



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](mailto:bafe@da.gov.ph)

### REQUEST FOR QUOTATION

Date: May 4, 2022

RFQ No.: 044-22

**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, Delivery, and Installation of One (1) Unit of Structural Design Software & Four (4) Units of Engineering & Construction Software for Official Use of BAFE-EPDSD Personnel 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 **May 11, 2022 at 12:00 noon**.

A copy of your 2022 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 2022 Mayor's/Business Permit. Furthermore, Omnibus Sworn Statement (GPPB-prescribed form) for Approved Budget of Contract (ABC) above P50,000.00 and the latest Income/Business Tax Return for 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 application for renewal and Unnotarized Omnibus Sworn Statement (GPPB-prescribed form) are also accepted subject to submission of 2022 Mayor's/Business 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 may 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](mailto:bafe.procurement@gmail.com).

  
**KEITH AUDWIN Q. AQUINO**  
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	QTY (A)	UNIT	UNIT COST (B)	APPROVED BUDGET FOR THE CONTRACT (AxB)	PLEASE FILL IN YOUR OFFERED PRICE PER UNIT (C)	PLEASE FILL IN YOUR TOTAL OFFERED PRICE (AxC)
<b>Supply, Delivery, and Installation of One (1) Unit of Structural Design Software &amp; Four (4) Units of Engineering &amp; Construction Software for Official Use of BAFE-EPDSD Personnel</b>						
<b>LOT 1</b>					<b>XXX</b>	<b>XXX</b>
Structural Design Software (1-year subscription)	1	unit	265,000.00	265,000.00		
<b>SUB-TOTAL (LOT 1)</b>				<b>265,000.00</b>	---	
<b>LOT 2</b>					<b>XXX</b>	<b>XXX</b>
Engineering & Construction Software (1-year subscription)	4	unit	150,000.00	600,000.00		
<b>SUB-TOTAL (LOT 2)</b>				<b>600,000.00</b>	---	
<b>GRAND TOTAL</b>				<b>865,000.00</b>	---	

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

\*Technical Specifications attached for reference (Page 5)

<b>FINANCIAL OFFER</b>		
Lot No.	Approved Budget for the Contract	Total Offered Quotation
1	<b>Two Hundred Sixty-Five Thousand Pesos Only (Php 265,000.00)</b>	In words: _____ _____ _____  In figures: _____
2	<b>Six Hundred Thousand Pesos Only (Php 600,000.00)</b>	In words: _____ _____ _____  In figures: _____





**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





<b>TERMS AND CONDITIONS:</b>	
1.	Bidders shall provide correct and complete information required in this form. [SEP]
2.	Price quotation/s must be valid for a period of <b>One Hundred Twenty (120) calendar days</b> 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.	Partial bid/s is/are allowed for requirements to be procured by lot.
5.	Quotations exceeding the Approved Budget for the Contract shall be rejected. [SEP]
6.	No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
7.	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]
8.	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]
9.	Delivery and/or Installation Period: <b>within 30 CD upon receipt of Work Order</b>
10.	The DA-BAFE shall have the right to inspect and/or to test the goods to validate its conformity to the technical specifications.
11.	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]
12.	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.
13.	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]





## TECHNICAL SPECIFICATIONS

**TITLE:**

SUPPLY, DELIVERY, AND INSTALLATION OF ONE (1) UNIT OF STRUCTURAL DESIGN SOFTWARE, & FOUR (4) UNITS OF ENGINEERING & CONSTRUCTION SOFTWARE FOR OFFICIAL USE OF BAFE-EPDSD PERSONNEL

**OBJECTIVE:**

1. To assist technical staff on the design and analysis of any type of structure virtually such as concrete design and steel design.
2. To aid designers on determination of accurate results in the measurement of shear force and bending moment.
3. To help designers on saving time from manual calculation in designing infrastructures, adjust its dimensions/sections and increase efficiency.
4. To help technical staff to draft, annotate, and design 2D geometry and 3D models with solids, surfaces, and mesh objects.
5. To aid designers to identify and resolve clash and interference problems before construction, animate and interact with model objects for simulation.
6. To assist technical staff to model 3D with accuracy and precision. Also, to automatically update floor plans, elevations and sections as the model develops.

**APPROVED BUDGET FOR THE CONTRACT (ABC):**

The Approved Budget for the Contract is Eight Hundred Sixty-Five Thousand Pesos (Php 865,000.00) inclusive of all taxes.

**TECHNICAL SPECIFICATIONS:**

LOT #	NAME	QTY
1	<p><b>Structural Design Software (1-year subscription)</b></p> <ul style="list-style-type: none"> <li>● Version: latest</li> <li>● Usage:               <ul style="list-style-type: none"> <li>-analysis &amp; design of virtual structures such as buildings, bridges, and plane trusses</li> <li>-can generate loads as per buildings codes of selected countries</li> <li>-can generate design loads and load combinations (dead, live wind &amp; earthquake loads, etc.)</li> <li>-suitable for almost all types of material for designing i.e. concrete, steel, etc</li> <li>-Must be compatible with Computer Aided Design Software</li> </ul> </li> <li>● Operating System: Windows</li> <li>● With at least 1-year After-sales support</li> </ul>	1





	<ul style="list-style-type: none"> <li>With basic technology transfer seminar/training (at least 5 participants)</li> </ul>	
2	<p><b>Engineering &amp; Construction Software (1-year subscription)</b></p> <ul style="list-style-type: none"> <li>Version: latest</li> <li>Must include Computer-Aided Design Software, Building Information Modeling Software, Project Review Software &amp; Road Engineering Software</li> <li>Usage:           <ul style="list-style-type: none"> <li>-2D drafting and drawing, 3D modeling and visualization</li> <li>-Architectural, MEP, Structural Engineering Design</li> <li>-Determination of clash detections</li> <li>-Design and manage land development &amp; transportation projects</li> </ul> </li> <li>Operating System: Windows</li> <li>With at least 1-year After-sales support</li> <li>With basic technology transfer seminar/training (at least 8 participants)</li> </ul>	4

**SCHEDULE OF DELIVERY AND INSTALLATION:**

Delivery shall be within thirty (30) calendar days upon receipt of Work Order. The supplier shall install the software, free of charge.

**PAYMENT**

Payment shall be done within thirty (30) working days after the installation and acceptance of the software including documents such as sales invoice/billing statement and other requirements.

Prepared by:

**ENGR. MARK LESTER L. NATIVIDAD**  
 Engineer II, BAFE-EPDSD

Approved by:

**ENGR. NOEMI L. CARPIO**  
 Chief, BAFE-EPDSD

