



Republic of the Philippines
Department of Agriculture

Philippine Center for Postharvest Development and Mechanization

CLSU Compound, Science City of Munoz, Nueva Ecija

Telephone No: (044) 456-0287 loc. 271/272 - email: philmech.svp2@gmail.com

REQUEST FOR QUOTATION

RFQ No.: 22-01-78

PR No.: 22-01-A-61

Please quote your lowest price on the item/s 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 not later than January 24, 2022

The Philippine Center for Postharvest Development and Mechanization (PHilMech) 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 quotation/s.


CORNELIA M. VILLANUEVA

Authorized Official

ITEM NO.	QTY	UNIT	ITEMS/SPECIFICATION	UNIT PRICE	TOTAL PRICE
	40	pc	DOOR KNOB, heavy duty, with key		
	50	pc	DRAWER LOCK, Heavy Duty		
	20	pc	LOCKSET, for Aluminum swing door		
	2	pc	PADLOCK, heavy duty		
	20	pc	TRANSOM DOOR CLOSER, for Aluminum swing door		

Delivery Period _____

Price validity _____

Warranty _____

Terms of Payment _____

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

Very truly yours,

Printed Name and Signature/Designation

Date/TIN No.

Name of Company

Company Address

Contact Number/s

Email Address



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 www.philmech.gov.ph



PURCHASE REQUEST

Entity Name: _____ Fund Cluster: _____

Office/Section: _____ PR No.: 22-01-A-G1 '19 Date: 07-Jan-22
 Responsibility Center Code: _____

Stock/	Unit	Item Description	Quantity	Unit Cost	Total Cost
	pc	DOOR KNOB, heavy duty, with key CB2-40	40	1,000.00	40,000.00
	pc	DRAWER LOCK, Heavy Duty CB2-50	50	80.00	4,000.00
	pc	LOCKSET, for Aluminum swing door CB2-20	20	500.00	10,000.00
	pc	PADLOCK, heavy duty CVD2-2	2	410.00	820.00
	pc	TRANSOM DOOR CLOSER, for Aluminum swing door CB2-20	20	2,809.00	56,180.00
		x-x-x-x-x-x- Nothing Follows -x-x-x-x-x-x-x-x		Total	111,000.00

Purpose: For implementation of various projects and activities
 1st Quarter Supplies - Regular Fund 2022

Signature: Printed Name: Designation: Date	Requested by:  REYNALDO P. GREGORIO Acting Chief, AD	Approved by:  RONALDO SEBASTIAN R. REYES Director III



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General Conditions

1. The Approved Budget for the Contract (ABC) is Php 111,000.00
2. Specifications herein provided are the minimum requirements of the PHilMech. Hence a supplier must not
3. Supplemental information shall be indicated/attached in the price quotation to reflect the complete
4. Quotation must be inclusive of all costs and applicable government taxes, including delivery charges.
5. Award of the contract shall be made to the lowest complying/responsive bid/offer.
6. Price validity shall be thirty (30) calendar days from the deadline of submission of quotation.
7. For those with ABCs above Fifty Thousand Pesos (PhP50,000.00), suppliers shall submit copies of the
 - 7.1 Current Business Permit
 - 7.2 DTI/SEC Certificate of Registration
 - 7.3 BIR Certificate of Registration
 - 7.3 PhilGEPS Registration Number
 - 7.4 Omnibus Sworn Statement (Annex A)
 - 7.5 Income/Business Tax Return
 - 7.6 Professional License/Curriculum Vitae (Consulting Services)
 - 7.7 PCAB License (Infra.)
8. Supplier shall be responsible for the source/s of its goods/services/equipment, and which shall be in accordance with the schedule and specifications of the RFQ or PO/JO. Failure of the supplier to comply with this provision shall be ground for cancellation of the award or purchase order issued to the supplier.
9. Payment shall be made only upon completion and acceptance by the PHilMech.
10. Supplier warrants that all goods/services/equipment to be provided are of acceptable industry standard.
11. Delivery period shall be indicated in the quotation. A penalty of 1/10 of one percent for every day of delay shall be charged as liquidated damages on the undelivered items/services.
12. In conformity with the Direct Payment Scheme via bank debit system, please credit/deposit payment to:
Name of Bank _____
Bank Branch _____
Account Name _____
Account No _____