



**REQUEST FOR QUOTATION**

**Date: November 4, 2022**

**RFQ No.: 128-22**

**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 **Supply, Delivery, and Installation of Plumbing Fixtures, Fittings and Finishes for BAFE Building and Solar Flood Light for BAFE Corridor** which will be undertaken in accordance with Section 53.9 (Small Value Procurement) of 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 on 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 **November 9, 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 awarding 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 the 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 the award of the contract.

For any clarification, you may contact us at telephone no. **(02) 8273-2474 loc. 3351** or at **[bafe.procurement@gmail.com](mailto:bafe.procurement@gmail.com)**.

  
**KEITH AUDWIN Q. AQUINO**  
BAC Secretariat Head

A/A



**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 (IN PHP) (B)	APPROVED BUDGET FOR THE CONTRACT (IN PHP) (AxB)	PLEASE FILL IN YOUR OFFERED PRICE PER UNIT (IN PHP) (C)	PLEASE FILL IN YOUR TOTAL OFFERED PRICE (IN PHP) (AxC)
<b>Lot 1</b>	xxx	xxx	xxx	xxx	xxx	xxx
Water Closet including fittings and accessories	2	set	9,500.00	19,000.00		
Lavatory with Pedestal including fittings and accessories	2	set	6,350.00	12,700.00		
Hose Bib	2	pc	1,700.00	3,400.00		
Bidet	7	set	2,400.00	16,800.00		
Angle Valve Two Way	7	pc	800.00	5,600.00		
Hand Rail (500mm)	9	set	2,300.00	20,700.00		
Bathroom Mirror Wall Mounted	7	pc	2,400.00	16,800.00		
<b>Subtotal (Lot 1)</b>				<b>95,000.00</b>		
<b>Lot 2</b>	xxx	xxx	xxx	xxx	xxx	xxx
Solar Flood Light	3	pc	3,200.00	9,600.00		
<b>Subtotal (Lot 2)</b>				<b>9,600.00</b>		
<b>TOTAL</b>				<b>104,600.00</b>	---	

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

*\*Please see attached Technical Specifications on Pages 5-10.*



<b>FINANCIAL OFFER (IN PHP)</b>	
<b>Approved Budget for the Contract</b>	<b>Total Offered Quotation</b>
<b>LOT 1</b>  <b>Ninety-Five Thousand Pesos Only</b> <b>(Php 95,000.00)</b>	In words: _____ _____ _____  In figures: _____
<b>LOT 2</b>  <b>Nine Thousand Six Hundred Pesos</b> <b>Only</b> <b>(Php 9,600.00)</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

\_\_\_\_\_  
 Contact No. / Email Address



<b>TERMS AND CONDITIONS:</b>	
1.	Bidders shall provide correct and complete information required in this form.
2.	Price quotation/s must be valid for a period of <b><u>One Hundred Twenty (120) calendar days</u></b> from the date of submission of quotation.
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.
6.	No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
7.	Award of the 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.
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.
9.	Delivery and/or Installation Period: <b><u>shall be within thirty (30) calendar days upon receipt/conforme of Work Order.</u></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.
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.



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**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)



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## TECHNICAL SPECIFICATIONS

### SUPPLY, DELIVERY AND INSTALLATION OF FIXTURES, FITTINGS AND FINISHES FOR BAFE BUILDING

#### I. OBJECTIVE

BAFE intends to procure plumbing fixtures, fittings and finishes for BAFE Building including removal of old fixtures and installation of new fixtures, which is deemed necessary in order to maintain a convenient and proper sanitation to employees.

#### II. APPROVED BUDGET FOR THE CONTRACT (ABC)

The ABC for the Supply, Delivery and Installation of Plumbing Fixtures, Fittings and Finishes for BAFE Building is Ninety-Five Thousand Pesos (**Php 95,000.00**) inclusive of all applicable government taxes and charges, professional fees, and other costs.




#### III. PROJECT/DELIVERY SITE





- The project shall cover the Supply, Delivery and Installation of Plumbing Fixtures, Fittings and Finishes for BAFE Building.
- All items shall be supplied, delivered, and installed at **BAFE, Sugar Center, Annex II Building Extension, North Avenue, Diliman, Quezon City.**

#### IV. SCHEDULE OF DELIVERY AND INSTALLATION:

- Delivery and Installation shall be within thirty (30) calendar days upon receipt/conformance of Work Order.

**V. ITEM SPECIFICATIONS AND COST ESTIMATES**

DESCRIPTION/ PARTICULARS	QTY	UNIT COST	TOTAL COST	SAMPLE PICTURE
<p><b>Water Closet including fittings and accessories (round)</b></p> <ul style="list-style-type: none"> <li>• Must be glossy white finish</li> <li>• Seat cover must be soft closing</li> <li>• Flushing system must be siphonic</li> <li>• Must be double flushing (4 &amp; 6 liters per flush)</li> <li>• Height from finish floor line to top of tank must be at least 750mm</li> <li>• Must have a warranty of at least (two) 2 years</li> </ul>	2	9,500.00	19,000.00	
<p><b>Lavatory with Pedestal including fittings and accessories</b></p> <ul style="list-style-type: none"> <li>• Must be glossy white finish</li> <li>• Must be easy to install and durable</li> <li>• Height from finish floor line to top of lavatory must be at least 750mm</li> <li>• Must have a warranty of at least two (2) years</li> </ul>	2	6,350.00	12,700.00	
<p><b>Hose Bib</b></p> <ul style="list-style-type: none"> <li>• Must be satin finish</li> <li>• Material must be made of stainless steel</li> </ul>	2	1,700.00	3,400.00	

<p><b>Bidet</b></p> <ul style="list-style-type: none"> <li>• Must be satin finish</li> <li>• Material must be made of stainless steel</li> </ul>	7	2,400.00	16,800.00	
<p><b>Angle Valve Two Way</b></p> <ul style="list-style-type: none"> <li>• Material must be made of stainless steel</li> <li>• Fittings must be compatible to the connections to water line, bidet and water closet</li> </ul>	7	800.00	5,600.00	
<p><b>Hand Rail (500mm)</b></p> <ul style="list-style-type: none"> <li>• Material must be made of Stainless steel</li> <li>• At least 500 mm length</li> <li>• At least 2.5 cm pipe diameter</li> </ul>	9	2,300.00	20,700.00	
<p><b>Bathroom Mirror Wall Mounted</b></p> <ul style="list-style-type: none"> <li>• Materials must be made of Glass</li> <li>• At least 4 mm thickness</li> <li>• At least 600 mm Length x 450 mm Width</li> </ul>	7	2,400.00	16,800.00	



## VI. TERMS AND CONDITIONS



1. Delivery, labor, installation and connections of materials shall be included in the offered quotation.
2. Prior to the installation of materials, the supplier shall conduct site inspection on the installation site.
3. The supplier shall remove the old fixtures and fittings prior to installation and include the fee of works to the offered quotation.
4. All consumables including tools to be used on the day of installation shall be provided by the supplier free of charge.
5. The supplier shall take all necessary precautions for the safety of their workers during work.
6. Any damages that may incurred during installation shall be shouldered by the supplier.
7. The supplier shall designate a responsible member to the site whose duty shall be the prevention of accidents and damage to work.

## VII. AFTER-SALES SERVICE.

The supplier shall be repaired/replaced if there are any leaks/cracks/defects on the installed plumbing fixtures, fittings, and finishes one (1) week after the installation.

## VII. PAYMENT

One-time payment shall be made upon completion of supply, delivery and installation of plumbing fixtures, fittings, and finishes for BAFE Building subject to the submission of sales invoice/delivery receipt.

<b>Prepared by:</b>  <u>Engr. Jonathan D. Serna</u> Engineer I	<b>Noted by:</b>  <u>Lourdes G. Bonifacio</u> Chief, AFD
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## TECHNICAL SPECIFICATIONS

### SUPPLY, DELIVERY, AND INSTALLATION OF SOLAR FLOOD LIGHTS FOR THE BAFE CORRIDOR

#### I. OBJECTIVE

BAFE intends to procure Solar Flood Light for the BAFE corridor to provide artificial light to the area. This is ideal for lighting the BAFE corridor at night and it comes with a solar panel that serves during the day this is enabling sustaining the power needed by the battery. Thus, it does not need to be connected to another power source.

#### II. APPROVED BUDGET FOR THE CONTRACT (ABC)

The ABC for the Supply, Delivery, and Installation of Solar Flood Light for the BAFE Corridor is **Nine Thousand Six Hundred Pesos (Php 9,600.00)** inclusive of all applicable government taxes and charges, professional fees, and other costs.

#### III. PROJECT/DELIVERY SITE

- The project shall cover the Supply, Delivery, and Installation of Solar Flood Light for the BAFE Corridor.
- All items shall be supplied, delivered, and installed at **BAFE, Sugar Center, Annex II Building Extension, North Avenue, Diliman, Quezon City.**

#### IV. SCHEDULE OF DELIVERY AND INSTALLATION:

- Delivery and Installation shall be within thirty (30) calendar days upon receipt/conformance of the Work Order.

#### V. TECHNICAL SPECIFICATIONS

Description	Qty	Unit Cost	Total Cost
Solar Flood Light <ul style="list-style-type: none"> <li>• Wattage: 100 W or higher</li> <li>• IP Rating: IP 67 or equivalent</li> <li>• Body Material: Die-cast Aluminum Housing or equivalent</li> <li>• Cable length: at least 4 meters</li> <li>• Lighting time: at least 10 hours</li> <li>• Battery Type: Lithium Iron Phosphate or better battery type</li> <li>• With remote control</li> <li>• With bracket for mounting</li> <li>• At least 1-year warranty from the time of delivery</li> </ul>	3	3,200.00	9,600.00



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Solar Panel			
<ul style="list-style-type: none"><li>• Polycrystalline or Monocrystalline solar panel or better solar array type</li><li>• With bracket for mounting solar panel</li></ul>			

#### VI. TERMS AND CONDITION

1. Prior to the installation of materials, the supplier shall conduct a site inspection on the installation site.
2. Labor, installation, and connections of materials shall be included in the offered quotation.
3. All consumables including tools to be used on the day of installation shall be provided by the supplier free of charge.
4. The supplier shall take all necessary precautions for the safety of their workers during installation.
5. Any damages that may incurred during installation shall be shouldered by the supplier.

#### VII. AFTER-SALES SERVICE.

- The winning bidder shall replace the solar flood light if there are major defects two (2) weeks after the installation.

#### VIII. PAYMENT

One-time payment shall be made upon completion of solar flood light for BAFE Corridor subject to the submission of sales invoice/delivery receipt.

Prepared by:

  
**ENGR. JONATHAN D. SERNA**  
Engineer I

Noted by:

  
**LOURDES C. BONIFACIO**  
Chief, AFD