



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 SMALL VALUE PROCUREMENT:

- PhilGEPS registration number or Certificate
- Mayor's Permit (Line of business should at the very least be similar to the project to be Bid)
- Revised Notarized Omnibus Sworn Statement (for total ABC above PhP50K) validity within 3 months upon submission
- 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
- NFCC (Infra)

TERMS OF REFERENCE:

Type of Procurement: Goods/Services

Mode of Procurement: Small Value

Deadline for Submission of Bids (Date and Time): February 19, 2024 at 12:00PM

PR No. : 2024 - 00-0009 (On-Site Catering Region 2) **End-User: ALMED, SURVEY, WRMD** **Total ABC: 937,100.00**

Source of Fund: NSHP-ABFS, STO-SADIP, STO-Regular, ESETS Rice, INS Variou, NSHP, STO-FPMA-HVCDP **Term of Payment: Progress Billing** payment shall be made every completion of delivery/services and submission of documentary requirement per accounting and auditing rules.

NOTE: Please fill-out all fields.

Delivery Requirements: ACTUAL DATE OF EVENT

Qty	Unit	Item (Description and Specification)	ABC	Offered Brand	Statement of Compliance (Comply/ Not Comply)	Bid	
			Unit Cost			Unit Price	Total Price
		SURVEY- STO-SADIP					
45	pax	II. Technical Inception Briefing for the Implementation of Updating and Enhancement of Conventional Soil Date: May 28, 2024 Location: Tuguegarao, Cagayan For 25 pax @ 1100 (AM/PM Snacks,Breakfast and Lunch with free-flowing coffee) For 45 pax @ 1100/pax	49,500.00				
		SURVEY- STO-Regular					
30	pax	Technical Inception Briefing for the implementation of SOLIM Date: May 28, 2024 Location: Cabarroguis, Quirino For 30 pax @ 1100/pax	33,000.00				
		Note: Supplier shall coordinate with end-user of event at least 7 calendar days before schedule event					
		Schedules dates are tentative and may change. Notification will be sent out to the service provider not later than 3 calendar days before the scheduled event					
		Partial payment allowed upon delivery of service					
		WRMD - RICE ESETS					
		Meals and Snacks for the conduct of Institutional Development Training for the Operation and Maintenance of Small-Scale Irrigation Projects (SSIPs) for Luzon Area For 30 pax @ 1650 for 3 days (AM/PM Snacks/Lunch)					
30	pax	Date: June 11 - 13, 2024 Location: Cuntapay SWIP, Brgy. Siempre Viva Sur, Mallig, Isabela	49,500.00				
30	pax	Date: September 24 - 26, 2024 Location: Abulan SWIP, Brgy. Abulan, Jones, Isabela	49,500.00				

		WRMD - RICE ESETS					
		Meals and Snacks for the conduct of Institutional Development Training for the Operation and Maintenance of Small-Scale Irrigation Projects (SSIPs) for Luzon Area					
		For 30 pax @ 1650 for 3 days (AM/PM Snacks/Lunch)					
30	pax	Date: October 15-17, 2024 Location: Casitan SWIP, Brgy. Casitan, Pamplona, Cagayan	49,500.00				
30	pax	Date: October 22-24, 2024 Location: Balera SWIP, Brgy Minallo, Naguillan, Isabela	49,500.00				
		WRMD - RICE ESETS Meals and Snacks for the conduct of Training on Soil Health Restoration/ Adaptive Balanced Fertilization Strategy (ABFS) for Luzon Area For 30 pax @ 1650 for 3 days (AM/PM Snacks/ Lunch)"					
30	pax	Date: June 25 -27, 2024 Location: Pussian SWIP, Pussian, Alcala, Cagayan	49,500.00				
30	pax	Date: August 13 - 15, 2024 Location: Lucban SWIP, Brgy. Lucban, Benito, Soliven, Isabela	49,500.00				
		WRMD - INS VARIOUS Meals and Snacks for the conduct of Institutional Development Training for the Operation and Maintenance of Small-Scale Irrigation Projects (SSIPs) for Luzon Area For 30 pax @ 1650 for 3 days (AM/PM Snacks/ Lunch)					
30	pax	Date: April 2-4, 2024 Location: Nagbitin SWIP, Brgy Nagbitin, Villaverde, Nueva Vizcaya	49,500.00				
30	pax	Date: May 14-16, 2024 Location: Pieza SWIP, Brgy Pieza, Villaberde, Nueva Vizcaya	49,500.00				
30	pax	Date: June 11-13, 2024 Location: Afusing Daga SWIP, Brgy. Afusing Daga, Alcala, Cagayan	49,500.00				
		SURVEY- NSHP					
		I. Capacity Building on Adaptive Balanced Fertilization Management (AFBM)					
160	pax	Technical Briefing/Capacity Building (2 Days)	144,000.00				
		AM/PM Snack/Lunch Day 1 For 40 pax @ 900/pax Day 2 For 120 pax @ 900/pax Date: September 18 - 19, 2024 Location: Region 2 Tuguegarao City, Cagayan					
190	pax	SURVEY- NSHP Field Day/Harvest Festival (1 Day)	114,000.00				
		AM/PM Snack/Lunch For 190 pax @ 600/pax Date: December 27, 2024 Location: Region 2, Tuguegarao City, Cagayan					
25	pax	SURVEY- NSHP II. Technical Inception Briefing for the Implementation of Updating and Enhancement of Conventional Soil Resource	27,500.00				
		Date: May 16, 2024 For 25 pax @ 1100(AM/PM Snacks, Breakfast/Lunch with Free-Flowing Coffee) Location: Region 2, Tuguegarao City, Cagayan					
103	pax	ALMED - STO-FPMA-HVCDP Catering services for Onsite Meeting Venue/Date, 2 days per meeting DA-Regional Field Office in the following site:	123,600.00				
		Date: May 13-14, 2024 Location: Region 2, Tuguegara, Cagayan For 103 pax @ 1200/pax					

	Meals Inclusion: Buffet with venue set-up (inclusive of chairs, tables with table cloth and with provision of waiter/services crew inclusive: AM/PM Snacks (Choice of Pasta, Noodles, Sandwiches, pastries, Filipino Snacks, etc and drinks and free flowing coffee Breakfast (Rice, 2 viands coffee/hot choco), Lunch/Dinner (Rice 3 main viands, 1 vegetable/soup						
NOTE:							
Awarding: Awarding is per Line Item							
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) FRANCE JOSEPHINE C. BAUTISTA
Head, BAC Secretariat

Canvasser (Signature over Printed Name)

DBM-PhilGEPS Posted

Date of canvass: _____

Posted by:

(Sgd) GINA M. ALBERTO
DBM-PhilGEPS Posted

To: The BSWM Bids and Awards Committee (BAC)

Sir/Madam:

We, hereby certify that we will abide and comply with the technical specifications and delivery requirements stated above.

Signature over Printer Name

Name of Company

TIN Number

Telephone Number(s)

Address

Date Accomplished

Please check the box for your mode of submission:

<input type="checkbox"/>	Manual submission (through BSWM canvasser)
<input type="checkbox"/>	Email/ BSWM Drop Box

The BSWM strictly adheres to the policies stated under the Data Privacy Act 10173 of 2021.