

Republic of the Philippines
 Department of Agriculture
BUREAU OF FISHERIES AND AQUATIC RESOURCES 8
BIDS AND AWARDS COMMITTEE (BAC) Office
 MRGP Commercial Bldg., Brgy. 77 Marasbaras, Tacloban City
 E-mail: hfar8bac@gmail.com

REQUEST FOR QUOTATION

Alternative Mode of Procurement

S53.9 NP- Small Value Procurement

* Bidder may submit a separate sheet if necessary

Date : _____
 RFQ No. : **24-0104**
 PR No. : **R8 24-01-0106**
 Philgeps Ref. No. : _____

 Company Name

 Complete Company Address

To whom it may concern :
 Please quote your lowest price/s on the lot or item/s listed below, subject to the **GENERAL CONDITIONS** indicated herein, stating the shortest time of delivery and submit your quotation duly signed by your official representative to the address listed above **not later than**: _____ at _____.

Very truly yours,

ATTY. REA ABIGAIL M. CANDIDO
BAC CHAIRPERSON

AUTHORIZED CANVASSER'S CERTIFICATION
 This is to certify that I have full knowledge, authority and responsibility in distributing and/or collecting the **Request for Quotation (RFQ)** in accordance to the guidelines (including the attachment by the bidder of Documentary Requirements in the **CHECKLIST** below) in securing prices for the Bureau of Fisheries and Aquatic Resources (BFAR) Regional Office - 8.

PAUL CORDETA
 (Signature above Printed Name)

PLEASE QUOTE PER: LOT

LOT NO.	ITEM DESCRIPTION (ITEM NAME & TECHNICAL SPECIFICATIONS)	QTY	UNIT OF MEASURE	APPROVED BUDGET OF THE CONTRACT (ABC)	SUPPLIER/CONTRACTOR/CONSULTANT'S PROPOSAL BOX		
					FINANCIAL PROPOSAL (Indicate the Price Offer)		TECHNICAL PROPOSAL (Indicate Brand/Model Offer)
					UNIT PRICE	TOTAL PRICE	
LOT 1				33,750.00			
1	1-200ul yellow tips with graduation, compatible with pipetman, biohit, finnpipette, 1000 tips/pack	20	pack				
2	Microscope cover glass slip, at least 0.13mm thickness, 100pcs/box	5	box				
3	Microscope glass slide, at least 1mm thickness, 50pcs/box	5	box				
LOT 2				126,000.00			
1	Analytical Grade Methanol, 2.5L	2	bottle				
2	Sodium phosphate, 500g	6	bottle				
3	Sodium Silicate, 500g	5	bottle				
4	Sodium thiosulfate, 500g	10	bottle				
5	Vitamin B12, 100mg	5	bottle				
TOTAL :				159,750.00			

TERMS AND CONDITIONS:

- The winning bidder shall deliver the above items within 60 calendar days from the receipt of Purchase Order (PO).
- The winning bidder shall deliver the above items at BFAR Regional Office 8, Tacloban City.
- The payment shall be made after the items are delivered and inspected by authorized inspector and paper processed.

GENERAL CONDITIONS:

- All entries must be legible, preferably typewritten;
- Bidders must submit eligibility documents indicated in the **CHECKLIST** below;
- Place this RFQ in a sealed envelope and type the following details on the face of the envelope:
 * **Your Company Name** * **PR Number (Indicated above)** * **Bid Opening Date & Time**
- Delivery period must be at least within seven (7) calendar days upon receipt of the Notice of Award/ Purchase Order (Indicate days of delivery in the Bidder's Certification Box)
- Item/s delivered must have warranties for unit replacements, parts, labor or other services;
- Price offer validity shall be for a period of three (3) months from the Bidder's RFQ date;
- Quoted prices must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract (ABC);
- Transactions with BFAR shall mean compliance by the winning bidder with the bid and delivery requirements before processing of payment;
- Failure to comply** with these conditions shall mean **DISQUALIFICATION** of your bid proposal.
- Terms of Payment:** At least thirty (30) days upon complete delivery of the items/ services through check or online payment.

CHECKLIST OF DOCUMENTARY REQUIREMENTS	
_____	Mayor's/Business Permit
_____	Philgeps Registration No.
_____	Omnibus Sworn Statement (OSS)
_____	Income tax return
_____	NFCC
_____	PCAB License
_____	Curriculum Vitae/ Professional License

END-USER: RIZA P. TAPDASAN
 PLACE OF DELIVERY: BFAR RO8, Tacloban City, Leyte
 DELIVERY PERIOD: 60 cd
 Prepared by: bec

**SUPPLIER/ CONTRACTOR/ CONSULTANT
(BIDDER'S CERTIFICATION BOX)**

Date: _____

After having carefully read and accepted your General Conditions, I/ We quote you on the lot/s and/or item/s at price/s noted above for immediate delivery and shipment which can be made within the delivery period required herein, or as I/We offered below, whichever is preferred by BFAR-8, from receipt of the Notice to Proceed (NTP).

DELIVERY PERIOD: _____ **DAYS**

 Signature above Printed Name of Authorized Representative

 Position/ Designation

 Company Tel./ Fax/ Mobile No.

 Company Tax Identification No. (TIN)

 PHILGEPs Registration Number