

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 : APRIL 26, 2024
 RFQ No. : 24-0224
 PR No. : R 8 24-04-0274
 Philgeps Ref. No. : 10791404

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: LOT

LOT 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	
LOT 1					100,000.00		
1	JOB ORDER: FOOD EXPENSES during the Visit of DA Secretary Francisco Tiu Laurel, Jr. to the Province of Eastern Samar on May 21 to 22, 2024.		quart				
TERMS AND CONDITIONS (Lot 1):							
<p>1. That the winning bidder shall provide FOOD on the following dates:</p> <p>May 21, 2024 40 pax LUNCH 40 pax PM SNACKS 40 pax DINNER</p> <p>May 22, 2024 40 pax BREAKFAST 100 pax AM SNACKS 100 pax LUNCH 100 pax PM SNACKS 40 pax DINNER</p> <p>2. That the winning bidder shall provide the following: MEALS (LUNCH and DINNER) shall include serving of the following: a) 1 kind of meat (Chicken/beef/pork) b) 1 kind of fish/seafood c) Vegetable d) Rice e) Dessert f) Drinks (bottled Water/bottled drinks) SNACKS shall include any of the following: a) Traditional Filipino delicacy or noodles/pasta dish or cake/pastry/sandwich b) Bottled drinks</p> <p>3. That the winning bidder shall ensure that the FOOD are served in a presentable manner. Use of eco-friendly materials are preferred.</p> <p>4. Payment shall be made after services have been satisfactorily rendered, papers processed, inspected and accepted by BFAR 8 authorized personnel.</p>							
LOT 2					125,000.00		
1	JOB ORDER: FOOD EXPENSES during the Visit of DA Secretary Francisco Tiu Laurel, Jr. to the Province of Northern Samar on May 22 to 23, 2024.						
TERMS AND CONDITIONS (Lot 2):							

<p>1. That the winning bidder shall provide FOOD on the following dates:</p> <p>May 22, 2024 50 pax LUNCH 50 pax PM SNACKS 50 pax DINNER</p> <p>May 22, 2024 50 pax BREAKFAST 100 pax AM SNACKS 100 pax LUNCH 100 pax PM SNACKS 50 pax DINNER</p> <p>2. That the winning bidder shall provide the following: MEALS (LUNCH and DINNER) shall include serving of the following: a) 1 kind of meat (Chicken/beef/pork) b) 1 kind of fish/seafood c) Vegetable d) Rice e) Dessert f) Drinks (bottled Water/bottled drinks) SNACKS shall include any of the following: a) Traditional Filipino delicacy or noodles/pasta dish or cake/pastry/sandwich b) Bottled drinks</p> <p>3. That the winning bidder shall ensure that the FOOD are served in a presentable manner. Use of eco-friendly materials are preferred.</p> <p>4. Payment shall be made after services have been satisfactorily rendered, papers processed, inspected and accepted by BFAR 8 authorized personnel.</p>		
TOTAL :	225,000.00	

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

END-USER: CYLET SALVACION C. LLUZ

PLACE OF DELIVERY: _____

DELIVERY PERIOD: _____

Prepared by: cdt

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