



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.: 23-05-435
 PR No. : 23-05-E-295

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 May 22, 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

Authorized Official

Buyer/Canvasser

ITEM NO.	QTY.	UNIT	ITEM AND DESCRIPTION		UNIT PRICE	TOTAL PRICE
			Per Request	Offer/Brand/Model		
1	1	service	Supply of materials and labor for the installation of decoration for the PHilMech Employees Night Date: May 25, 2023 Venue: PHilMech's TMDC Address: PHilMech Compound, Science City of Muñoz, Nueva Ecija No. of attendees: 600 Theme: Anniversary Grand Ball Night (Sapphire) / Formal Event Inclusions: Stage set-up/decoration Grand Entrance decoration Ceiling Décor Lightning Decor Walk way Backdrops Photobooth station Red Carpet Details: Area: please see attached floor plan for the event Structure: Covered Court (open for site visitation) *please avoid using color blue decoration materials for the event. Employees attire is in any shade of blue			

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



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Email add.: philmech.svp2@gmail.com

REQUEST FOR QUOTATION

General Conditions

1. The Approved Budget for the Contract (ABC) is 150,000.00
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 type="checkbox"/> | 7.4 | PhilGEPS Registration Certificate (Platinum) all pages |
| <input type="checkbox"/> | 7.5 | Omnibus Sworn Statement |
| <input 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: _____

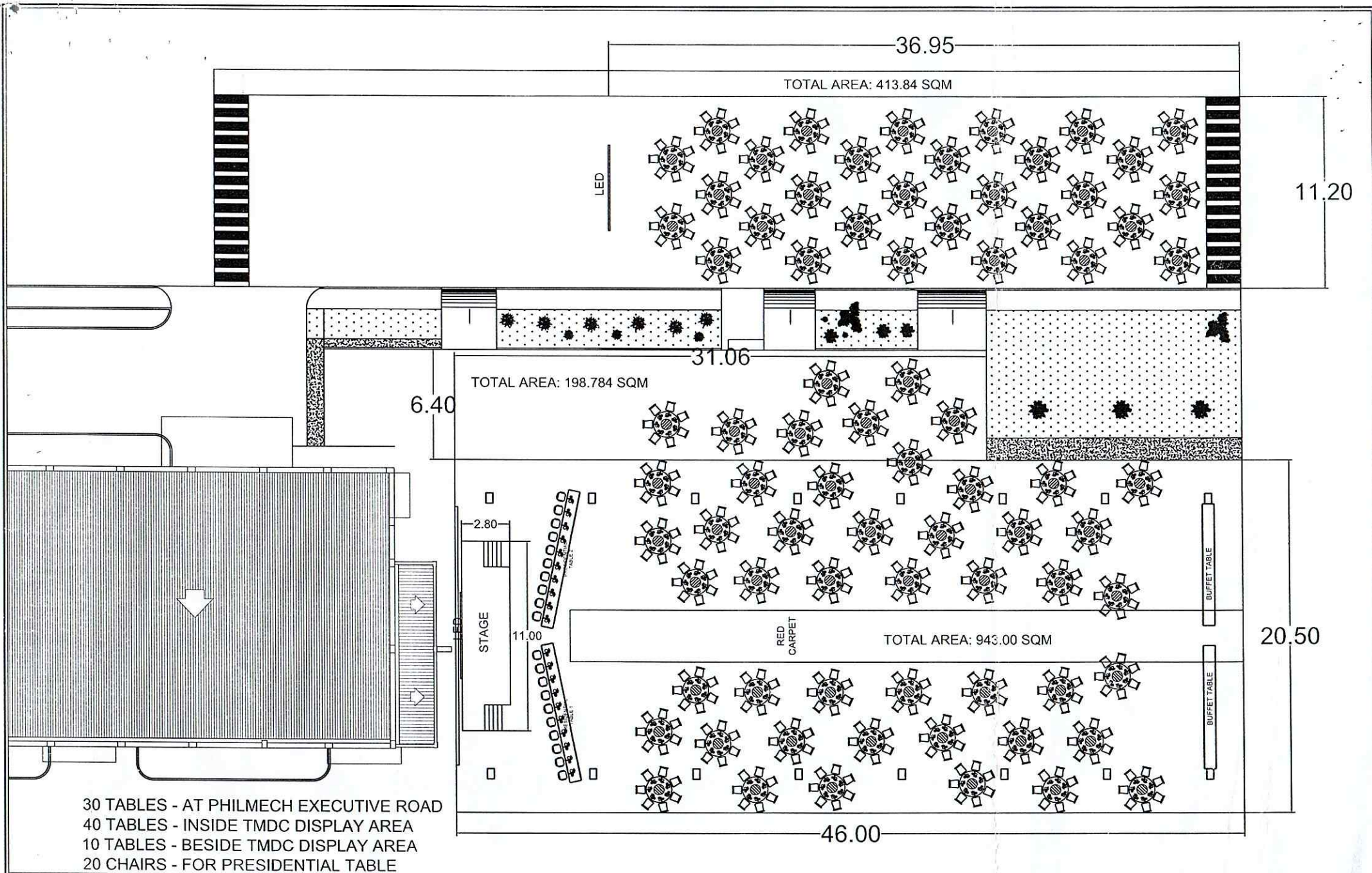
Business Address: _____

~~PhilGEPS~~ Registration No.: _____

TIN: _____

Contact No/s.: _____

Email Address: _____



ARCHITECT	DESIGNED BY	PROJECT TITLE
DATE ISSUED	DATE BY:	PROPOSED TABLE LAYOUT FOR PHILMECH EMPLOYEES NIGHT
VALIDITY:	DATE ISSUED:	LOCATION
TW NO.	PLACE ISSUED:	CLSU COMPOUND, SCIENCE CITY OF MUNOZ, NUEVA ECJIA

DESIGNED BY	PROJECT TITLE
ADD BY	PROPOSED TABLE LAYOUT FOR PHILMECH EMPLOYEES NIGHT
DATE BY:	LOCATION
	CLSU COMPOUND, SCIENCE CITY OF MUNOZ, NUEVA ECJIA

DESIGNED BY	PROJECT TITLE
JENO JULIUS C. GARCIA ENGINEER, BMTSS	PROPOSED TABLE LAYOUT FOR PHILMECH EMPLOYEES NIGHT

DESIGNED BY	PROJECT TITLE
JENO JULIUS C. GARCIA ENGINEER, BMTSS	PROPOSED TABLE LAYOUT FOR PHILMECH EMPLOYEES NIGHT

APPROVED BY	PROJECT TITLE
DIONISIO G. ALVINDIA, Ph.D. DIRECTOR IV	PROPOSED TABLE LAYOUT FOR PHILMECH EMPLOYEES NIGHT

DATE	PROJECT	SHEET CONTENT	SHEET NO.
		AS SHOWN	A-01
			01 02

UNLESS OTHERWISE SPECIFIED, ALL WORK SHALL BE IN ACCORDANCE WITH THE PROVISIONS OF THE NATIONAL BUILDING CODE OF THE PHILIPPINES (RA 10661) AND THE NATIONAL ELECTRICAL CODE (RA 10531). THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING PLANTS AND TREES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING ROADS AND ALLEYS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING PLANTS AND TREES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING ROADS AND ALLEYS.