



# Philippine Rice Research Institute

BICOL STATION

## REQUEST FOR QUOTATION

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

Project Number: \_\_\_\_\_

Reference 20-09-0191

PR Number: \_\_\_\_\_

Sir/Madam:

Please quote your best offer for the item/s listed below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative through email at (isg.palima@philrice.gov.ph - if sealed, addressed to Mr. Ian Stallone G. Palima) or fax at 0999-456-9548 not later than **September 18, 2020**.

[original signed]

[original signed]

**IAN STALLONE G. PALIMA**

Canvasser

**VICTORIA C. LAPITAN**

Director I, PhilRice Bicol

## PROCUREMENT TERMS AND CONDITIONS

- The Approved Budget for the Contract (ABC) is **PhP 316,000.00**
- Prices quoted are subject to deduction of 5% VAT & 1% EWT (for goods) or 5% VAT & 2% EWT (for services).
- Goods, supplies, equipment, or work done are subject to inspection/acceptance, PhilRice reserves the right to cancel, reject, or rebid the items which do not conform with the specifications.
- Complete technical specifications, brand, and model** must be indicated in the price quotation for evaluation purposes.
- Delivery period shall be indicated in the quotation. Liquidated damages equivalent to 1/10 of 1% per day of delay for the value of undelivered items shall be imposed.
- All bids in excess of the ABC will be rejected.
- Supplier warrants that s/he has not given nor promised to give any money or gift to any PhilRice employee to secure this offer and to obtain an award.
- NEW** suppliers or those without updated file of the required documents are required to submit a photocopy of **valid Mayor's Business Permit** and **valid PhilGEPS Registration Number PRIOR to the opening/evaluation of offer/s**. A supplier who already submitted an updated copy of these documents is no longer required to submit.
- The winning Bidder is required to submit a photocopy of **Income/Business Tax Return** and original copy of **Omnibus Sworn Statement** prescribed by the GPPB **PRIOR TO PAYMENT** of the goods delivered/services rendered.

Item No.	Quantity	Unit	Item and Description	Unit Price	Total Amount
1	1	lot	Food Ordering of PhilRice-Bicol for meetings, seminars and workshops in Masbate from September to December 2020		
			790 Meals @ Php200/pax		
			1 natural juice drink/coffee, 1 water, 1dessert/fruit, 1 rice, 1 soup, 2 meat or seafood dishes, 1 vegetable, 1 salad		
			1580 Snacks @ Php100/pax		
			1 natural juice/coffee, 1 water, 1 bread/noodle or pasta dish/native cakes/others, 1 fruit/dessert		
			<b>Note:</b>		
			-Provide table of menu corresponding to the quoted price from which the end-user may select meals/snacks for each activity.		
			-Strictly no softdrinks.		
			-Date, menu, quantity and venue of delivery (within Masbate province) to be identified by end-user 3 days before the event.		
			-Sight inspection will be scheduledprior to the evaluation of the quotation		
			-Provision of monoblock tables and chairs (as needed) and free-flowing coffee and water for 20 (at most ) participants in one activity		
			-Additional Requirement:Company's Profile and Sanitary and Health Permit		
			<b>***nothing follows***</b>		
			<b>TOTAL</b>		

Delivery Period: ☐ 30 calendar days ☐ 15 calendar days ☐ 7 calendar days ☐ Others: \_\_\_\_\_

Warranty: ☐ PhilRice Bicol ☐ Others: \_\_\_\_\_

Price Validity: ☐ 120 calendar days ☐ 60 calendar days ☐ 30 calendar days ☐ Others: \_\_\_\_\_

Delivery Term: ☐ 1 year ☐ 3 months ☐ Others: \_\_\_\_\_

Payment Term: ☐ 30 calendar days ☐ 15 calendar days ☐ Others: \_\_\_\_\_

After having carefully read and accepted your Procurement Terms & Conditions, I/We quote you on the item at prices noted above.

Email Address: \_\_\_\_\_

Company TIN: \_\_\_\_\_

Please Check ☒

VAT ☐

Non-VAT ☐

PRINTED NAME/SIGNATURE

Designation: \_\_\_\_\_

Company Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

PhilGEPS Registration No.: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

