



Project Reference Number : PHILMech RFQ-17-05-735

Name of the Project : **Food/ Accommodation/ Training Hall for the conduct of Technical Symposium on Mechanization Planting Operation of Bulb Onion (P 64, 250.00)**

Location of the Project : San Jose, Occidental Mindoro

REQUEST FOR QUOTATION

Date: May 31, 2017

Company Name: _____

Address: _____

Please quote your lowest price on the items listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative to any of the above addresses through **SEALED BID on or before June 6, 2017.**

The Philippine Center for Postharvest Development and Mechanization reserves the right to reject any or all bids/quotations, to refuse to make an award for any item/s due to budget limitation, procurement regulations, or other similar valid causes and to waive any formality not affecting the substance of the bid as the interest of the government may require. It further assumes no responsibility whatsoever to compensate or indemnify suppliers for any expense/s incurred in the preparation of their quotations.

NOTE:

Bidders shall submit **copies** of the following documents in support of their quotation:

- a.) Current Business permit;
- b.) A copy of the duly signed Terms and Conditions;
- c.) Certificate of PhilGEPS Registration
- d.) DTI/SEC

Cornelia M. Villanueva
 CORNELIA M. VILLANUEVA
 Subject: our quotation signed by your SEALED BID on or before

Procedures based on the Terms of Reference	Quantity	Total Cost
Food/ Accommodation/ Training Hall for the conduct of Technical Symposium on Mechanization Planting Operation of Bulb Onion		
June 28, 2017		
Dinner	20	
Accommodation	20	
June 29, 2017		
Breakfast	20	
Snacks (am)	45	
Lunch	45	
Snacks (pm)	45	
Dinner	45	
Accommodation	20	
June 30, 2017		
breakfast	20	
	TOTAL COST	
IN WORDS		



TERMS AND CONDITIONS

1. All prices quoted herein are valid, binding and effective for at least _____ () Calendar days.
2. Award of the contract shall be as based on the lowest bid.
3. Delivery shall be done at the San Jose, Occidental Mindoro within ___ calendar days from receipt of the Contract/Job Order.
4. Awardee shall be responsible for the source/s of his supplies/materials/equipment, shall make deliveries in accordance with schedule, quality and specifications of the award and purchase order. Failure by the **AWARDEE** to comply with the same shall be ground for cancellation of the award and purchase order issued to that **AWARDEE** and for re-awarding the items to the **ALTERNATE AWARDEE**.
5. **AWARDEE** shall pick up the approved Job Order(s) issued in his favor within three (3) days after receipt of notice to that effect. A telephone call or fax transmission shall constitute an official notice to the **AWARDEE**. Thereafter, if the job order(s) remain unattended, the said job order(s) shall be sent by messengerial service to the **AWARDEE** at the latter's expense.
6. A performance bond upon receipt and approval of the Job Order/Contract shall be submitted to Procurement Unit within seven (7 days)
7. Subject to the provisions of the preceding paragraph, where **AWARDEE** has accepted a job order but fails to complete the required work (s) within the time called for in the same order, the awardee may file a written request for its extension subject to evaluation of the assigned representative. Thereafter upon the approval of the request, if **AWARDEE** has not completed the work within the extended period, the subject job shall be cancelled then purchase the required item(s) from such other source(s) as it may determine, with the difference in price.
8. The contract shall guarantee the work done to be free from defects..
9. Any defects that may be discovered by the PHIMech shall be repaired immediately by the contractor by the within seven (7) calendar days upon receipt of a written notice to that effect.
10. A penalty of 1/10 of one percent (0.001) of the total contract amount or of the value of the work done shall be deducted for each day of delay in the completion of the contracted work.
11. All taxes if any shall be for the suppliers account.
12. Payment terms shall be full payment upon completion and acceptance by the PHIMech minus 5% Vat AND 1% EWT, liquidated damages, if any.
13. All transactions are subject to withholding of creditable Value Added Tax (VAT) per Revenue Regulation No.10-93.

After having carefully read and accepted the Terms and Conditions attached to the Request for Quotation, I/We quote you on the item at prices indicated above.

 Printed Name/Signature

 Position / Signature

 Telephone No. / Cell phone No.

 Date

 Position / Signature

 Date