



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 1106, Philippines

**REQUEST FOR QUOTATION**  
 World Bank (WB) Shopping

Date: November 8, 2023  
 Solicitation No. SH-0066-23  
 Purchase Request No. 2023-093


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 Special Bids and Awards Committee (SBAC) Secretariat 3rd Floor (PRDP-South Luzon-Procurement Unit) RMIC Building, BPI Compound, Visayas Avenue, Quezon City or email at [shacsec.southluzon@gmail.com](mailto:shacsec.southluzon@gmail.com) on or before Nov. 17, 2023 and 12:00NN. For clarifications, you may contact DA-PRDP Procurement Unit at telephone nos. (02) 928-8741 local 2570.

PhIIGEPS Posted  
 Date: \_\_\_\_\_

Very truly yours,  
  
**REDELLIZ P. RUEZCO**  
 Chairperson, Special Bids and Awards Committee  
 (PRDP-PSO South Luzon)

**Terms and Conditions:**

1. Specifications here in provided are the minimum requirements of the DA-PRDP. Hence a bidder must not offer lower specifications than required.
2. 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.
3. Quotations may be submitted by letter, facsimile, or by electronic means.
4. Award shall be made on per:  Item Basis  Total Quoted Price  Lot Basis
5. Price Quotation(s) submitted shall be valid for a period of THIRTY (30) days reckoned from the deadline for submission of quotations.
6. Terms of Delivery: Please refer to Annex A
7. Place of Delivery: Please refer to Annex A
8. Terms of Payment: within Forty Five (45) Days upon completion of supporting documents
9. Liquidated Damages/Penalty: (1/10) of one percent for everyday of delay shall be imposed
10. 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.
11. Mandatory Requirements :
  - a) Business/Mayors Permit
  - b) BIR Certificate of Registration
  - c) PhIIGEPS Certificate of Registration/ Printable PhIIGEPS Membership Account with PhIIGEPS Registration No.
  - d) Notarized Affidavit of Undertaking

Failure 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

\_\_\_\_\_  
 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		Estimated Unit Cost	Estimated Project Cost (EPC) in Php	Bidder's Specifications	Unit Cost	Total Cost
	46	pax	<b>Food, Venue and Accommodation</b>	<b>2,400.00</b>	<b>441,600.00</b>			
			Preferred Location: Palawan					
			Date: December 12-15, 2023					
			Full Board Meals for four (4) days					
			Buffet Breakfast, Lunch and Dinner					
			Plated AM and PM snack					
			<b>Inclusions:</b>					
			Triple Sharing with individual single beds					
			Function Room for 46 participants (preferably no obstruction on the center)					
			Thunderbolt to VGA Adapter (compatible to Macbook Air)					
			LCD Projector with Projector Screen					
			Whiteboard with Marker					
			Sound System / Two (2) wireless Microphones					
			Philippine Flag					
			At least two (2) extension cords					
			Ballpens and Papers for 46 participants					
			Wi-Fi Connection					
			Free Flowing Coffee					
			Tarpaulin					
					<b>441,600.00</b>			

OFFICE: *Office of the Deputy Project Director*

PURPOSE: *for the NPCO-PSO-RPCO Economists CY 2023 National Coordination Meeting and Technical Writeshop on updating Subproject Appraisal Guidelines for the PRDP Scale Up.*

**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 PSO South Luzon Office, 3rd Floor RMIC Building, BPI Compound Visayas Avenue, Quezon City.**



Dandy J. Pedrita  
 Signature over Printed Name  
 Associate Procurement Officer

Name & signature of Authorized Representative: \_\_\_\_\_

Date Accomplished: \_\_\_\_\_

Registered Name of Company: \_\_\_\_\_