



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

#### 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):	February 24, 2023 at 12:00PM		
PR No.	2023-02-0266,247,267 &295 (On-Site Cluster I - Luzon)	End-User:	SCMD. HILLPEZ. Total ABC: 780,600.00

Fund Source: RD Regular, STO SADIP, Rice Esets, INS

Schedule of Delivery: Actual Date

Mode of Award: Per Line  Per Lot

Terms of Payment: Upon completion of Work

Qty	Unit	Item (Description and Specification)	ABC	Offered Brand	Bid	
			Unit Cost		Unit Price	Total Price
		PR- 0266 - HILLPEZ - RD - REGULAR-HILLPEZ				
		Catering Services for the conduct of Monthly Staff Meeting from April to December 2023, at NSWRRDC HILLPEZ, Cuyambay, Tanay, Rizal				
216	pax	Meals inclusive of AM snack, Lunch and PM snack @ 600/day for 24 pax/month for 9 months	129,600.00			
		PR- 247 - SURVEY - STO-SADIP				
		Title: Technical Inception Briefing for the Updating and Enhancement of Conventional Soil Resource and Investment Planning (CSRI-SADIP)				
		Packed Meals Inclusion: Lunch with dessert, AM and PM Snacks with free flowing brewed coffee	30,000.00			
25	pax	Venue: Antipolo City, Rizal				
		Date: April 13, 2023				
25	pax	Venue: Sta. Cruz, Laguna				
		Date: June 15, 2023				
		@ 600/pax x 25 pax x 2 days = 30,000				
		Note:				

		Supplier shall coordinate with end-user at least 7 calendar days before schedule event			
		Scheduled dates are tentative and may change. Notification will be sent out to the service provider not later than 3 Calendar Days before the scheduled event			
		Partial payment allowed upon delivery of service			
		<b>PR- 0267 - SCMD - STO Cauayan</b>			
		<b>Catering Services for the Conduct of Farmer's Field Day</b>			
		<b>Venue: Cauayan City, Isabela</b>			
		<b>Date: October 17, 2023</b>			
100	pax	Meals & Snacks @ 450/pax for 100 pax	45,000.00		
		<b>Catering Services for the Conduct of Farmer's Meeting</b>			
90	pax	<b>Meals &amp; Snacks</b> <b>Venue: Cauayan City, Isabela</b>	36,000.00		
		<b>Date: May 23, 2023</b>	12,000.00		
30	pax	<b>Date: August 22, 2023</b>	12,000.00		
30	pax	<b>Date: November 21, 2023</b>	12,000.00		
		@ 400 for 30 pax/day			
		<b>PR 0295 - WRMD - RICE ESSETS</b>			
		<b>Meals and Snacks for the conduct of Training on Soil Health Rehabilitation/Balance Fertilization Strategy (BFS) for Luzon Area</b>			
30	pax	<b>Location</b> : Maulawin SWIP, Brgy. Maulawin, Sta. Elena, Camarines Norte <b>Date</b> : March 14-16, 2023	45,000.00		
30	pax	<b>Location</b> :Agpital SWIP, Brgy. Agpital, Bacnotan, La Union <b>Date</b> : March 21-23, 2023	45,000.00		
30	pax	<b>Location</b> :Gugo SWIP, Brgy. Gugo, Samal, Bataan <b>Date</b> :March 28-30, 2023	45,000.00		
30	pax	<b>Location</b> :Baro a Lubong SWIP, Brgy. Anninipan, Flora, Apayao <b>Date</b> :April 11-13, 2023	45,000.00		
30	pax	<b>Location</b> : Parian DD, Brgy Tanyag, Calintaan, Occidental Mindoro <b>Date</b> : April 18-20, 2023	45,000.00		
30	pax	<b>Location</b> :Masayahin DD, Brgy. Ibabang Talim, Lucena City, Quezon <b>Date</b> : May 23-25, 2023	45,000.00		
30	pax	<b>Location</b> : Cabigaan DD, Brgy Cabigaan, Aborlan, Palawan <b>Date</b> : September 19-21, 2023	45,000.00		
30	pax	<b>Location</b> :Dikildit DD, Brgy. Dikildit, Ma. Aurora, Aurora <b>Date</b> : October 17-19, 2023	45,000.00		
30	pax	<b>Location</b> : Payapa SWIP, Brgy. Payapa, Tagkawayan, Quezon <b>Date</b> : November 7-9, 2023	45,000.00		

30	pax	<b>Location</b> :Cadaanan DD, Brgy. Pancian, Pagudpud, Ilocos Norte	45,000.00			
		<b>Date</b> : November 14-16, 2023				
30	pax	<b>Location</b> : Aneg SWIP, Brgy. Aneg, Delfin Albano, Isabela	45,000.00			
		<b>Date</b> : April 18-20, 2023				
30	pax	<b>Location</b> : Balera SWIP, Brgy. Minallo, Naguilan, Isabela	45,000.00			
		<b>Date</b> : August 15-17, 2023				
		<b>Meals and Snacks</b>				
		- 500/pax/day x 3 days = 1,500.00				
		- 2 Snacks (AM-PM) and Lunch per day				
		<b>Award is per Line</b>				
		<b>Supplier shall coordinate with end-user of event at least 7 calendar days before event</b>				
		<b>Schedule is subject to change not later than 3 calendar days before scheduled event</b>				
		<b>Payment is after every completed of service (Progress Billing)</b>				
<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

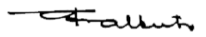
For the Bids and Awards Committee:

  
MARIA PERPETUA P. OCAMPO  
Head, BAC Secretariat

Canvasser (Signature over Printed Name)

DBM-PhilGEPS Posted

Posted by:

  
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

