



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 elctronically 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):

PR No. : 2024-08-1409 **End-User:** HIGHPEZ **Total ABC:** 17,550.00

Source of Fund: RD-LTR-HIGHPEZ

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

NOTE: Please fill-out all fields.

Delivery Requirements: ***STRICTLY** within 60 Calendar Days upon submission of samples (Note: Extension shall not be accepted/entertained except on meritorious ground & Late delivery shall be liable for liquidation damages)*

Qty	Unit	Item (Description and Specification)	ABC	Offered Brand	Statement of Compliance (Comply/ Not Comply)	Bid	
			Unit Cost			Unit Price	Total Price
		Provision for Laboratory Analysis (Plant Tissue)					
1	pc	Chromium	1,090.00				
1	pc	Nickel	1,090.00				
1	pc	Lead	1,090.00				
1	pc	Iron	1,090.00				
1	pc	Magnesium	1,090.00				
1	pc	Manganese	1,090.00				
1	pc	Cobalt	1,090.00				
1	pc	Sodium	1,090.00				
1	pc	Nitrogen	1,090.00				
1	pc	Phosphorus	1,090.00				
1	pc	Potassuim	1,090.00				
1	pc	Zinc	1,090.00				
1	pc	Boron	1,320.00				
1	pc	Mercury	1,500.00				
1	pc	Arsenic	1,650.00				
		Place of Delivery of Certificate of Analysis: BSWM-NSWRRDC HIGHPEZ, Dalwangan, Malaybalay City, Bukidnon					

