



University of the Philippines  
**OPEN UNIVERSITY**

**BID AND AWARDS COMMITTEE**

**NOTICE FOR NEGOTIATED PROCUREMENT**

**(SAGIP SAKA)**

03 September 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-2026-004, Supply and Delivery of Rice (Third Tranche of Rice Subsidy for FY2026)**, with the following specifications:

Locally harvested **Dinorado/Jasmine or its equivalent, moisture content: 12-14.5%; 80/20 ratio of whole vs. broken grains**, harvested from June 2026 to August 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 rice sacks clearly printed with supplier's name, weight, type of rice, and date milled; **equivalent to PhP3,125.00.**

Approved Budget for the Contract (ABC): **Two Hundred Twenty-Five Thousand Pesos (Php225,000.00).**

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, September 09, 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 as Annex A)
- 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; (template is attached herein as Annex B)

#### **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

[letterhead of FFCEs, if available]

**Proposal Form**

09 September 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-2026-004, Supply and Delivery of Rice (Third 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-2026-004, Supply and Delivery of Rice (Third 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 (3 <sup>rd</sup> Tranche of Rice Subsidy)                                                 | 72   | ₱3,125.00       | ₱225,000.00 |                | ₱3,125.00  | ₱225,000.00 |
|          |       | <b>A. Rice Specifications</b>                                                                  |      |                 |             |                |            |             |
|          |       | a. Rice: Locally harvested Dinurado/Jasmine or its equivalent, <b>minimum of 50 kgs/bundle</b> |      |                 |             |                |            |             |
|          |       | b. Moisture content: 12-14.5%                                                                  |      |                 |             |                |            |             |
|          |       | c. 80/20 ratio of whole vs broken grains                                                       |      |                 |             |                |            |             |
|          |       | d. Harvested in June 2026 to August 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>B. Quality Assurance</b>                                                                                                                                                                                                                                                                                                                 |  |  |  |  |
|  |  | 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. |  |  |  |  |
|  |  | <b>C. Packaging</b>                                                                                                                                                                                                                                                                                                                         |  |  |  |  |
|  |  | 1. Sealed in rice sacks clearly printed with supplier's name, weight, type of rice, and date milled                                                                                                                                                                                                                                         |  |  |  |  |
|  |  | 2. Bids/offer must reflect the price per kilo of the rice and the corresponding total number of kilograms per sack.                                                                                                                                                                                                                         |  |  |  |  |
|  |  | <b>D. Place and Time of Delivery</b>                                                                                                                                                                                                                                                                                                        |  |  |  |  |
|  |  | 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 15 September 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 over Printed Name)

Name of FFCE : \_\_\_\_\_

Address : \_\_\_\_\_

Email 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  
Name of Procuring Entity 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 and fishery products required under the Procurement Project, in accordance with the specifications, quality standards, and quantities determined by the Procuring Entity.

*Name of FFCE*

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 \_\_\_\_\_.