



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 (Line of business should at the very least be similar to the project to be Bid)

FOR DIRECT CONTRACTING:

- PhilGEPS registration number or Certificate
- Mayor's Permit (Line of business should at the very least be similar to the project to be Bid)
- Latest ITR (for total ABC above PhP500K)

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)
- Latest ITR (for total ABC above PhP500K)
- PCAB License (for Infrastructure Project)
- Curriculum Vitae and Professional Licenses (for Consulting Services)

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

TERMS OF REFERENCE:

Type of Procurement: Goods/Services

Mode of Procurement: Small Value

Deadline for Submission of Bids (Date and Time): June 2, 2023 at 12:00PM

| | | |
|--|-------------------------------------|------------------------------|
| PR No. : <u>2023-05-0818, 817, 836</u> | End-User: PMS, SWRRD,Records | Total ABC: 296,000.00 |
|--|-------------------------------------|------------------------------|

Source of Fund: RD-Regular

Term of Payment: Upon complete delivery and submission of documentary requirement per accounting and auditing rules.

| Qty | Unit | Item (Description and Specification) | ABC | Offered Brand | Bid | |
|---|------|--------------------------------------|-----------|---------------|------------|-------------|
| | | | Unit Cost | | Unit Price | Total Price |
| PR 2023-05-0818 | | | | | | |
| PMS-Regular (PPMP 554-BUPPMP 519-CAF 221) | | | | | | |
| 36 | pcs | HP 680 Cartridge Black | 450.00 | | | |
| 36 | pcs | HP 680 Cartridge Tricolor | 450.00 | | | |
| 1 | pc | HP MFP E87640 Cyan | 15,000.00 | | | |
| 1 | pc | HP MFP E87640 Magenta | 15,000.00 | | | |
| 1 | pc | HP MFP E87640 Yellow | 15,000.00 | | | |
| ALMED-NSHP (PPMP 500-BUPPMP 490-CAF 157) | | | | | | |
| 20 | pcs | HP 678 Cartridge Black | 450.00 | | | |
| 20 | pcs | HP 678 Cartridge Colored | 450.00 | | | |
| 50 | pcs | HP 680 Cartridge Black | 450.00 | | | |
| 50 | pcs | HP 680 Cartridge Colored | 450.00 | | | |
| 15 | pcs | HP 704 Cartridge Black | 450.00 | | | |
| 15 | pcs | HP 704 Cartridge Colored | 450.00 | | | |
| ALMED-NSHP (PPMP 499-BUPPMP 489-CAF 228) | | | | | | |
| 10 | pcs | Canon Gi - 790 Black Ink | 450.00 | | | |
| 10 | pcs | Canon Gi - 790 Cyan Ink | 450.00 | | | |
| 10 | pcs | Canon Gi - 790 Yellow Ink | 450.00 | | | |
| 10 | pcs | Canon Gi - 790 Magenta Ink | 450.00 | | | |
| 1 | pcs | HP 905 XL Cartridge Black | 1,700.00 | | | |
| Cashier-Regular (PPMP 508-BUPPMP 498-CAF 175) | | | | | | |
| 4 | pcs | T950 XL-BK | 5,280.00 | | | |
| SURVEY-Regular (PPMP 209-BUPPMP 30-CAF 99) | | | | | | |
| 1 | pc | HP Black MFP 87650 Part No. W9050MC | 8,000.00 | | | |
| Property-Regular (PPMP 509-BUPPMP 499-CAF 171) | | | | | | |

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|--|------|--|----------|--|--|--|
| 3 | pcs | Toner Cartridge - HP 17A, Black | 3,000.00 | | | |
| SWRRD-RD-OAP Cont. (PPMP 527-BUPPMP 482-CAF 230) | | | | | | |
| 6 | pcs | Canon PG 745 | 600.00 | | | |
| 4 | pcs | Canon PG 746 | 1,800.00 | | | |
| PR 2023-05-0817 | | | | | | |
| SWRRD-DA-BAR- SSIS (PPMP 598- 30-CAF 55) | | | | | | |
| 2 | cart | HP LaserJet 125A Printer Cartridge (Black) | 4,250.00 | | | |
| 2 | cart | HP LaserJet 125A Printer Cartridge (Cyan) | 4,250.00 | | | |
| 2 | cart | HP LaserJet 130A Printer Cartridge (Cyan)) | 3,700.00 | | | |
| 2 | cart | HP LaserJet 130A Printer Cartridge (Magenta) | 3,700.00 | | | |
| 2 | cart | HP LaserJet 130A Printer Cartridge (Yellow) | 3,700.00 | | | |
| 2 | cart | Canon Pixma Cartridge # 57 Color | 1,350.00 | | | |
| 4 | cart | Canon Pixma Cartridge # 47 Black | 720.00 | | | |
| PR 2023-05-0836 | | | | | | |
| RECORD-Rgular(PPMP 623- 30-CAF 279) | | | | | | |
| 6 | pcs | Epson Ink Bottle 003 Black | 500.00 | | | |
| 4 | pcs | Epson Ink Bottle 003 Cyan | 500.00 | | | |
| 4 | pcs | Epson Ink Bottle 003 Magenta | 500.00 | | | |
| 4 | pcs | Epson Ink Bottle 003 Yellow | 500.00 | | | |
| 4 | pcs | HP GTS2 Black | 600.00 | | | |
| 3 | pcs | HP GTS Cyan | 600.00 | | | |
| 3 | pcs | HP GTS Magenta | 600.00 | | | |
| 3 | pcs | HP GTS Yellow | 600.00 | | | |
| 5 | pcs | Brother BTD 60 Black | 700.00 | | | |
| 4 | pcs | Brother BTD 5000 Ink Bottle Cyan | 700.00 | | | |
| 4 | pcs | Brother BTD 5000 Ink Bottle Magenta | 700.00 | | | |
| 4 | pcs | Brother BTD 5000 Ink Bottle Yellow | 700.00 | | | |
| NOTE: | | | | | | |
| Awarding: Awarding is per line-item basis (all items must be bidde) | | | | | | |
| Delivery of Requirement : 30 Calendar Days | | | | | | |
| 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:

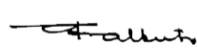

MARIA PERPETUA P. OCAMPO
Head, BAC Secretariat

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

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