



# Philippine Rice Research Institute

BICOL STATION

## REQUEST FOR QUOTATION

Date: May 11, 2021

Project Number: N/A

Reference PR RCP21-05-0001

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 (jmcbragais@philrice.gov.ph - if sealed, addressed to Mr. Jhunn Mark C. Bragais) or fax at \_\_\_\_\_ not later than **May 17, 2021**.

{original signed}

**JHUNN MARK C. BRAGAIS**

Canvasser

{original signed}

**VICTORIA C. LAPITAN**

Director, PhilRice Bicol

### PROCUREMENT TERMS AND CONDITIONS

1. The Approved Budget for the Contract (ABC) is **Php 400,000.00**.
2. Prices quoted are subject to deduction of 5% VAT & 1% EWT (*for goods*) or 5% VAT & 2% EWT (*for services*).
3. 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.
4. **Complete technical specifications, brand, and model** must be indicated in the price quotation for evaluation purposes.
5. 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.
6. All bids in excess of the ABC will be rejected.
7. 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.
8. **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.
9. 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
			<b>Supply and Delivery of Agricultural Equipment</b>		
	2000	pc	<b>Seedling Tray</b> , size: 600x300x35mm, weight: 400 g., Color: Black		
			Note: For rice seeds		
			<b>***nothing follows***</b>		
			Place of Delivery: PhilRice Bicol Batang, Ligao City, 4504 Albay		
			<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: \_\_\_\_\_

