



Republic of the Philippines  
**Department of Agriculture**  
**AGRICULTURAL TRAINING INSTITUTE-REGIONAL TRAINING CENTER VIII**  
 Visayas State University (VSU), Visca, Baybay City, Leyte  
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## INVITATION TO BID

### FOR FOOD CATERING SERVICES, ACCOMMODATION, VENUE, MACHINE RENTAL AND TRANSPORT VEHICLE RENTAL FOR THE CONDUCT OF TRAINING OF TRAINERS ON THE PRODUCTION OF HIGH-QUALITY INBRED RICE AND SEEDS AND FARM MECHANIZATION, 2 BATCHES @ LEYTE OR SAMAR AREA FOR THE 1<sup>ST</sup> SEMESTER 2024

1. The **Agricultural Training Institute- Regional Training Center 8 (ATI-RTC 8)**, through the General Fund (F01) intends to apply the sum of **One Million One Hundred Ninety Eight Thousand Seven Hundred Eighty Pesos (Php 1,198,780.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for / **Identification No. ATI-RTC8-ITB-2024-001** being the Approved Budget for the Contract (ABC) to payments under the contract for each lot/item. Bids received in excess of the ABC shall be automatically rejected at bid opening.
  
2. The **Agricultural Training Institute- Regional Training Center 8 (ATI-RTC 8)** now invites bids for:

Name of Project	Approved Budget Contract
FOR FOOD CATERING SERVICES, ACCOMMODATION, VENUE, MACHINE RENTAL AND TRANSPORT VEHICLE RENTAL FOR THE CONDUCT OF TRAINING OF TRAINERS ON THE PRODUCTION OF HIGH-QUALITY INBRED RICE AND SEEDS AND FARM MECHANIZATION, 2 BATCHES @ LEYTE OR SAMAR AREA FOR THE 1 <sup>ST</sup> SEMESTER 2024, March 11-22, 2024 & April 15-26, 2024  <b>A. Food catering services for 35 pax good for 12days per batch, 3 meals and 2 snacks</b> <i>*Breakfast: 1meat(pork/beef/chicken), 1fish/seafoods, 1vegetables, rice, fruits, water, coffee/tea/hot choco.</i> <i>*Lunch/Dinner: 2 meat (pork/beef/ chicken), 1 fish/seafoods or Vegetable, Soup, Rice, dessert, water, drinks-juice</i> <i>*AM &amp; PM Snacks: traditional Filipino delicacy or noodles/ pasta dish or cakes/pastries/sandwich, drinks, fruit juice(glass/ bottled/canned)</i>	<b>Php1,198,780.00</b>

<p><i>Note: Make available free flowing coffee, hot choco, tea and sugar, creamer/milk, water dispenser, atleast commensurate to the number of participants for the entire duration of training/activities.</i></p> <p><b>B. Accommodation:</b> Single bed for 33 participants good for 12 days per batch</p> <p><b>C. Venue:</b> airconditioned/proper ventilation with sound system, tables and chairs system, projector screen, good for 12 days per batch.</p> <p><b>D. Rice Machinery Rentals:</b> (1- Four-Wheel Drive Tractor; 1-Walk behind/Riding Type Transplanter; 1-Reaper; 1-Combine Harvester; 1 Manual Seeder with materials and laborer for clearing the field for seedling preparation demonstration and area in the conduct of AESA and Crop Cut). All machines must be fueled and in good condition.</p> <p><b>E. Transport Vehicle Rental</b> that will fetch and ferry the participants and Resource Persons from Tacloban City going to training venue and vice-versa</p>	
<b>TOTAL ABC</b>	<b>Php1,198,780.00</b>


Bidders should have completed, within ***the last (2) years*** from the date of submission and receipt of bids, a contract similar to the Project. 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".  
Bidding is restricted to Filipino citizens/sole proprietorships, 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.
4. Interested bidders may obtain further information from **Agricultural Training Institute-Regional Training Center 8 (ATI-RTC 8) Bids and Awards Committee Secretariat** and inspect the Bidding Documents at the address given below during **8:00am to 5:00pm, Monday to Friday except during holidays**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **February 02, 2024, 8:00am to 5:00pm** from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **FIVE THOUSAND PESOS ONLY (PHP 5,000.00)**.  
It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, <https://ati2.da.gov.ph/ati-8/content/bids> provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.
6. The **Agricultural Training Institute- Regional Training Center 8 (ATI-RTC 8)** will hold a Pre-Bid Conference on **February 08, 2024 10:00am** at **ATI-RTC 8 Training Hall, VSU Campus, Visca, Baybay City, Leyte**, which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat at the address below on or before **February 21, 2024**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 18**.

Bid opening shall be on **February 21, 2024, Wednesday, 10:00am** at **ATI-RTC 8 Training Hall, VSU Campus, Visca, Baybay City, Leyte**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

8. The **Agricultural Training Institute- Regional Training Center 8 (ATI-RTC 8)** 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. For further information, please refer to:

  
**VENUS JUNE J. TAGHOY**  
Head BAC Secretariat  
ATI-RTC 8  
VSU Campus, Visca Baybay City, Leyte  
Contact No. 563-7635/ 0917-105-0393  
Email: [atisms@gmail.com](mailto:atisms@gmail.com)

  
**MELINDA P. PETALCORIN**  
*Chairman, Bids and Award Committee*