



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)**

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

**Date:** 03-Jun-24  
**Solicitation No.:** RFQ-FMA6-34  
**PR No.:** 2024-06-754

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 **(Tuesday), June 11, 2024** **at 2:00PM.** For clarifications, you may contact us at telephone no. (045) 455-0878.

Very truly yours,

**RALPHRANDT T. ATABAY**  
 BAC Chairperson

**PhilGEPS Posted**

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

**Terms and Conditions:**

- Specifications here in provided are the minimum requirements of the BFAR-FishCoRe. Hence a bidder must not offer lower specifications than required;
- 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;
- Quotations may be submitted through any of the following:
  - Through sealed envelope (hand-carry)
  - Through email: bfar3bacgitnangluzon@gmail.com

With the following details:

<b>TO: BFAR 3 BIDS AND AWARDS COMMITTEE (FISHCORE)</b> Project Name & Solicitation Number Company Name and Deadline of Bid
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4. Award shall be made on per:  *Item Basis*  *Total Quoted Price*  *Lot Basis*

- Price Quotation(s) submitted shall be valid for a period of **THIRTY (30)** calendar days reckoned from the deadline for submission of quotations;
- Terms of Delivery: **June 26-28, 2024** upon acceptance of Notice to Proceed
- Place of Delivery: **Clark, Pampanga**
- Terms of Payment: **at least Thirty (30) days upon completion of the contract**
- Liquidated Damages/Penalty: **(1/10) of one percent for everyday of delay shall be imposed.**
- In case of discrepancy between unit cost and total cost, unit cost shall prevail;
- Quoted prices must be inclusive of taxes, and other charges or fees;
- Mandatory Requirements:
  - Business/Mayor's Permit
  - BIR Certificate of Registration
  - PhilGEPS Certificate of Registration/Printable PhilGEPS Membership Account with PhilGEPS Registration No.
  - Notarized Affidavit of Undertaking (for EPC's above P50,000)
  - Income/Business Tax Return (for EPC's above P500,000)
- Failure to attach mandatory requirements shall result to **automatic disqualification of proposal**
- In case of tied bids meeting minimum specifications, a toss coin at BFAR 3 Procurement Unit shall determine the winning supplier;
- Item/s delivered must have warranties for unit replacements, parts, labor or other services;
- Payments will be made through direct credits to the bank accounts of the payee.

	<b>Registered Name of Company:</b>	_____
	<b>Name of Authorized Representative:</b>	_____
<b>Authorized Canvasser</b>	<b>Tax Identification No.:</b>	_____
	<b>Philgeps Registration Number:</b>	_____
	<b>Company Address:</b>	_____
	<b>Contact No.:</b>	_____
	<b>Email Address:</b>	_____
	<b>Bank details (Account Number, Name &amp; Branch):</b>	_____




**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
	70	pax	<b>MEALS AND ACCOMMODATION</b>	<b>630,000.00</b>			
			Date: June 26-28, 2024				
			Venue: Clark, Pampanga				
			<b>Full board meals (3 meals, 2 snacks)</b>				
			Morning to evening (Breakfast, Lunch, Dinner)				
			<b>Meal inclusions:</b>				
			-Rice buffet				
			-At least 2 viands				
			-Veggie viand				
			-Salad				
			-Soup				
			-Drink				
			-Dessert				
			<b>Snack:</b>				
			-Delightful snack, serve plated				
			-Cold drink, eighter juice or tea				
			-Flowing hot coffee with some tea option				
			<b>Other inclusions:</b>				
			-Function hall/s				
			-Projectors				
			-Strong Internet Connection				
			-At least three microphones				
			-Sound system with attending technician				
			-Venue setup with ample electrical outlets				
			Note: Terms of payment is at least thirty (30) days after completion of the contract				

**OFFICE:** RPIU/SUPRIM

**PURPOSE:** For the conduct of FishCore Orientation/Seminar on Fishcore procurement Manual and World Bank  
 Guidelines for the Bids and Awards Committee of FMA 6 (RPIU and FCU) on June 26-28, 2024

**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: \_\_\_\_\_