



202404113

Request for Quotation/ Submission of Proposal (Under Rule XII Alternative Methods of Procurement (Sec. 53.9) Small Value Procurement)

End-User: \_\_\_\_\_  
PR Number: \_\_\_\_\_ **65** **202404113**  
PR Date: \_\_\_\_\_  
RFQ Number: \_\_\_\_\_  
RFQ Date: \_\_\_\_\_  
RFQ Sheet Number: **MAR 10 2024**

Please quote your lowest price on the items listed below, subject to the General Instructions below set forth, stating the shortest time of delivery.

*[Signature]*  
LISA 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 items 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, Davao del Sur, 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 alteration shall have a/an counter signed by 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 (EMDPS) for Accounts Payable Due Creditors/Payees of all National Government
- 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
<b>TARPAULIN (Banner)</b>					
1	103	pc	ATI Standard Size Tarpaulin 4 ft x 8 ft		
2	1	pc	6 ft x 10 ft		
<b>Terms and Condition:</b>					
<i>Supplier is capable of handling day to day printing needs</i>					
<i>Monday-Friday (8:00AM - 5:00PM)</i>					
<b>Note:</b>					
Regular Program-17					
Livestock Program-12					
Rice Program-22					
Corn Program-4					
HVCDP-4					
NUPAP-15					
PAFES-6					
OA- 8					
LSA-10					
ESP-5					
GRAND TOTAL					

Approved Budget for the Contract (ABC) **Sixty Two Thousand Eight Hundred Sixty Three Pesos (Php. 62,863.00)**

**THE BIDS AND AWARDS COMMITTEE**  
Department of Agriculture, ATI-RTC III  
San Ramon, Davao del Sur, Bataan

Sir / Madam:  
After having carefully read and accepted your General Instructions to Bidders, I/we inform you on the items 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 \_\_\_\_\_

Contractor's Signature Over Printed Name \_\_\_\_\_

Disclaimer: This form is intended for Reference Purposes Only. It is not a contract. It is subject to the terms and conditions of the Request for Quotation issued by ATI-RTC III.

