



Philippine Rice Research Institute

BICOL STATION

REQUEST FOR QUOTATION

Date: June 24, 2021

Project Number: _____

Reference PR RCP21-06-0023

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 **June 29, 2021**.

{original signed}

JHUNN MARK C. BRAGAIS

Canvasser

{original signed}

VICTORIA C. LAPITAN

Director, PhilRice Bicol

PROCUREMENT TERMS AND CONDITIONS

- The Approved Budget for the Contract (ABC) is **Php 125,000.00**
- 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
			Supply and Delivery of Various Office Furniture and Equipment		
1	10	pc	Sofa w/ storage, leather top, 100x40x50cm, overlapping cover, (Php. 9,500.00/pc)		
2	15	unit	Stand Fan, Size: 16"/405mm, Voltage: 230V a.c. 60Hz, Wattage: 50 watts, (Php. 2,000.00/unit)		
			Place of Delivery: PhilRice Bicol Batang, Ligao City, 4504 Albay		
			nothing follows		
				TOTAL	

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: _____

