



Republic of the Philippines  
 Department of Agriculture  
**BUREAU OF FISHERIES AND AQUATIC RESOURCES R3**  
**FISHERIES COASTAL RESILIENCY (FishCoRe) Project**  
**FISHERIES MANAGEMENT AREA 6**  
 bfar3bacgitnangluzon@gmail.com  
 (045) 455-0878



**Request for Quotation (RFQ)/ Invitation to Quote (ITQ)**

**RQUEST FOR QUOTATION  
 World Bank (WB) Shopping**

**Date:** 27-Mar-24  
**Solicitation No.:** RFQ-FMA6-08  
**PR No.:** 2024-03-311

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods and non-consulting services in **Annex A**. Also, furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor, or agent in the Philippines for the goods listed in Annex A please attach in your quotation a duly notarized certification to this effect.

Please accomplish and submit this form together with Annex A to the Procurement Unit, 2nd Floor, BFAR Regional Office III, Maimpis, City of San Fernando, Pampanga or email at bfar3bacgitnangluzon@gmail.com on or before Friday, 5 April 2024 at 2:00PM. For clarifications, you may contact us at telephone no. (045) 455-0878.

Very truly yours,

**RALPHRANDT T. ATABAY**  
 BAC Chairman

**PhilGEPS Posted**

Date: \_\_\_\_\_

**Terms and Conditions:**

1. Specifications here in provided are the minimum requirements of the BFAR-FishCoRe. Hence a bidder must not offer lower specifications than required;
2. Bidders/Suppliers may submit alternate offer provided that the BFAR-FishCoRe official canvass form shall be filled out with the offered brand/model (if applicable), unit price, and total price, signed properly, and attached together with the Bidder's/Supplier's own canvass form;
3. Quotations may be submitted through any of the following:
  - A. Through sealed envelope (hand-carry)
  - B. Through email: bfar3bacgitnangluzon@gmail.com

With the following details:

**TO: BFAR 3 BIDS AND AWARDS COMMITTEE (FISHCORE)**  
 Project Name & Solicitation Number  
 Company Name and Deadline of Bid

4. Award shall be made on per:  *Item Basis*  *Total Quoted Price*  *Lot Basis*
5. Price Quotation(s) submitted shall be valid for a period of **THIRTY (30)** calendar days reckoned from the deadline for submission of quotations;
6. Terms of Delivery: Two (2) Calendar Days upon acceptance of Notice to Proceed
7. Place of Delivery: City of san Fernando, Pampanga
8. Terms of Payment: at least Thirty (30) days upon completion of the contract
9. Liquidated Damages/Penalty: (1/10) of one percent for everyday of delay shall be imposed.
10. In case of discrepancy between unit cost and total cost, unit cost shall prevail;
11. Quoted prices must be inclusive of taxes, and other charges or fees;
12. Mandatory Requirements:
  - a) Business/Mayor's Permit
  - b) BIR Certificate of Registration
  - c) PhilGEPS Certificate of Registration/Printable PhilGEPS Membership Account with PhilGEPS Registration No.
  - d) Notarized Affidavit of Undertaking (for EPC's above P50,000)
  - e) Tax Clearance & Income Tax Return (ITR) or Certificate of No. Tax Liability in lieu of the ITR (shall be required prior to payment)
13. Failure to attach mandatory requirements shall result to automatic disqualification of proposal
14. In case of tied bids meeting minimum specifications, a toss coin at BFAR 3 Procurement Unit shall determine the winning supplier;
15. Item/s delivered must have warranties for unit replacements, parts, labor or other services;
16. Payments will be made through direct credits to the bank accounts of the payee.

**Registered Name of Company:** \_\_\_\_\_  
**Name of Authorized Representative:** \_\_\_\_\_  
**Tax Identification No.:** \_\_\_\_\_  
**Philgeps Registration Number:** \_\_\_\_\_  
**Company Address:** \_\_\_\_\_  
**Contact No.:** \_\_\_\_\_  
**Bank details (Account Number, Name & Branch):** \_\_\_\_\_

**Authorized Canvasser**


ANNEX A

Item/ Lot	Qty	Unit	Purchaser's Specifications	Estimated Project Cost	Bidder's Specifications <i>(Specify Brand and model for Goods and IT Unit Cost)</i>	Unit Cost	Total Cost
	100	pax	<b>Supply of meals and accommodation for the conduct of FishCore Investment Forum on May 9-10, 2024 at City of San Fernando, Pampanga</b>	400,000.00			
			<b>Accommodation</b>				
			1 night 2 days				
			<i>Inclusions:</i>				
			a. 2-3 person per room				
			b. complete amenities (towel, toiletries, electric kettle, slippers, etc.)				
			c. front desk support				
			d. adequate parking space				
			e. free use of venue with tables and chairs				
			f. free use of speakers				
			<b>Meals</b>				
			Full board for 2 days				
			<i>Inclusion:</i>				
			-with fruit in season				
			-managed buffet				
			-heavy breakfast, am snacks,lunch, pm snacks and dinner				
			-over-flowing coffee, tea				

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OFFICE: FPHMS  
PURPOSE: For the conduct of FishCore Investment Forum

**IMPORTANT:** The Supplier/Bidder have carefully read and fully understood the terms and conditions, minimum requirements and agree to furnish and/or deliver in conformity with specifications any or said described above within the delivery period from receipt of Purchase Order/Job Order.

  
**GERALDINE M. SAYCO**  
Head, BAC Secretariat

Name and signature of authorized representative: \_\_\_\_\_  
Date accomplished: \_\_\_\_\_  
Registered Name of Company: \_\_\_\_\_