



Republic of the Philippines  
 Department of Agriculture  
**BUREAU OF SOILS AND WATER MANAGEMENT**  
 SRDC Bldg., Elliptical Road corner Visayas Avenue,  
 Diliman, Quezon City 1101

### REQUEST FOR QUOTATION

**INSTRUCTIONS:**

- Bidder shall read the instructions and fill all the blanks properly.
- Prospective Bidder shall submit its bid proposal using this form or official quotation with Company's letterhead.
- Any specifications other than required/stated in this form shall not be considered in the evaluation of bid.
- Quotation must be the lowest and responsive price, taxes included for the item/services listed hereunder, including delivery charges unless otherwise specified.
- If applicable, offered brand name and model shall be specified.
- Bid proposal shall be valid for one hundred twenty (120) calendar days from the date submitted.
- Bid proposal shall be **submitted manually on or before the deadline to the Bids and Awards Committee Secretariat office at BSWM, SRDC Bldg., Elliptical Road corner Visayas Avenue., Quezon City or electronically through procurement@bswm.da.gov.ph.**
- Late Bids will not be accepted.
- The documentary requirements shall be submitted with the quotation. Non attachment is a ground for disqualification.**

**FOR SHOPPING:**

- PhilGEPS registration number or Certificate
- Mayor's Permit

**FOR DIRECT CONTRACTING:**

- PhilGEPS registration number or Certificate
- Mayor's Permit
- Latest ITR (for total ABC above PhP500K)

**FOR SMALL VALUE PROCUREMENT:**

- PhilGEPS registration number or Certificate
- Mayor's Permit
- Revised Omnibus Sworn Statement (for total ABC above PhP50K)
- Latest ITR (for total ABC above PhP500K)
- PCAB License (for Infrastructure Project)
- Curriculum Vitae and Professional Licenses (for Consulting Services)
- Copy of LTFRB (Franchise) for Vehicle Rental

**FOR OTHER MODES OF PROCUREMENT: PLEASE REFER TO RA 9184 AND ITS IRR AND ANNEX H**

**TERMS OF REFERENCE:**

Type of Procurement:	Goods/Services	Infrastructure Project	Consulting Services
Mode of Procurement:	Small Value		
Deadline for Submission of Bids (Date and Time):	January 23, 2023 at 12:00PM		
PR No.	2023-00- 0155	End-User:	BGA Total ABC: 250,000.00
Source of Fund:	Regular Fund		
Mode of Award:	Per Line	Lot	Terms of Payment: Upon Completion of Delivery

Qty	Unit	Item (Description and Specification)	ABC	Offered Brand	Bid	
			Unit Cost		Unit Price	Total Price
		Provision for procurement of Other Supplies for official use of BGA				
		Period: January to March 2023				
200	Box	Jumbo Roll Tissue ( 2 Ply 200 meters, 12 rolls	1,250.00			

**NOTE: ALL PRICES ARE INCLUSIVE OF VAT AND CHARGES**

**NOTE:** ACCOMPLISHED REQUEST FOR QUOTATION (RFQ) SHOULD BE SUBMITTED TO THE BAC SECRETARIAT'S OFFICE ON OR BEFORE THE DEADLINE FOR SUBMISSION OF BIDS. RFQ's SUBMITTED AFTER THE DEADLINE FOR SUBMISSION OF BIDS SHALL NO LONGER BE ACCEPTED.

Reviewed by: \_\_\_\_\_  
 Procurement Coordinator  
 Signature Over Printed Name

For the Bids and Awards Committee: \_\_\_\_\_  
 (Sgd) DENISE A. SOLANO  
 Head, BAC Secretariat

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**Canvasser (Signature over Printed Name)**

**DBM-PhilGEPS Posted**

**Date of canvass:** \_\_\_\_\_

**Posted by:**

(Sgd) GINA M. ALBERTO  
DBM-PhilGEPS Posted

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**To: The BSWM Bids and Awards Committee (BAC)**

**Sir/Madam:**

In connection with the above RFQ, I have carefully read and fully understand the minimum requirements and agree to furnish and/or deliver all awarded items in conformity with specifications and schedule of delivery.

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Signature over Printer Name

Name of Company

TIN Number

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Telephone Number(s)

Address

Date Accomplished



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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9407806  
**Procuring Entity** BUREAU OF SOILS AND WATER MANAGEMENT  
**Title** Procurement of Other Supplies and Materials  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b> BSWM PR 2023- 01 - 0155	<b>Status</b>	<b>In-Preparation</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b> Goods	<b>Document Request List</b>	0
<b>Category:</b> Office Supplies and Devices	<b>Date Published</b>	17/01/2023
<b>Approved Budget for the Contract:</b> PHP 250,000.00	<b>Last Updated / Time</b>	16/01/2023 14:57 PM
<b>Delivery Period:</b> 15 Day/s	<b>Closing Date / Time</b>	23/01/2023 23:00 PM
<b>Client Agency:</b>		
<b>Contact Person:</b> Gina Marzan Alberto Administrative Officer II SRDC Bldg., Elliptical Road corner Visayas Avenue, Diliman Quezon City Metro Manila Philippines 1101 63-2-9230420 63-2-3528012 procurement@bswm.da.gov.ph		

#### Description

Provision for procurement of Other Supplies for official use of BGA  
 Period: January to March 2023  
 200 Box Jumbo Roll Tissue ( 2 Ply 200 meters, 12 rolls

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Enduser: BGA

Deadline for submission of bids: January 23 at 12:00PM

Please attach/submit the following documents with your quotation: copy of (1) PHILGEPS registration number or certificate; (2) mayor's permit, (3) Updated Ommibus Sworn Statement for ABC above Php 50K; (4) Latest Income/Business tax return for ABC above 500K; (5) PCAB License for Infrastructure Project; and (6) Curriculum Vitae and/or Professional License for Consulting Services.

The Bureau of Soils and Water Management (BSWM) invites interested parties to bid/quote for the above listed item/s.

Kindly submit your quotation for the purchase of the above requirement, (indicating our Solicitation Number) address to ENGR. EDUARDO V. ALBERTO, BAC Chairperson.

The drop box for your Bids/Quotations is located at the BSWM Lobby.

The BSWM reserves the right to reject any or all bids to declare the bidding a failure or waive any or all information or to award such bids to the supplier whose bid is considered most advantageous to the government.

**Created by** Gina Marzan Alberto

**Date Created** 16/01/2023

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.

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