



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 Php500K) 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): August 9, 2023 at 12:00PM

PR No. : 2023-07-1194, 1205

End-User: WRMD

Total ABC: 364,000.00

Source of Fund: Regular

Term of Payment: Progress Billing upon execution/completion and submission of complete documents.

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
		PR 1194 - ESETS Rice					
		Catering Services for the conduct of Regional and Provincial SWISA Board of Trustees Meeting cum Orientation on Soil Health Restoration/Adaptive Balanced Fertilization Strategy (ABFS)					
		Venue: ATI-RTC MIMAROPA					
		Barcenaga, Naujan, Oriental Mindoro					
		Date: August 30 to September 1, 2023					
25	pax	Meals	50,000.00				
		Day 1: August 30, 2023					
		- Lunch, PM Snacks, Dinner					
		Day 2: August 31, 2023					
		- Breakfast, AM Snacks, Lunch, PM Snacks, Dinner					
		Day 3: September 1, 2023					
		- Breakfast, AM Snacks					
		Php 1,000 per pax/day x 2 days x 25 pax					
		Venue: DA CVRC Main, City of Ilagan, Isabela					
		Date: September 20-22, 2023					
25	pax	Meals	50,000.00				
		Day 1: September 20, 2023					
		- Lunch, PM Snacks, Dinner					
		Day 2: September 21, 2023					
		Dinner					
		Day 3: September 22, 2023					
		- Breakfast, AM Snacks					
		Php 1,000 per pax/day x 25 pax for 2 days					
		Venue: ATI-RTC V, Pili, Camarines Sur					
		Date: August 30 - September 1, 2023					
25	pax	Meals	50,000.00				
		Day 1: August 30, 2023					
		- Lunch, PM Snacks, Dinner					
		Day 2: August 31, 2023					
		Dinner					
		Day 3: September 1, 2023					
		- Breakfast, AM Snacks					
		Php 1,000 per pax/day x 25 pax x 2 days					

		Venue: Bukidnon				
		Date: October 4-6, 2023				
25	pax	Meals	50,000.00			
		Day 1: October 4, 2023				
		- Lunch, PM Snacks, Dinner				
		Day 2: October 5, 2023				
		Dinner				
		Day 3: October 6, 2023				
		- Breakfast, AM Snacks				
		Php 1,000 per pax/day x 25 pax x 2 days				
		Venue: Central Luzon Integrated Agricultural Research Center (CLIARC) - Tarlac, Mc-Arthur Highway, Brgy. Paraiso, Tarlac City, Tarlac				
25	pax	Meals	50,000.00			
		Date: September 4-6, 2023				
		Day 1: September 4, 2023				
		- Lunch, PM Snacks, Dinner				
		Day 2: September 5, 2023				
		- Breakfast, AM Snacks, Lunch				
		Day 3: September 6, 2023				
		- Breakfast, AM Snacks				
		Php 1,000 per pax/day x 25 pax x 2 days				
		PR 1205 - LFP-NSHP-WRMD				
		Field Day/Harvest Festival				
190	pax	Meals (1 day)	114,000.00			
		AM/PM Snacks and Lunch				
		For 600/day for 190 pax				
		Date: September 27, 2023				
		Venue: Libmanan, Camarines Sur				
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) MARIA PERPETUA P. OCAMPO
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.

