



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): September 12, 2023 at 12:00PM

PR No. : 2023-08-1210, 1415 (On-Site Visayas)	End-User: SWRRD, WRMD	Total ABC: 214,000.00
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Source of Fund: LFP-NSHP, Esets-Rice Continuing	Term of Payment: Progress Billing upon execution/completion and submission of complete documents.
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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-1210 - LFP-NSHP-SWRRD					
		Catering Services for the conduct of "ABFS Project in Region 6					
		Event : Field Day/Harvest Festival					
		Date: October 10, 2023					
		Venue: Brgy. Dawis, Pototan, Iloilo					
190	pax	Meals	114,000.00				
		Inclusive:					
		AM/PM Snacks and Lunch					
		Lunch: Rice, 3 main viands, 1 vegetable/soup, dessert, drinks					
		- Breakfast , AM Snacks, Lunch, PM Snacks, Dinner					
		AM/PM Snacks - Choice of Pasta, Noodles, Sandwiches, Pastries, Filipino Snacks, etc drinks and coffee					
		PR - 1415 - WRMD - Rice Esets Continuing					
		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)					
		Location: Leyte					
		Date: September 25 - 27, 2023					
25	pax	Meals	50,000.00				
		Day 1 : September 25, 2023					
		Lunch, PM Snacks, Dinner @ 500/day					
		Day 2 : September 26, 2023					
		Breakfast, AM/PM Snacks, Lunch, Dinner @ 1000/day					
		Day 3: September 27, 2023					
		Breakfast, AM Snacks @ 500/day					
		PR - 1417 - WRMD - Rice Esets Continuing					
		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)					
		Location: Tagbilaran, Bohol					
		Date: September 27 - 29, 2023					

25	pax	Meals	50,000.00				
		Day 1 : September 27, 2023					
		Lunch, PM Snacks, Dinner @ 500/day					
		Day 2 : September 28, 2023					
		Breakfast, AM/PM Snacks, Lunch, Dinner @ 1,000/day					
		Day 3: September 29, 2023					
		Breakfast, AM Snacks @ 500/day					
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.

