



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. : 24-05-484
 PR No. : 24-04-E-268

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 14, 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

~~RICHELLE ANN L. MOROTA~~
 Authorized Official

ITEM NO.	QTY.	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL PRICE
			Per Request		
			Offer/Brand/Model		
1			Food and Accommodation for the conduct of Orientation Workshop on Feasibility Study Preparation for the Establishment of Rice Processing Systems of 6 RPS Beneficiaries in Luzon C Cluster in Magsaysay, Occidental Mindoro on May 27-30, 2024		
	18	pax	May 27, 2024 Dinner		
	18	pax	Accommodation		
	23	pax	May 28, 2024 Breakfast		
	23	pax	AM Snacks		
	23	pax	Lunch		
	23	pax	PM Snacks		
	23	pax	Dinner		
	23	pax	Accommodation		
	23	pax	May 29, 2024 Breakfast		
	23	pax	AM Snacks		
	23	pax	Lunch		
	23	pax	PM Snacks		
	23	pax	Dinner		
	23	pax	Accommodation		



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			May 30, 2024			
	23	pax	Breakfast			
	23	pax	AM Snacks			
	23	pax	Lunch			
	23	pax	PM Snacks			
	23	pax	Dinner			
	6	pax	Accommodation			
			<i>* Please see attached menu</i>			
			Other Requirement			
			1. Free flowing coffee			
			2. Buffet style			
			3.No single use Plastic			

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



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General Conditions

1. The Approved Budget for the Contract (ABC) 164,140.00.
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: _____

MENU

	May 27	May 28	May 29	May 30
BREAKFAST		Fried Rice Fried fish Salted Egg Tortang talong Coffee	Plain Rice Beef Tapa Omelet Egg Dilis w/ kamatis Coffee	Plain Rice Dried fish/Danggit Hotdog Vegetable Salad Coffee
AM SNACK		Burger w/ fries Buko Juice	Spaghetti w/ garlic bread Lemonade Juice	Sandwich Four season Juice
LUNCH		Plain Rice Beef Caldereta Fried Fish Ginisang Ampalaya Coffee Jelly Calamansi Juice	Plain Rice Sinigang Mixed-Seafoods Fried Chicken Pakbet Fresh fruits Buko pandan	Plain Rice Pork Sisig Pork Kare-Kare Sinigang (fish) Fruit salad Orange Juice
PM SNACK		Lasagna w/ garlic bread Soft drinks	Mixed Kakanin Pineapple Juice	Burger w/ fries Buko Juice
DINNER	Plain Rice Sinigang na Hipon Chopseuy Fried Fish Banana Four season Juice	Plain Rice Adobong Chicken Pakbet Fish Fillet Turon Softdrinks	Plain Rice Beef broccoli Buttered shrimp/crabs Ginisang kalabasa Mixed fruits Buko pandan	Plain Rice Beef Steak (grilled) Fried chicken Chopseuy Banana Pineapple Juice

Note:

Buffet style
Free flowing coffee
Water dispenser

**Meals: 3 main courses (seafood, pork/beef/chicken, and vegetables) with dessert soup and drinks*

**With free flowing coffee*

**75% guaranteed pax*

**non-use of the identified unnecessary single-use plastics (cups-lower than 0.2 mm thickness, drinking straws, coffee stirrers, spoons, forks, knives, plastic labo and thin-filmed sando bags)*