



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.
- Please be informed that all Documentary requirements must be submitted and attached to the quotation. Non-compliance to the requirements will be automatically disqualified.**

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 **Notarized 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 LTRFB (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 <input type="checkbox"/>	Infrastructure Project <input type="checkbox"/>	Consulting Services <input type="checkbox"/>		
Mode of Procurement: Small Value						
Deadline for Submission of Bids (Date and Time): February 24, 2023 at 12:00PM						
PR No.	2023-02-0295 (On-Site-Visayas)		End-User:	WRMD	Total ABC:	270,000.00
Fund Source: Rice Essets/INS Various			Schedule of Delivery : Actual Event			
Mode of Award: Per Line <input type="checkbox"/> or Lot <input type="checkbox"/>			Terms of Payment: Progress Billing (Upon completion of service)			
Qty	Unit	Item (Description and Specification)	ABC	Offered Brand	Bid	
			Unit Cost		Unit Price	Total Price
		CATERING SERVICES-ON SITE				
		RICE-ESSETS-VISAYAS AREA				
		Meals and Snacks for the conduct of Institutional Development Training for the Operation and Maintenance of Small-Scale Irrigation Projects (SSIPs) for Visayas Area				
30	pax	Location: Patag DD, Brgy. Patag, Baybay City, Leyte	45,000.00			
		Date : May 16-18, 2023				
30	pax	Location : Kang-iras SWIP, Brgy. Kang-iras, Hilongos, Leyte	45,000.00			
		Date : June 20-22, 2023				
30	pax	Location : Gadgad SPIS, Sitio Gadgad Brgy. Osmeña, Palapag, Northern Samar	45,000.00			
		Date : July 25-27, 2023				
30	pax	Location : San Joaquin SPIS, Brgy. San Joaquin, Macrohon, Southern Leyte	45,000.00			
		Date : November 14-16, 2023				
		RICE-ESSETS-VISAYAS AREA				

		Meals and Snacks for the conduct of Training on Soil Health Rehabilitation/ Balance Fertilization Strategy (BFS) for Visayas Area				
30	pax	Location :Brgy. Itum, Matalom, Leyte	45,000.00			
		Date :May 09-11, 2023				
30	pax	Location :Bugho DD, Brgy. Bugho, Hinunangan, Southern Leyte	45,000.00			
		Date :August 8-10, 2023				
		Meals & Snacks				
		@500/pax/day x 3 days for 3 days				
		- 2 Snacks(AM & PM) & Lunch/day				
		Award is per Line				
		Supplier shall coordinate with end-user of event at least 7 calendar days before event				
		Schedule is subject to change not later than 3 calendar days before scheduled event				
		Payment is after every completed of service (Progress Billing)				
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:

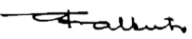

MARIA PERPETUA P. OCAMPO
Head, BAC Secretariat

Canvasser (Signature over Printed Name)

DBM-PhilGEPS Posted

Date of canvass: _____

Posted by:


GINA M. ALBERTO
DBM-PhilGEPS Posted

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.

Signature over Printer Name

Name of Company

TIN Number

Telephone Number(s)

Address

Date Accomplished