

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 : MARCH 13, 2024
 RFQ No. : 24-0180
 PR No. : R 8 24-02-0199
 Philgeps Ref. No. : 10653900

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		TECHNICAL PROPOSAL (Indicate Brand/Model Offer)
					FINANCIAL PROPOSAL (Indicate the Price Offer)		
					UNIT PRICE	TOTAL PRICE	
1	Food (Full meal) for the conduct FisheRecipes:Lutuing Isda ng Mangingisda, Eastern Visayas Episode Production in Borongan, Eastern Samar on April 8-12, 2024.	15	pax	82,500.00			
TOTAL :				82,500.00			

TERMS AND CONDITIONS:

- That the winning bidder shall provide full meals and snacks (AM and PM) for 15 pax on April 8-12, 2024 for the conduct of the aforementioned activity in Borongan, Eastern Samar.
- The end-user shall notify the winning bidder of the specific dates of the meetings or any changes in the schedule. Use of eco-friendly materials is encouraged. Meals shall include one (1) serving/ pax of the following:
 - 2 kinds of meat and 1 kind of fish/ seafood
 - Vegetable
 - Soup
 - Rice
 - Dessert
 - Drinks - softdrinks (bottled) and mineral water
 AM and PM snacks shall include the following:
 - Traditional Filipino Delicacy or noodles/ pasta dish or cake/ pastry/ sandwich
 - Bottled drinks or fresh juice (not powdered)
- That the payment shall be made after services have been satisfactorily rendered, and paper processed and inspected by an authorized representative of BFAR 8.

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: CHRISTINE N. GRESOLA
 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