



January 25, 2024
 Date

**REQUEST FOR QUOTATION
 SMALL VALUE PROCUREMENT**

INSTRUCTION:

- Bidders are required to read the instructions and fill all the blanks properly, Prospective Bidders/Suppliers are required to use this official canvass form in accomplishing their bid proposals/quotation.
- Any specifications other than those required/stated in this form shall not be considered in their evaluation of bid.
- Quotation must be the lowest price(s), taxes included for the item(s) services listed hereunder including delivery charges.
- Always indicate the brand name of the offered items (s) or product.
- Price quotation(s) submitted shall be valid for ONE HUNDRED TWENTY DAYS (120) days reckoned from the deadline for submission of quotations.
- Terms of payment-Thirty (30) days from delivery of items(s)
- Only sealed quotations shall be considered by BAC. The Bidders/Suppliers or Authorized Representative shall indicate on the envelope the RFQ Number and the company name of the bidder/supplier.**
- Awarding shall be done by **LOT /CATEGORY** only.
- Delivery and/or Installation Period: 30 calendar days upon receipt of Notice to Proceed

DEADLINE FOR SUBMISSION OF BIDS

January 30, 2024

4:00 PM

Date

Time

ASF 2024-

PR No. 01-020

End-user: JANICE S. GARCIA, DVM

ABC: 793,000.00

Qty.	Unit	Item/Description	ABC (PhP)	Offered brand	Unit price	Total cost
		Promotional Items for ASF Campaign				
1,000	pcs	Customized Tote Bag	70,000.00			
		Bag: 12 in. x 15 in., Katsa or Canvass				
		Handle: Two colored straps that are long enough to wear on shoulder comfortably				
		Open tote design (no zipper or hooks)				
		Full colored, silkscreen/DTF type of print				
		Reinforced stitching on handles and stress points				
500	pcs	Customized Cap	115,000.00			
		Type of cap:baseball cap				
		Materials: thick polyester				
		Color: Base cap color - Aqua Blue ; Visor Color - Blue Dianne				
		Front Design: Embroidered name of the office and logo of DA-BAI				
		Side Design: DTF Printed "May Magagawa Ako Laban sa ASF!"				
		Closure: Buckle design, stainless material with stainless lid				
		With ventilation holes on base cap				
		Individual Packaging				
1,000	pcs	Customized Face Towel	70,000.00			
		Size: 30cm x 50cm				
		Material: absorbent cotton material, with 500 to 700 GSM				
		Color: Navy Blue				
		Design: Embroidered logo of NASFPCP with Printed Logo of DA-BAI on towel tag				
		Border: Reinforced stitch on edge with thicker type of cloth				
		Individual Packaging				
400	pairs	Customized Arm Sleeves	48,000.00			
		Material: spandex				
		Size: Length: 42cm, Top Width: 12cm, Bottom Width: 8cm				
		Design: Full covered sublimation print				
		Seams: Reinforced stitching for durability				
700	pcs	Customized Automatic Umbrella	245,000.00			
		Size: Height - about 56cm, Diameter - about 97cm				
		Material: Backing Cloth with UV Protection, Chrome Centerpost, Fiberglass Ribs				
		Design and Color: Teal Blue with Sublimation Print on 2 Sides of the Umbrella				
		Opening Type: Automatic Open/Close				
700	pcs	Customized Straight Umbrella	245,000.00			
		Size: Height - about 96cm, Diameter - about 120cm				
		Material: Backing Cloth with UV Protection, Chrome Centerpost, Fiberglass Ribs				
		Design and Color: Teal Blue with Sublimation Print on 2 Sides of the Umbrella				
		Opening Type: Automatic Open/Close				
		PLEASE SEE ATTACHED FILE FOR DETAILED SPECIFICATION				
		Place of Delivery: BAI Compound				
		Delivery Period: 30 calendar days				

CANVASSER'S CERTIFICATION

This is to certify that I have full knowledge, authority and responsibility in distributing and/or collecting the Request for Quotation in accordance to the guidelines in securing prices for the Bureau of Animal Industry.

(Signature Over Printed Name)
Authorized Canvasser

The BAI Bids and Awards Committee (BAC)
Visayas Avenue, Diliman, Quezon City

Sir/Madam:

In connection with the above request, I/We hereby submit our quotation indicated above. I/We have carefully read and fully understand the minimum requirements and agree to furnish and/or effect delivery in conformity with specifications any or all said articles/services described above from receipt of Purchase Order.

Signature Over Printed Name

Name of Company

Tax Identification Number

Telephone Number(s)

Address

(To be filled by Supplier)

Date accomplished

Mandatory Requirements for submission:

- | | |
|---|--|
| ✓ Mayor's Permit (Updated) | ✓ Income Tax Return (for ABCs above P500k) |
| ✓ PhilGEPS Registration/Certificate (Updated) | ✓ Omnibus Sworn Statement (For ABCs above P50K) (Unnotarized OSS may be submitted provided that the notarized OSS shall be submitted prior to issuance of Notice of Award. |