



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 No. RFQ2023-135

The Agricultural Training Institute-Regional Training Center VI (ATI-RTC VI) through its Bids and Awards Committee (BAC) intends to apply the sum of **Fifty-nine Thousand One Hundred Eighty Pesos Only (₱ 59,180.00)**. Being the Approved Budget for the Contract (ABC) to payments under the contract of **Supply and Delivery of Farm Tools, Vegetable Seeds and Farm Inputs**. Quotations received in excess of the ABC shall be automatically rejected at the opening of price quotations. The supply and delivery of the aforementioned items enumerated in the hereunder lots:

PR Reference no.	Lot Description	Lot No.	Approved Budget of Contract per Lot
2023-04-162 (Lot 1-3)	Farm Tools	Lot 1	₱ 38,180.00
	Vegetable Seeds	Lot 2	₱ 17,000.00
	Farm Inputs	Lot 3	₱ 4,000.00
Total Approved Budget of Contract			₱ 59,180.00

The Agricultural Training Institute-Regional Training Center VI (ATI-RTC VI) through its Bids and Awards Committee (BAC) invites all prospective suppliers/bidders to quote their lowest price on 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 17th of 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.
- This is an open quotation.
- Proposals/Quotations should be submitted in duplicate copies using this Official Request for Quotation Form.
- 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/email are allowed for all suppliers **outside Aklan only**.
- Quotation 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 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.
- Please attached PhilGEPS Registration No., Mayor's/Business Permit, TIN Certificate of Registration and Omnibus Sworn Statement (using the attached sample form) upon submission of sealed quotation.
- Deadline for submission of quotation is on or before **April 17, 2023 at 9:00 AM**.

REQUEST FOR QUOTATION FORM

Please quote your lowest price inclusive of VAT on the hereinafter listed goods and strictly follow the instruction stated at the first page of this form.

PR Reference no.	2023-04-162 (Lot 1, 2, & 3)					
Approved Budget of Contract (ABC)	₱ 59,180.00 (Lot 1-₱ 38,180.00; Lot 2-₱ 17,000.00; Lot 3-₱ 4,000.00)					
Place of Delivery	ATI-RTC VI, ASU Cmpd., Banga, Aklan					
Date of Delivery	Not later than April 24, 2023					
Details of Procurement:						
Supply and Delivery of the following items:						
Schedule of Prices:						
No.	QTY.	Unit of Measure	Items	Suppliers/Bidders Portion (Must indicate both unit and total price quotation)		
				Brand Model	Unit Price	Total
			Lot 1			
1	46	pcs	Pruning Shear			
2	46	pcs	Budding Knife			
3	46	roll	Grafting Plastic Strips, 5 cm			
4	10	pack	Polybag, 4x4x7", 100 pcs/pack			
5	10	pcs	Seedling Tray, 104 holes			
6	80	pcs	Seedling Stock and Scion			
			Sub-total			
			Lot 2			
4	40	pcks	Okra, OPV			
5	40	pcks	Pechay, OPV			
6	40	pcks	Ampalaya, OPV			
7	40	pcks	Eggplant, OPV			
8	40	pcks	Sitaw, OPV			
			Sub-total			
			Lot 3			
9	2	sack	Carbonized Rice Hull			
10	2	sack	Cocopeat			
11	2	sack	Garden Soil			
12	2	sack	Vermicompost/cast			
			Sub-total			
TOTAL COST OF QUOTATION:				(Grand Total)		₱

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.

_____	Date: _____
Printed Name/Signature	
_____	Tel. No.: _____
Position	
_____	Fax No.: _____
Name of Company/Business	
_____	Email Address: _____
Address	