



Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
Regional Training Center III

Government Complex, San Ramon, Dinalupihan, Bataan 2118

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Website: www.ati.da.gov.ph/44-3/

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

Note: TO BE USED IN THE TRAINING, ACTIVITIES,
PROGRAM OF THE CENTER FOR THE 1ST
QUARTER

20 23 02 10 6

End-User

PR Number:

202302220

PR Date:

RFQ Number:

RFQ Date:

RFQ Sheet Number:

MAR 01 2023

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:

- Bidders are required to read the instructions and fill the blanks in typewritten form or written legibly in permanent ink.
- DEADLINE FOR SUBMISSION OF QUOTATIONS/ BIDS SHALL BE ON :** Date : _____ Time: _____
- 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.
- Prospective Bidders / Suppliers are required to use this official quotation form in the accomplishment of their quotations/ bid proposals.
- Any specifications other than those required/stated in this form shall not be considered in the evaluation of the quotation/ bid/ award.
- Quotations must include all kinds of taxes for the item/s listed hereunder, including delivery charges.
- Price validity shall be for a period of sixty (60) calendar days from the deadline for submission of quotations.
- Quotations/ Proposals shall be submitted to the Office of the BAC Secretariat, San Ramon, Dinalupihan, Bataan
- Only sealed quotations shall be accepted.
- The bidder is required to affix his signature across the flap of the sealed envelope.
- Awarding shall be done by lot.**
- Validity of stocks shall be 60 calendar days from the date of the opening of bids.
- Any alternation shall have a/an counter signed of the prospective bidder or else the bid will be rejected
- 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
- 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	LOT	OFFICE/TRAINING SUPPLIES		
1	123	can	AIR FRESHENER, aerosol, 280ml/150g min		
2	122	BOT	Alcohol 40ml, Spray		
3	14	gal	ALCOHOL, ETHYL, 68%-72%, 1 GALLON		
4	119	btl	ALCOHOL, ethyl, 68%-72%, 500ml		
5	1,324	PC	Ballpen, 0.5, Black, Ordinary		
6	261	pack	BATTERY, dry cell, AA, 2 pieces per blister pack		
7	185	pack	BATTERY, dry cell, AAA, 2 pieces per blister pack		
8	30	piece	BROOM, soft (tambo)		
9	30	piece	BROOM, STICK (TING-TING), usable length: 760mm min		
10	5	unit	CALCULATOR, compact, 12 digits		
11	45	btl	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap		
12	45	can	CLEANSER, SCOURING POWDER, 350g min./can		
13	42	box	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)		
14	13	box	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)		
15	42	box	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)		
16	31	box	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)		
17	13	REAMS	COPY Paper, A3, Sub 24, 80GSM		
18	28	Piece	CORRECTION TAPE, 8M		
19	23	piece	CUTTER KNIFE, for general purpose		
20	30	bar	DETERGENT BAR, 140 grams as packed		
21	90	pouch	DETERGENT POWDER, all purpose, 1kg		
22	50	can	DISINFECTANT SPRAY, aerosol type, 400-550 grams		
23	50	bot	EPSON INK 003, BLACK		
24	50	bot	EPSON INK 003, CYAN		
25	50	bot	EPSON INK 003, MAGENTA		
26	50	bot	EPSON INK 003, YELLOW		
27	7	piece	ERASER, FELT, for blackboard/whiteboard		
28	11	piece	ERASER, PLASTIC/RUBBER, for pencil draft/writing		
29	605	PC	EXPANDING PLASTIC ENVELOP, WITH HANDLE		
30	11	PC	Extension Cord, with individual switch 5 gang socket, min 1.2 m		
31	213	BOX	Extra Large Box UNSCENTED FACIAL TISSUE		
32	48	BOX	FACE MASK, 3-ply, (FDA Notice), 50pcs/box		
33	22	jar	GLUE, all purpose, gross weight: 200 grams min		
34	179	bottl	HAND SANITIZER, 500 ml		
35	109	BOTTL	HAND SOAP, Liquid, 500ml		
**** CONTINUE ON THE NEXT PAGE ****					

36	603	SET	ID Card holder with Lace, A3		
37	12	CART/BOT	INK CART, EPSON C13T664100 (T6641), Black		
38	11	CART/BOT	INK CART, EPSON C13T664200 (T6642), Cyan		
39	11	CART/BOT	INK CART, EPSON C13T664300 (T6643), Magenta		
40	11	CART/BOT	INK CART, EPSON C13T664400 (T6644), Yellow		
41	87	can	INSECTICIDE, aerosol type, net content: 600ml min		
42	151	PACK	KF94 Face Mask, 10PCS Non-woven,3D, Black		
43	30	piece	Ligth Bulb, LED, 7 watts 1 pc in individual box		
44	79	PACK	LINEN/CERTIFICATE PAPER, 11x8.5", 120GSM		
45	550	PC	Manila Paper, 36x48"		
46	265	piece	MARKER, PERMANENT, bullet type, black		
47	120	piece	MARKER, PERMANENT, bullet type, blue		
48	40	piece	MARKER, PERMANENT, bullet type, red		
49	147	piece	MARKER, whiteboard, black, felt tip, bullet type		
50	40	piece	MARKER, whiteboard, blue, felt tip, bullet type		
51	10	piece	MARKER, whiteboard, red, felt tip, bullet type		
52	40	Pcs	Meter Stick		
53	4	piece	MOP BUCKET, heavy duty, hard plastic		
54	45	pad	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min		
55	59	pad	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min		
56	47	pad	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min		
57	40	box	PENCIL, lead, w/ eraser, wood cased, hardness: HB		
58	3	piece	PHILIPPINE NATIONAL FLAG, 100% polyester		
59	500	PC	Plastic Comb Binder Rings A4 Size PVC 21Holes, 12MM		
60	11	piece	PUNCHER, paper, heavy duty, with two hole guide		
61	42	piece	RULER, plastic, 450mm (18"), width: 38mm min		
62	65	pair	SCISSORS, symmetrical, blade length: 65mm min		
63	15	pack	SCOURING PAD, made of synthetic nylon, 140 x 220mm		
64	215	piece	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip		
65	145	piece	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip		
66	46	piece	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip		
67	30	PC	Spray Bottle, 300ML, Mist Sprayer		
68	25	bottl	STAMP PAD INK, purple or violet		
69	17	piece	STAMP PAD, FELT, bed dimension: 60mm x 100mm min		
70	16	piece	STAPLE REMOVER, PLIER-TYPE		
71	67	box	STAPLE WIRE, STANDARD, (26/6)		
72	60	pc	Storage Box, Plastic (pref. Megabox MG-500 High Impact 30L)		
73	170	piece	SURGICAL MASK, 3-ply		
74	15	piece	TAPE DISPENSER, TABLE TOP, for 24mm width tape		
75	23	roll	TAPE, MASKING, width: 24mm (Ä, Ä±1mm)		
76	49	roll	TAPE, MASKING, width: 48mm (Ä, Ä±1mm)		
77	26	roll	TAPE, PACKAGING, width: 48mm (Ä, Ä±1mm)		
78	44	roll	TAPE, TRANSPARENT, width: 24mm (Ä, Ä±1mm)		
79	16	roll	TAPE, TRANSPARENT, width: 48mm (Ä, Ä±1mm)		
80	300	Pack	TOILET TISSUE PAPER, INTERFOLDED PAPER TOWEL		
81	90	roll	TRASHBAG, plastic, XXL		
			XXXX Nothing Follows XXXX		

Approved Budget for the Contract (ABC)

FOUR HUNDRED EIGHTY-THREE THOUSAND, TWO HUNDRED THIRTY-NINE AND 52/100 PESOS ONLY (PHP 483,239.52)

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

Remarks: This form is based on Standard Form Number SF-GOOD-bu; Revised on: May 24, 2004; Standard Form Title: Request for Quotations issued by GPPB