



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): November 29, 2023 at 12:00PM**

**PR No. : 2023-11-1945**

**End-User: PERSONNEL**

**Total ABC: 512,000.00**

**Source of Fund: Regular**

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

**NOTE: Please fill-out all fields.**

**Delivery Requirements: Actual Date of Services**

Qty	Unit	Item (Description and Specification)	ABC	Offered Brand	Statement of Compliance (Comply/ Not)	Bid	
			Unit Cost			Unit Price	Total Price
256	pax	<b>On-Site Annual Medical/Diagnostic Services with ISO Certification and DOH-Accreditation (attach certificate)</b>	2,000.00				
		<b>Package Includes:</b>					
		1. Complete Blood Count					
		2. Urinalysis (Macroscopic & Chemical Examination)					
		3. Chest X-ray PA View					
		4. ECG					
		5. Lipid Profile					
		6. FBS					
		7. Drug Screening Test (Shabu and Marijuana)					
		8. Psychological Test					
		9. Consultation					
		- Interpretation of results					
		* Microscopic exam shall be done for abnormal Macroscopic & Abnormal Chemical Examination on WBC, RBC, Nitrates, Protein					
		*Charging would be based on the actual number of patients whol will avail the services and actual services provided					
		- with complete licensing requirements-DOH,ISO, NBI					
		- conduct site visit a day before the conduct of medical/diagnostic test for necessary arrangement needed					
		- can provide enough number of eligible staff to conduct medical/diagnostic services					
		- with clinic/satellite clinic located within the 6km radius of our agency (BSWM)					
<b>NOTE:</b>							
<b>Awarding: Awarding is Lot</b>							
<b>NOTE: ALL PRICES ARE INCLUSIVE OF VAT AND CHARGES</b>							
<b>NOTE: DEADLINE FOR SUBMISSION OF BIDS. RFQ's SUBMITTED AFTER THE DEADLINE FOR SUBMISSION OF BIDS SHALL NO LONGER BE</b>							

**Reviewed by:**

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**Procurement Coordinator  
Signature Over Printed Name**

**For the Bids and Awards Committee:**

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**(Sgd) FRANCE JOSEPHINE C. BAUTISTA**  
Head, BAC Secretariat

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**Canvasser (Signature over Printed Name)**

**DBM-PhilGEPS Posted**

**Date of canvass:** \_\_\_\_\_

**Posted by:**

(Sgd) GINA M. ALBERTO  
DBM-PhilGEPS Posted

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**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.**

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Signature over Printer Name

Name of Company

TIN Number

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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.