



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:**

<b>Type of Procurement: Goods/Services</b>							
<b>Mode of Procurement: Small Value</b>							
<b>Deadline for Submission of Bids (Date and Time): December 6, 2023 at 12:00PM</b>							
<b>PR No. : 2023-11- 1987</b>			<b>End-User: Accounting</b>		<b>Total ABC: 4,200.00</b>		
<b>Source of Fund: INS-Variou</b>			<b>Term of Payment:</b> Upon complete /delivery services and submission of documentary requirement per accounting and auditing rules.				
<b>NOTE: Please fill-out all fields.</b>			<b>Delivery Requirements:</b> 15 Calendar Days upon receipt of PO				
Qty	Unit	Item (Description and Specification)	ABC	Offered Brand	Statement of Compliance (Comply/ Not)	Bid	
			Unit Cost			Unit Price	Total Price
		Globe/TM Postpaid Plan					
		- Unlimited text to all network only					
		- No mobile data and calls included					
7	Monthly subscription	- One (1) unique SIM card number per subscription/postpaid plan	600.00				
		Note:					
		Subscription will be terminated once the cellular signal drops below the requirement of the Automated Weather Station (AWS)					
<b>NOTE:</b>							
<b>Awarding: Awarding is per line</b>							
<b>NOTE: ALL PRICES ARE INCLUSIVE OF VAT AND CHARGES</b>							
<b>NOTE:</b>							
<i>DEADLINE FOR SUBMISSION OF BIDS. RFQ's SUBMITTED AFTER THE DEADLINE FOR SUBMISSION OF BIDS SHALL NO LONGER BE</i>							

**Reviewed by:**

**Procurement Coordinator**  
 Signature Over Printed Name

**For the Bids and Awards Committee:**

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

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Canvasser (Signature over Printed Name)

DBM-PhilGEPS Posted

Posted by:

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

(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:**

<input type="checkbox"/>	Manual submission (through BSWM canvasser)
<input type="checkbox"/>	Email/ BSWM Drop Box

The BSWM strictly adheres to the policies stated under the Data Privacy Act 10173 of 2021.