

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. The documentary requirements shall be shall be submitted with the quotation. Non attachment is a ground for disqualification.

TERMS OF REFERENCE:

FOR SHOPPING:

- (1) PhilGEPS registration number or Certificate
- (2) Mayor's Permit

FOR DIRECT CONTRACTING:

- (1) PhilGEPS registration number or Certificate
- (2) Mayor's Permit
- (3) Latest ITR (for total ABC above PhP500K)

FOR SMALL VALUE PROCUREMENT:

- (1) PhilGEPS registration number or Certificate
- (2) Mayor's Permit
- (3) Revised Omnibus Sworn Statement (for total ABC above PhP50K)
- (4) Latest ITR (for total ABC above PhP500K)
- (5) PCAB License (for Infrastructure Project)
- (6) Curriculum Vitae and Professional Licenses (for Consulting

Services)

FOR OTHER MODES OF PROCUREMENT: PLEASE REFER TO RA 9184

AND ITS IRR AND ANNEX H

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Type o	of Proc	curement: Goods/Services frastructure Project	ect	nsulting Service	es		
Mode	of Pro	curement: Small Value					
		Submission of Bids (Date and Time): October 12, 20)22 at 12:00PM				
PR No	٠.	<u>2022-09-1408</u>	End-User:	<u>OAP</u>	Total ABC:	337,000.00	
Sourc	e of Fu	ind: <u>ESETS-OAP</u>	Schedule of D	e of Delivery: Actual Date of Event			
Mode	of Awa	ard: Per Line Per Lot	Terms of Payr	nent: Upon Con	npletion of A	ctual Service	
Qty	Unit	Item (Description and Specification)	ABC	Offered Brand	Bid		
			Unit Cost	1	Unit Price	Total Price	
		Capacity Enhancement on the Operations of CFBW					
		in Region V and VIII					
1	lot	Meals and Accommodation	337,000.00				
		(Php 1,800/day x 3 days = 5,400/pax x 55 pax)	297,000.00				
		Date: October 18 to 20, 2022					
		Check-in Date: October 18, 2022					
		Check- Out Date: October 20, 2022					
		Venue: Within the vicinity of Camarines Sur					
		Province					
		Inclusion:					
		Hotel Accommodation and Meals @1800/pax/day					
		Venue (Function Hall for 3 days) -Php5,000/day	15,000.00				
		Vehicle (5 Vans) From Hotel to Site Visitation	25,000.00				
		@Php 5,000/unit					
		Single room/Twin-sharing room					
		At most 2 persons/room					
		Full meal package with complimentary breakfast					
		Use of conference room, sound system and amenities					
		Classroom type with good internet connection					
		* Subject to change due to travel restrictions based on resolutions and pronouncements made by the IATF, Philippine Government or concerned Local Government Units					

	Award is per LOT				
	Supplier shall coordinate with end-user of event at			1	
	least 7 calendar days before event				
	Schedule is subject to change not later than 3				
	calendar days before scheduled event				
	,				
	Payment is after every completion of actual service				
NOTE: ALL	PRICES ARE INCLUSIVE OF VAT AND CHARGES				
NOTE:	ACCOMPLISHED REQUEST FOR QUOTATION (RFQ) SHOULD E BEFORE THE DEADLINE FOR SUBMISSION OF BIDS. RFQ's SU NO LONGER BE ACCEPTED.	BE SUBMITTED TO IBMITTED AFTER T	THE BAC SECRE THE DEADLINE F	ETARIAT'S OFFIC OR SUBMISSION	E ON OR OF BIDS SHALL
For the Bid	s and Awards Committee:				
	(Sgd) DENISE A. SOLANO	_			
	Head, BAC Secretariat				
	rioda, Brio obsistant				
		Canvas	ser (Signatur	e over Printed	Name)
DBM-PhilG	EPS Posted	Canvas	ser (Signatur	e over Printed	Name)
DBM-PhilG	EPS Posted	Canvas Date of canvas		e over Printed	Name)
DBM-PhilG Posted by:	EPS Posted			e over Printed	Name)
	EPS Posted (Sgd) GINA M. ALBERTO DBM-PhilGEPS Posted			e over Printed	Name)
Posted by:	(Sgd) GINA M. ALBERTO			e over Printed	Name)
Posted by:	(Sgd) GINA M. ALBERTO DBM-PhilGEPS Posted			e over Printed	Name)
Posted by: To: The BS Sir/Madam:	(Sgd) GINA M. ALBERTO DBM-PhilGEPS Posted	Date of canvas	ss:		
To: The BS Sir/Madam: In corfurnish and/o	(Sgd) GINA M. ALBERTO DBM-PhilGEPS Posted SWM Bids and Awards Committee (BAC) Innection with the above RFQ, I have carefully read and fully	Date of canvas	e minimum req		agree to
Posted by: To: The BS Sir/Madam: In cor furnish and/o	(Sgd) GINA M. ALBERTO DBM-PhilGEPS Posted SWM Bids and Awards Committee (BAC) Innection with the above RFQ, I have carefully read and fullor deliver all awarded items in conformity with specification	Date of canvas	e minimum req	uirements and	agree to