



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 SMALL VALUE PROCUREMENT:

- PhilGEPS registration number or Certificate
- Mayor's Permit (Line of business should at the very least be similar to the project to be Bid)
- Revised Notarized Omnibus Sworn Statement (for total ABC above PhP50K) validity within 3 months upon submission
- 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
- NFCC (Infra)

TERMS OF REFERENCE:

Type of Procurement: Goods/Services
Mode of Procurement: Small Value
Deadline for Submission of Bids (Date and Time): April 15, 2024 at 12:00 PM
PR No.: 2024-03-0506
End-User: PERSONNEL
Total ABC: 264,000.00
Source of Fund: REGULAR
Term of Payment: Upon completion of delivery/services and submission of documentary requirement per accounting and auditing rules.

NOTE: Please fill-out all fields.

Delivery Requirements: On or before May 31, 2024 (Note: Extension shall not be accepted/entertained except on meritorious ground & Late delivery shall be liable for liquidation damages)

Qty	Unit	Item (Description and Specification)	ABC	Offered Brand	Statement of Compliance (Comply/ Not Comply)	Bid	
			Unit Cost			Unit Price	Total Price
		RETIREEES MEMORABILIA					
4	pcs	Gold Ring, 14 karat, approximately 4.5 grams, inclusive of mould with name engraved, with certificate of authenticity (optional retirees -rank and file level) / (refer to attached picture) 3-FEMALE RING 1-MALE RING	19,000.00				
		15 years in service awards					
1	pcs	Pin, silver, stainless steel (refer to attached picture)	7,500.00				
1	pcs	Leather bag, genuine leather, sling (Male)	3,500.00				
		20 years in service awards					
5	pcs	Gold Pin, 10K with engraving, 4 grams, inclusive of mould, with certificate of authenticity (refer to attached picture)	12,000.00				
9	pcs	Pen, ballpoint type with black ink, retractable, nib size: medium, refillable, with engraving, comes with individual gift box	3,000.00				
		25 years in service awards					
4	pcs	Ring, 10k white gold, approximately 5 - 6 grams, inclusive of mould, with certificate of authenticity (25 years in service awardees - 3 MALE / 1 FEMALE RING) (refer to attached picture)	15,000.00				
		40 years in service awards					
2	pcs	Wrist Watch, Gold Plated, Dial Color: Yellow Gold, Band Color: Yellow Gold, Watch Shape: Round, Water Resistance Rating: 50 m (5 ATM), Case Material: Stainless Steel, Movement: Quartz Battery, Band Material: Stainless Steel, Features: 12-Hour Dial, Case Finish: Gloss, Display: Analog, Band/Strap: Bracelet/Link Band, with name engrave, with certificate of authenticity 2 male 2 female	15,000.00				
		Delivery Date: On or before May 31, 2024					

The BSWM strictly adheres to the policies stated under the Data Privacy Act 10173 of 2021.

		see attached sample pictures					
NOTE:							
Awarding: Awarding is per line item basis							
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) FRANCE JOSEPHINE C. BAUTISTA
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:

We, hereby certify that we will abide and comply with the technical specifications and delivery requirements stated above.

Signature over Printer Name

Name of Company

TIN Number

Telephone Number(s)

Address

Date Accomplished

Please check the box for your mode of submission:

Manual submission (through BSWM canvasser)
 Email/ BSWM Drop Box

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PTC 506

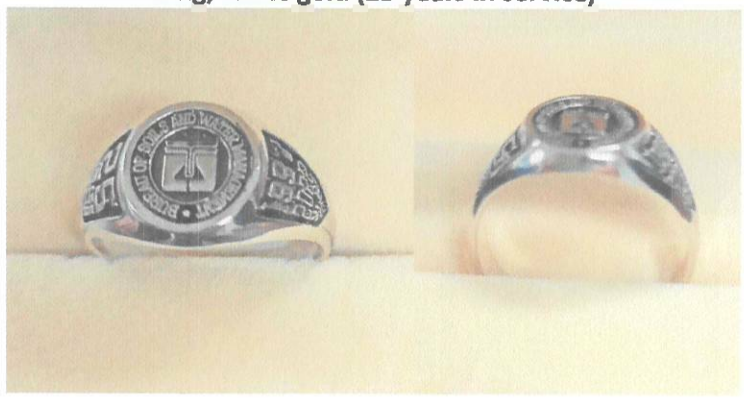
Pin, silver (15 years in service)



Pin, gold, 10k (20 years in service)



Ring, white gold (25 years in service)



Watch, Gold plated (40 years in service)

Fossil Gold Tone S/steel Crystal Multifunction Bracelet
Watch BQ1583IE



Ring, gold, 14k

