REQUEST FOR QUOTATION

RFQ No. : R-23-02-33
PR No.   : 23-02-G-32

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 February 13, 2023.

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.

_____	**RAYMUND JOSEPH P. MACARANAS**
Buyer/Canvasser	Authorized Official

ITEM NO.	QTY.	UNIT	ITEM AND DESCRIPTION		UNIT PRICE	TOTAL PRICE
			Per Request	Offer/Brand/Model		
1			**Food, Venue and Accommodation for the conduct the Training Course on Postharvest Technologies: Drying and Milling at Valencia City, Bukidnon or at any nearby municipalities on March 20-24, 2023**			
			March 19, 2023			
	22	pax	Dinner			
	22	pax	Accommodation			
			March 20, 2023			
	28	pax	Breakfast			
	28	pax	AM Snacks			
	28	pax	Lunch			
	28	pax	PM Snacks			
	28	pax	Dinner			
	28	pax	Accommodation			
			March 21, 2023			
	30	pax	Breakfast			
	30	pax	AM Snacks			
	30	pax	Lunch			
	30	pax	PM Snacks			
	30	pax	Dinner			
	30	pax	Accommodation			
			March 22, 2023			
	43	pax	Packed Breakfast			
	43	pax	Packed AM Snacks			
	43	pax	Packed Lunch			
	43	pax	Packed PM Snacks			
	30	pax	Dinner			
	30	pax	Accommodation			
	90	pc	Bottled Water (1000ml)			

PHilMech-AD-F-059 Rev 01 (02.23.22)

Republic of the Philippines
Department of Agriculture
Philippine Center for Postharvest Development and Mechanization
Science City of Muñoz, Nueva Ecija, Philippines
Telephone Nos. 09328696837 (Sun); 09178130852 (Globe) loc. 141/142/143/144;
Email add.: amp@philmech.gov.ph

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		March 23, 2023	
43	pax	Packed Breakfast	
43	pax	Packed AM Snacks	
43	pax	Packed Lunch	
43	pax	Packed PM Snacks	
30	pax	Dinner	
30	pax	Accommodation	
90	pc	Bottled Water (1000ml)	
		March 24, 2023	
30	pax	Breakfast	
30	pax	AM Snacks	
30	pax	Lunch	
30	pax	PM Snacks	
8	pax	Dinner	
8	pax	Accommodation	

Additional Requirements:
-2 pax per room only and airconditioned
-Meals: 3 main courses (seafoods, chicken & vegetables) + dessert + soup + drinks + unlimited rice
-Inclusive of airconditioned training hall for 40 pax with sound system, LCD projector and laptop
-With free flowing coffee
-With stable internet connection
-Venue shall be within or nearby the hands-on site which is at maximum of 50 km
-Provide health protocols implemented by Provincial IATF

Delivery Period : _____
Price validity : _____
Warranty : _____
Terms of Payment : _____

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General Conditions

1. The Approved Budget for the Contract (ABC) is <u>356,700.00</u>
2. Specifications herein provided are the minimum requirements of the PHilMech. Hence a supplier must not offer lower specifications than required.
3. Supplemental information shall be indicated/attached in the price quotation to reflect the complete specifications e.g., brand name, model, pictures/brochures of the offer.
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 forty five (45) 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 following documents in support of their quotation, to wit:

☑	7.1	Current Mayor's/Business Permit
☐	7.2	DTI/SEC Certificate of Registration
☑	7.3	BIR Certificate of Registration
☐	7.4	PhilGEPS Registration Certificate (Platinum) all pages
☐	7.5	Omnibus Sworn Statement
☐	7.6	Income/Business Tax Return
☐	7.7	Professional License/Curriculum Vitae (Consulting Services)
☐	7.8	PCAB License (Infra.)
☐	7.9	Net Financial Contracting Capacity (NFCC)
☐	7.10	Documents required as stated in the Technical Specifications
☐	7.11	Others

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. 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. Payment shall be made upon inspection and acceptance of delivery subject to prior submission of sales invoice/delivery receipt and other requirements as maybe necessary
13. 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.: _____

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.

_____

Printed name and signature of Authorized Representative

Designation: _____

Company Name: _____

Business Address: _____

PhilGEPS Registration No.: _____

TIN: _____

Contact No/s.: _____

Email Address: _____