



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

202302015

End-User: Aaron P. Hernandez
 PR Number: 202302007
 PR Date: _____

RFQ Number: _____
 RFQ Date: FEB 02 2023
 RFQ Sheet Number: _____

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

ELSA F. VICTORIA
 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
1	300	copies	Printing of ATI-RTC III Annual Report Specifications: Size: 8.5" x 11" No. of Pages: 48 pages (cover and body) * 44 body * 4 cover Material: Cover: Matte 220 with lamination and spot UV Inside: C2S 80 Color: Full color (cover and body) Binding: Perfect binding Printing: Offset Others: · Camera ready, CD provided · Blueprint needed · Minor revisions allowed (2 printouts at most) Delivery Date: 1 week after the approved final layout For delivery at: ATI-RTC III, San Ramon, Dinalupihan, Bataan		
			GRAND TOTAL		

Approved Budget for the Contract (ABC)

Php85,000.00

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		

 MARIEL B. BALDOZ
 Canvasser's Signature Over Printed Name