

## REQUEST FOR QUOTATION

Project Number:

Reference PR Number: 2020-10-2975; 2020-10-2941

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 at the **Procurement Management Division** or e-mail at [re.irineo@philrice.gov.ph](mailto:re.irineo@philrice.gov.ph) not later than **11/10/2020; 5:00 PM**.

  
**REGIE E. IRINEO**  
BUYER/CANVASSER

  
**GLENDA D. RAVELO**  
Division Head

### PROCUREMENT TERMS AND CONDITIONS

- The Approved Budget for the Contract (ABC) is **Php 560,000**.
- Prices quoted are subject to deduction of 5% VAT & 1% EWT (for goods) or 5% VAT & 2% EWT (for services).
- All bids in excess of the ABC will be rejected.
- 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.
- 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 technical specifications.
- NEW** suppliers are required to submit a photocopy of **valid Mayor's Business Permit, valid PhilGEPS Registration Number and valid PCAB License (if applicable)** together with their quotations. Please disregard if you have submitted an updated copy/ies. This shall be subjected for validation.
- The winning Bidder is required to submit a photocopy of **Latest Income/Business Tax Return** and original copy of **Omnibus Sworn Statement** prescribed by the GPPB **PRIOR TO PAYMENT** of the goods delivered/services rendered.
- 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.

Item No.	Quantity	Unit	Item and Description	Unit Price	Total Amount
1	1	lot	Php 300,000 Improvement of the Procurement Management Division (PMD) Office at PhilRice Central Experiment Station		
2	1	lot	Php 260,000 Improvement of the Existing Old Property Office to Internal Audit Unit at PhilRice Central Experiment Station		

#### Reminders:

- The following must be submitted (together with the Eligibility Documents stated in #7 of the Procurement Terms and Condition of the RFQ), in a short brown envelope (sealed & signed) at the **Procurement Management Division** or e-mailed at [re.irineo@philrice.gov.ph](mailto:re.irineo@philrice.gov.ph):
  - Request for Quotation
  - Bill of Quantities
  - Detailed Estimates (preferably computerized)
- All documents must be accomplished completely and signed by the authorized bidder in each and every page. Erasures should be countersigned.
- Failure to comply with the above-mentioned requirements shall be a ground for **DISQUALIFICATION**.

Delivery Period: ☐ 30 calendar days ☐ 15 calendar days ☐ 7 calendar days ☐ Others: \_\_\_\_\_ Contract Duration: **60 CD**

Place of Delivery: ☐ PhilRice CES-Central Warehouse ☐ ATI-QC ☐ Others: \_\_\_\_\_

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

Warranty: ☐ 1 year ☐ 3 months ☐ Others: \_\_\_\_\_

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

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

PRINTED NAME/SIGNATURE OF AUTHORIZED REPRESENTATIVE

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

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

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

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

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

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

PRRI RFQ Rev 5 Effectivity Date: Oct 29, 2019