



April 15, 2026

Engineer RENATO S. REYES

Information & Communications Technology Officer
NAVOTAS CITY

Re : Notice of Negotiated Procurement Opportunity under the Sagip Saka Act

Dear Sir:

Pursuant to item 5.3 of GPPB Circular No. 02-2025 re: Guidelines for the Procurement of Agricultural and Fishery Products under Republic Act No. 11321, or the "Sagip Saka Act", may we respectfully request that this Negotiated Procurement Opportunity, along with the procurement documents, be posted on the official website of the City Government of Navotas, to promote transparency, ensure information dissemination, and encourage wider participation:

**PROCUREMENT OF RICE FOR DISTRIBUTION PROJECT TO ASSISTANCE INDIGENT
INDIVIDUALS OR FAMILIES) OF THE CITY GOVERNMENT OF NAVOTAS UNDER LGSF-FA /
ABC PHP 46,999,389.00**

For clarifications, you may contact us through any of the means provided below.

Thank you.

Respectfully yours,

Atty. JOEL JOSELITO DG. PARONG
Chairperson





Republic of the Philippines
Metropolitan Manila
City Government of Navotas
OFFICE OF THE CITY ACCOUNTANT

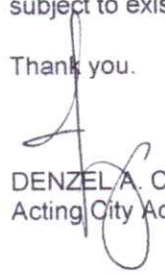


April 8, 2026

CERTIFICATION

This is to certify that there is an available fund as per NOTICE OF AUTHORITY TO DEBIT ACCOUNT ISSUED with SARO-LGRCB-26-0000469 dated March 2, 2026 and NADAI No. LGSF-2026-03-015 for the purpose of funding requirements for the implementation of priority programs and projects of various LGUs, chargeable against the Local Government Support Fund – Financial Assistance to LGUs, FY 2026 General Appropriation Act, Republic Act No. 12314 (Assistance to indigent individuals or families – food assistance/rice distribution project, amounting to FORTY SEVEN MILLION PESOS (47,000,000.00) with approved PPMP and City Resolution No. 2026-31, subject to existing COA rules and regulations.

Thank you.


DENZEL A. CRUZ, CPA
Acting City Accountant



Republic of the Philippines
CITY GOVERNMENT OF NAVOTAS
1052 Mariano Naval Street, Navotas City 1485



PURCHASE REQUEST

OFFICE/ DIVISION:	CITY PLANNING AND DEVELOPMENT OFFICE	PR NO.:	2026-04-0381	DATE:	04/07/2026
SECTION/UNIT:		SAI NO.:		DATE:	
		ALOPS NO.:		DATE:	

Type of Request: WELFARE GOODS

OTHERS (pls specify):

STOCK NO.	UNIT	QTY	ITEM DESCRIPTION	Unit Cost	Total Cost
9382	SACK	72,474	RICE - 10 KGS WELL-MILLED RICE WITH CUSTOMIZED DESIGN OF SACKS PRINT (DINORADO/JASMINE/SINANDOMENG) SEE ATTACH SAMPLE DESIGN ***** NOTHING FOLLOWS *****	648.50	46,999,389.00
					46,999,389.00

2026-04-0381
OBLIGATED AND CERTIFIED
AS TO AVAILABILITY OF
BUDGETARY ALLOTMENT

Purpose: PROCUREMENT OF RICE FOR RICE DISTRIBUTION PROJECT

Delivery
Schedule: BASED ON THE ORDERING AGREEMENT DATE AND TIME INDICATED IN THE DOC

	REQUESTED BY:	CASH AVAILABILITY:
SIGNATURE:		
PRINTED NAME:	DANIEL FRANCIS M. PASCUAL	ALMA D. BUCALAN, CPA, MPA
DESIGNATION:	CITY GOVERNMENT ASSISTANT DEPARTMENT HEAD II	ACTING CITY TREASURER
APPROVED BY:		
	HON. JOHN REYNALD M. TIANGCO	
	CITY MAYOR	

Navotas E-Inventory

TF-300-040226-040

CITY GOVERNMENT OF NAVOTAS (M. Naval St., Sipac Almacén, Navotas City)
2026 PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

END-USER/UNIT: City Planning and Development Office
Charged to Local Government Support Fund- Financial Assistance to LGUs (Trust Fund)
Projects, Programs and Activities (PPAs)

CODE	GENERAL DESCRIPTION	Quantity / Size	ESTIMATED BUDGET	TOTAL PRICE	Mode of Procurement	SCHEDULE/MILESTONE OF ACTIVITIES											
						Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	WELFARE GOODS			47,000,000.00													
	Rice Distribution Project	72474 SACKS	648.5	46,999,389.00													
	RICE - 10 KGS WELL-MILLED RICE WITH CUSTOMIZED DESIGN OF SACKS PRINT (DINORADO/JASMINE/ SINANDOMENG)																
			Sub-total:	46,999,389.00													
			Grand Total	46,999,389.00													

Note: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PPMP.

Prepared By:
CHARLES MOSQUERIO
Clerk, CPDO

Submitted By:
DANIEL FRANCIS M. PASCUAL, EnP
OIC, CPDO



Republika ng Pilipinas
Kalakhang Maynila
Pamahalaang Lungsod ng Navotas
Tanggapan ng Sangguniang Panlungsod

CITY RESOLUTION NO. 2026-31

A RESOLUTION RATIFYING THE LOCAL DEVELOPMENT COUNCIL RESOLUTION NO. 1 SERIES OF 2026 WHICH APPROVES THE CY 2026 SUPPLEMENTAL ANNUAL INVESTMENT PROGRAM (AIP) NO. 1 TO BE FUNDED OUT OF THE LOCAL GOVERNMENT SUPPORT FUND (LGSF) – FINANCIAL ASSISTANCE TO LOCAL GOVERNMENT UNITS (LGSF-FA) UNDER THE FY 2026 GENERAL APPROPRIATIONS ACT, REPUBLIC ACT NO. 12314.

Proposed by All Councilors

WHEREAS, in a letter received by the Sanggunian on April 1, 2026, the Honorable City Mayor requested for ratification, the Local Development Council Resolution No. 1 series of 2026;

WHEREAS, Section 106 of RA 7160 or the Local Government Code of 1991 mandates that each local government shall have a comprehensive multi-sectoral development plan to be initiated by its development council and approved by its Sanggunian;

WHEREAS, Number 1 of Section 109 of RA 7160 states that the provincial, city and municipal development councils are tasked to formulate the long-term, medium term and annual socio-economic development plans and policies;

WHEREAS, Section 2.1 of the Department of the Interior and Local Government-National Economic and Development Department of Budget and Management-Department of Finance Joint Memorandum Circular No. 1 series of 2007 or the Guidelines on the Harmonization of Local Planning, Investment Programming, Revenue Administration, Budgeting and Expenditure Management states that all LGUs shall prepare their Comprehensive Development Plans, Local Development Investment Program (LDIPs), Annual Investment Program (AIPs), Annual and Supplemental Budgets in context of and in harmony with national and regional policies, goals and strategies;

WHEREAS, the City Government of Navotas submitted a request indicating the programs to be funded out of the LGSF-FA through the Digital Requests Submission for the Local Government Support Fund (DRSL) in the DBM portal, and the same was approved as evident by the Notice of Authority to Debit Account Issued (NADI), with purpose as follows:

To cover the cash requirements for the implementation of Priority Programs and Projects, chargeable against the Local Government Support Fund

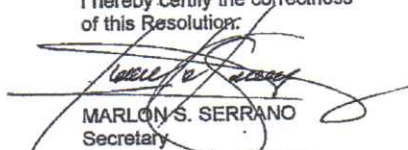
Appropriation intended for the Procurement of Rice for the Rice Distribution Project ₱ 47,000,000.00

WHEREAS, the said programs funded out of the LGSF – Financial Assistance to LGUs for FY 2026 under RA 12314 (General Appropriations Act) are not included in the CY 2026 Annual Investment Program (AIP), hence the CPDO prepared the necessary AIP and presented the same to the Council for approval.

NOW THEREFORE, BE IT RESOLVED AS IT IS HEREBY RESOLVED, in a session duly assembled that the Sangguniang Panlungsod ratifies the Local Development Council Resolution No. 1 series of 2026 which approves the CY 2026 Supplemental Annual Investment Program (AIP) No. 1 to be funded out of the Local Government Support Fund (LGSF) – Financial Assistance to Local Government Units (LGSF-FA) under the FY 2026 General Appropriations Act, Republic Act No. 12314.

Done this 1st day of April 2026 during the Special Session of the Sangguniang Panlungsod of Navotas, Metro Manila.

I hereby certify the correctness
of this Resolution:


MARLON S. SERRANO
Secretary
Sangguniang Panlungsod

ATTESTED AND CERTIFIED TO BE
APPROVED:


TITO M. SANCHEZ
City Vice Mayor/Presiding Officer
Sangguniang Panlungsod



**REPUBLIC OF THE PHILIPPINES
CITY GOVERNMENT OF NAVOTAS**



CITY PLANNING AND DEVELOPMENT OFFICE

TERMS OF REFERENCE

Project Title: Rice Distribution Project of the City Government of Navotas under the Local Government Support Fund (LGSF) – Financial Assistance (FA)
Funding Source: Local Government Support Fund (LGSF)
Total Budget: P 47,000,000.00
Mode of Procurement: Ordering Agreement

I. RATIONALE:

The City Government of Navotas is committed to strengthening social protection mechanisms to safeguard its most vulnerable residents against food insecurity and rising economic pressures. Through the Local Government Support Fund (LGSF), this Rice Distribution Program aims to provide timely and sustained access to affordable staple food, particularly for poor, near poor, and other at-risk households. The procurement of quality rice via an Ordering Agreement ensures a steady supply while allowing the city to manage storage and distribution logistics efficiently over a specific period.

II. SCOPE OF WORK AND DELIVERABLES:

The winning bidder (Supplier) shall supply and deliver well-milled rice according to the following specifications:

- Quantity: 72,307 sacks
- Weight: 10 kilograms per sack
- Quality Standard: Well-milled rice, white, polished, free from foul odor, pests and impurities.
- Packaging: High-density polyethylene (HDPE) sacks, durable enough to withstand multiple handling, labeled with the Project Name and "NOT FOR SALE."
- Ordering Mechanism: The CPDO shall issue a Delivery Ordering Contract (DOC) to the supplier. The DOC will specify the exact quantities required by the CPDO.

III. TARGET BENEFICIARIES:

The rice is intended for 12,051 beneficiaries categorized as:

- Indigent/Poor
- Near Poor and Vulnerable Sectors
- Minimum Wage Earners
- Other deserving families as identified by the City Planning and Development Office (CPDO).

IV. DELIVERY TERMS AND SCHEDULE:

To ensure freshness and manage logistics, delivery shall be staggered under an Ordering Agreement.

- Frequency: Every other month (Bi-monthly)
- Commencement: Starting April - May 2026
- Delivery Points: To be delivered and unloaded at designated or identified Redemption Centers within the City as specified by the End-User.
- Logistics: The supplier is responsible for the transportation, hauling, and manual unloading of the sacks at the designated sites.



REPUBLIC OF THE PHILIPPINES
CITY GOVERNMENT OF NAVOTAS



V. PRICING AND PAYMENT:

- Unit Cost: The price is P 65.00 per kilo (inclusive of the rice, packaging, transportation, and labor for unloading).
- Total Contract Price: P 47,000,000.00
- Payment Terms: Progress Billing shall be processed after every scheduled delivery, supported by an Inspection and Acceptance Report, Delivery Receipts and list of beneficiaries.

VI. SUPPLIER RESPONSIBILITIES:

1. Quality Control: Ensure that the rice delivered matches the sample submitted during the post-qualification stage.
2. Replacement Policy: Any sacks found to be underweight, containing inferior rice, or damaged during transit/unloading must be replaced within twenty-four (24) hours at no additional cost to the city.
3. Manpower: Provide sufficient personnel for the prompt unloading of rice at multiple redemption centers simultaneously if required.

VII. MONITORING AND INVENTORY:

- Tracking System: The CPDO shall facilitate and monitor an inventory system to track all DOCs issued, deliveries received, and remaining balances under the Ordering Agreement.
- Documentation: The supplier must provide Delivery Receipts (DR) and Sales Invoices (SI) for every delivery made, which must be cross-referenced with the issued DOC.

VIII. TECHNICAL SPECIFICATIONS:

FEATURE	REQUIREMENT
Variety	Well-Milled Rice
Weight per Unit	10 kg net weight
Packaging	Laminated/Woven Sacks with Project Branding and NOT FOR SALE
Delivery Fee	Inclusive
Unloading	Inclusive

IX. RESERVATION CLAUSE

The City Government reserves the right to terminate the Ordering Agreement or reduce the volume should there be a violation of the quality standards or failure to meet the delivery timelines as specified in the distribution schedule.


DANIEL FRANCIS M. PASCUAL, EnP
Officer-in-Charge, CPDO
Head, LDC Secretariat



ANNUAL PROCUREMENT PLAN for CY-2026
Local Government Support Fund (LGSF) - Financial Assistance to LGUs for FY-2026
CITY GOVERNMENT OF NAVOTAS



ADVC

CODE (PAP)	PROCUREMENT PROGRAMS / PROJECTS	PMO/ END-USER	Is this an Early Proc. Activity? (Yes/No)	MODE OF PROCUREMENT	SCHEDULE FOR EACH PROCUREMENT ACTIVITY				Source OF Funds	ESTIMATED BUDGET (Php)			Remarks (brief des- cription of PAP)
					Advertisement /Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		TOTAL	MODE	CAPITAL OUTLAY	
	MAINTENANCE AND OTHER OPERATING EXPENSES												
5-01-03-060	Welfare Goods Expenses:									47,000,000.00	47,000,000.00		
	Procurement of sacks of rice for the Rice Distribution Project of the City Government	City Planning & Developm ent Office (CPDO)		Negotiated Procurement - Sagip Saka (NP- SS)	April to May	April to May	April to May	April to May	TF - LGSF 2026	47,000,000.00	47,000,000.00		Assistance to Indigent Individuals or Families - Food assistance/ri ce distribution project
TOTAL										47,000,000.00	47,000,000.00		

Prepared and Recommended by:

Atty. JOEL JOSELITO DG. PARONG
BAC Chairperson

Approved by:

Hon. JOHN REYNALD M. TIANGCO
Head of Procuring Entity (HOPE)