

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**  
**S53.9 NP- Small Value Procurement**

\* Bidder may submit a separate sheet if necessary

212712024  
 24-0143

Date : \_\_\_\_\_  
 RFQ No. : \_\_\_\_\_  
 PR No. : **R 8 24-02-0179**  
 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: ITEM

ITEM 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	
1	Purchase of 362 pieces of Advocacy T-shirts in line with the 2024 Women's Month Celebration anchored with the theme, "Lipunang Patas sa Bagong Pilipinas, Kakayahan ng Kababaihan, Patutunayan " XS - 30 S - 60 M - 142 L - 120 XL - 10	362	piece	79,640.00			
<b>TOTAL :</b>				<b>79,640.00</b>			

**TERMS AND CONDITIONS:**

1. That the winning bidder shall provide 362 pieces of Advocacy T-shirts in line with the 2024 Women's Month Celebration following the aforementioned quantity and sizes.
2. That the winning bidder shall follow the design and other modifications specified by the BFAR8 as prescribed and posted at the Philippine Commission on Women (PCW) official website.
3. That the winning bidder shall ensure that the T-shirts delivered are of good quality and any damaged T-shirts shall be replaced immediately.
4. That the winning bidder shall deliver the said T-shirts within 15 calendar days upon receipt of Purchase Order.
5. That payment shall be made after requested services have been rendered, materials delivered, paper processed and inspected by an authorized representative of BFAR 8.

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

**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

END-USER: CHRISTINE N. GRESOLA  
 PLACE OF DELIVERY: \_\_\_\_\_  
 DELIVERY PERIOD: Within 15 calendar days upon receipt of the Purchase Order  
 Prepared by: cdlt