



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 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 3, 2024 at 12:00 pm

PR No. : 2024-08-1402

End-User: INFORMATION

Total ABC: 385,000.00

Source of Fund: REGULAR

Term of Payment: Upon completion of delivery/services and submission of documentary requirement per accounting and auditing rules.

Delivery Requirements: ***STRICTLY** within 30 Calendar Days upon receipt of P.O (Note: Extension shall not be accepted/ entertained except on meritorious ground & Late delivery shall be liable for liquidation damages)*

NOTE: Please fill-out all fields.

Qty	Unit	Item (Description and Specification)	ABC	Offered Brand	Statement of Compliance (Comply/ Not Comply)	Bid	
			Unit Cost			Unit Price	Total Price
PRINTING SERVICES							
1000	pc	IEC Material / Brochure Title: BSWM Agency Profile Specifications: Size: 8.5 x 11 inches (spread), 8.5 x 3.67 inches (Tri folded) Color: full color Pages: 2 side print Material: C2S 180 Process: Computer-to-plate, Offset printing Bindery: Loose	35.00				
1000	pc	IEC Material/ Brochure Title: Ano ang Guided Farm Specifications: Size: 8.5 x 11 inches (spread), 8.5 x 3.67 inches (Tri folded) Color: full color Pages: 2 side print Material: C2S 180 Process: Computer-to-plate, Offset printing Bindery: Loose	35.00				

1000	pc	<p>IEC Material/Brochure</p> <p>Title: Mga Hakbang sa Pagkuha ng Lupang Ipasusuri</p> <p>Specifications: Size: 8.5 x 11 inches (spread), 8.5 x 3.67 inches (Tri folded) Color: full color Pages: 2 side print Material: C2S 180 Process: Computer-to-plate, Offset printing Bindery: Loose</p>	35.00				
1000	pc	<p>IEC Material/ Brochure</p> <p>Title: Paraan ng Pagkuha ng Ipasusuring Tubig Pang Irigasyon</p> <p>Specifications: Size: 8.5 x 11 inches (spread), 8.5 x 3.67 inches (Tri folded) Color: full color Pages: 2 side print Material: C2S 180 Process: Computer-to-plate, Offset printing Bindery: Loose</p>	35.00				
1000	pc	<p>IEC Material /Brochure</p> <p>Title: Soil Test Kit (Tagalog)</p> <p>Specifications: Size: 8.5 x 11 inches (spread), 8.5 x 3.67 inches (Tri folded) Color: full color Pages: 2 side print Material: C2S 180 Process: Computer-to-plate, Offset printing Bindery: Loose</p>	35.00				
1000	pc	<p>IEC Material /Brochure</p> <p>Title: How to Collect Soil Sample for Analysis</p> <p>Specifications: Size: 8.5 x 11 inches (spread), 8.5 x 3.67 inches (Tri folded) Color: full color Pages: 2 side print Material: C2S 180 Process: Computer-to-plate, Offset printing Bindery: Loose</p>	35.00				
1000	pc	<p>IEC Material/Brochure</p> <p>Title: ALMED SAFDZ CLUP</p> <p>Specifications: Size: 8.5 x 11 inches (spread), 8.5 x 3.67 inches (Tri folded) Color: full color Pages: 2 side print Material: C2S 180 Process: Computer-to-plate, Offset printing Bindery: Loose</p>	35.00				

1000	pc	<p>IEC Material /Brochure</p> <p>Title: Soil Test Kit (English)</p> <p>Specifications: Size: 8.5 x 11 inches (spread), 8.5 x 3.67 inches (Tri folded) Color: full color Pages: 2 side print Material: C2S 180 Process: Computer-to-plate, Offset printing Bindery: Loose</p>	35.00				
1000	pc	<p>IEC Material /Brochure</p> <p>Title: Composting Facility for Biodegradable Wastes</p> <p>Specifications: Size: 8.5 x 11 inches (spread), 8.5 x 3.67 inches (Tri folded) Color: full color Pages: 2 side print Material: C2S 180 Process: Computer-to-plate, Offset printing Bindery: Loose</p>	35.00				
1000	pc	<p>IEC Material /Brochure</p> <p>Title: Teknolohiya ng Vermicomposting</p> <p>Specifications: Size: 8.5 x 11 inches (spread), 8.5 x 3.67 inches (Tri folded) Color: full color Pages: 2 side print Material: C2S 180 Process: Computer-to-plate, Offset printing Bindery: Loose</p>	35.00				

1000	pc	IEC Material /Brochure Title: Soil as a Natural Resource Specifications: Size: 8.5 x 11 inches (spread), 8.5 x 3.67 inches (Tri folded) Color: full color Pages: 2 side print Material: C2S 180 Process: Computer-to-plate, Offset printing Bindery: Loose	35.00				
		Place of Delivery/Service: BSWM, Central Office, Diliman, Quezon City					
		Delivery terms: 30 Calendar Days upon receipt of P.O					
NOTE:							
Awarding: Awarding is one contract							
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:

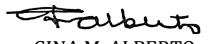
FRANCE JOSEPHINE C. BAUTISTA
Head, BAC Secretariat

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:

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.

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