Republic of the Philippines
Province of Laguna
Municipality of Los Baños
Special Science and Nature City
BIDS AND AWARDS COMMITTEE
3/F, Municipal Building, National Highway, Brgy. Timugan, Los Baños, Laguna, 4030
Tel No. (049) 530 2818 Local: 3006

BAGONG PILIPINAS

NOTICE FOR NEGOTIATED PROCUREMENT – SAGIP SAKA

September 7, 2026

The Municipality of Los Baños, through the Bids and Awards Committee, invites all Farmers and Fisherfolk Enterprise to participate in the Negotiated Procurement – Sagip Saka for the **"Supply and Delivery of Rice for the Provision of Rice Allowance to Municipal Employees** with the following specifications:

Particulars	Quantity	Unit of Measure	Unit Price	Total Amount
Rice, 25 kilos Whole grain well milled (graded 80/20) Variety: Jasmine Rice	308	sack		

Delivery Schedule: Twenty-One (21) calendar days from issuance of Notice to Proceed

Approved Budget for the Contract (ABC): **Four Hundred Sixty-Two Thousand Pesos (P 462,000.00).**

Interested Farmers and Fisherfolk Enterprise must submit requirements for accreditation in order to participate in the negotiation for the said procurement.

Deadline of submission of documentary requirements and offer is on or before **10:00 AM of 16 September 2026** at 3rd Floor, BAC/Budget Office, Municipal Building, Municipal Government of Los Baños, Brgy. Timugan, Los Baños, Laguna.

REQUIREMENTS FOR ACCREDITATION

I. **Eligibility Criteria**

a) Must be registered in the FFEDIS. However, the submission of any of the following accreditation or registration documents, as the case may be, shall likewise be allowed and deemed compliant with the FFEDIS registration, unless otherwise provided in the applicable issuance of Department of Agriculture:

   i) Accreditation as Civil Society Organization (CSO);
   ii) Registration in the Registry System for Basic Sector in Agriculture (RSBSA);
   iii) Registration in the Fishery Registry (FishR) System;
   iv) Registration in the National Coconut Farmers Registry System (NCFRS); or
   v) Registration or accreditation in any other DA-approved registry or accreditation

b) Must have the necessary capacity to timely deliver the agricultural and fishery products required under the Procurement Project in accordance with the specifications, quality standards, and quantities determined by the PE.

II. **Documentary Requirements**

a) Written Proposal or offer;
b) FFEDIS Certificate of Registration or an equivalent certificate/document issued by the DA pursuant to Section 11 of the IRR of RA No. 11321, or any amendments thereto, subject to Section 5.4.1 (a) above; and
c) Omnibus Sworn Statement (OSS) executed by the accredited FFCEs

TERMS AND CONDITIONS:

1. The supplier shall submit a duly accomplished Proposal indicating the unit price and total price for each item.
2. Quoted prices shall be inclusive of all applicable taxes, duties, delivery, freight, handling, and other incidental costs necessary for complete delivery.
3. The total amount of the proposal shall not exceed the Approved Budget for the Contract (ABC).
4. All items offered shall conform to the required specifications, quantity, quality, and delivery requirements in the Schedule of Requirements.
5. Proposals shall cover all items indicated in the Schedule of Requirements. A partial proposal covering only some of the items will not be accepted.
6. The supplier shall submit the required documentary requirements, as applicable, including FFEDIS Certificate of Registration, Omnibus Sworn Statement, Proposal Form, and other required documents.
7. The proposal shall be valid for one hundred twenty (120) calendar days from the deadline for submission. Prices shall be fixed and final for the entire contract duration and shall not be subject to escalation or adjustment.
8. Delivery shall be made within the period specified in the Delivery Schedule, which will be provided to the awarded supplier upon issuance of the Notice to Proceed.
9. The supplier shall replace, at no additional cost, any item found defective, damaged, incomplete, or not in accordance with the required specifications.
10. Payment shall be made upon inspection and acceptance, and upon submission of the required biling and supporting documents, subject to applicable government accounting and auditing rules.
11. The procuting entity reserves the right to reject any or all proposals, declare a failure of procurement, or not award the contract in accordance with applicable procurement laws, rules and regulations.
12. The procuring entity shall not be responsible for any costs incurred by suppliers in the preparation and submission of proposals.
13. This procurement shall be governed by **Republic Act No. 12009 (New Government Procurement Act), Republic Act No. 11321 (Sagip Saka Act), and GPPB Circular No. 02-2025**, and other relevant government rules and regulations.
14. The procurement shall be undertaken through Negotiated Procurement – Sagip Saka, subject to applicable requirements and procedures.

For any clarification, you may contact us at telephone no. 530-2818 loc. 3006 or email address at bac@losbanos.gov.ph.

ATTY. VIRGILIO A. TIONGSON, JR.
BAC Chairperson

[letterhead of FFCEs, if available]

Proposal Form

[Date]

HON. NEIL ANDREW N. NOCON
Municipal Mayor
Los Baños, Laguna

Dear Mayor Nocon:

This pertains to the procurement opportunity with project title, **Supply and Delivery of Rice for the Provision of Rice Allowance to Municipal Employees** 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 the Provision of Rice Allowance to Municipal Employees**, 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, 25 kilos Whole grain well milled (graded 80/20) Variety: Jasmine Rice	308	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]