



Republic of the Philippines
Province of Pampanga

City of San Fernando

Office of the Bids and Awards Committee

REQUEST FOR QUOTATION

(FM-CSFP-CGSO-39; Revision No.03; 04/01/2022)



Project Title : **Supply and Delivery of Polyethylene Bags & Seedling Tray to be used for the Operation of Nursery for 2024 under the program of City Nursery Operation in the City of San Fernando, Pampanga**

Location of the Project : **City Agriculture and Veterinary Office**

Company Name

Address

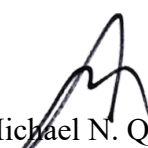
Date : **Feb 14, 2024**

PR No. : **2024-02-00265**

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **Wednesday, February 21, 2024 10:00 AM** at **CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga.**

Canvassed by: _____ Approved by: _____

Monalyn M. Aquino
Administrative Aide VI (Buyer II)


Engr. Michael N. Quizon, Jr.
BAC Chairperson

- NOTE:
1. ALL ENTRIES MUST BE READABLE
 2. DELIVERY PERIOD WITHIN _____ CALENDAR DAYS
 3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
 4. PRICE VALIDITY SHALL BE FOR A PERIOD OF _____ CALENDAR DAYS

Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
1	500	pc(s)	Seedling Tray (104 hole)			
2	300	bundle(s)	Black Polyethylene bags (2.5 x 2.5 x 5) 1000pcs / bundle			
3	15000	pc(s)	Black Polyethylene bags (4x4x6)			
4	15000	pc(s)	Black Polyethylene bags (4x4x7)			
5	10000	pc(s)	Black Polyethylene bags (4x4x10)			
Total Amount:						

After having carefully read and accepted your General Conditions, I quote you on the item at prices noted above.

Printed Name/ Signature

Tel No./ Cellphone No.

Date

TERMS OF REFERENCE

OFFICE: CITY AGRICULTURE VETERINARY OFFICE

PROJECT: Supply and Delivery of Polyethylene Bags & Seedling Tray to be used for the Operation of Nursery for 2024 under the program of City Nursery Operation in the City of San Fernando, Pampanga

DATE: MARCH 2024

BACKGROUND

The City Government of San Fernando, Pampanga through City Agriculture and Veterinary Office supports the City's urban greening and sustainable community garden programs to facilitate the effective, timely and sufficient quantity of planting materials to Fernandinos; by actively source out seeds and wildlings and maintain and nurture these stocks for dispersal. These will provide high quality planting stocks of various species and educate the Fernandinos on the significance of growing native tree species in environmental rehabilitation thus not only promote clean and green but will surely contribute to the climate change mitigation and food sustainability program of the City.

OBJECTIVE

To support the greening program and sustainable community garden in the City.

DESCRIPTION

The City Agriculture Veterinary Office intends to procure Polyethylene Bags for the following the specific Term of Reference for this procurement:

PARTICULARS	DETAIL/SPECIFICATION
Black polyethylene bags (Please see the PR)	1. With a thickness of 15 micron and a dimension of (4 x 4 x 6) and (4 x 4 x 10) (4 x 4 x 7) (2.5 x 2.5 x 5" x 100pcs)
Seedling tray	With 104 holes

QUANTITY

- Please see the PR

SUPPLIER/BIDDER'S QUALIFICATIONS:

- Preferably with 2 years industry experience in the Agricultural Supply

DELIVERY

- Deliveries should be made within office hours and on regular working days on or before the stipulated date in the PO unless otherwise specified for valid reason why the same cannot be complied with.
- Delivery will be on March, 2024

APPROVED BUDGET

- The Approved Budget for the Contract (ABC) is Two Hundred Forty Four Thousand PESOS only (P 244,000.00), inclusive of all applicable taxes, insurances/bonds, permits, licenses and/or other miscellaneous expenses and cost.

PAYMENT

- The payment shall be done within fifteen (15) working days upon submission of complete documents including, delivery (partial/full), upon issuance of Inspection and Acceptance Report by the authorized/designated representatives of CAVO.

Prepared and submitted by:


CRISTINA A. SANGUMAY
City Agriculturist

CONFORME:

Signature over printed name

Date

Note: This TOR shall form part of the Contract and should be strictly followed by both parties otherwise, the implementation of the project of program might be affected as well as the performance of the supplier/contractor.