



Republic of the Philippines
OF AGRICULTURE DEPARTMENT
AGRICULTURAL TRAINING INSTITUTE
RTC-6 Western Visayas
ASU Compound, Banga, Aklan
Tel No. (036)267-5951; Telefax (036)267-6786

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

RFQ2023-134

The Agricultural Training Institute-Regional Training Center VI (ATI-RTC VI) through its Bids and Awards Committee (BAC) intends to apply the sum of **Nine Hundred Ninety-three Thousand Eight Hundred Pesos Only (₱ 993,800.00)**. Being the Approved Budget for the Contract (ABC) to payments under the contract of **Supply and Delivery of Tokens**. Quotations received in excess of the ABC shall be automatically rejected at the opening of price quotations. The supply and delivery of the herein stated items is enumerated in the hereunder lots:

PR Reference no.	Lot Description	Lot No.	Approved Budget of Contract per Lot
2023-04-158	Thermal Flask with ATI Logo laser engraving	Lot 1	₱ 105,300.00
	Business Casual Jacket with ATI logo embroidery	Lot 2	₱ 115,500.00
	Backpacks	Lot 3	₱ 359,000.00
	Powerbank	Lot 4	₱ 130,000.00
	Smartwatch	Lot 5	₱ 165,000.00
	Trolley	Lot 6	₱ 119,000.00
Total Approved Budget of Contract			₱ 993,800.00

The Agricultural Training Institute-Regional Training Center VI (ATI-RTC VI) through its Bids and Awards Committee (BAC) invites all prospective suppliers/distributors to quote their lowest price on all the items stated in the Request For Quotation Form subject to the Terms and Conditions stated herein and submit the same duly signed by their authorized representatives not later **than 12th April 2023 at 9:00 AM**. Interested suppliers/distributors may obtain further information from the BAC Secretariat at telephone no. (036) 267-5951.

Sgd
DIANNE D. RIVERA
Head, BAC Secretariat

TERMS AND CONDITIONS:

- All interested distributors/suppliers are required to read and follow the terms and conditions carefully.
- Sealed proposals/quotations should be submitted in duplicate copies using this Official Request for Quotation Form.
- Sealed quotation shall be submitted to BAC Head Secretariat at Agricultural Training Institute-Regional Training Center VI, ASU Compound, Banga, Aklan or through email address at ati6.bac@gmail.com.
- Quotations through fax are allowed for all suppliers **outside Aklan only**.
- Quotations through email should bear the signature of the supplier and shall be addressed to the Head Secretariat of BAC, **Ms. Dianne D. Rivera**.
- Late submission of sealed quotation shall not be accepted.
- Quotations exceeds the Approved Budget of Contract shall be disqualified.
- Any quotation/offer other than those required and stated in this form shall not be considered for evaluation.
- Quotations must specify any and all kinds of applicable taxes including delivery and other charges that the supplier required.**
- Price quotations are valid THIRTY (30) calendar days from the declaration of winning supplier.
- All price quotations shall be considered as fixed prices and therefore not subject to price escalation during the issuance of Purchase Order and thereafter.
- The bidder/supplier that has the lowest quotation shall be informed immediately and will be asked to submit additional requirement.
- Payment is within FIFTEEN (15) calendar days from receipt of billing statement/charge invoice.
- Delivery period shall be based on the date stated in the approved Purchased Order (PO).
- Late delivery shall be subject to penalty of 1/10 of 1% of the total cost of undelivered items.
- Quotations should be inserted on sealed envelopes with signature of bidder across the flap thereon. The name of the company, telephone number and PR Number should be written on the face of the envelope.
- Quotations must be written clearly. Indecipherable quotations shall be automatically disregarded.
- Preferably to attached PhilGEPS Registration No., Mayor's/Business Permit, TIN Registration Certificate and Omnibus Sworn Statement (using the attached sample form) upon submission of quotation.
- Deadline for submission of sealed quotation is on or before **April 12, 2023 at 9:00 AM**.

REQUEST FOR QUOTATION FORM

Please quote your lowest price inclusive of VAT on the items listed below and strictly follow the terms and condition stated at the first page of this form.

PR Reference no.		2023-04-158				
Approved Budget of Contract (ABC)		₱ 993,800.00 (Lot 1-₱ 105,300.00; Lot 2-₱ 115,500.00; ₱ 359,000.00; ₱ 130,000.00; ₱ 165,000.00; ₱ 119,000.00)				
Place of Delivery		ATI-RTC VI, Banga, Aklan				
No.	QTY.	Unit	Item	Suppliers/Bidders Portion (Must indicate both unit and total price quotation)		
				Brand Model (optional)	Unit Price	Total
Supply and Delivery of the following items: (All items stated below is required to have a sample)						
1	81	pcs	Lot 1 Thermal Flask with ATI logo laser engraving Features: <i>vacuum isolated</i> <i>keeps hot drinks hot up to 12 hours</i> <i>keeps cold drinks cold up to 24 hours</i> Specifications: <i>size: 18 oz</i> <i>cap: spout lid</i>			
2	77	pcs	Lot 2 Business Casual Jacket with ATI logo embroidery (RTW) Specifications: <i>sleeve length: full</i> <i>neckline: round neck</i> <i>pattern: plain</i> <i>jacket closure: zipper</i> <i>clothing material: cotton</i> <i>sizes and color:</i> <i>Black: medium-10 pcs, large-12 pcs, Xlarge-12 pcs, XXLarge-5 pcs</i> <i>Blue: medium-10 pcs, large-12 pcs, Xlarge-12 pcs, XXLarge-4 pcs</i>			
3	107	pcs	Lot 3 Backpack Features: <i>quick-access front pocket</i> <i>side pockets for water bottle or umbrella</i> <i>4 side buckle compressors</i> <i>dedicated padded laptop pocket</i> <i>fits up to 17 inches laptops</i> <i>padded back for extra comfort</i> <i>luggage sleeve</i> <i>inner pocket with zipper</i> <i>made of water-resistant material</i> Specifications: <i>dimensions: atleast L 30 cm x W 20 cm x H 50 cm</i> <i>material: Polyester</i> <i>weight: atleast 0.40 kg</i> <i>volume: atleast 35L</i>			

4	58	pcs	Backpack Features: <i>Lightweight material</i> <i>Full padded back panel</i> <i>Padded adjustable back straps</i> <i>Strap for luggage</i> <i>Top and side padded handles</i> <i>Side compressor straps</i> <i>Gartered tumbler/umbrella holder</i> <i>2 expandable front pockets</i> <i>Double zipper puller main compartment</i> <i>Full zipper opening</i> <i>Full zipper mesh pocket</i> <i>Padded sleeve for laptops up to 17"</i> <i>Sleeve for tablets up to 11"</i> <i>Garter for laptop and tablet protection</i> Specifications: <i>Dimensions: atleast L 35 Cm X W 18 Cm X H 50 Cm</i> <i>Material: Polyester</i> <i>Weight: atleast 0.70 Kg</i> <i>Volume: atleast 40 L</i>			
			Sub-total			
5	52	units	Lot 4 Powerbank Specifications: <i>output port: 2 usb fast charging</i> <i>input port: compatible for micro usb, C-type and iphone</i> <i>power capacity: 20,000 MAH</i> <i>weight and size: light weight/slim type</i>			
6	66	pcs	Lot 5 Smartwatch Specifications: <i>full screen 1.56" display</i> <i>AMOLED display</i> <i>326 ppi, comparable to smartphone displays</i> <i>30 fitness modes</i> <i>Auto detection of six fitness modes</i> <i>Heart rate monitoring</i> <i>Keeping track of ups and downs</i> <i>Sleep breathing quality tracking</i> <i>50m water resistance (can be worn while swimming)</i> <i>14-day extra-long battery life</i> <i>Magnetic charging</i>			
7	34	units	Lot 6 Trolley Specifications: <i>made of waterproof and rubberised material</i> <i>double zipper, anti-theft w/combination and double lock</i> <i>4 wheels/360 degrees rotation</i> <i>size: atleast 15x8x24 inches</i> <i>preferably assorted dark colors</i>			
TOTAL COST OF ALL TOKENS:						₱

After having carefully read and fully understood your terms and conditions, I/We quote you on the item at prices noted above. I am in a position to furnish the above articles or services at the prices and in quantities as called for except as I have indicated. I/We can deliver the goods/services upon receipt of the Purchase Order.

Printed Name/Signature

Position

Name of Company/Business

Address

Date: _____

Tel. No.: _____

Fax No.: _____

Email Address: _____