



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 Supplies/Materials to be used for the Askal Operation 2024 in the City of San Fernando, Pampanga**
Location of the Project : **City Agriculture and Veterinary Office**

Company Name

Date : **Feb 20, 2024**

PR No. : **2024-02-00331**

Address

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **Monday, February 26, 2024 10:00 AM** at **CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga**.

Canvassed by:

Approved by:

Camille C. Mendiola

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	10	tank(s)	Refill LPG Tank -11kgs/tank			
2	98	pack(s)	Trash Bag XL 10pcs/pack			
3	20	yard(s)	Nylon Chord size 12mm			
4	150	roll(s)	Piping Cord -10yrs/roll			
5	2	roll(s)	Special Net Yard -100yards / roll			
6	5	kg(s)	Nail Size 1			
7	10	kg(s)	GI Wire #16			
8	10	mtr(s)	Nylon Rope Size 22mm			
9	30	set(s)	Animal Catching Pole -Pole 7/8 Straight & Round Yantok			



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Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
10	10	pc(s)	Padlock 30mm			
11	10	pc(s)	Padlock 40mm			
12	5	pc(s)	Padlock 60mm			
13	30	kg(s)	Welding Rod 3/32			
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 AND VETERINARY OFFICE
PROJECT: Supply and Delivery of Supplies/Materials to be used for the Askal Operation 2024 in the City of San Fernando, Pampanga
DATE: March 2024

The City Agriculture and Veterinary Office intends to procure supplies for the Askal Operation following the specific Terms of Reference for the procurement.

QUANTITY/ DESCRIPTION

<i>Qty</i>	<i>UOM</i>	<i>Item Description</i>	<i>Unit Cost</i>	<i>Total</i>
30	kg(s)	Welding Rod 3/32	150	4,500.00
5	pc(s)	Padlock 60mm	300	1,500.00
10	pc(s)	Padlock 40mm	150	1,500.00
10	pc(s)	Padlock 30mm	100	1,000.00
30	set(s)	Animal Catching Pole -Pole 7/8 Straight & Round Yantok	2,000.00	60,000.00
10	mtr(s)	Nylon Rope Size 22mm	40	400
10	kg(s)	GI Wire #16	150	1,500.00
5	kg(s)	Nail Size 1	150	750
2	roll(s)	Special Net Yard -100yards / roll	17,000.00	34,000.00
150	roll(s)	Piping Cord -10yrs/roll	80	12,000.00
20	yard(s)	Nylon Chord size 12mm	50	1,000.00

98	pack(s)	Trash Bag XL 10pcs/pack	50	4,900.00
10	tank(s)	Refill LPG Tank -11kgs/tank	1,500.00	15,000.00

APPROVED BUDGET

- The approved Budget for the contract P 138, 050.00 for the supplies for Askal Operation inclusive of all applicable taxes insurances/bonds, permits, licenses and or other miscellaneous expenses and cost on the required Askal Operation.

DELIVERY/ IMPLEMENTATION PERIOD

1. Strictly observe the “No Purchase Order (PO)/ Contracts, No Delivery” Policy and comply with the delivery period.
2. During the delivery, strictly follow the provisions enumerated in the Terms and Condition of the PO/ Contract including the Delivery Schedule, Penalty, among others.
3. In case there is a change in the Delivery Schedule and specifications, the End- user through the Procurement Officer shall coordinate with the CGSO- Procurement Management Division (PMD) for the latter to advise the supplier/ contractor regarding the concern.
4. Coordination with the supplier/ contractor shall be the function of the CGSO- PMD as its mandate.

DELIVERABLES BY THE SUPPLIER/CONTRACTOR AND THE CITY GOVERNMENT

The deliverables of the supplier/contractor shall be as follows:

- a. Deliveries should be made with 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 and
- b. Strictly follow the specifications and timely provision of requirements based on the delivery schedule

The deliverables of the City Government shall be as follows:

- a. On- time payment of the supplier/ contractor i.e., 15 days after delivery regardless if the delivery is per month or Ordering Agreement.
- b. End- user shall monitor the delivery of requirements.
- c. The Procurement Officer shall assist in the monitoring, delivery and on- time payment of the supplier.
- d. Provide necessary and readily- available documents such as during the conduct of post-audit.

Evaluate the performance of the supplier/ contractor and in case there is a violation to the Contract/ Agreement, prepare a Verified Report

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.