



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 10, 2023  
Solicitation No. SH-0071-23  
Purchase Request No. 2023-097

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, Diliman, Quezon City or email at [sbacsec.southluzon@gmail.com](mailto:sbacsec.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.

Very truly yours,

  
REDELLIZA A. GRUEZO

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: Seven (7) Working Days upon acceptance of Notice To Proceed (NTP)
- Place of Delivery: PRDP South Luzon Office, Department of Agriculture, Diliman Quezon City
- 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 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

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	Particulars	Estimated Unit Cost	Sub-Total	Bidder's Specifications	Unit Cost	Total Cost
1			<b>Supply and Delivery of Supplies for PRDP PSO South Luzon Annual Affairs for 2023</b>					
	200	pcs	Special Rice (50 kilos)	3,400.00	680,000.00			
				<i>Estimated</i>				
				<i>Project Cost:</i>	680,000.00			

OFFICE: **I-SUPPORT**  
 PURPOSE: **Supplies for PRDP PSO South Luzon Annual Affairs for 2023**

**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, Diliman, Quezon City.**

**Dandy L. Pedrita**

Signature over Printed Name  
 Associate Procurement Officer

Name & signature of Authorized Representative: \_\_\_\_\_  
 Date Accomplished: \_\_\_\_\_  
 Registered Name of Company: \_\_\_\_\_