



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: January 17, 2024
Solicitation No. SH-0001-24
Purchase Request No. 2024-003

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 on or before **JANUARY 26, 2024 and 12:00NN**. For clarifications, you may contact DA-PRDP Procurement Unit at telephone nos. (02) 928-8741 local 2570.

Very truly yours,

EDITHA M. SALVOSA

Vice-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: Please refer to Annex A
- Place of Delivery: Please refer to Annex A
- 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	Estimated Unit Cost	Sub-Total	Bidder's Specifications	Unit Cost	Total Cost
					Food, Venue and Accommodation		
	14	pax	2,200.00	369,600.00	Preferred Location: Marinduque Date: 1st Session (February 13-16, 2024) 2nd Session (February 27-March 01, 2024) 3rd Session (March 19-22, 2024) Buffet Breakfast, Packed Lunch and Dinner Packed AM Snack and PM snack Room Sharing: Triple or Quad Sharing		
					Food		
	14	pax	1,100.00	138,600.00	Packed Brekfast, Lunch and Dinner Packed AM and PM snack Date: 1st Session (February 13-15, 2024) 2nd Session (February 27-29, 2024) 3rd Session (March 19-21, 2024)		
					Inclusion for the venue: LCD Projector with projector screen Whiteboard with marker Sound System/Microphones Philippine Flag Extension Cords Wi-Fi connection Free Flowing Coffee Pencil		
						<i>Estimated Project Cost (EPC)</i>	
				508,200.00			

OFFICE: **I-REAP Component**

PURPOSE: **Food, Venue and Accommodation for the conduct of I-REAP Training on applying Organizational Development Concepts to completed SubProjects**

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 Pedrita

Signature over Printed Name

Associate Procurement Officer

Name & signature of Authorized Representative: _____

Date Accomplished: _____

Registered Name of Company: _____