



**AGRICULTURAL TRAINING INSTITUTE**  
 ATI Building, Statistical Dept., Diliman, Quezon City, Metro Manila 1105  
 Tel. Nos. (02 2) 8929 8341 to 49 & 8929 7197 Fax No. (02 2) 8929 8792  
 Email: ati.dres@agri.de.gov.ph & ati.dres.tor@agri.gov.ph  
 URL: http://www.ati.de.gov.ph, www.dextension.gov.ph

**PURCHASE ORDER**

SUPPLIER: BAUSA INTEGRATED FARM  
 ADDRESS: San Edelfonso, Bulacan

P.O. No.: 2020-06-109  
 DATE: 22-Jun-20

TIN:

MODE OF PROCUREMENT: EMERGENCY PROCUREMENT UNDER REPUBLIC ACT 11469 AND AWARD

Gentlemen:

Please furnish this Office the following article(s) subject to the terms and conditions contained herein.

Place of Delivery:		ATI, Diliman, Quezon City	Delivery Terms:		3 MONTHS
Date of Delivery:			Payment Term:		LLDAP
STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
	kg	Garden Soil (packed into 2kgs each)	62,000	13.00	806,000.00
	bag	Garden Soil (10kg/bag)	100	130.00	13,000.00
	bag	Carbonized Rice Hull (50kg/bag)	45	375.00	16,875.00
	gal	Molasses	115	275.00	31,625.00
		Purpose: 1. Provision of Urban Agriculture (Sweet) and Vegetable Starter Kit, Glamourizing Youth in Agriculture  2. For the establishment of Community Garden in Barangay Payatas, Barangay Bagong Silang, Barangay Commonwealth, Barangay Batasan Hills, Barangay Novaleses of Quezon City, Calocan and University of Quezon City  3. Second semester supplies and materials for the maintenance of ATing Gulayan ng OA Learning Site			

**TOTAL AMOUNT IN WORDS:**  
 EIGHT HUNDRED SIXTY SEVEN THOUSAND FIVE HUNDRED PESOS ONLY P 867,500.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) for everyday of delay shall be imposed.

COMFORME:

Luis D. BAUSA  
 Signature Over Printed Name of Supplier  
 06-25-2020  
 Date

Very truly yours,  
ALFREDO S. ATON, MPS-DM  
 DIRECTOR IV

FUNDS AVAILABLE:

Alyza Jane Villaluzo-Carbungco  
 OIC CHIEF ACCOUNTANT

6/24/2020

OR/BUR No.: 20-06-813  
 6-23-20

Amount: Pnp. 867,500



DEPARTMENT OF AGRICULTURE  
OFFICE OF THE SECRETARY  
617 McKinley Avenue, Pasay City, Metro Manila 1306  
Tel. No. (02) 8861-6200 to 8861-6202 Fax No. (02) 8861-6203  
E-mail: oas@da.gov.ph; oas@da.gov.ph

June 22, 2020

**NOTICE OF AWARD**

**MR. LUIS D. BAUSA**  
Proprietor  
**BAUSA INTEGRATED FARM**  
San Ildefonso, Bulacan

Sir:

Please be informed that the **CONTRACT** for the procurement of Garden Soil, Carbonized Rice Hull and Molasses to be used during the various activities of Partnership and Accreditation Division, under Purchase Order No. 2020-06-109 is hereby awarded to **BAUSA INTEGRATED FARM** at the Contract Price equivalent to **EIGHT HUNDRED SIXTY SEVEN THOUSAND FIVE HUNDRED PESOS ONLY (P 867,500.00)**.

You are therefore required within seven (7) days from the receipt of the approved Purchase Order to formally enter into contract with us by signing the **CONFORME** below. Failure to enter into the said Contract or confirm the said Purchase Order shall constitute a sufficient ground for cancellation of this award.

Kindly coordinate with the BAC Secretariat for details. Thank you.

Truly yours,

  
**ALFREDO S. ATAN, MPS-DM**  
Director IV

CONFORME:

  
Name and signature of the Bidder's Representative

06-25-2020  
Date Received



**AGRICULTURAL TRAINING INSTITUTE – CENTRAL OFFICE  
BIDS AND AWARDS COMMITTEE**

**A RESOLUTION RECOMMENDING APPROVAL FOR ADOPTING EMERGENCY PROCUREMENT UNDER  
REPUBLIC ACT 11469 AND AWARD**

**BAC Resolution No. PAD-06-03, s. 2020**

- WHEREAS**, as a general rule, all procurement shall be done through competitive bidding except whenever justified by the conditions in order to promote economy and efficiency, may resort to any alternative method of procurement;
- WHEREAS**, one of the functions of BAC is to recommend to the Head of Procuring Entity (HOPE) the mode of procurement to be undertaken to meet the actual conditions and to ensure that the same is most advantageous to the government;
- WHEREAS**, President Rodrigo Roa Duterte issued a Proclamation No. 22 Declaring a State of Public Health Emergency throughout the Philippines last March 8, 2020 to combat the threat posed by the rising cases of infection of COVID-19;
- WHEREAS**, to ensure the availability of food for all affected sectors, under Guidelines for Emergency Procurement under Republic Act No. 11469 or the *Bayanihan to Heal as One Act*, Procuring Entities are encouraged to directly purchase agricultural products from local farmers or farmers' associations or cooperatives;
- WHEREAS**, in response to emergency and mitigate the impact of COVID-19 to farmers, the Agricultural Training Institute, through its Director/Head of Procuring Entity had approved Purchase Request **PAD FUND 2020-05-31A** dtd. **May 11, 18 and 26, 2020** for the procurement of **Garden Soil, Carbonized Rice Hull, and Molasses** with the approved budget for contract (ABC) amounting to **Php 997,500.00** using the Guidelines for Emergency Procurement under Republic Act No. 11469 or the *Bayanihan to Heal as One Act* and the *General Memorandum Order No. 01 Guidelines on DA Procurement Process during the State of Calamity*;
- WHEREAS**, the DA General Memorandum Order No. 01 re: Guidelines on DA Procurement Process during the State of Calamity encourages PEs to directly purchase agricultural products from local farmers or farmers' associations or cooperatives to ensure availability of food for affected sectors;
- WHEREAS**, for farmers' associations and cooperatives if the Procuring Entity is already maintaining a bidder's updated file of any of the following requirements, whether through the Philippine Government Electronic Procurement System Certificate of Registration and Membership or its own records, shall not require its re-submission. Otherwise, PEs shall require copies of Mayor's or Business Permit. For projects with an ABC above Php500,000.00: Income Tax Returns (Annual Income Tax Return of the preceding tax year) or Business Tax Returns (Value Added Tax or Percentage Tax Return covering the previous six months) and original copy Omnibus Sworn Statement;
- WHEREAS**, for direct negotiation with local farmers, the submission of any of the following at any time before award or after award but before payment shall be sufficient: a certification that the farmer is in the Registry System for Basic Sectors in Agriculture (RSBSA); RSBSA identification card; or Barangay Certification that the supplier is a bonafide farmer;
- WHEREAS**, in direct purchase from local farmers, the PEs shall be guided by the following in the negotiation of prices for agricultural products:
- the average prevailing farmgate price for the province, if purchased directly from the farmers;
  - the market price, if purchased from farmers' association or cooperative; or
  - the recommended retail price by the local price coordinating council for commodities sold by capable farmers, and farmers' associations or cooperatives in their respective provinces, municipalities and cities.

**WHEREAS**, the Head of Procuring Entity, upon recommendation of the BAC or duly authorized End-user unit or any other appropriate bureau, committee, support or procuring unit, shall immediately award the contract to a legally, technically, and financially capable supplier, distributor, manufacturer, contractor, or consultant.


**NOW THEREFORE**, in the consideration of the foregoing, We, the Members of the Bids and Awards Committee, *hereby RESOLVE AS IT HEREBY RESOLVED* to:

- Recommend the procurement of the above-cited goods through Alternative Method of Procurement under Negotiated Procurement-Emergency Cases as stated in RA 11469 (Bayanihan To Heal as One Act);**
- Recommend the approval and award by the ATI Director of this Resolution and Purchase Order/Contract to the bonafide Supplier indicated in the Request for Quotation as attached.**

Done this 28<sup>th</sup> day of JUNE 2020 at Agricultural Training Institute Bldg. Elliptical Road, Diliman, Quezon City.

**THE BIDS AND AWARDS COMMITTEE:**

  
**JOSEPHINE K. ABEN**  
Member

  
**RUMELIA G. DELA CRUZ**  
Member

  
**ROSE ANN P. LEONOR**  
Member

  
**LEONILA D. CAIZ**  
Vice Chairperson

  
**ANTONIETA J. ARCEO**  
Chairperson

**APPROVED BY:**

  
**ALFREDO S. ATON, MPS-DM**  
Director IV