



Republic of the Philippines
Department of Agriculture
PHILIPPINE RURAL DEVELOPMENT PROJECT
National Project Coordination Office
4th Floor, DA Building, Elliptical Road, Diliman
Quezon City 1100, Philippines

REQUEST FOR QUOTATION
World Bank (WB) Shopping


Date: June 28, 2017
Solicitation No. SH-0116-17
PRAS No. 0263-2017


Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in **Annex A**. Failure to indicate information could be basis for non-compliance. Also, furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A please attach in your quotation a duly notarized certification to this effect.

Please accomplish and submit this form together with Annex A to the Office of the PRDP NPCO Procurement Unit/SBAC Secretariat, at the 4th Floor, New DA Building, DA Compound, Elliptical Road, Diliman, Quezon City or email at **prdpprocure@gmail.com** on or before **July 9, 2017 at 12:00NN**. For clarifications, you may contact DA-PRDP Procurement Unit at telephone nos. (02) 928-8751 local 2877.


PhilGEPS Posted
Date: 6-29-17

Very truly yours,

DIR. CARLOS L. MAGNAYE
Vice-Chairperson, Special Bids and Awards Committee

Terms and Conditions:

- Specifications here in provided are the minimum requirements of the DA-PRDP. Hence a bidder must not offer lower specifications than required.
- Bidders/Suppliers may submit alternate offer provided that the DA-PRDP SBAC's official canvass form shall be filled out with the offered brand/model (if applicable), unit price, and total price, signed properly, and attached together with the Bidder's/Supplier's own canvass form.
- Quotations may be submitted by letter, facsimile, or by electronic means.
- Award shall be made on per: Item Basis Total Quoted Price Lot Basis
- Quotation validity shall not be less than: Thirty (30) days
- Terms of Delivery: On the day of the activity
- Place of Delivery: N/A
- Terms of Payment: within 45 days after the conduct of activity
- Liquidated Damages/Penalty: (1/10) of one percent for everyday of delay shall be imposed
- In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- Mandatory Requirements for above Php50,000 Estimated Project Cost (EPC):**
 - Business Permit
 - BIR Certificate of Registration
 - PhilGEPS Certificate of Registration/ Printable PhilGEPS Membership AccountFailure to attach mandatory requirements could be basis for non-compliance.

Signature over Printed Name
Canvasser

Registered Name of Company: _____
Tax Identification No. : _____
Company Address : _____
Contact No. : _____
Name of Authorized Representative: _____



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Lot No.	Qty.	Unit	Purchaser's Specifications	Estimated Project Cost (EPC) In Php	Bidder's Specifications (Specify brand and model (for Goods and IT Equipment))	Unit Cost	Total Cost
1	104	pax	FOOD, VENUE AND ACCOMMODATION FOR THE CONDUCT OF PROCUREMENT COORDINATION AND LEARNING FORUM Date: July 31, 2017 -August 04, 2017 No. of pax: 104 participants Venue: Cebu City Room Accommodation: Triple or Quad Sharing in separate beds Meal Requirement: Plated AM and Pm Snack; Buffet for Breakfast, Lunch and Dinner; Minimum of 2 viands in selection of fish, meat and Note: Menu to be submitted for selection of end-user Inclusions: -Conference room that can accommodate 104 pax -Airconditioned conference room with free use of microphones, sound system, extension wires and whiteboard and markers - Free flowing coffee and tea, mints/candies, mineral water -Free WI-FI connections -Free pads and pencils -Free use of LCD projector	1,500.00 x 5 days 780,000.00			
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OFFICE: **PRDP- NPCO Procurement Unit**

PURPOSE: **FOOD, VENUE AND ACCOMMODATION FOR THE CONDUCT OF PROCUREMENT COORDINATION AND LEARNING FORUM**

IMPORTANT : The Supplier/Bidder have carefully read and fully understood the minimum requirements and agree to furnish and/or deliver in conformity with specifications any or all said articles described above within delivery period from receipt of Purchase Order/Work Order.

The winning bidder **MUST SIGN** the original copy of Purchase Order (P.O.) or Work Order (W.O.) at 4th Floor, New DA Building, DA Compound, Elliptical Road, Diliman, Quezon City.

Signature over Printed Name
 Procurement Officer

Name & signature of Authorized Representative: _____
 Date Accomplished: _____
 Registered Name of Company: _____