



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 SMALL VALUE PROCUREMENT:

- PhilGEPS registration number or Certificate
- Mayor's Permit
- Revised Omnibus Sworn Statement (for total ABC above PhP50K)
- 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 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

TERMS OF REFERENCE:

Type of Procurement:	Goods/Services	Infrastructure Project	Consulting Services
Mode of Procurement:	Small Value		
Deadline for Submission of Bids (Date and Time):	November 29, 2022 at 12:00PM		
PR No.	2022- 11 - 1767	End-User:	SWRRD Total ABC: 20,000.00
Source of Fund:	RD Other-NUE	Schedule of Delivery:	15 Calendar days upon receipt of Purchase Order
Mode of Award:	Per Line	Lot	Terms of Payment: Upon completion of delivery

Qty	Unit	Item (Description and Specification)	ABC	Offered Brand	Bid	
			Unit Cost		Unit Price	Total Price
		Furniture & Fixtures				
1	Unit	Lateral Filing Cabinet	16,000.00			
		4- Drawer Lateral Filing Cabinet with steel handle lock compatible with 4A, FC letter Color: gray				
		Dimensions: 90 (W) x 45 (D) x 103 (H) cm				
		Weight: 65kgs				
1	unit	Storage Filing Rack	4,000.00			
		45 cm (W) x 65 cm (L)				
		Metal, 4 Layers				
		(Pls see attached pictures)				

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.

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



PHILGEPS
Philippine Government Electronic Procurement System

Central Portal for
Philippine Government
Procurement Opportunities

[help](#)

Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9278768
Procuring Entity BUREAU OF SOILS AND WATER MANAGEMENT
Title Procurement of Furniture and Fixtures
Area of Delivery Metro Manila

Solicitation Number: BSWM PR 2022- 11 - 1766	Status	In-Preparation
Trade Agreement: Implementing Rules and Regulations	Associated Components	1
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification: Goods	Document Request List	0
Category: Furniture	Date Published	25/11/2022
Approved Budget for the Contract: PHP 20,000.00	Last Updated / Time	24/11/2022 15:24 PM
Delivery Period: 15 Day/s	Closing Date / Time	29/11/2022 12:00 PM
Client Agency:		
Contact Person: 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

Furniture & Fixtures
 1 Unit Lateral Filing Cabinet
 4- Drawer Lateral Filing Cabinet with
 steel handle lock compatible with 4A,
 FC letter Color: gray
 Dimensions: 90 (W) x 45 (D) x 103 (H) cm
 Weight: 65 kgs
 1 unit Storage Filing Rack
 45 cm (W) x 65 cm (L)
 Metal, 4 Layers
 (Pls see attached pictures)

Enduser: SWRRD
 Deadline for submission of bids: November 29, 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 Ommibus Sworn Statement for ABC above Php 50K; (4) Latest Income/Business tax return for ABC above 500K; (5) PCAB License for Infrastructure Project; and (6) Curriculum Vitae and/or Professional License for Consulting Services.

The Bureau of Soils and Water Management (BSWM) invites interested parties to bid/quote for the above listed item/s.

Kindly submit your quotation for the purchase of the above requirement. (indicating our Solicitation Number) address

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 24/11/2022

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