



University of the Philippines
OPEN UNIVERSITY

BID AND AWARDS COMMITTEE

NOTICE FOR NEGOTIATED PROCUREMENT

(SAGIP SAKA)

06 March 2026

The **University of the Philippines Open University (UPOU)** invites all Farmers and Fisherfolk Enterprise to participate in the NEGOTIATION for the Procurement of the **UPOU-NP-SS-2026-001, Supply and Delivery of Rice (First Tranche of Rice Subsidy for FY2026)**, with the following specifications:

Locally harvested **Dinurado/Jasmine or its equivalent, moisture content: 12-14.5%; 80/20 ratio of whole vs. broken grains**, harvested from December 2025 to February 2026, well-milled, no blending with other varieties, without any non-rice element (per actual sample kept at SPMO); no impurities; no foul order; soft, tasty and edible even five hours after cooking. Random rice samples for testing (two levels) shall be selected by the UPOU BAC. Penalty for non-compliance: PhP1,562.50 for every sack.

Packaging:

Sealed in thick blue or yellow plastic sack, with transparent lateral sides printed with supplier's name, weight, type of rice, date milled; **minimum of 60kgs/bundle of rice (packed into 2 separate sacks), equivalent to PhP3,125.00.**

Approved Budget for the Contract (ABC): **Two Hundred Twenty-One Thousand Eight Hundred Seventy-Five Pesos (Php 221,875.00).**

Delivery of the Goods is required within 7-15CD from receipt on the Purchase Order and Notice to Proceed and to be delivered at the 1) **University of the Philippines Open University, UPOU Headquarters, Los Baños, Laguna** and, 2) **UPOU Diliman Office, Quezon City**, from 8:00 am to 5:00 pm, Monday to Friday.

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

Deadline for submission of documentary requirements and offer is on or before **5:00 PM, March 13, 2026** at **UP Open University, Supply and Property Management Office, Los Baños, Laguna, 4031.**

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 DA:
 - 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 system.
- 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; (template is attached herein)
- 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 Statement⁶ (OSS) executed by the accredited FFCEs; (template is attached herein)

NOTE:

Submit the proposal and other documentary requirements in a sealed envelope together with the rice sample. Each sample must be two (2) kilograms and packed in two separate bags (1 kg each bag) and must be properly labeled for identification.

(SGD) FINAFLOR F. TAYLAN, DProfSt.
Chair, BAC



BID AND AWARDS COMMITTEE

Proposal Form

13 March 2026

FINAFLOR F. TAYLAN, DProfSt.

Chair, BAC
UP Open University
Los Baños, Laguna

Dear Dr. Taylan:

This pertains to the procurement opportunity with project title, **UPOU-NP-SS-2026-001, Supply and Delivery of Rice (First Tranche of Rice Subsidy for FY2026)**, posted on:

- Farmers and Fisherfolk Enterprise Development Information System (FFEDIS);
- Official Website: <https://www.upou.edu.ph/bids-and-awards-committee>
- 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 **UPOU-NP-SS-2026-001, Supply and Delivery of Rice (First Tranche of Rice Subsidy for FY2026)** with a total amount of **[price amount]**.

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

ITEM No.	UOM	ITEM AND DESCRIPTION	QTY.	APPROVED BUDGET		BIDDER'S OFFER		
				UNIT PRICE	TOTAL PRICE	KG/BUNDLE	UNIT PRICE	TOTAL PRICE
1	sacks	Rice (1st Tranche of Rice Subsidy)	71	₱3,125.00	₱221,875.00		₱3,125.00	₱221,875.00
		A. Rice Specifications						
		a. Rice: Locally harvested Dinurado/Jasmine or its equivalent, minimum of 60 kgs/bundle (packed in 2 separate sacks)						
		b. Moisture content: 12-14.5%						
		c. 80/20 ratio of whole vs broken grains						
		d. Harvested in December 2025 – February 2026						
		e. Well-milled						
		f. No blending with other varieties						

		g. Without any non-rice element (per actual sample kept at the SPMO)				
		h. No impurities; no foul odor; soft, tasty and edible even five (5) hours after cooking				
		B. Quality Assurance				
		1. Random rice samples for testing (two levels) shall be selected by the BAC. Penalty for non-compliance: PhP1,562.50 for every sack.				
		2. Prospective bidders must submit rice samples of Dinurado/Jasmine or its equivalent; each sample must be two (2) kilograms and packed in two separate bags (1 kg each bag) and must be properly labeled for identification.				
		3. During delivery, Rice Committee/ Technical Working Group representatives shall conduct on-the-spot check of the rice against the sample rice provided by the supplier. Outright non-acceptance/ rejection shall be made if the rice delivered does not meet the agreed standard as determined by the designated representative employee.				
		C. Packaging				
		1. Sealed in thick blue or yellow, and of high-quality plastic sack, with transparent lateral sides printed with the supplier's name, weight, type of rice, date milled.				
		2. Bids/offer must reflect the price per kilo of the rice and the corresponding total number of kilograms per sack.				
		D. Place and Time of Delivery				
		1. Delivery of rice must start within three (3) calendar days from receipt of the Purchase order/Notice to Proceed and must be completed within 7-15 calendar days.				

		2. Delivery shall be made at UP Open University Headquarters and UPOU Diliman Office, Quezon City not earlier than March 16, 2026 from 8:00 AM to 5:00 PM, Monday to Friday.				
		<i>The UPOU invites all interested Agricultural Cooperatives and Farmers' Groups to submit price quotations for the supply and delivery of well-milled rice. This procurement is being conducted in accordance with Republic Act 11321, otherwise known as the "Sagip Saka Act".</i>				

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]

[Email Address]

[Contact Number]

Omnibus Sworn Statement Form
[Note: The duly accomplished form shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

OMNIBUS SWORN STATEMENT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and with residence at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. *Select one, delete the others:*

- *If sole proprietorship:* I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;
- *If partnership, corporation, cooperative, or joint venture:* I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;
- *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* I am the individual consultant or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

2. *Select one, delete the others:*

- *If sole proprietorship:* As the owner and sole proprietor or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Project Title]* of the *[Name of the Procuring Entity]* *[insert “as supported by the attached duly notarized Special Power of Attorney” for authorized representative]*;
- *If partnership, corporation, cooperative, or joint venture:* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary’s Certificate, whichever is applicable;

- *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* As the individual consultant or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney for *authorized representative*;
3. *[Name of Bidder]* is not “blacklisted” or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution 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 bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
 5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
 6. *Select one, delete the others:*
 - *If sole proprietorship:* The *[Name of Bidder]* and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, 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;
 - *If partnership:* The partnership itself and the partners of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, 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;
 - *If cooperative:* The cooperative itself and members of the board of directors, general manager, or chief executive officer of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, 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;

- *If corporation, or joint venture:* The corporation or joint venture itself, and officers, directors, and controlling stockholders of **[Name of Bidder]** are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, 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;
 - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* The individual consultant and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, 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 Head of the Procuring Entity, 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 Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009, without prejudice to criminal and civil liabilities under applicable laws, including their accessory penalties, if any.

Select one, delete the rest:

- *In case of corporations:* **[Name of Bidder]** declares its beneficial ownership information consistent with its updated General Information Sheet or Beneficial Ownership Declaration Form or any other document duly submitted to the SEC and has maintained a valid and updated file therein in compliance with Sections 20.2.9.1, 81, and 82 of the IRR of RA No. 12009.
 - *In case of Foreign Bidders:* **[Name of Bidder]** submitted an appropriate equivalent document in English issued by the country of the bidder concerned in accordance with Section 20.2.9.2 of the IRR of RA No. 12009.
8. **[Name of Bidder]** complies with existing labor laws and standards; and

9. ***[Name of Bidder]*** is aware of and has undertaken the following responsibilities as a Bidder:
- a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental Bid Bulletin(s) issued for **the *[Project Title]***.
10. ***[Name of Bidder]*** did not give or pay directly or indirectly, any commission, amount, 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.
11. In case advance payment was made or given to ***[Name of Bidder]***, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability under existing laws.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]

[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 _____.