



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

REQUEST FOR QUOTATION

RFQ No.: R-23-02-81
 PR No. : 23-02-G-80/81

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 27, 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.

 Buyer/Canvasser


RAYMUND JOSEPH P. MACARANAS
 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 of the Training of Trainers on Postharvest Technologies: Drying and Milling in Cantilan, Surigao del Sur or any nearby municipalities on April 17-21, 2023		
	30	pax	April 16, 2023 Dinner		
	30	pax	Accommodation		
	37	pax	April 17, 2023 Breakfast		
	37	pax	AM Snacks		
	37	pax	Lunch		
	37	pax	PM Snacks		
	37	pax	Dinner		
	37	pax	Accommodation		
	37	pax	April 18, 2023 Breakfast		
	37	pax	AM Snacks		
	37	pax	Lunch		
	37	pax	PM Snacks		
	37	pax	Dinner		
	37	pax	Accommodation		
	47	pax	April 19, 2023 Packed Breakfast		
	47	pax	Packed AM Snacks		
	47	pax	Packed Lunch		
	47	pax	Packed PM Snacks		
	47	pax	Dinner		



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42	pax	Accommodation			
100	pc	Bottled Water (1000ml)			
		April 20, 2023			
47	pax	Packed Breakfast			
47	pax	Packed AM Snacks			
47	pax	Packed Lunch			
47	pax	Packed PM Snacks			
47	pax	Dinner			
42	pax	Accommodation			
100	pc	Bottled Water (1000ml)			
		April 21, 2023			
37	pax	Breakfast			
37	pax	AM Snacks			
37	pax	Lunch			
37	pax	PM Snacks			
37	pax	Dinner			
10	pax	Accommodation			
		Food, Venue and Accommodation for the conduct of the Training of Trainers on Postharvest Technologies: Drying and Milling in Cantilan, Surigao del Sur or any nearby municipalities on April 24-28, 2023			
		April 23, 2023			
38	pax	Dinner			
38	pax	Accommodation			
		April 24, 2023			
38	pax	Breakfast			
38	pax	AM Snacks			
38	pax	Lunch			
38	pax	PM Snacks			
38	pax	Dinner			
38	pax	Accommodation			
		April 25, 2023			
38	pax	Breakfast			
38	pax	AM Snacks			
38	pax	Lunch			
38	pax	PM Snacks			
42	pax	Dinner			
42	pax	Accommodation			
		April 26, 2023			
52	pax	Breakfast			
52	pax	Packed AM Snacks			
52	pax	Packed Lunch			
52	pax	Packed PM Snacks			
42	pax	Dinner			
42	pax	Accommodation			



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52	pc	Bottled Water (1000ml)			
		April 27, 2023			
52	pax	Breakfast			
52	pax	Packed AM Snacks			
52	pax	Packed Lunch			
52	pax	Packed PM Snacks			
38	pax	Dinner			
38	pax	Accommodation			
52	pc	Bottled Water (1000ml)			
		April 28, 2023			
38	pax	Breakfast			
38	pax	AM Snacks			
38	pax	Lunch			
38	pax	PM Snacks			
8	pax	Dinner			
8	pax	Accommodation			
		Note:			
		- Accommodation (2 pax per room and airconditioned)			
		- Inclusive of training hall for 40 pax with sound system, 5-LCD projector and laptop; 5 plenary session w/8 pax each			
		- Meals: 3 main courses (seafoods, pork/beef/chicken & vegetables) +dessert+soup+drinks+unlimited rice			
		- 75% guranteed pax			
		- With free overflowing coffee			
		- With stable internet connection			
		- Non-use of unnecessary single-use plastics for meals and snacks (plastic spoon, fork, cups, straws, stirrers, knives and thin-filmed sando bags)			
		-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 890,600.00
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:

- | | | |
|-------------------------------------|------|--|
| <input checked="" type="checkbox"/> | 7.1 | Current Mayor's/Business Permit |
| <input type="checkbox"/> | 7.2 | DTI/SEC Certificate of Registration |
| <input checked="" type="checkbox"/> | 7.3 | BIR Certificate of Registration |
| <input checked="" type="checkbox"/> | 7.4 | PhilGEPS Registration Certificate (Platinum) all pages |
| <input checked="" type="checkbox"/> | 7.5 | Omnibus Sworn Statement |
| <input checked="" type="checkbox"/> | 7.6 | Income/Business Tax Return |
| <input type="checkbox"/> | 7.7 | Professional License/Curriculum Vitae (Consulting Services) |
| <input type="checkbox"/> | 7.8 | PCAB License (Infra.) |
| <input type="checkbox"/> | 7.9 | Net Financial Contracting Capacity (NFCC) |
| <input type="checkbox"/> | 7.10 | Documents required as stated in the Technical Specifications |
| <input type="checkbox"/> | 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: _____