



**DATE: 06/23/2023**

## **REQUEST FOR QUOTATION**

**Solicitation No.2023-101-56**

### **I. MANDATORY REQUIREMENTS**

1. Submission of documentary requirements:
  - ✓ Mayor's /Business Permit for CY 2022 and the Official Receipt as proof of Renewal for CY 2023
  - ✓Certificate of PhilGEPS Registration
  - ✓Omnibus Sworn Statement
2. The Bidders/Suppliers or their Authorized Representative shall accomplish this form including **unit price and total price as well as sub-total and grand total (if applicable)** and **affix their signature over printed name indicated in the lower portion of this form.**
3. Please **write legibly.**

### **II. INSTRUCTIONS:**

1. **Open/mailed canvass shall be considered by the BAC.** The Bidders/Suppliers shall reflect on the envelope the RFQ Number and the PR No., the BAC shall not be responsible on the pre-emptive/premature opening of the proposal.
2. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the Bidders/Suppliers or their Authorized Representative.
3. Quotation/s must include all kinds of taxes for the item(s)/services listed hereunder, including delivery charges.
4. Price quotation(s) submitted shall be valid for a period of ONE HUNDRED TWENTY (120) days reckoned from the deadline for submission of quotations as reflected in this form.
5. Terms of Payment: **Thirty (30) days from deliver of item(s).**
6. Quotation(s)/Proposal(s) shall be submitted at the Office of the Procurement Unit, Annex Bldg., Bureau of Agricultural Research, Elliptical Road, Diliman, Quezon City.
7. Awarding shall be done by **LOT.**
8. **DEADLINE FOR SUBMISSION OF BIDS: June 30 2023 at 5:00 PM.**
9. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation or Highest Rated and Responsive Quotation for consultancy services, the DA-BAC shall employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
10. **Delivery terms and/or Installation Period: 15 days .**
11. The Uniform Guidelines for Blacklisting set forth in Appendix 17 of the 2016 Revised IRR of RA 9184 shall apply in case any of the violations listed under Items 4.1 and 4.2 thereof is/are committed without prejudice for forfeiture of performance security.
12. The Bureau of Agricultural Research reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

#### **NOTICE/ANNOUNCEMENT:**

Bureau of Agricultural Research does not condone any form of solicitation on any prospective winning and losing bidders by any of our staff/employees or any other party. Any sort of this kind shall be reported immediately to the Office of the Director or the National Bureau of Investigation (NBI) for entrapment and proper investigation.



Republic of the Philippines  
 Department of Agriculture  
**BUREAU OF AGRICULTURAL RESEARCH**  
 RDMIC Bldg., Elliptical Rd. cor. Visayas Ave., Diliman, Quezon City 1104

**PR No. 2023-06-202, 06-205, 06-187,**

**ABC: PHP242,440.00**

**End-User: PMU, PROCUREMENT, BUDGET**

**Mode of Procurement: SMALL VALUE**

Item NO.	Qty.	Unit	ITEM/DESCRIPTION	CEILING PRICE PER Item (PhP)	UNIT PRICE (PhP)	TOTAL PRICE (PhP)	OFFERED ITEM
			FOR THE DA-BAR OFFICE RENOVATION				
1.	1	UNIT	Executive Office Chair (Hi-Back with Head Rest; Material a combination of mesh and fabric for extra comfort, Metal and PU nylon armrest, Aluminum base, Adjustable seat height, With tilt mechanism, 360-degree swivel function)	8,000.00			
2.	1	UNIT	Executive Office Table (With fixed side return for storage convenience, Dimensions: 180(W) x 160(D) x 75(H) cm, Weight: 88kgs)	15,000.00			
3.	6	UNIT	Office Cubicles (Top Panel: 25 mm MFC board with PVC banding, Side Panels: 18 mm MFC board with PVC banding, Comes with 2 wire management holes, With leveling glides to keep it steady, Dimensions: 160 (W) x 80 (D) x 75(H) cm)	42,000.00			
4.	8	UNIT	Multipurpose Chair (In Mesh Fabric Cover and Black Metal Frame, Stackable for convenience, Color: Black, Dimensions: 54(w)x59(d)x75(H)cm, Weight: 14kgs)	16,200.00			
5.	1	UNIT	Water Dispenser (Table top water dispenser, Electronic cooling, With Hot and cold water, Fast cooling, Low noise, Energy saving)	2,700.00			

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r4d@bar.gov.ph

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6.	2	UNIT	Electric Fan 18" industrial stand fan (18 inch blade, 3 speed control system, 3-wing aluminum blade, Oscillation control, Adjustable fan head, Adjustable stand height, Thermal fuse protected motor)	5,000.00			
7.	1	UNIT	Tower Fan (Remote control, Oscillating, Timer)	5,000.00			
8.	6	UNIT	Mobile Pedestal (Black) (With 3 Drawers including 1 Central Lock, 1 Pen Tray and 1 File Divider, 5 Swivel Castors built for ease on mobility, Material: Powder-coated steel, Dimensions: 40(W) x 56.5(D) x 65.5(H) cm, Weight: 14kgs)	27,000.00			
9.	2	UNIT	Filing Cabinet (3-Drawer Lateral Filing Cabinet with Anti-Tilt Lock Mechanism/ KD, With Steel Handle Lock, Color: Gray, Dimensions: 90(W)x103(H)x45(D)cm, Weight: 52kgs)	23,000.00			
10.	1	UNIT	Air Purifier (OLED touch display, clean air at your fingertips, 380 m <sup>3</sup> /h PM CADR delivers 6330 liters of purified air per minute, True HEPA filter, efficient removal of harmful substances such as PM2.5 and formaldehyde)	2,000.00			
11.	3	Unti	Document Tray (Attr: 2 Layers, Detachable letter tray pieces for convenience, Material: Metal)	960.00			
12.	3	Pcs	Extension Cord (5 Gang) (1.83meters, Rigid brass strips for internal connection, Outlets are made of copper material for better grip, Impact resistant and highly conductive, With real grounding system connection for safety, With built-in safety circuit breaker, With built-in lightning protector, Outlet)	1,500.00			



			enclosures are made up of fire-retardant materials)				
13.	3	Pcs	Extension Cord (2 Gang) (1.83meters, Rigid brass strips for internal connection, Outlets are made of copper material for better grip, With real grounding system connection for safety, With built-in safety circuit breaker, Protect appliances with built-in lightning protector, Outlet enclosures are made up of fire-retardant materials, Maximum wattage: 2500W, Current: 10A, Voltage:250V~)	300.00			
14.	2	Unti	3M Flexible Rubber Floor Moulding Cover per meter Wiring Duct Molding Floor Guard (3 Meters)	1,800.00			
15.	100	Pcs	Floor Tiles Ceramic Matte (12x12)	250.00			
16.	3	Sack	Cement for floor tiles (25kg per sack)	300.00			
17.	12	Sack	Sand for floor tiles (20kg per sack)	480.00			
18.	1	Unti	Refrigerator (HD Inverter 2-Door No Frost Ref, Energy Efficient Inverter Compressor, R600a Refrigerant, Smart Cooling Technology)	15,000.00			
19.	1	Unit	Microwave Oven (20L, 10 power levels, Defrost setting, Glass turntable, Pull out handle)	5,000.00			
			****nothing follows****  Delivery Period: [15] Calendar Days (CD)				



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20	1	SET	Customized Steel Shelves (4 feet x 6 feet x 6 inches) - 6 layers Gray	15,000.00			
21	2	SET	STEEL SHELVING OPEN TYPE ALL STEEL, FABRICATED IN COLD ROLLED SHEET (CRS) GAUGE NO. 22 WITH EIGHT (8) ADJUSTABLE SHELVES INCLUDING TOP AND BOTTOM EACH SHELF HAS A STIFFENER AND POST MADE OF FABRICATED ANGLE BAR B.I# 14, 2.0 MMT X 1 1/2 X 1 1/2" CORNER GASSED BOLTED ALTERNATELY ON SHELF. DIMENSION: 2130 H X 1630 W X 460D (MM)	30,000.00			
TOTAL AMOUNT				<b>PHP242,440.00</b>			
<b>TOTAL AMOUNT</b>							

Original signed  
JUDITH A. MAGHANOY  
 Head, Procurement Unit



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DA Bids and Awards Committee (BAC)  
Elliptical Road, Diliman, Quezon City

**SIR/MADAM:**

In connection with the above requirement(s), I/We submit our quotation/proposal indicated above. I/We carefully read and fully understand the minimum requirements and agree to furnish and/or deliver the above mentioned requirement(s) in conformity with the specifications/terms or reference/scope of work indicated/ attached thereto.

_____ <b>Signature Over Printed Name</b>	_____ <b>Company Name</b>	_____ <b>PhilGEPS Registration Number</b>
_____ <b>Contact Number(s)</b>	_____ <b>Office Address</b>	_____ <b>Email Address of the Bidder (Optional)</b>
_____ <b>TIN number</b>		

**Payment shall be made through Land Bank's LDDAP-ADA/Bank Transfer, Bank Transfer fee shall be charged against the creditor's account.**

**Payment Details:**

Banking Institution: \_\_\_\_\_

Account Number: \_\_\_\_\_

Account Name: \_\_\_\_\_

Branch: \_\_\_\_\_

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