



Date: 8/13/2021

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 not later than **August 23, 2021** at 4:00PM to [ppmu.pmd@philrice.gov.ph](mailto:ppmu.pmd@philrice.gov.ph) or [ppmu.pmd@gmail.com](mailto:ppmu.pmd@gmail.com) or [ca.casareno@philrice.gov.ph](mailto:ca.casareno@philrice.gov.ph) or send via fax or drop at PPMU box at Procurement Management Division (PMD) Office, Maligaya, Science City of Nueva Ecija. For any clarification you may call/send through fax to (044) 456-0650 or PPMU no. 09435623878/ 09150816864/ 09175348799

**MARK ANGELO A. ABANDO**  
BUYER/CANVASSER

**JOEL V. PASCUAL**  
Assistant Division Head

**INSTRUCTIONS:**

1. Accomplish this RFQ correctly and accurately.
2. Please do not leave any blank items. Indicate "0" if item being offered is for free and "NO BID" if no offer.
3. Do not alter the contents of this form in any way.
4. All technical specifications are mandatory. Fill in the column designated for technical specifications of your offer, you may specify the brand and model if applicable. Use additional sheet if needed or attach brochure.
5. Failure to follow these instructions will disqualify your quotation.
6. NEW suppliers/bidders are required to submit a photocopy/e-copy of valid Mayor's Business Permit, BIR Registration 2303, DTI/SEC/CDA Registration (whichever is applicable), valid PhilGEPS Registration Number and valid PCAB License (if applicable) together with their quotations. Please disregard if you have

**Project Title:** Procurement of Customized Polo Shirts for Training on Nutrient and Pest Management for farmers

**Project No.:** 52 **Reference PR No.:** 2021-08-2373

**Approved Budget of the Cont ₱** 70,000.00

Item No.	Quantity	Unit	Item and Description	Per Request	Offer	Unit Price	Total Amount
1	1	lot	<b>140 pieces Customized Polo Shirts</b> <b>Material/Fabric:</b> Pique Cotton <b>Color:</b> White with Blue Lining on bottom of the sleeve and to the collar of the shirt (Please see attached design) <b>Design:</b> Embroidered DA-PhilRice/Bulacan Province Logo/Project Name Logo, Rib Flat Knitted Collar, Double-needle sleeve and bottom hem (Please see attached design) <b>Sizes:</b> 5-XS, 15-S, 33-M, 45-L, 35-XL, 5-XXL, 2-XXXX <i>Must submit one (1) sample for approval of end-user within 5 calendar days after receipt of Purchase Order.</i>				
						<b>TOTAL</b>	

**TERMS AND CONDITIONS**

**Delivery Period:** 30 calendar days  
**Place of Delivery:** ( ) Philippine Rice Research Institute-CES, Brgy. Maligaya, Science City of Muñoz, Nueva Ecija  
**Warranty:** 1 year  
**Payment Term:** 30 Calendar Days after completion of delivery

1. Price Quotations shall be valid for a period of **45 calendar days** from the deadline of submission. Quotations must include all taxes, duties and/or levies. Deductions of 5% VAT & 1% EWT (for goods) or 5% VAT & 2% EWT (for services) exceeding the Approved Budget for the Contract shall be rejected.
2. The order of contract shall be made to the lowest quotations (for goods and infrastructure) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein
5. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the PhilRice shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.



*A foodsecure and resilient Philippines*  
with empowered and prosperous farmers and fisherfolk

PhilRice Central Experiment Station, Maligaya, Science City of Muñoz, 3119 Nueva Ecija, Philippines  
 Email: [prri@mail.philrice.gov.ph](mailto:prri@mail.philrice.gov.ph) Trunklines: (044) 456-0277 Tele: (044) 456-0535-0648 Text Center: +(63) 917-111-7423  
 Websites: [www.philrice.gov.ph](http://www.philrice.gov.ph), [www.pimoyrice.com](http://www.pimoyrice.com) Liaison Office: 3rd Flr., ATI Bldg., Elliptical Road, Diliman, Quezon City Tel.: (02) 8920-5129





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6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The item/s shall be delivered according to the requirements specified in the Conformed Purchase Order or Contract.
8. 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.
9. Liquidated damages equivalent to 1/10 of 1% per day of delay for the value of undelivered items shall be imposed. PhilRice shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of contract, without prejudice to other courses of actions and remedies open to it.
10. The Bidder 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.
11. 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.
12. Payment shall be made within (30) days after 100% completion of delivery subject to submission and/or completion of supporting documents, in accordance with existing accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's/Supplier's account.

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: \_\_\_\_\_  
 LandBank Account number (Optional): \_\_\_\_\_

PRRI RFQ Rev 6 Effectivity Date: February 01, 2021



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with empowered and prosperous farmers and fisherfolk*

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