

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: hfar8bac@gmail.com

REQUEST FOR QUOTATION

Alternative Mode of Procurement

S53.9 NP- Small Value Procurement

* Bidder may submit a separate sheet if necessary

Date : APRIL 18, 2024
 RFQ No. : 24 - 0199
 PR No. : R 8 24 - 03 - 0223
 Philgeps Ref. No. : 10762167

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 CORDEZA
 (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	Petroleum, oil and lubricants	9	month	117,000.00			
TOTAL :				117,000.00			

TERMS AND CONDITIONS:

1. That the winning bidder shall provide fuel to BFAR 8- Guiuan Marine Fisheries Development Center (GMFDC) authorized representative upon presentment of withdrawal slip stating therein the number of liters to be withdrawn;
2. Volume of fuel to be provided shall follow the prevailing pump price;
3. That the winning bidder shall allow the end user to withdraw fuel upon receipt of Purchase Order;
4. Payment shall be made quarterly upon submission of statement of billing, inspection and acceptance of BFAR authorized representative and papers processed.

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

END-USER: NELIA GABON-TOMAYAO
 PLACE OF DELIVERY: _____
 DELIVERY PERIOD: upon presentment of withdrawal slip by GMFDC authorized representative stating therein the number of liters to be withdrawn
 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