



REQUEST TO SUBMIT QUOTATION FOR SUPPLY AND DELIVERY OF ICT EQUIPMENT AND OFFICE SUPPLIES UNDER 2024 PHILIPPINE RURAL DEVELOPMENT PROGRAM (PRDP) IMPLEMENTATION AT ESTIMATED PROJECT COST AMOUNTING TO TWO HUNDRED FIFTEEN THOUSAND PESOS (PHP215,000.00) PURSUANT TO ALTERNATIVE METHOD OF PROCUREMENT SPECIFICALLY SHOPPING UNDER SECTION 52.1 (B) UNDER RA 9184 AND ITS REVISED IRR

The Philippine Rural Development Project thru the Department of Agriculture Regional Field Office No. 5 (DA RFO 5), San Agustin, Pili, Camarines Sur is inviting interested suppliers/dealers to submit Quotation for:

Particulars		Unit Cost	ABC
LOT 1 - ICT EQUIPMENT			
3 units	UNINTERRUPTED POWER SUPPLY (UPS) VA: 1100 Watts: 630 Outlets: Universal x 4 Automatic Voltage Regulation (AVR) LED Status Indicator Surge and Spike Protection Energy Saving Technology Generator Compatible Overload Protection	5,000/pax/day	₱15,000.00
3 units	PRINTER A4 print speed up to 17 ipm (Black) / 16.5 ipm (Colour) WiFi, Air Print, Mopria, WiFi Direct, USB 2.0 Auto 2-sided (Duplex) printing, 20 sheets Auto-Document Feeder (ADF), 1 line LCD Full ink bottles included Yield up to 7500/5000 pages (black/color) Compatible with Mobile Connect app 1 year or 50,000 pages whichever comes first 1 year warranty	20,000/unit	60,000.00
Sub-total (Lot 1)			₱75,000.00
LOT 2 - OFFICE SUPPLIES			
40 boxes	Bond Paper, A4 Size	1,400/box	₱56,000.00
28 boxes	Bond Paper, Long/Folio Size	1,500/box	42,000.00
10 pcs	All Purpose Scissors, 8"	100/pc	1,000.00
10 boxes	Sign Pen, Black 0.7mm 12 pcs/box	300/box	3,000.00
10 boxes	Sign Pen, Blue 0.7mm 12 pcs/box	300/box	3,000.00
10 boxes	Ballpen, Black 0.5mm 50pcs/box	650/box	6,500.00
100 pcs	Expanding Folder, Green, Legal Size	25/pc	2,500.00
100 pcs	Folder, White Legal Size	25/pc	2,500.00
100 pcs	Expanding Envelope with Garter, Legal Size	25/pc	2,500.00
100 packs	Brown Envelope, Legal Size 10pcs/pack	50/pack	5,000.00
20 boxes	Metal Fastener 50/box, silver 7cm	75/box	1,500.00



Republic of the Philippines
REGIONAL FIELD OFFICE NO. 5
San Agustin, Pili, Camarines Sur

54 pcs	Certificate/Diploma Frame, A4 Size	250/pc	13,500.00
20 packs	Vellum Paper, A4 Size 10pcs/pack	50/pack	1,000.00
Sub-total (Lot 2)			₱140,000.00
GRAND TOTAL			₱215,000.00

under 2024 Philippine Rural Development Program (PRDP) Implementation. The agency intends to apply the amount of **Two Hundred Fifteen Thousand Pesos (Php215,000.00)** as the Approved Budget for the Contract.

As per approved Purchase Request and considering the nature of requisition being not more than One Million Pesos (Php1,000,000.00) and in order to fast-track the implementation of the program, this procurement is facilitated thru Negotiated Procurement-Shopping under Section 52.1 (b) of RA 9184 and its Revised IRR.

As such, **LKJ OFFICE SUPPLIES AND EQUIPMENT TRADING**, Calabanga, Camarines Sur; **RFK GENERAL MERCHANDISE**, Pili, Camarines Sur; **3GX COMPUTER AND I.T. SOLUTIONS**, Dinaga, Naga City; **AGER OFFICE SUPPLIES AND EQUIPMENT TRADING**, Concepcion Pequeña, Naga City; and any other interested Bidders are hereby requested to submit the following documents:

1. Mayor's Permit
2. DTI /SEC Registration
3. PhilGeps Registration
4. BIR Registration
5. Picture or Brochure of the product/s being offered

The bidders are required to pay the non-refundable amount Five Hundred Pesos (Php500.00) per lot for bid documents to the Cashier's Office, DA RFO-5, Pili, Camarines Sur. **All submitted documents must be in duplicate, all copies must be marked with ear tabs or side-end to identify the page components and shall be properly addressed to the BAC Chairperson.** otherwise, bids will be automatically rejected on the ground of non-compliance with the prescribed bid requirements.

Sealed Bid must be received by BAC Secretariat, DA RFO 5 through **manual submission** not later than **09:00 in the morning of 08 November 2024** at the BAC Office, DA RFO 5, San Agustin, Pili Camarines Sur. Late bids shall not be accepted. The Opening of Proposal shall be at 10:00AM onwards at 3rd Floor Operation Building, DA RFO-5, San Agustin, Pili, Camarines Sur.

Let this Invitation be posted pursuant to RA 9184 and its IRR. For more information, please see or contact BAC Secretariat Office, via email bacrfo5@gmail.com.

October 30, 2024, San Agustin, Pili, Camarines Sur.

(signed)
LORENZO L. ALVINA
OIC, RTD for Research and Regulations
BAC Chairman

Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Regional Field Unit No. 5
San Agustin, Pili, Camarines Sur

BID FORM
(GOODS)

DEPARTMENT OF AGRICULTURE
Regional Field Unit No. 5
San Agustin, Pili, Camarines Sur

The Bids and Awards Committee

Gentlemen/ Ladies:

Having examined the bidding documents, the receipts of which is hereby duly acknowledge we the undersigned offer to supply/ deliver the goods requisitioned in Conformity with the said bid documents for the total amount of _____.
(P _____)

Accompanying this Bid Form is our Bid Offer containing the details of the requisition and our offered items is specified quantity and unit price.

We undertake, if our Bid is duly accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

We agree to abide by our Bid for the Bid validity period as set by the procuring entity but not exceeding one hundred twenty (120) calendar days from the date of the bids opening.

Until a formal contract is prepared and executed, this bid, together with your acceptance thereof thru Notice of Award, subject to all other Bid documents, shall be binding upon us.

We understand that you are not bound to accept the lowest of any Bid that you may receive.

We certify that we complied with the eligibility requirements as specified under RA 9184 and its IRR and the Bidding documents.

Dated this _____ day of _____ 2024.

Date of Bidding: _____

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Contact No. & Email Address: _____

For Goods Offered From Within the Philippines

Name of Project: **SUPPLY AND DELIVERY OF ICT EQUIPMENT AND OFFICE SUPPLIES UNDER 2024 PHILIPPINE RURAL DEVELOPMENT PROGRAM (PRDP) IMPLEMENTATION**

Name of Bidder: _____

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXW per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
1	LOT 1 – ICT EQUIPMENT								
	UNINTERRUPTED POWER SUPPLY (UPS) VA: 1100 Watts: 630 Outlets: Universal x 4 Automatic Voltage Regulation (AVR) LED Status Indicator Surge and Spike Protection Energy Saving Technology Generator Compatible Overload Protection		3 units						₱
	PRINTER A4 print speed up to 17 ipm (Black) / 16.5 ipm (Colour) WiFi, Air Print, Mopria, WiFi Direct, USB 2.0 Auto 2-sided (Duplex) printing, 20 sheets Auto-Document Feeder (ADF), 1 line LCD Full ink bottles included Yield up to 7500/5000 pages (black/color) Compatible with Mobile Connect app 1 year or 50,000 pages whichever comes first 1 year warranty		3 units						
Sub-total (Lot 1)									₱

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2	LOT 2 – OFFICE SUPPLIES								
		Bond Paper, A4 Size		40 boxes					₱
		Bond Paper, Long/Folio Size		28 boxes					
		All Purpose Scissors, 8”		10 pcs					
		Sign Pen, Black 0.7mm 12 pcs/box		10 boxes					
		Sign Pen, Blue 0.7mm 12 pcs/box		10 boxes					
		Ballpen, Black 0.5mm 50pcs/box		10 boxes					
		Expanding Folder, Green, Legal Size		100 pcs					
		Folder, White Legal Size		100 pcs					
		Expanding Envelope with Garter, Legal Size		100 pcs					
		Brown Envelope, Legal Size 10pcs/pack		100 packs					
		Metal Fastener 50/box, silver 7cm		20 boxes					
		Certificate/Diploma Frame, A4 Size		54 pcs					
		Vellum Paper, A4 Size 10pcs/pack		20 packs					
								Sub-total (Lot 2)	₱
								GRAND TOTAL	₱

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____