



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); 0917813082 (Globe) loc. 144/142/143/144
 Email add.: amp@philmech.gov.ph

REQUEST FOR QUOTATION

RFQ No. : 24-04-472

PR No. : 24-04-E-225/226/250/242

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 13, 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.

 Buyer/Canvasser

[Signature]
RICHELLE ANN L. MOROTA
 Authorized Official

ITEM NO.	QTY.	UNIT	ITEM AND DESCRIPTION		UNIT PRICE	TOTAL PRICE
			Per Request	Offer/Brand/Model		
1	3	pc	Plaque of Appreciation for Retirees Lot 1 plaque for retirees			
2	35	pc	Plaque of Recognition for Service Awardees Lot 2 5 th year awardees			
3	1	pc	10 th year awardee			
4	7	pc	30 th year awardees			
5	1	pc	35 th year awardees			
6	12	pc	Plaque of Recognition for Outstanding Employees Lot 3 Natatanging Kawani Research and Development: Senior and Junior Categories Extension Support Services: Senior and Junior Support Services: Senior and Junior Operations: Senior and Junior First Level: Administrative and Technical Support			
7	4	pc	Gawad Likha			
8	1	pc	Gawad Asal (Exemplary Behavior Award),			
9	1	pc	Dangal ng PHilMech			
10	5	pc	Hall of Fame Award			
11	1	pc	Plaque of Recognition for Special Awards Gawad Liderato			



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12	1	pc	Best Organizational Unit Award Plaque to be used during the recognition of Best RCEF FCA Beneficiaries Lot 4			
13	4	pc	Customized to be awarded to RCEF FCAs 1 Natatanging FCA 2024 3 Best Regional FCAs			

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



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General Conditions

1. The Approved Budget for the Contract (ABC) is Lot 1: 7,500.00 Lot 2: 110,000.00 Lot 3: 75,500.00 Lot 4: 12,000.00.
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 | PCurrent 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: _____



Department of Agriculture
Philippine Center for Postharvest Development and
Mechanization

presents this

Plaque of Recognition

to

SCIENCE CITY OF MUNOZ

for their meritorious performance as the beneficiary of the RCEF
Mechanization Program and as partner in advancing agricultural
mechanization in the country.

Given this 21st of May 2024 at the PHilMech Main Office,
Science City of Muñoz, Nueva Ecija.

dgalvindia
Dionisio G. Alvindia, Ph.D.
Director IV, PHilMech



NATATANGING FCA 2024



7 inches (H)
arched cut top

0.5 inches clear
glass (thickness)

All text & logo (front
etching)

6.2 inches (W)
base glass

.4 inches (H) gold
plated

2.5 inches (H)
wood black coated

6.3 inches (W) Circular



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dgalvindia

Dionisio G. Alwindia, Ph.D.
Director IV, PHilMech

☺ NATATANGING FCA 2024 ☺

6.6 inches (W) Circular

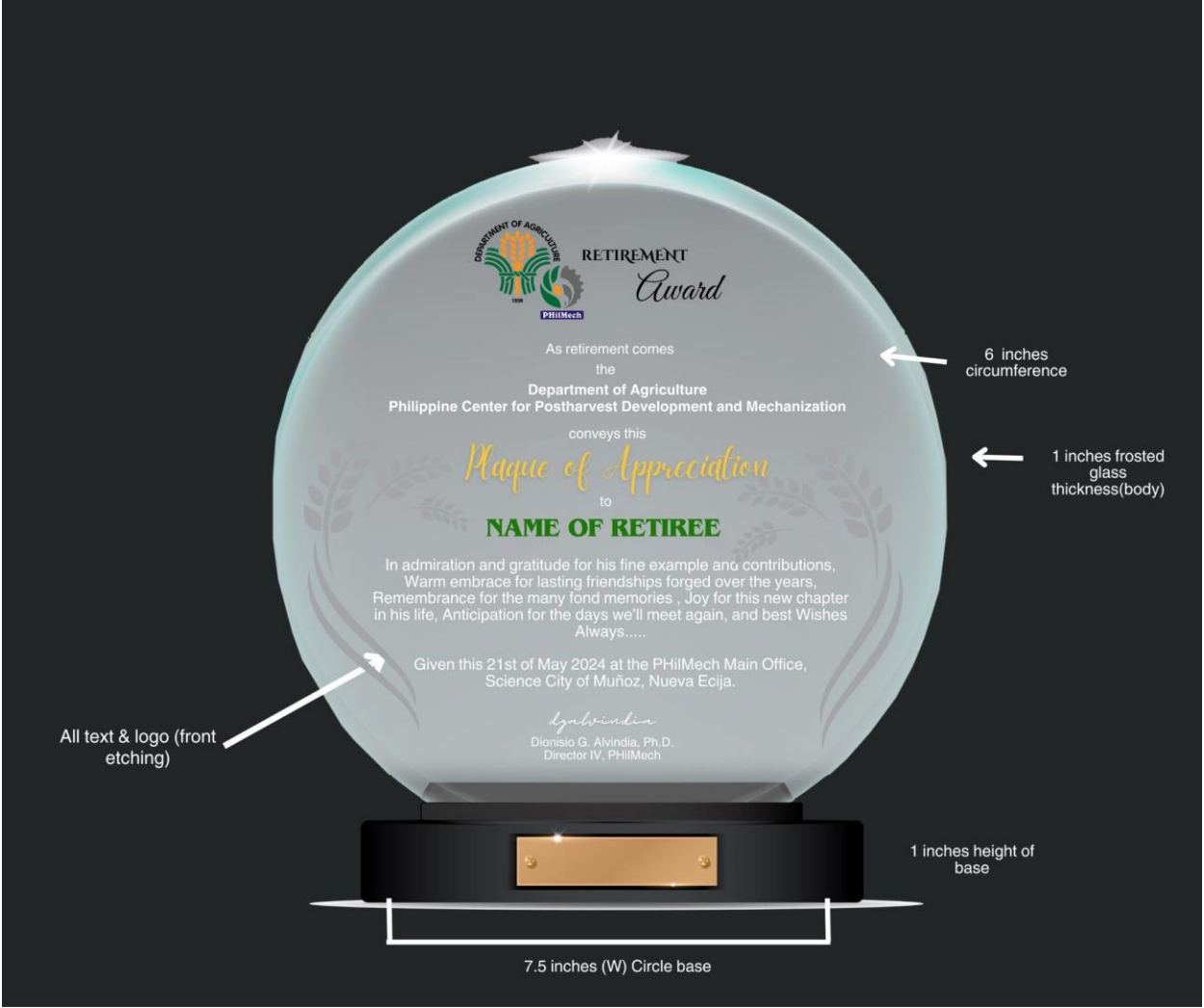
0.7 inches glass
thickness

All text & logo (front
etching)

6.7 inches (H)
nonagon cut clear
glass

7 inches (H)
octagon cut glass
(sky blue)

Wood (black
coating)
1.2 inches (H)



Gold brass

Name and award details (for back and debossed text) to follow



3" diameter

back text



black acrylic with debossed text

-wood frame, a4 size; navy blue felt cloth

PHilMech SERVICE AWARDS

PLAQUE TEMPLATE/DETAILS

215 mm



Specifications:
Acrylic Plaque,
Made of glass (front façade)
and brown wood

160 mm

Department of Agriculture
**PHILIPPINE CENTER FOR POSTHARVEST
DEVELOPMENT AND MECHANIZATION**
CLSU Compound, Science City of Muñoz, Nueva Ecija

Presents this

SERVICE AWARD

To

*Name**

For ___ years of dedicated service and invaluable
contribution towards the attainment
of the Center's goals and objectives.

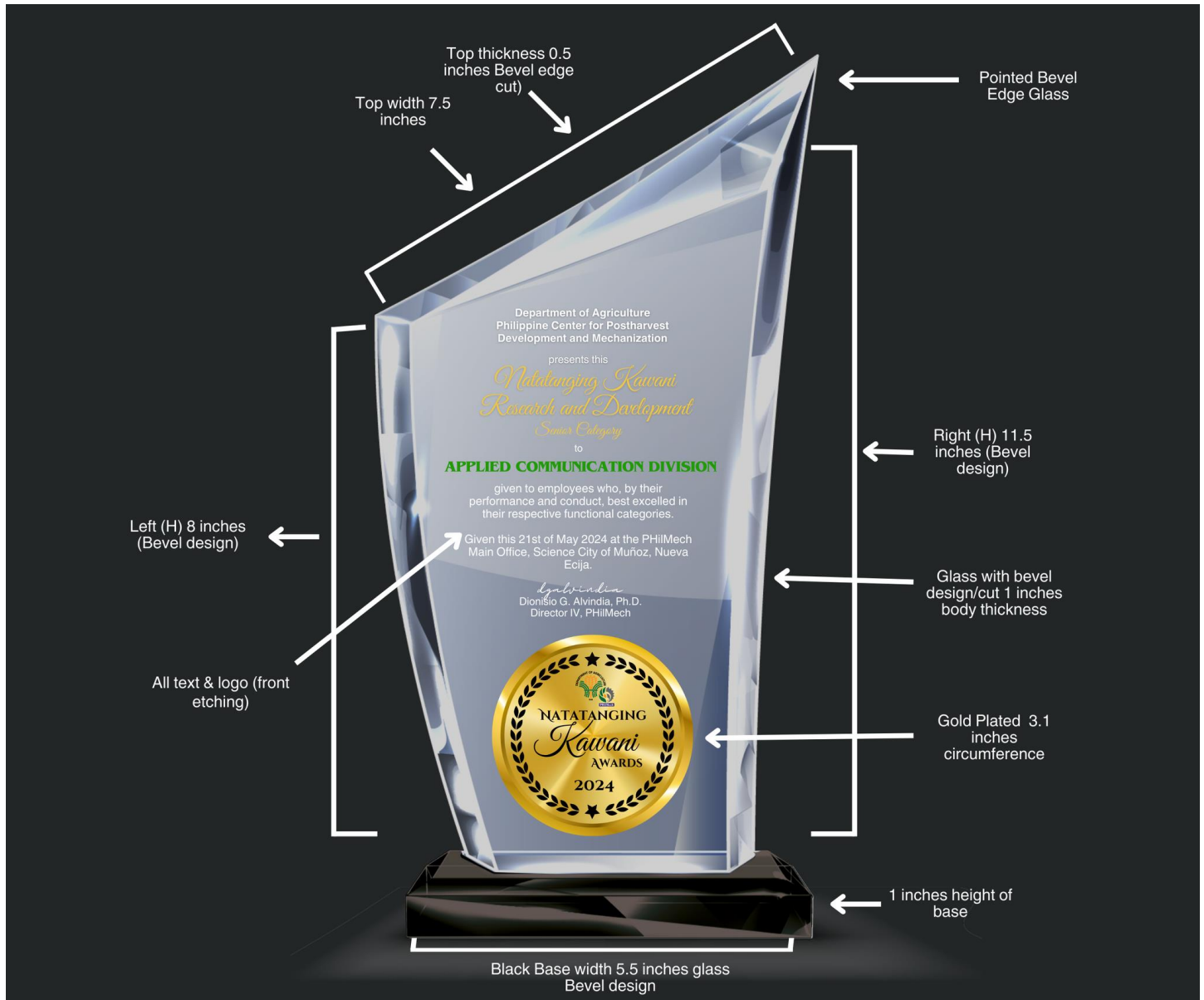
Given this 25th day of May 2023 at the PHilMech
Main Office, CLSU Compound, Science City of
Muñoz, Nueva Ecija

DIONISIO G. ALVINDIA, Ph.D.
Director IV

***PLEASE SEE ATTACHED FOR LIST OF AWARDEES**

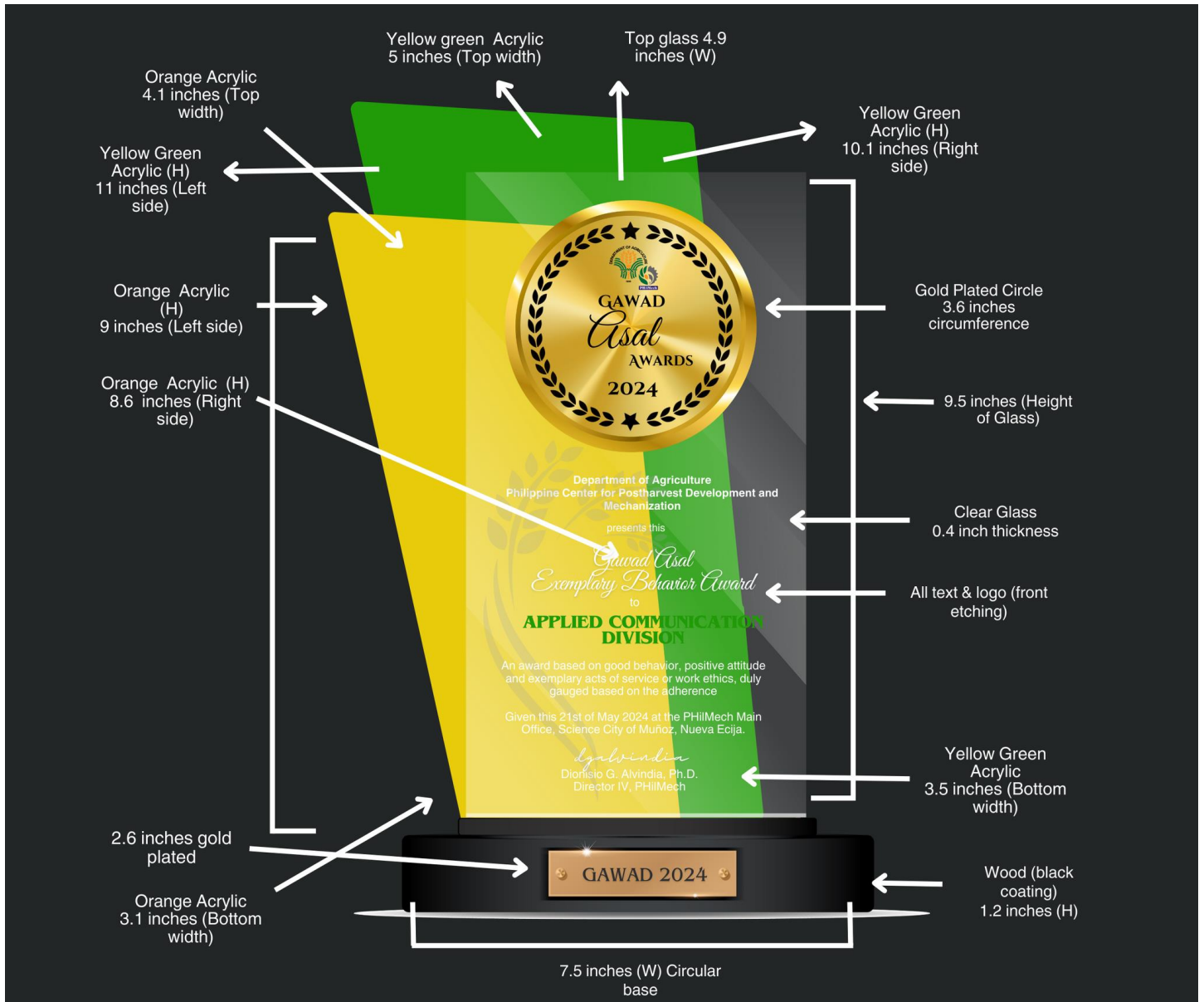
LAYOUT AND SPECIFICATIONS

Note: Citation/ exact wordings to follow

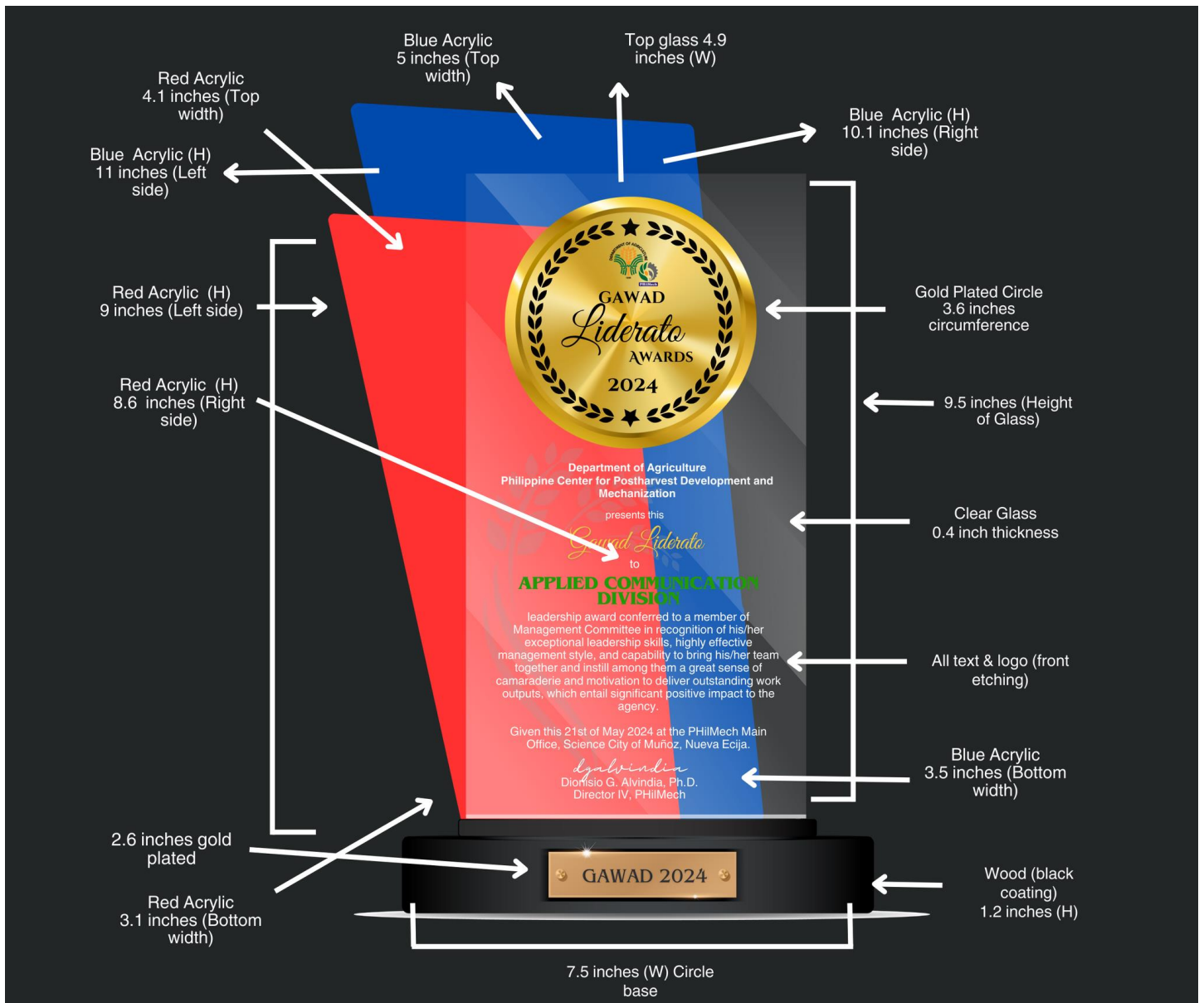




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