



Republic of the Philippines  
 Department of Agriculture  
**Philippine Center for Postharvest Development and Mechanization**  
 Science City of Muñoz, Nueva Ecija, Philippines  
 Telephone Nos. 09178004526 (Globe); 09178130852 (Globe) loc. 144/142/142/144  
 Email add.: amp@philmech.gov.ph

**REQUEST FOR QUOTATION**

RFQ No. : R-24-04-184  
 PR No. : 24-04-G-168

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 April 30, 2024.

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.

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 Buyer/Canvasser

**RICHELLE ANN L. MOROTA**  
 Authorized Official

ITEM NO.	QTY.	UNIT	ITEM AND DESCRIPTION		UNIT PRICE	TOTAL PRICE
			Per Request	Offer/Brand/Model		
1			<b>Food and accommodation for the conduct of the Training Course on the Operation and Maintenance of Rice Machinery on May 6-10, 2024 in Los Baños, Laguna</b>			
			<b>May 6, 2024</b>			
	35	pax	Breakfast			
	35	pax	AM Snacks			
	35	pax	Lunch			
	35	pax	PM Snacks			
	35	pax	Dinner			
	35	pax	Accommodation (2 pax per room only and airconditioned)			
			<b>May 7, 2024</b>			
	35	pax	Breakfast			
	35	pax	AM Snacks			
	35	pax	Lunch			
	35	pax	PM Snacks			
	35	pax	Dinner			
	35	pax	Accommodation (2 pax per room only and airconditioned)			
			<b>May 8, 2024</b>			
	40	pax	Breakfast			
	45	pax	Packed AM Snacks			
	45	pax	Packed Lunch			
	45	pax	Packed PM Snacks			
	40	pax	Dinner			
	35	pax	Accommodation (2 pax per room only and airconditioned)			



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### REQUEST FOR QUOTATION

			<p><b>May 9, 2024</b></p> <p>40 pax Breakfast</p> <p>45 pax Packed AM Snacks</p> <p>45 pax Packed Lunch</p> <p>45 pax Packed PM Snacks</p> <p>40 pax Dinner</p> <p>35 pax Accommodation (2 pax per room only and airconditioned)</p> <p><b>May 10, 2024</b></p> <p>35 pax Breakfast</p> <p>35 pax Packed AM Snacks</p> <p>35 pax Packed Lunch</p> <p>35 pax Packed PM Snacks</p> <p>200 btl <b>Bottled Water (500 ml)</b></p> <p>3 day <b>Training Hall</b></p> <p><b>Other Requirements:</b></p> <ol style="list-style-type: none"> <li>1. Meals: 3 main courses (seafoods, pork/beef/chicken &amp; vegetables) + dessert + soup + drinks</li> <li>2. Inclusive of airconditioned training hall for 50 pax (to consider 1-2m physical distancing), with sound system, LCD projector and Laptop</li> <li>3. With free flowing coffee</li> <li>4. Comply/ provide health protocols implemented by Provincial IATF</li> <li>5. 75% guaranteed pax</li> <li>6. Non-use of unnecessary single-use plastics for meals and snacks (plastic spoon, fork, cups, straws, stirrers, knives and thin filmed sando bags)</li> <li>7. With stable internet connection</li> <li>8. Hotel shall be near the training and hands-on site in Calauan, Laguna which is at maximum of 35km or 1-hr travel time</li> </ol>			
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Delivery Period : \_\_\_\_\_  
 Price validity : \_\_\_\_\_  
 Warranty : \_\_\_\_\_  
 Terms of Payment : \_\_\_\_\_