



Date: 2023-02-21

## 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 **February 27, 2023** to [mcp.olofernes@philrice.gov.ph](mailto: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.

Kenieth F. Balleas  
BUYER/CANVASSER

Dionrill C. Noja  
FS I

### 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:

Procurement of BDD Advocacy Items for Merchandise Inventory for the 2nd Quarter of CY 2023

Procurement Project No.:

SVP-025B

PR No.:

2023-02-0031.

Approved Budget of the

136,500.00

Contract:

| Item No. | Quantity | Unit | Item and Description  |       | Unit Price | Total Amount |
|----------|----------|------|---|-------|------------|--------------|
|          |          |      | Per Request   | Offer |            |              |
| 1        | 1        | lot  | Other Maintenance and Operating Expenses<br>Advocacy Items for Merchandise Inventory<br>85pcs Polo Shirt WHITE with embroidered logo (XS:20pcs,S:20pcs, M:20pcs, Large:20pcs,XL:5pcs) |       |            |              |
| 2        | 1        | lot  | Other Maintenance and Operating Expenses<br>85pcs Polo Shirt BLUE with embroidered logo (XS:20pcs,S:20pcs, M:20pcs, Large:20pcs,XL:5pcs)  |       |            |              |
| 3        | 1        | lot  | Other Maintenance and Operating Expenses<br>55pcs Cotton Shirt GRAY with customized print. "I" embossed print. (XS:15pcs,S:15pcs,M:15pcs, Large:5pcs,XL:5pcs)                         |       |            |              |
| 4        | 1        | lot  | Other Maintenance and Operating Expenses<br>55pcs Cotton Shirt BLUE with customized print. "I" embossed print. (XS:15pcs,S:15pcs,M:15pcs, Large:5pcs,XL:5pcs)                         |       |            |              |
| 5        | 1        | lot  | Other Maintenance and Operating Expenses<br>60pcs Long Sleeve customized Cotton Shirt. With customized print (XS:10pcs,S:20pcs,M:20pcs,L:5pcs,X                                       |       |            |              |

PRINTED NAME/SIGNATURE OF AUTHORIZED REPRESENTATIVE

DA-PhilRice Agusan, Basilisa, RTRomualdez, 8611 Agusan del Norte  
Telefax: (85) 806-0463; Email: [agusan.station@mail.philrice.gov.ph](mailto:agusan.station@mail.philrice.gov.ph)  
DA-PhilRice Field Office, CMU Campus, Sayre Highway, Musuan, Maramag, 8714 Bukidnon  
Mobile: 0909-822-9813; Email: [philricefocmu.2019@gmail.com](mailto:philricefocmu.2019@gmail.com)





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|---|---|-----|---|--|--|--|
| 6 | 1 | lot | Other Maintenance and Operating Expenses<br>50pcs Tote bag with zipper, with customized print. Material: Plain Canvas. Size: 12x14 inches               |  |  |  |
| 7 | 1 | lot | Other Maintenance and Operating Expenses<br>100pcs Face Towel with embroidered customized print. Material: Cotton Absorbent Microfiber. Size: 35cmx35cm |  |  |  |
| 8 | 1 | lot | Other Maintenance and Operating Expenses<br>100pcs Lanyard/ID Sling with detachable hook. With customized print   |  |  |  |

**TERMS AND CONDITIONS**

|                    |  |
|--------------------|--|
| Delivery Period:   | 30 calendar days   |
| Place of Delivery: | <input type="radio"/> Philippine Rice Research Institute-CES, Brgy. Maligaya, Science City of Munoz, Nueva Ecija<br><input type="radio"/> ATI Building, Elliptical Road, Diliman, Quezon City<br><input checked="" type="radio"/> Others: Basilisa, RTRomualdez, 8611 Agusan del Norte |
| Warranty:          | 1 year (non-consumable supplies/Equipment) and 3 months (consumable supplies)  |
| Payment Term:      | 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 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.
  - The item/s shall be delivered according to the requirements specified in the Conformed Purchase Order or Contract.
  - 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.
  - 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.
  - 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.
  - 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.
  - 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: \_\_\_\_\_

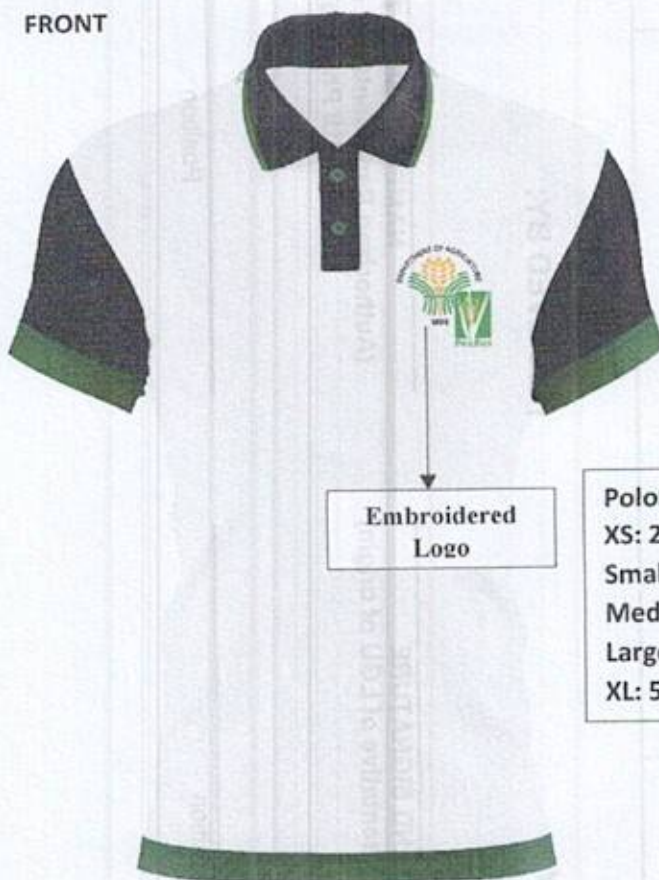
Email Address: \_\_\_\_\_



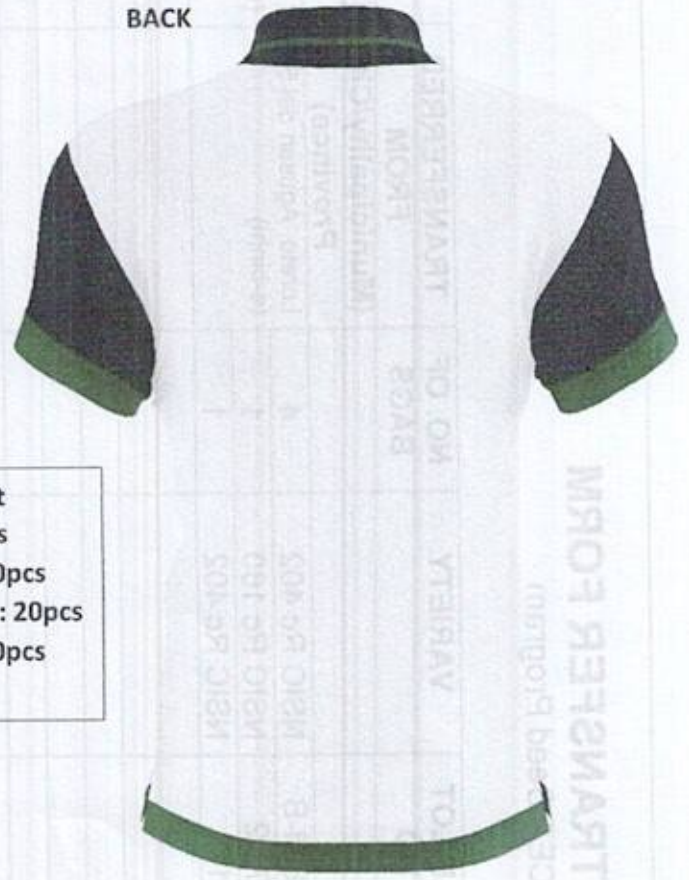


**POLO SHIRT (WHITE x GREEN x BLACK)**  
With embroidered logo

FRONT



BACK



Embroidered  
Logo

PoloShirt  
XS: 20pcs  
Small: 20pcs  
Medium: 20pcs  
Large: 20pcs  
XL: 5pcs

**POLO SHIRT (BLUE x BLACK)**  
With embroidered logo

FRONT



BACK



Embroidered  
Logo

PoloShirt  
XS: 20pcs  
Small: 20pcs  
Medium: 20pcs  
Large: 20pcs  
XL: 5pcs



COTTON SHIRT



Embossed Print

Gray Shirt  
XS: 15pcs  
Small: 15pcs  
Medium: 15pcs  
Large: 5pcs  
XL: 5pcs



Embossed Print

Light Blue Shirt  
XS: 15pcs  
Small: 15pcs  
Medium: 15pcs  
Large: 5pcs  
XL: 5pcs

LONGS SLEEVE COTTON SHIRT



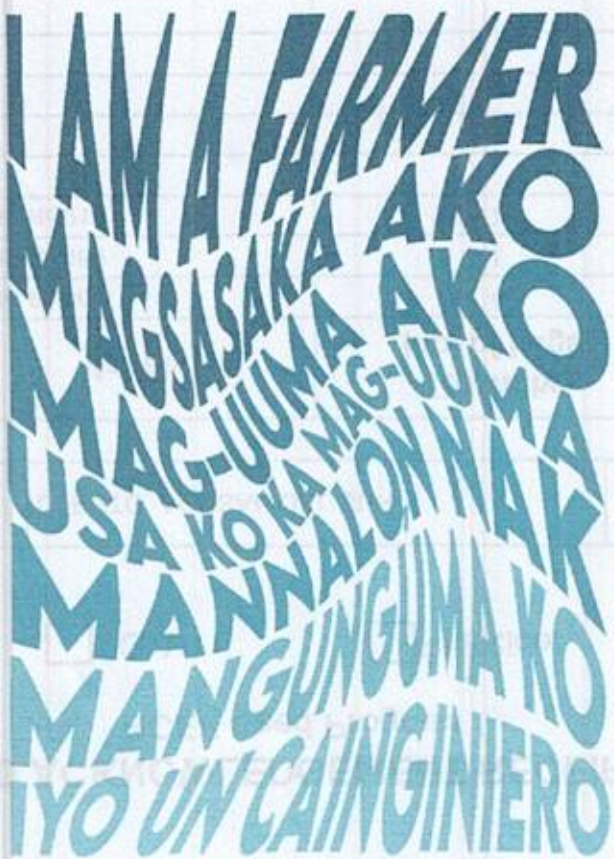
Long Sleeve  
XS: 10pcs  
Small: 20pcs  
Medium: 20pcs  
Large: 5pcs  
XL: 5pcs



COTTON SHIRT PRINT DESIGN



LONGSLEEVE SHIRT PRINT DESIGN







**TOTE BAG with Print**  
**Material: Plain Canvas**  
**Size: 12x14 inches**

**Qty: 50pcs**



**FACE TOWEL with**  
**Embroidered Print**  
**Material: Cotton Absorbent**  
**Microfiber**  
**Size: 35cm x 35cm**

**Qty: 100pcs**  
30pcs Gray.  
30pcs Blue Green.  
40pcs Green





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ID SLING / LANYARD with hook

With customized print

