

Office: 2nd Floor Conference Room, Municipal Hall, New Poblacion, Burgos, La Union
8:00 am – 5:00 pm/Monday to Friday
Website: https:burgoslaunion.gov.ph
E -mail: bacsecblu@gmail.com

ELIGIBILITY CRITERIA:

A. Must be registered in the Farmers and Fisherfolk Enterprise Development Information System (FFEDIS); or, if not registered in the FFEDIS, registered or accredited in any of the following:

- CSO Accreditation (Civil Society Organization)
- RSBSA Registration (Farmers)
- FishR Registration (Fisherfolk)
- NCFRS Registration (Coconut Farmers)
- Any other DA-approved registry/accreditation.

B. Must have the capacity to timely deliver the required quantity and quality

SCHEDULE OF REQUIREMENTS:

PROCUREMENT ACTIVITY	DATE	TIME	VENUE
Availability of Proposal Forms	October 20, 2026 to October 23, 2026 before 9:00 a. m. (working days only)	8:00 am to 5:00 pm	BAC/LIGA Office, 2/F Municipal Building, Burgos, La Union
Deadline for Submission of Proposals and Eligibility Requirements	October 26, 2026	9:00 AM	BAC/LIGA Office, 2/F Municipal Building, Burgos, La Union
Opening of Proposals and Eligibility Requirements	October 26, 2026	9:00 AM	2/F Municipal Conference Hall, Burgos, La Union

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Owner/Authorized Representative:

_____
Signature over Printed Name

_____
Date