



Republic of the Philippines
Department of Agriculture
BUREAU OF AGRICULTURAL AND FISHERIES ENGINEERING (BAFE)
Sugar Center, Annex II Building Extension, North Avenue, Diliman, Quezon City
Tel No. (02) 8351-8120, 8294-9741
Email add: bafe@da.gov.ph

REQUEST FOR QUOTATION

Date: December 13, 2021

RFQ No.: 0172-21

Name of Supplier / Company: _____

Address: _____

TIN: _____

The **Department of Agriculture - Bureau of Agricultural and Fisheries Engineering (BAFE)**, through its **Bids and Awards Committee (BAC)**, intends to procure for **Supply and Delivery of Technical and Scientific Equipment for EPDSD** which will be undertaken in accordance with Section 53.9 (Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your best offer for the item/s described herein, subject to the Terms and Conditions provided at the last page of this Request for Quotation (RFQ). Submit your quotation/proposal **duly signed by you or your duly authorized representative** not later than **December 20, 2021 at 12:00 noon**.

A copy of your 2021 Mayor's/ Business Permit and PhilGEPS Registration Number/ Certificate Number are also required to be provided along with your signed quotation. A valid Certificate of PhilGEPS Registration (Platinum Membership) may be submitted in lieu of the said documents. For individuals, a BIR Certificate of Registration may be submitted in lieu of the 2021 Mayor's/Business Permit. Furthermore, Omnibus Sworn Statement (GPPB-prescribed form) for Approved Budget of Contract (ABC) above P50,000.00 and Income/Business Tax Return for Approved Budget of Contract (ABC) above P500,000.00 are required to be submitted per said ABC threshold.

In observance of the Government Procurement Policy Board (GPPB) Resolution No. 09-2020 (*Approving measures for the efficient conduct of procurement activities during a state of calamity, or implementation of community quarantine or similar restrictions*), an expired Mayor's/ Business Permit with Official Receipt of renewal application and Unnotarized Omnibus Sworn Statement (GPPB-prescribed form) are also accepted subject to submission of 2021 Business/Mayor's permit and Notarized Omnibus Sworn Statement after award of contract but before payment.

Open quotations may be submitted, manually at **BAFE Office, Sugar Center, Annex II Building Extension, North Avenue, Diliman, Quezon City**. Moreover, an electronic copy of Quotation and Certified True Copy of requirements can be submitted but the original copy of the quotations and other documentary requirements must be submitted personally or via courier prior to award of contract.

For any clarification, you may contact us at telephone no. **(02) 8294-9741** or at bafe.procurement@gmail.com.

ENGR. EMER-ROSE G. ASUG
BAC Secretariat Head





INSTRUCTIONS

1. Accomplish this RFQ correctly and completely.
2. Do not alter the contents of this form in any way.
3. Failure to comply with any of the mandatory requirements will disqualify your quotation.
4. Failure to follow these instructions will disqualify your entire quotation.

Sir/Madam:

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation for the item/s as follows:

1. Please quote your best offer for the items below. **Please do not leave any blank items. Items with no price indicated shall be considered non-compliant but specifying "0" (zero) or "-" (dash) for the said item would mean that it is being offered for free to the Government.**
2. The information stated below shall be the basis for the evaluation and calculation of your quotation.

ITEM DESCRIPTION/ SPECIFICATION	QUANTITY	UNIT	UNIT COST	APPROVED BUDGET FOR THE CONTRACT	PLEASE FILL IN YOUR OFFERED PRICE PER UNIT	PLEASE FILL IN YOUR TOTAL OFFERED PRICE
Set of Soil Moisture Meter (Probe-type) with Data Logger	1	lot	472,000.00	472,000.00		
TOTAL ABC			---	472,000.00	---	

*The above quoted prices are inclusive of all costs and applicable taxes.

*Please see attached Technical Specifications and Terms & Conditions.

FINANCIAL OFFER	
Approved Budget for the Contract	Total Offered Quotation
Four Hundred Seventy-Two Thousand Pesos Only (PhP 472,000.00)	In words: _____ _____ _____ In figures: _____ _____ _____





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Terms of Payment:

Payment shall be made through Land Bank's LDDAP-ADA/Bank Transfer facility, within thirty (30) days after Submission of Billing and Under Acceptance of the product. Bank Transfer shall be charged against the creditor's account.

Payment Details:

Banking Institution: _____

Account Number: _____

Account Name: _____

Branch: _____

Signature over Printed Name

Position/Designation

Office Telephone No. / Fax No. / Mobile No.

Email address/ es

RCM





TERMS AND CONDITIONS:

1.	Bidders shall provide correct and complete information required in this form. [SEP]
2.	Price quotation/s must be valid for a period of One Hundred Twenty (120) calendar days from the date of submission of quotation. [SEP]
3.	Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable, including delivery charges.
4.	Quotations exceeding the Approved Budget for the Contract shall be rejected. [SEP]
5.	Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services), which complies with the minimum technical specifications and other terms and conditions stated herein. [SEP]
6.	Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s. [SEP]
7.	Delivery and/or Installation Period: within Forty-five (45) calendar days upon conforme of Purchase Order.
8.	The DA-BAFE shall have the right to inspect and/or to test the goods to validate its conformity to the technical specifications.
9.	In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the DA-BAFE shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005. [SEP]
10.	Payment shall be made thirty (30) days after delivery and acceptance of the item (s) and upon the submission of the required supporting documents, i.e, delivery receipt and/or billing statement, by the supplier.
11.	Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DA-BAFE shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it. [SEP]



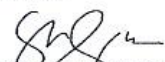


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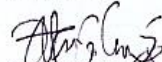
TECHNICAL SPECIFICATIONS

EQUIPMENT	QUANTITY	UNIT COST	TOTAL COST	SPECIFICATIONS
Set of Soil Moisture Meter (Probe-type) with Data Logger	1	472,000.00	472,000.00	<ul style="list-style-type: none"> ●Profile Probe: <ul style="list-style-type: none"> -Can measure up to 100cm -Must consist of 6 integral soil moisture sensors -Must be fitted with IP68 connector -Must include accessories per its user manual -Must have compatible cable -Must include 10 units fiber glass long access tube for installation of augered hole, and must include cap, bung, and collar -Must include 1 dedicated meter -Must include user manual -At least 1-year warranty ●Data Logger: <ul style="list-style-type: none"> -Must have at least 6 voltage inputs -Must include compatible adapter cable -Must have the capacity to log at least 16K readings -Must include standard accessories per user manual such as software manual disks, alkaline batteries among others -At least 1-year warranty ●Soil Moisture Sensor: <ul style="list-style-type: none"> -Must be fitted with IP68 connector -Must have compatible cable -Can measure soil temperature when buried -Must include 1 dedicated moisture meter -At least 1-year warranty ●Must include complete augering kit <ul style="list-style-type: none"> -Can be used for access tube installation (long and short tubes) -Must include pilot auger, finishing auger, stabilization plate, access tube insertion rod, mallet flexicanes, carrying bag cleaning rod and user manual -At least 1-year warranty ●Moisture meter must have integral connector for sensor or PC connection ●Must include compatible connector cap, battery, connector cap, battery, software, and manuals disk and cable assembly ●Must include at least 90cm cable that will connect to the soil moisture sensor and other devices

Prepared by:


 ENGR. MARIA ERIC C. PANGANIBAN
 Engineer III, EDPSD

Reviewed by:


 ALLAN C. GOLENG
 Engineer IV, EDPSD





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TERMS AND CONDITIONS

1. The delivery and acceptance including demonstration/testing is within 45 calendar days upon the receipt of Notice to Proceed;
2. Freight-on-Board (FOB) Destination. The supplier will shoulder the delivery expense to the drop-off point;
3. Delivery point is at Bureau of Agricultural and Fisheries Engineering (BAFE) Office, Sugar Center, Annex II Building Extension, North Avenue, Diliman, Quezon City.
4. The technical representative of the supplier shall be the one to unpack the package after the delivery to the drop-off point and test for the functionality of the equipment;
5. The technical representative of the supplier shall be the one to assemble, adjust and provide training on the actual use of Set of Soil Moisture Meter (Probe-type) with Data Logger. The training materials/inputs/medium to be used in the training and testing of functionality shall be provided by the supplier at no cost;
6. The training will be conducted prior to the acceptance of the equipment upon the availability of the end-user.
7. Certificate of undertaking of the training shall be provided by the technical representative of the supplier.
8. The supplier must provide after-sales invoice within 72 hours.

Prepared by:

ENGR. MARIA EVIC C. PANGANIBAN
Engineer III, EPDSD

