



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): May 26, 2023 at 12:00PM

PR No. : 2023-05-0823 & 838 (On-Site CAR, Region 1 & 2)	End-User: ALMED, SURVEY	Total ABC: 263,000.00
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Source of Fund: LFP-NSHP

Term of Payment: Progress Billing upon complete delivery/services 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 2023-05-0823 - ALMED - NSHP				
		Catering Services (Meals and Snacks)				
		Inclusion: Breakfast, Lunch with dessert, AM and PM Snacks with free flowing coffee				
		Technical Inseption Briefing for the Implementation of NSHP (Fieldwork Activities)				
		Location: Province of Kalinga				
30	pax	Date: July 25, 2023	27,000.00			
		For 30 pax @ 900/day				
		Location: Province of Ilocos Sur				
80	pax	Date: September 5, 2023	72,000.00			
		For 80 pax @ 900/day				
		Location: Province of Ilocos Norte				
60	pax	Date: September 12, 2023	54,000.00			
		For 60 pax @ 900/day				
		PR 2023-05-0823 - SURVEY - NSHP				
		Catering Services (Meals and Snacks)				
		Buffet Set-up (Inclusive of chairs, tables with table cloth and with provision of waiter/service crew) Inclusive: AM/PM Snack, Breakfast, Lunch				

		Technical Inseption Briefing for the Implementation of NSHP (Fieldwork Activities)			
		Location: Province of Lingayen, Pangasinan			
80	pax	Date: June 14, 2023	80,000.00		
		For 80 pax @ 1,000/day			
		Location: Province of Bayombong, Nueva Vizcaya			
30	pax	Date: July 25, 2023	30,000.00		
		For 30 pax @ 1,000/day			
		Note:			
		a. Enduser shall coordinate with the Supplier of even at least 7 calendar days before schedule event			
		b. Schedule date is tentative and may change. Notification will be sent out to the service provider not later than 3			
NOTE:					
Awarding:					
Delivery of Requirement : Actual Date of Event per line item basis					
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:

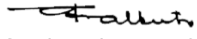

MARIA PERPETUA P. OCAMPO
Head, BAC Secretariat

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.