

## **REQUEST FOR QUOTATION**

## **INSTRUCTIONS:**

- 1. Bidder shall read the instructions and fill all the blanks properly.
- 2. Prospective Bidder shall submit its bid proposal using this form or official quotation with Company's letterhead.
- 3. Any specifications other than required/stated in this form shall not be considered in the evaluation of bid.
- 4. Quotation must be the lowest and responsive price, taxes included for the item/services listed hereunder, including delivery cha otherwise specified.
- 5. If applicable, offered brand name and model shall be specified.
- 6. Bid proposal shall be valid for one hundred twenty (120) calendar days from the date submitted.
- 7. Bid proposal shall be submitted manually on or before the deadline to the Bids and Awards Committee Secretariat office SRDC Bldg., Elliptical Road corner Visayas Avenue., Quezon City or elctronically through procurement@bswm.da.gov.ph 8. Late Bids will not be accepted.
- 9. The following documents shall be submitted not later than presentation for Award:

FOR SHOPPING:

- (1) PhilGEPS registration number or Certificate
- (2) Mayor's Permit

FOR DIRECT CONTRACTING:

- (1) PhilGEPS registration number or Certificate
- (2) Mayor's Permit

(3) Latest ITR (for total ABC above PhP500K)

FOR SMALL VALUE PROCUREMENT:

- (1) PhilGEPS registration number or Certificate
- (2) Mayor's Permit
- (3) Revised Omnibus Sworn Statement (for total A PhP50K)
- (4) Latest ITR (for total ABC above PhP500K)
- (5) PCAB License (for Infrastructure Project)
- (6) Curriculum Vitae and Professional Licenses (for

Services)

TERMS OF REFERENCE:

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

Type of Procurement: Goods/Services frastructure Projection			ect	onsulting Service	es	
Mode	of Pro	curement: Small Value				
Deadli	ne for	Submission of Bids (Date and Time): May 10, 2022 a	at 12:00PM			_
PR No	٠.	2022-04-0695	End-User:	INFORMATION	Total ABC:	
		<del>-</del>	Schedule of	Delivery: 30 cale	endar days ι	٦ķ
Source of Fund: Regular			of FINAL Layout Design (E-copy)			
Mode	of Awa	ard: Per Line Per Lot	Terms of Pa	yment: Upon Cor	npletion of	S
Qty	Unit	Item (Description and Specification)	ABC	Offered Brand		В
			Unit Cost	1	Unit Price	
		Priniting of the BSWM SOILSCAPE NEWSLETTER				
		(Printing and Layout Design)				
1000	lot	January - June (1st Sem)	68.00	)		
1000	lot	July - December (2nd Sem)	68.00	)		
		Paper Size: A3 folded				
		Paper Specs: C2S # 120			L	
		Cover: Matte/Laminated C2S # 120			<b></b>	
		Color: Full Color all pages				_
		Binding: Saddle Stitch				_
		Pages: 18 pages including front and back cover				
		Process: Offset Printing, Color Sep			<b></b>	_
•		Levent Decima (Final a seed)	5 000 00		<b>_</b>	_
2		Layout Design (Final e-copy)	5,000.00	7	<del> </del>	_
		Per semester		-	<del> </del>	_
					<del>                                     </del>	_
						-
NOTE	ALL	PRICES ARE INCLUSIVE OF VAT AND CHARGES	l		<u> </u>	_
	<b></b>			1		

ACCOMPLISHED REQUEST FOR QUOTATION (RFQ) SHOULD BE SUBMITTED TO THE BAC SECRETARIAT'S OFFICE NOTE: BEFORE THE DEADLINE FOR SUBMISSION OF BIDS. RFQ's SUBMITTED AFTER THE DEADLINE FOR SUBMISSION O 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		
DBM-PhilGEPS Posted Posted by:	Canvasser (Signate of canvass:	nature over Printed
(Sgd) 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 and/or deliver all awarded items in conformity with specifical		n requirements and a
Signature over Printer Name	Name of Company	TIN Number
Telephone Number(s)	Address	Date Accomp

e at BSWM, 1.

⟨BC above

r Consulting

440,000,00
146,000.00
on receipts

ervice

id					
Total Price					

ON OR F BIDS SHALL

Name)						
gree to furnish						
lished						