

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: [bfar8bac@gmail.com](mailto:bfar8bac@gmail.com)

**REQUEST FOR QUOTATION**

Alternative Mode of Procurement

SS3.9 NP- Small Value Procurement

\* Bidder may submit a separate sheet if necessary

Date : February 21, 2024  
 RFQ No. : 24-0121  
 PR No. : R8 24-01-0107  
 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. REX ABIGAIL M. RANDIDO**  
 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		TECHNICAL PROPOSAL (Indicate Brand/Model Offer)
					FINANCIAL PROPOSAL (Indicate the Price Offer)		
					UNIT PRICE	TOTAL PRICE	
1	18U Network Server Cabinet Data Rack with vertical PDU, Exhaust Fan, Removable Side, Front, Top, Back cover and fixed tray	1	unit	15,000.00			
2	Desktop Thermal Transfer Barcode Printer with Printer command language EPL/ESim PC43T	4	unit	191,200.00			
3	2x1" label and Ribbon for Thermal Transfer Barcode Printer compatible to PC43T	20	set	10,000.00			
4	300 Globe Cellular card	12	piece	4,200.00			
5	6U Data Cabinet with PDU, FAN, Removable Side and Front Tempered Glass cover	2	unit	13,000.00			
<b>TOTAL :</b>				<b>233,400.00</b>			

**TERMS AND CONDITIONS:**

- The winning bidder shall deliver items within 45 days after PO received
- The winning bidder shall provide parts and labor warranty
- The winning bidder shall provide Technical on-site/phone support
- Payment shall be after full delivery and papers are inspected and processed
- Winning bidder shall deliver to BFAR8 Regional Office MRGP Bldg. Brgy. Marasbaras Tacloban City

**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 item/s/ 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: ELMER T. BAUTISTA  
 PLACE OF DELIVERY: BFAR 8 Tacloban City  
 DELIVERY PERIOD: 45  
 Prepared by: iaa

**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