



# Philippine Rice Research Institute

Agusan Branch Station  
Basilisa, RTRomualdez, 8611 Agusan del Norte

Quality Rice. Quality Life.

Date: 2022-10-12

## REQUEST FOR QUOTATION

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 **October 19, 2022** to **mcp.olofernes@philrice.gov.ph** or send via fax or drop at PMU box at Procurement Management Unit (PMU), Basilisa, RTRomualdez, 8611 Agusan del Norte. For any clarification you may call/send through fax to **09088808976** or PMU no. **09088808976**.

**Keneth T. Balenas**  
BUYER/CANVASSER

**Ma. Claire P. Olofernes**  
AA II

### 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 submitted an updated copy/ies to PMD. This shall be subjected for validation.

Procurement Project Title:

Catering services for Short Course on Pest and Nutrient Management in Rice Batch 3 on November 7-11, 2022 at Cabadbaran City, Agusan Del Norte.

Procurement Project No.:

NP-SVP

PR No.:

2022-10-0177,

Approved Budget of the

120,000.00

Contract:

Item No.	Quantity	Unit	Item and Description		Unit Price	Total Amount
			Per Request	Offer		
1	1	lot	Meals and snacks Short Course on Pest and Nutrient Management Batch 3  November 7, 2022 40 pax Breakfast Menu: Corned Beef with patatas Egg Omelette Tocino Dessert: Seedless grapes  40 pax AM Snacks Four Season Canned Juice Hotdog Buns  40 pax Lunch Menu: Fried Maya-maya Chicken buffalo wings Sari-sari Dessert: Mango Float  40 pax PM Snacks Bottle drinks Hawaiian Pizza			

PRINTED NAME/SIGNATURE OF AUTHORIZED REPRESENTATIVE

A food-secure and resilient Philippines  
with empowered and prosperous farmers and fisherfolk



DA-PhilRice Agusan Branch Station, Basilisa, RTRomualdez, 8611 Agusan del Norte  
Telefax: (85) 806-0463; Tel.: (85) 806-0463, -0462, -0464 Email: agusan.station@philrice.gov.ph  
PhilRice Field Office CMU, Sayre Highway, Musuan, Maramag, Bukidnon  
Mobile no.: 0909-822-9813 Email: E-mail: philricefocmu.2019@gmail.com  
RFQ Control No. 2022-10-0106 (R)



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November 8, 2022

40 pax Breakfast

Menu:

Scrambled Egg

Pork Chop

Beef Loaf

Dessert:

Orange

40 pax AM Snacks

Canned Juice Four Season

Hamburger

40 pax Lunch

Menu:

Adobong atay with boiled eggs

Pancit Guisado

Chopsuey with quail eggs

Dessert:

Leche Flan

40 pax PM Snacks

Bottled drink

Siopao (chicken/pork)

November 9, 2022

40 pax Breakfast

Menu:

Daing na Bangus

Sunny side up

Blanched vegetables (okra, talong,

talbos ng camote) with ginamos

Dessert:

Sweet mango

40 pax AM Snacks

Green Mango Juice

Siomai (4pcs)

40 pax Lunch

Menu:

Pork Sisig

Chicken Adobo

Law-oy

Dessert:

Fruit salad

40 pax PM Snacks

Four season canned juice

Choco butternut munchkin

November 10, 2022

40 pax Breakfast

Menu:

Ampalaya w/ Egg

Bacon

Hotdog with cheese

Dessert:

Apple

40 pax AM Snacks

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		<p>Canned juice Chicken lomi with bread</p> <p>40 pax Lunch Menu: Chicken Sisig Sotanghon Guisado Fish Fillet Dessert: Tapioca</p> <p>40 pax PM Snacks Bottle drinks Buttermilk pancakes</p> <p>November 11, 2022 40 pax Breakfast Menu: Chicken nuggets Boiled egg Tugnos Dessert: Papaya</p> <p>40 pax AM Snacks Four season canned juice Hotdog buns</p> <p>40 pax Lunch Menu: Fried Chicken Pinakbet Pork Afritada Dessert: Buko salad</p> <p>40 pax PM Snacks Bottled drinks Hamburger</p> <p>Note: * Free flowing coffee, milo, milk, tea, candies, unlimited rice and unli condiments(ketchup, vinegar, soy sauce, sili and calamansi)</p>		
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**TERMS AND CONDITIONS**

Delivery Period:

Place of Delivery:

Warranty:

Payment Term:

15 calendar days

- ☐ Philippine Rice Research Institute-CES, Brgy. Maligaya, Science City of Munoz, Nueva Ecija  
☐ ATI Building, Elliptical Road, Diliman, Quezon City  
☒ Others: Cabadbaran City

1 year (non-consumable supplies/Equipment) and 3 months(consumable supplies)

30 calendar days

- Price Quotations must be valid for a period of 45 calendar days from the deadline of submission.
- Price quotations shall include all taxes, duties and/or levies. Deductions of 5% VAT & 1% EWT (for goods) or 5% VAT & 2% EWT (for services).
- Price Quotations exceeding the Approved Budget for the Contract shall be rejected.
- Award 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
- 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.
- 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.

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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: \_\_\_\_\_

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