



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:

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 charges unless 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 at BSWM, SRDC Bldg., Elliptical Road corner Visayas Avenue., Quezon City or electronically through procurement@bswm.da.gov.ph.**
8. Late Bids will not be accepted.
9. **Please be informed that all Documentary requirements must be submitted and attached to the quotation. Non-compliance to the**

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

TERMS OF REFERENCE:

Type of Procurement: Goods/Services

Mode of Procurement: Small Value

Deadline for Submission of Bids (Date and Time): March 8, 2024 at 12:00PM

PR No. : <u>2024-01-0088</u>	End-User: SWRRD	Total ABC: 175,500.00
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Source of Fund: Regular **Term of Payment:** Progress Billing upon completion of delivery/services and submission of documentary requirement per accounting and auditing rules.

NOTE: Please fill-out all fields.

Delivery Requirements: *STRICTLY (stated date below)* upon receipt of PO (Note: Extension shall not be accepted/ entertained except on meritorious ground & Late delivery shall be liable for liquidation)

Qty	Unit	Item (Description and Specification)	ABC	Offered Brand	Statement of Compliance (Comply/	Bid	
			Unit Cost			Unit Price	Total Price
		Preventive Maintenance and Verification Test:					
		Requirements:					
		Schedule Date: Equipment should be done between March-May 2024					
		Preventive Maintenance Sticker: No expiry date					
		Service Provider will provide training certificates specifically on the equipment brands detailed in every line item as proof of competency in performing preventive maintenance.					
		Service provider will provide sample copy of preventive maintenance report					
		SPM Research Laboratory					
2	pcs	Aggregate stability analyzer (daiki) 30-35 vertical oscillations per minute with an amplitude of 1 1/2 inches SP 5, SP 6	2,500.00				
		Preventive Maintenance and Verification Test:					
		Schedule Date: Equipment should be done between September- November 2024					
		Requirements:					
		Service Provider will provide training certificate as proof of competency in performing preventive maintenance.					
		Service provider will provide sample copy of preventive maintenance report					
1	pc	Preventive Maintenance of UV-Vis Spectrophotometer (Perkin Elmer-Lambda 25) SC 20	60,000.00				

		a) Comprises periodic ing, checking and replacement of the parts required to maintain stable performance of the whole system.					
		b) Intended to maintain long-term instrument performance, minimized or eliminate downtime by avoiding major repair.					
		c) Checks the basic functionality of each module and the whole system using built-in instrument test.					
		d) Replacement of consumable parts, inspection of other hardware components.					
		e) Documents included:					
		- Sticker					
		- Technical Service Report					
		- System Check Report					
		- PM Documents					
		- PM Certificate					
1	pc	Preventive Maintenance of UV-Vis Atomic Absorption Spectrophotometer (Agilent-240FS-AA) SC 21	60,000.00				
		a) Comprises periodic ing, checking and replacement of the parts required to maintain stable performance of the whole system.					
		b) Intended to maintain long-term instrument performance, minimized or eliminate downtime by avoiding major repair.					
		c) Checks the basic functionality of each module and the whole system using built-in instrument test.					
		d) Replacement of consumable parts, inspection of other hardware components.					
		e) Documents included:					
		- Sticker					
		- Technical Service Report					
		- System Check Report					
		- PM Documents					
		- PM Certificate					
2	pcs	Fumehood Lab conco:Premier Hood Requirements:	24,000.00				
		a) Comprises periodic ing, checking and replacement of the parts required to maintain stable performance of the whole system.					
		b) Intended to maintain long-term instrument performance, minimized or eliminate downtime by avoiding major repair.					
		c) Checks the basic functionality of each module and the whole system using built-in instrument test.					
		d) Replacement of consumable parts, inspection of other hardware components.					
		e) Documents included:					
		- Sticker					
		- Technical Service Report					
		- System Check Report					
		- PM Documents					
		- PM Certificate					
1	pcs	SPM Research Laboratory Mechanical Shaker (Diab) - 180 oscillates per minute, SP 13	2,500.00				
NOTE:							
Awarding: Awarding is per line item							
NOTE: ALL PRICES ARE INCLUSIVE OF VAT AND CHARGES							
NOTE: 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:

Manual submission (through BSWM canvasser)
 Email/ BSWM Drop Box

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

