



September 8, 2023  
 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 days upon receipt of Notice to Proceed

AHWD AI DEADLINE FOR SUBMISSION OF BIDS  
 2023-08-

September 13, 2023 4:00 PM  
 Date Time

PR No. 101 End-user: JOANA MARIE F. DAVID, DVM ABC: 260,000.00

Qty.	Unit	Item/Description	ABC (PhP)	Offered brand	Unit price	Total cost
<b>Information, Education and Communication Materials</b>						
300	pcs	<b>Tumbler</b>	150,000.00			
		Specification:				
		-Material: Stainless steel				
		-Wide Mouth with Flip Cap Vacuum Insulated				
		-Size: 32 oz				
		-Base color: Matte Dusty Blue				
		-Flip Cup Color: Navy Blue				
		(see attached picture)				
300	pcs	<b>Tote Bag</b>	30,000.00			
		Specification:				
		-Material: Combination of Cotton and Canvas				
		-With Durable Zipper - Navy Blue				
		-With Outer Small Pocket and Inner Big Pocket				
		- Size: 15"W x 16"H x 5"D				
		-Base Color: Canvas/Cream/Khaki				
		-Strap Color: Navy Blue				
		(see attached picture)				
100	pcs	<b>Arm Sleeves</b>	20,000.00			
		Specification:				
		-Material: Microfiber, Polyester Spandex, Soft, Durable and Stretchable Sun protection Cooling Compression				
		-From wrist to axilla girth				
		-Size: XS, S, M, L, XL, XXL				
		-Base color: Navy Blue				
		-Two sleeves - Left and Right Arms				
		(see attached picture)				
150	pcs	<b>Umbrella</b>	60,000.00			
		Specification:				
		Material: Pongee				
		Non-Automatic but Foldable				
		Color: Blue				
		Aluminum/Stainless Metal Frame				
		Aluminum/Stainless Base				
		Durable and Plastic Handle - Blue				
		Windproof				
		Size: 45 inches				
		Double Layer				
		Durable Magic Tape Lock				
		<b>Note:</b>				
		<b>Delivery period: 30 days upon receipt of Notice to Proceed (NTP)</b>				

**LHEAN A. MINAYA**  
 G-EPS Posted

**RENE C. SANTIAGO, DVM, MSc.**  
 Chair, Bids and Awards Committee

**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. |