



Republic of the Philippines
Department of Agriculture
BUREAU OF SOILS AND WATER MANAGEMENT
SRDC Bldg., Elliptical Road corner Visayas Avenue,
Diliman, Quezon City

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.
- The following documents shall be submitted not later than presentation for Award:

FOR SHOPPING:

- PhilGEPS registration number or Certificate
- Mayor's Permit

FOR DIRECT CONTRACTING:

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

FOR OTHER MODES OF PROCUREMENT: PLEASE REFER TO RA 9184 AND ITS IRR AND ANNEX H

FOR SMALL VALUE PROCUREMENT:

- PhilGEPS registration number or Certificate
- Mayor's Permit
- Revised Omnibus Sworn Statement (for total ABC above PhP500K)
- 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)

TERMS OF REFERENCE:

Type of Procurement: Goods/Services	<input checked="" type="checkbox"/> Infrastructure Project	<input type="checkbox"/> Consulting Services
Mode of Procurement: Small Value		
Deadline for Submission of Bids (Date and Time): October 5, 2022 at 12:00PM		
PR No. 2022-06-1464,1470,1472	End-User: WRMD & SWRRD	Total ABC: 205,600.00
Source of Fund: INS Various & RD Other NUE		
Mode of Award: Per Line <input checked="" type="checkbox"/> Per Lot <input type="checkbox"/>		
Terms of Payment: Upon Completion of Actual Service		
Schedule of Delivery: Actual Date of Event		

Qty	Unit	Item (Description and Specification)	ABC	Offered Brand	Bid	
			Unit Cost		Unit Price	Total Price
Consolidated Vehicle Rental						
PR - 2022-09-1464 - WRMD - INS Various						
		Year-End Performance Review and Planning Workshop for the Implementation of Small Scale Irrigation Projects (SSIPs) under the DA-Banner Program				
		Vehicle Rental (Van)	56,000.00			
1	van	Date: November 29, 2022 - December 1 -2, 2022	24,000.00			
		Venue: Rizal Province and points 1 Van @ Php 8,000 x 3 days Route: From BSWM to Venue Vice Versa & Stay In				
2	vans	Date: November 29, 2022 - December 2, 2022	32,000.00			
		Route: From BSWM to Venue Vice Versa 2 Vans @ Php 8,000 x 2 days Other Specifications: - airconditioned with 10 seating capacity - sanitized seats with alcohol and hand sanitizer - inclusive of driver meals, fuel, toll fees and parking fees and other fees that may apply - driver and vehicle must have all necessary papers as required by IATF such as travel pass, franchise etc. * Valid drivers license, Updated Franchise				
PR - 2022-09-1470 - SWRRD - RD Other NUE						
For Official Use in Field Activities re: NUE White Corn						
2	units	Vehicle Rental (Van)	69,600.00			
		Destination: BSWM QC to Malvar, Tanauan City, Lipa City, Batangas to BSWM QC Duration: 8 Days Date: October 11-14, 2022 November 22-25, 2022				

		Rate: 8,700/day for 2 units Specificaton: 12- seater van with head rest (50% allowed for social distancing or as per IATF) Inclusive of driver's fee and meals, toll fees, fuel parking fee and other fee may apply Driver and vehicle must have all necessary papers as required by the IATF such as travel pass, medical certificate etc. valid driver licenses, franchise LTO			
		PR - 2022-09-1472 - WRMD - INS Various			
		Workshop on the Finalization of Targets for the National Small-Scale Irrigation Project (SSIP) Masterplan for CY 2023-2030.			
4	vans	Vehicle Rental (Van)	80,000.00		
		Date: October 4 - 7, 2022 Venue: Rizal Province 1 Van @ Php 8,000 x 4 days Route: BSWM to Venue Vice Versa & Stay In Date: October 4 - 7, 2022 Route: BSWM to Venue Vice Versa & Stay In 3 Vans @ Php 8,000 x 2 days Route: BSWM to Venue Vice Versa Other Specifications: - airconditioned with 10 seating capacity - sanitized seats with alcohol and hand sanitizer - inclusive of driver meals, fuel, toll fees and parking fees and other fees that may apply - driver and vehicle must have all necessary papers as required by IATF such as travel pass, franchise etc. '- Valid driver's licenses/franchise LTO	32,000.00 48,000.00		
		Award is per LINE Supplier shall coordinate with end-user of event at least 7 calendar days before event Schedule is subject to change not later than 3 calendar days before scheduled event Payment is after every completed of service (Progress Billing)			
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.				

For the Bids and Awards Committee:

(Sgd) DENISE A. SOLANO
Head, BAC Secretariat

Canvasser (Signature over Printed Name)

DBM-PhilGEPS Posted

Date of canvass: _____

Posted by:

(Sgd) GINA M. ALBERTO
DBM-PhilGEPS Posted

To: The BSWM Bids and Awards Committee (BAC)

Sir/Madam:

In connection with the above RFQ, I have carefully read and fully understand the minimum requirements and agree to furnish and/or deliver all awarded items in conformity with specifications and schedule of delivery.

Signature over Printer Name

Name of Company

TIN Number

Telephone Number(s)

Address

Date Accomplished