



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

Government Complex, San Ramon, Dinalupihan, Bataan 2110

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

Note: To be used during the hands on activity for the Training on the conduct of Topographic and Hydrologic Survey held on April 3-12, 2024 at ATI Palayan City, Nueva Ecija

End-User: <u>Reinalyn C. Oulen</u>	RFQ Number: <u>202402014</u>
PR Number: _____	RFQ Date: <u>FEB 22 2024</u>
PR Date: _____	RFQ Sheet Number: _____

YR 202402014

ELSA F. VICTORIA
BAC Chairman

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

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, unless so specified to be awarded by line item.
- 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 Government Agencies
- 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
			Vehicle Rental		
			Date of official Travel & Destination:		
			April 3, 2024		
1	2	van	V1: ATI Dinalupihan, Bataan to Quezon City to Palayan City, Nueva Ecija and back to ATI Dinalupihan, Bataan V2: ATI Dinalupihan, Bataan to Palayan City, Nueva Ecija back to ATI Dinalupihan, Bataan		
			April 6, 2024		
2	2	van	V1 & V2: ATI Palayan City, Nueva Ecija to Science City of Munoz, Nueva Ecija then back to ATI Palayan City, Nueva Ecija		
			April 8, 2024		
3	2	van	V1 & V2: ATI Palayan City, Nueva Ecija to Science City of Munoz, Nueva Ecija then back to ATI Palayan City, Nueva Ecija		
			April 12, 2024		
4	2	van	V1: ATI Palayan City, Nueva Ecija to Quezon City back to Nueva Ecija V2: ATI Palayan City, Nueva Ecija to ATI Bataan back to Nueva Ecija		
			Note:		
			*Toll fee, Food & Accommodation of the driver shall be shouldered by the supplier.		
			*At least 10-12 seaters van, Fully Airconditioned & in good running condition.		
			*Should take the fastest route, preferably through the expressway		
			Year model: 2018-2022		
			...nothing follows.....		

Approved Budget for the Contract (ABC)	Php 50,000.00
THE BIDS AND AWARDS COMMITTEE	
Department of Agriculture, ATI-RTC III	
San Ramon, Dinalupihan, Bataan	

r / 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	

Canvasser's Signature Over Printed Name