



# Philippine Rice Research Institute

BICOL STATION

## REQUEST FOR QUOTATION

Date: 05/31/22

Project Number: Project 27.20

Reference PR Number: PR-RCP22-05-0011

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 [bclbac.secretariat@mail.philrice.gov.ph](mailto:bclbac.secretariat@mail.philrice.gov.ph) - if sealed, addressed to Mr. Ian Stallone G. Palima) not later than June 3, 2022.

IAN STALLONE G. PALIMA

Canvasser

JULIAN C. MACADAMIA

RCEF Coordinator

## PROCUREMENT TERMS AND CONDITIONS

- The Approved Budget for the Contract (ABC) is **Php 445,000.00**
- 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	Supply and Delivery of Meals and Snacks for the conduct of Part I (Transformational Leadership) and ground working on site during the conduct of Rice Specialist Training Course in DA-PhilRice Bicol Station, Brgy. Batang, Ligao City this June 2022		
			<b>Date of Delivery:</b>		
	40	pax	June 6, 2022: Dinner @Php 200.00/pax		
	440	pax	June 7, 2022 - June 17, 2022: Breakfast, AM Snacks, Lunch, PM Snacks, Dinner @Php 800.00/pax		
	130	pax	June 13, 2022: AM Snacks @Php 100.00/pax		
	120	pax	June 14, 2022: AM Snacks, Lunch @Php 300.00/pax		
	40	pax	June 15, 2022: AM Snacks, Lunch, PM Snacks @Php 400.00/pax		
	40	pax	June 18, 2022: Breakfast, AM Snacks, Lunch @Php 500.00/pax		
			<b>Menu:</b>		
			Meal: 1 natural juice drink/coffee, 1 water, 1 dessert/fruit, 1 rice, 1 soup, 2 meat or seafood dishes, 1 vegetable, 1 salad		

Item No.	Quantity	Unit	Item and Description	Unit Price	Total Amount
			Snacks: 1 natural juice drink/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 day. Availability of Halal Food. Strictly no softdrinks		
			*Sight inspection will be scheduled prior to the evaluation of the quotation		
			*Free skirting and use of seat covers and linen (as needed)		
			*Provision of Monoblock tables and chairs (as needed) and free-flowing coffee and water		
			*Additional Requirement: Company's Profile and Sanitary and Health Permit		
			*Must have a standby attendant/waiter during the event		
			*Catering Service Style/s: Managed Buffet		
			*Caterer with Lowest Calculated Quotation shall agree to provide a taste test of chosen Menu for the BAC Members and TWG with approximately 5-7 persons		
			<b>Place of Delivery: DA-PhilRice Bicol, Brgy. Batang, Ligao City</b>		
			<b>***nothing follows***</b>		
				<b>TOTAL</b>	

Delivery Period: ☐ 30 calendar days ☐ 15 calendar days ☐ 7 calendar days ☐ Others: \_\_\_\_\_  
 Warranty: ☐ 1 year ☐ 3 months ☐ Others: \_\_\_\_\_  
 Price Validity: ☐ 120 calendar days ☐ 60 calendar days ☐ 30 calendar days ☐ Others: \_\_\_\_\_  
 Delivery Term: ☐ DA-PhilRice Bicol ☐ 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: \_\_\_\_\_

