



Request for Quotation/ Submission of Proposal [Under Rule XVI Alternative Methods of Procurement [Sec 53.9] Small Value Procurement/Shopping

End-User: 202212889
PR Number: _____
PR Date: _____

RFQ Number: 202212385
RFQ Date: _____
RFQ Sheet Number: DEC 19 2022

Please quote your lowest price on the item/s listed below, subject to the General Instructions below setforth, stating the shortest time of delivery.

REYNALYN C. GULEN
BAC Chairman

GENERAL INSTRUCTIONS TO BIDDERS:

- 1 Bidders are required to read the instructions and fill the blanks in typewritten form or written legibly in permanent ink.
- 2 **DEADLINE FOR SUBMISSION OF QUOTATIONS/ BIDS SHALL BE ON : Date :** Time:
- 3 Delivery/ Construction/ Labour period/ Services to be rendered shall be Ten (10) days upon the receipt of the approved Purchase Order / Work Order / Job Order, unless a different period is specified.
- 4 Prospective Bidders / Suppliers are required to use this official quotation form in the accomplishment of their quotations/ bid proposals.
- 5 Any specifications other than those required/stated in this form shall not be considered in the evaluation of the quotation/ bid/ award.
- 6 Quotations must include all kinds of taxes for the item/s listed hereunder, including delivery charges.
- 7 Price validity shall be for a period of sixty (60) calendar days from the deadline for submission of quotations.
- 8 Quotations/ Proposals shall be submitted to the Office of the BAC Secretariat, San Ramon, Dinalupihan, Bataan
- 9 Only sealed quotations shall be accepted.
- 10 The bidder is required to affix his signature across the flap of the sealed envelope.
- 11 Awarding shall be done by lot, unless so specified to be awarded by line item.
- 12 Validity of stocks shall be 60 calendar days from the date of the opening of bids.
- 13 Any alternation shall have a/an counter signed of the prospective bidder or else the bid will be rejected
- 14 Payments shall be pursuant to DBM Circular No. 2013-16 dated December 23, 2013 on Implementation of the Expanded Modified Direct Payment Scheme (ExMDPS) for Accounts Payable Due Creditors/Payees of all National
- 15 Warranty shall be for a minimum period of three(3) months, in the case of Expendable Supplies & Materials, minimum of one (1) year Non-Expendable Supplies after acceptance by the procuring entity of the delivered supplies.

OTHER CONDITIONS:

ATI-RTC III RESERVES THE RIGHT TO REJECT ANY OR ALL QUOTATIONS, WAIVE ANY FORMALITY HEREIN AND ACCEPT ONLY QUOTATIONS MOST ADVANTAGEOUS TO THE GOVERNMENT.

ITEM NO.	QTY.	UNIT	ITEMS & DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
			SECURITY GUARDS		
	4	SG	12-hour shift per day, seven days a week (inclusive of holidays) with night differential		
			TWO (2) SECURITY GUARD TO BE ASSIGNED TO ATI SATELLITE OFFICE PALAYAN CITY, NUEVA ECIIJA		
			TWO (2) SECURITY GUARD TO BE ASSIGNED TO ATI RTC III, DINALUPIHAN, BATAAN		
			<i>with Mandatory benefits and other incentives stated below:</i>		
			1. 13th Month Pay		
			2. Service Incentive Leave - 5 day per year		
			3. SSS, PhilHealth, HDMF		
			Please submit your proposal/portfolio containing the following:		
			A. Stability		
			a. Years of Experience		
			b. Liquidity of the Contractor		
			c. Organizational Set-Up		
			B. Resources		
			a. No. of License Firearms		
			b. No. of Kind of Communication Devices		
			c. No. and Kind of Motor Powered Vehicles		
			d. No. of License Guards		
			C. Security Plan		
			D. Other Factors		
			a. Requirement and Selection Criteria		
			b. Completeness of Uniform and Other Paraphernalia		

Approved Budget for the Contract (ABC)

NINE HUNDRED THOUSAND PESOS ONLY

THE BIDS AND AWARDS COMMITTEE

Department of Agriculture, ATI-RTC III
San Ramon, Dinalupihan, Bataan

Sir / Madam:

After having carefully read and accepted your General Instructions to Bidders, I/we submit you on the item at prices noted above. I/We understand that we have fully understood the minimum requirements of the project and agree to furnish delivery in conformity with the specifications described above.

Bidder's Signature Over Printed Name

Business Name

Tax Identification Number

Telephone Number/ CP No.

Business Address

E-mail address

Date Accomplished

MARBERT P. MORALES

Canvasser's Signature Over Printed Name