

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

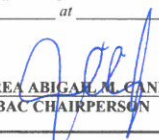
**REQUEST FOR QUOTATION**  
**Alternative Mode of Procurement**  
**S53.9 NP- Small Value Procurement**

\* Bidder may submit a separate sheet if necessary

Date : APRIL 26, 2024  
 RFQ No. : 24-0229  
 PR No. : R 8 24-04-0263  
 Philgeps Ref. No. : 10790967

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 CORMETA**  
 (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	30 pax for Year-End Review on December 19-20, 2024	30	pax	57,000.00			
<b>TOTAL :</b>				<b>57,000.00</b>			

**TERMS AND CONDITIONS:**

- That the winning bidder shall serve the food, as follows;  
 Breakfast - Plain rice, egg, fish, fresh fruit, hot chocolate or coffee, & bottled water  
 AM Snacks - Sliced cake & bottled drink  
 Lunch - Plain rice, meat, fish, vegetable, dessert, & bottled water  
 PM Snacks - Snacks & bottled drink
- That coffee shall be served for the entire duration of the activity;
- That the food shall be delivered and served on time; &
- That Payment shall be made after the food have been served, inspected, and papers processed by authorized BFAR representatives.

**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 item/s/ 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: MAIDA G. DE LA CRUZ  
 PLACE OF DELIVERY: \_\_\_\_\_  
 DELIVERY PERIOD: \_\_\_\_\_  
 Prepared by: cdbt