



# PhilGEPS

Philippine Government Electronic Procurement System

Central Portal for  
Philippine Government  
Procurement Opportunities

## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9143585  
**Procuring Entity** BUREAU OF SOILS AND WATER MANAGEMENT  
**Title** Procurement of Promotional Supplies and Materials  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	BSWM PR 2022- 10 - 1593	<b>Status</b>	In-Preparation
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Garments	<b>Date Published</b>	21/10/2022
<b>Approved Budget for the Contract:</b>	PHP 345,000.00	<b>Last Updated / Time</b>	20/10/2022 17:05 PM
<b>Delivery Period:</b>	15 Day/s	<b>Closing Date / Time</b>	25/10/2022 12:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Gina Marzan Alberto Administrative Officer II SRDC Bldg., Elliptical Road corner Visayas Avenue, Diliman Quezon City Metro Manila Philippines 1101 63-2-9230420 63-2-3528012 procurement@bswm.da.gov.ph		

#### Description

550 pcs "Polo SHIRT (Customized)  
 Color: Polo White  
 Collar and Cuff (3-colors)  
 Material: Cotton  
 Sizes: S, M, L, XL, 2XL, 3XL  
 Print Type: Heat Press  
 Front Design  
 WSD Image, W 3.5 x inches x H 2.5 inches  
 Alignment: From shoulder to Chest 6 inches  
 Black Design  
 Alignment: Center, 3 inches from the collar, WSD HD Image  
 Size: A4  
 Please see attached sample design for reference"  
 50 pcs "Paperweight  
 Round Flat Glass  
 Price includes laser engraving  
 Full colour  
 Dimensions: 12.7mm H x 76.2mm W (Diameter)  
 Engraving Area: 63.5mm (Diameter)  
 Date of Delivery: 3rd week of November 2022"

\*\*\*\*\*

**Enduser:** SURVEY  
**Deadline for submission of bids:** October 12, 2022 at 12:00PM

Please attach/submit the following documents with your quotation: copy of (1) PHILGEPS registration number or certificate; (2) mayor's permit, (3) Updated Omnibus Sworn Statement for ABC above Php 50K; (4) Latest

The BSWM reserves the right to reject any or all bids to declare the bidding a failure or waive any or all information or to award such bids to the supplier whose bid is considered most advantageous to the government.

**Created by** Gina Marzan Alberto

**Date Created** 20/10/2022

The PhilGEPs team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPs only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.

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

**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 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

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

**TERMS OF REFERENCE:**

<b>Type of Procurement:</b> Goods/Services <input type="checkbox"/> Structure Project <input type="checkbox"/> Consulting Services <input type="checkbox"/>
<b>Mode of Procurement:</b> Small Value <input type="checkbox"/>
<b>Deadline for Submission of Bids (Date and Time):</b> October 25, 2022 at 12:00PM
<b>PR No.</b> 2022-10- 1593 <b>End-User:</b> SURVEY <b>Total ABC:</b> 345,000.00
<b>Source of Fund:</b> Regular <b>Schedule of Delivery:</b> 15 calendar days upon receipts of PO
<b>Mode of Award:</b> Per Line <input type="checkbox"/> Lot <input type="checkbox"/> <b>Terms of Payment:</b> Upon Completion of Delivery

Qty	Unit	Item (Description and Specification)	ABC	Offered Brand	Bid	
			Unit Cost		Unit Price	Total Price
550	pcs	<b>Polo SHIRT (Customized)</b> Color: Polo White Collar and Cuff (3-colors) Material: Cotton Sizes: S, M, L, XL, 2XL, 3XL Print Type: Heat Press <b>Front Design</b> WSD Image, W 3.5 x inches x H 2.5 inches Alignment: From shoulder to Chest 6 inches <b>Black Design</b> Alignment: Center, 3 inches from the collar, WSD HD Image Size: A4 Please see attached sample design for reference	600.00			
50	pcs	<b>Paperweight</b> Round Flat Glass Price includes laser engraving Full colour Dimensions: 12.7mm H x 76.2mm W (Diameter) Engraving Area: 63.5mm (Diameter) Date of Delivery: 3rd week of November 2022	300.00			
GRAND TOTAL						

<b>NOTE: ALL PRICES ARE INCLUSIVE OF VAT AND CHARGES</b>					
<b>NOTE:</b>	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.				

**Reviewed by:**

\_\_\_\_\_  
**Procurement Coordinator**  
**Signature Over Printed Name**

**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