



February 13, 2023

Date

## REQUEST FOR QUOTATION SMALL VALUE PROCUREMENT

**INSTRUCTION:**

1. 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.
2. Any specifications other than those required/stated in this form shall not be considered in their evaluation of bid.
3. Quotation must be the lowest price(s), taxes included for the item(s) services listed hereunder including delivery charges.
4. Always indicate the brand name of the offered items (s) or product.
5. Price quotation(s) submitted shall be valid for ONE HUNDRED TWENTY DAYS (120) days reckoned from the deadline for submission of quotations.
6. Terms of payment-Thirty (30) days from delivery of items(s)
7. **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.**
8. Awarding shall be done by **LOT /CATEGORY** only.
9. Delivery and/or Installation Period: 15 calendar days upon receipt of Notice to Proceed

DEADLINE FOR SUBMISSION OF BIDS

February 16, 2023

4:00 PM

ASF 2023-

Date

Time

PR No. 01-005 End-user: SAMUEL JOSEPH M. CASTRO, DVM. MVPH ABC: 644,960.00

Qty.	Unit	Item/Description	ABC (Php)	Offered brand	Unit price	Total cost
1700	pc	<b>Board Fans</b>	<b>96,860.00</b>			
		Pig head shape plastic (PVC) fan, 8 x 8 inches				
		Printing: 2 designs (Front and back)				
		Printing: Matte Finish PVC Boards with UV printing				
522	pc	<b>Umbrella (straight)</b>	<b>313,200.00</b>			
		Automatic with nylon, with sliver				
		Backing cloth, chrome centerpost, fiberglass ribs				
		Frame color: Navy blue				
522	pc	<b>Customized printed notebook</b>	<b>130,500.00</b>			
		Spiral printed front and back covers				
		6" x 8.5", 60 sheets, 80-160 GSM				
		Navy blue				
522	pc	<b>Wall calendar</b>	<b>104,400.00</b>			
		Header: coated 220 lbs, colored with varnish 18 x 24" metal clip, Date: coated				
		120 lbs colored, 1 design 18 x 24", 12 months sheet, skirt type joined by premium quality				
		double loop wire 3/8"				
		(see attached layout)				
		Note:				
		Delivery period: 15 calendar days				
		Place of delivery: BAI, Central Office				

**LOLITA M. JUMALON**

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. |