



Republic of the Philippines
Department of Agriculture
PHILIPPINE RURAL DEVELOPMENT PROJECT
South Luzon (Luzon B) Project Support Office
2nd Floor, ITCAF Building, Elliptical Road, Diliman
Quezon City 1100, Philippines

REQUEST FOR QUOTATION
World Bank (WB) Shopping

Date: November 21, 2022
Solicitation No. SH-0042-22
Purchase Request No. 2022-067

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**. 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 PSO South Luzon, ITCAF Building 2nd floor, DA Compound, Elliptical Road, Diliman, Quezon City or email at sbacsec.southluzon@gmail.com on or before **Nov. 24, 2022 and 12:00NN**. For clarifications, you may contact DA-PRDP Procurement Unit at telephone nos. (02) 928-8741 local 2570.

Very truly yours,


HEDELLIZA A. REYES

Chairperson, Special Bids and Awards Committee
(PRDP-PSO South Luzon)

PhilGEPS Posted

Date: _____

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
- Price Quotation(s) submitted shall be valid for a period of THIRTY (30) days reckoned from the deadline for submission of quotations.
- Terms of Delivery: December 5 -7, 2022
- Place of Delivery: CALABARZON Region
- Terms of Payment: within Forty Five (45) Days upon completion of supporting documents
- Liquidated Damages/Penalty: (1/10) of one percent for everyday of delay shall be imposed
- In case of discrepancy between the total price per item and unit price for the item as extended or multiplied by the quantity of that item, the latter shall prevail.
- Mandatory Requirements :**
 - Business/Mayors Permit
 - BIR Certificate of Registration
 - PhilGEPS Certificate of Registration/ Printable PhilGEPS Membership Account with PhilGEPS Registration No.
 - Notarized Affidavit of UndertakingFailure to attach mandatory requirements shall result to automatic disqualification of proposal.

Note:

The following documentary requirements shall be required prior to payment:
Tax Clearance & Income Tax Return (ITR) or Certificate of No Tax Liability in lieu of the ITR

Registered Name of Company: _____

Tax Identification No. : _____

Company Address : _____

Contact No. : _____

Name of Authorized Representative: _____

Signature over Printed Name

Canvasser



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Lot No.	Qty.	Unit		Estimated Unit Cost	Estimated Project Cost (EPC) In Php	Bidder's Specifications	Unit Cost	Total Cost
	219	pax	Food, Venue and Accommodation	2,200.00	481,800.00			
			Preferred Location: CALABARZON Region					
			Date: December 5-7, 2022					
			Buffet Breakfast, Lunch and Dinner					
			Plated AM and PM Snack					
			Room Sharing: Triple Sharing in separate beds					
			Inclusions:					
			function hall good for 73 pax with social distancing					
			LCD with Projector Screen					
			Whiteboard with Markers					
			Sound System / Microphones					
			Philippine Flag					
			Extension Cords					
			Wi-Fi Connection					
			Free Flowing Coffee					

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OFFICE: **Procurement Unit**

PURPOSE: Food, Venue and Accommodation for the conduct of South Luzon Cluster Procurement Unit Year-End Assessment and WB Procurement Orientation on Systematic Tracking of Exchanges in Procurement (STEP) with orientation on Geotagging Innovations for Documentation of Delivered Items of I-REAP subprojects in CALABARZON Region.

IMPORTANT :The Supplier/Bidder have carefully read and fully understood the terms and conditions, 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 2nd Floor, ITCAF Bldg, DA Compound, Elliptical Road, Dillman, Quezon City.

Dandyli Pedrita

Signature over Printed Name
 Associate Procurement Officer

Name & signature of Authorized Representative: _____

Date Accomplished: _____

Registered Name of Company: _____