

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

Date : MARCH 13, 2024
 RFQ No. : 24-0181
 PR No. : R 8 24-02-0196
 Philgeps Ref. No. : 106 33856

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	
					UNIT PRICE	TECHNICAL PROPOSAL (Indicate Brand/Model Offer)
1	Foods and catering services on the conduct of " Capacity Building for the RFIQU on the Taxonomic Identification of Commonly Trade Fisheries and Aquatic Resources Species cum Updates on Laws, Rules and Regulations on the Movement of Fish and Fishery Products" on April 2-3, 2024 at Babatngon Leyte.	30	pax	57,000.00		
TOTAL :				57,000.00		

TERMS AND CONDITIONS:

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- That the winning bidder shall provide food requirements indicated on the menu.
- That the winning bidder shall provide overflowing coffee and drinking water.
- That payment shall be made after services have been satisfactorily rendered and documents processed by BFAR 8 authorized representative.

MENU:

Day 1:
 Breakfast: Rice, Fish tinola, Scrambled egg, Ham, Ginisang aplamaya
 AM Snack: Pancit bihon w/ bread and Orange juice
 Lunch: Rice, Pork sinigang, Fish fillet, Vegetable chapseuy, Dessert-buko pandan
 PM Snack: Carbonara w/ bread and Pineapple juice
 Dinner: Rice, Pork adobo, Fish sinigang, Vegetable eggplant, Dessert mango bango

Day 2:
 Breakfast: Rice, Corned beef, Fish tinola, Hotdog, Fresh fruit salad
 AM Snack: Spaghetti w/ bread and Juice
 Lunch: Rice, Pork nilaga, Fried chicken, Vegetable pakbet, Dessert-fruit salad
 PM Snack: Pancit palabok w/ bread and Softdrink
 Dinner: Rice, Pork caldereta, Fish tinola, Vegetable chapseuy, Fruit- Pine-apple

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: NORBERTO T. BERIDA, RFP, MFT
 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)

 PHILGEP'S Registration Number