



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 5889281  
**Procuring Entity** AGRICULTURAL TRAINING INSTITUTE  
**Title** Supply and Delivery of Desk Calendar for distribution to ATI clients during trainings, seminars and workshops  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	ISD FUND 2018-11-131	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Printing Services	<b>Date Published</b>	07/12/2018
<b>Approved Budget for the Contract:</b>	PHP 300,000.00	<b>Last Updated / Time</b>	06/12/2018 13:24 PM
<b>Delivery Period:</b>	7 Day/s	<b>Closing Date / Time</b>	10/12/2018 09:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Pamela G Mappala Information Officer IV ATI Bldg., Elliptical Road, Diliman, Quezon City Metro Manila Philippines 1100 63-2-9298541 Ext.260 63-2-9209792 atico.property@yahoo.com		

#### Description

The Agricultural Training Institute (ATI) invites interested suppliers to submit quotation/proposals for the hereunder requirement:

Supply and Delivery of Desk Calendar for distribution to ATI clients during trainings, seminars and workshops

Budget for the Contract = PHP 300,000.00

For more details, please download the Request for Quotation (RFQ) Form at the PhilGEPS website or contact the ATI Supply Management Services through tel. no. (02) 929-8541 to 49, local 260 or email atico.property @ yahoo.com.

#### I. MANDATORY REQUIREMENTS

##### 1. Submission of:

For: PhilGEPS Red Membership  
 -Mayor/Business Permit  
 -PhilGEPS Registration Number

For: PhilGEPS Platinum Membership  
 -Certificate of Platinum Membership

Omnibus Sworn Statement (prior to payment)

**INSTRUCTIONS:**

1. Suppliers are required to read the instructions and fill all the blanks properly. Prospective suppliers are required to use the official RFQ Form in the accomplishing their bid proposals/quotations.
2. Any specifications other than those required/stated in this form shall not be considered in the evaluation of bid.
3. Quotation/s must include all kinds of taxes for the item listed hereunder, including delivery charges.
4. Always indicate the brand name/model of the offered item(s) or product.
5. Price quotation(s) submitted shall be valid THIRTY (30) days from the deadline for submission of quotations.
6. Terms of Payment within – Thirty (30) days from delivery of item/s.
7. Quotation(s)/ Proposal(s) shall be submitted to the ATI-BAC Secretariat, Supply Management Section, Basement, ATI Central Office, Elliptical Road, Diliman Quezon City.
8. Only sealed canvasses shall be accepted.
9. The bidder is required to affix his/her signature, across the flap of the sealed envelope.
10. DEADLINE FOR SUBMISSION OF SEALED BIDS: December 10, 2018 (Monday) at 9:00 a.m.
11. Awarding shall be done by lot.

The ATI assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the quotation.

Note on how to download the RFQ Form at the PhilGEPS website.

1. Log in at the PhilGEPS website. Search for Bid Abstract Notice no. 5889281.
2. Click the "Order" link and the Order Basket page will be displayed. To proceed the ordering of the document in the Order Basket page, click the "Continue" button.
3. The system will display the Order Confirmation page and click the "Submit" button.
4. The Order Summary page will be displayed. To view or download the Associated Documents, click the Document Hyperlink under the Item column.
5. To return to the Bid Notice Abstract page, click the "Done" button

MILAGROS C. URBANO  
BAC Chairperson

**Created by** Pamela G Mappala

**Date Created** 06/12/2018

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