

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

REQUEST FOR QUOTATION

Alternative Mode of Procurement

SS3.9 NP- Small Value Procurement

* Bidder may submit a separate sheet if necessary

Date : 2/27/2024
 RFQ No. : 24-0153
 PR No. : R8 24-02-0173
 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		TECHNICAL PROPOSAL (Indicate Brand/Model Offer)
					FINANCIAL PROPOSAL (Indicate the Price Offer)		
					UNIT PRICE	TOTAL PRICE	
LOT 1					114,000.00		
	LAMBAKLAD						
1	Construction, Installation, Operation and Management of Lambaklad Project on April 18, 2024.	30	pax				
2	Organizational Development and Leadership & Values Formation Training on May 23, 2024.	30	pax				
3	Fundamental Training on Cooperative Management & Financial Literacy on June 5, 2024.	30	pax				
4	Project Orientation, Participatory Rural appraisal (PRA) and Bex Profiling on March 14, 2024.	30	pax				
LOT 2					85,500.00		
	POMPANO						
1	Organizational Development and Values Formation Training on May 29, 2024.	30	pax				
2	Training on Financial Literacy and Simple Bookkeeping on April 24, 2024	30	pax				
3	Training on Pompano Operation and Management on April 3, 2024.	30	pax				
LOT 3					160,000.00		
	BANGUS/TILAPIA CULTURE/CAPTURE-SARDINES FISHING						
1	Training on Proper fish handling to reduce post harvest losses on July 25, 2024	40	pax				
2	Training on Post Harvest & Fish Processing Technology on July 11, 2024	40	pax				
3	Project Management Training for CY 2023 Beneficiaries on July 4, 2024.	50	pax				
4	Training on Financial Literacy and Simple Bookkeeping on May 9, 2024.	40	pax				
TOTAL :				359,500.00			

TERMS AND CONDITIONS:

1. That the winning bidder shall provide FOOD and CATERING SERVICES
2. That the winning bidder shall follow the menu provided:
 Breakfast - rice, combination of two of any of the following options (egg, ham, corned beef, hotdog, fried bangus, dried fish), tropical fruit, coffee/juice
 AM/PM Snacks - traditional Filipino delicacy or noodles/pasta dish or cake/pastry/sandwich, bottled drinks/water
 Lunch/Dinner - rice, two kinds of meat and one kind of fish/seafood, vegetable, dessert, bottled drinks or water;
3. That the winning bidder shall provide flowing coffee during the entire duration of the activity;
4. That the winning bidder shall render the above item to BFAR- PFO Biliran, thirty (30) days upon receipt of Job Order.
5. That the winning bidder shall receive payment after services have been satisfactorily rendered, papers processed, and inspected by the duly authorized representative of BFAR.

GENERAL CONDITIONS:

1. All entries must be **legible, preferably typewritten**;
2. Bidders must submit eligibility documents indicated in the **CHECKLIST** below;
3. 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**
4. 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)
5. Item/s delivered must have warranties for unit replacements, parts, labor or other services;
6. Price offer validity shall be for a period of three (3) months from the Bidder's RFQ date;
7. Quoted prices must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract (ABC);
8. Transactions with BFAR shall mean compliance by the winning bidder with the bid and delivery requirements before processing of payment;
9. **Failure to comply** with these conditions shall mean **DISQUALIFICATION** of your bid proposal.
10. **Terms of Payment:** At least thirty (30) days upon complete delivery of the items/ services through check or online payment.

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

END-USER: LUZVIMINDA H. ROBIN

PLACE OF DELIVERY: _____

DELIVERY PERIOD: _____

Prepared by: cdbt

**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