



**PHILIPPINE COUNCIL FOR
AGRICULTURE AND FISHERIES**

Procurement
Quality Form

REQUEST FOR QUOTATION

PCAF-BAC-QP01-F01
Version 6

BAC-RFQ-2024-145

Reference Number

Date: 9/17/2024 5:00 pm

Interested bidders/suppliers are required to read carefully and follow the **INSTRUCTIONS** below.

1. Please submit quotations to the **BAC Head Secretariat** at Philippine Council for Agriculture and Fisheries, 2nd Floor, PCAF Building, Dept. of Agriculture Compound, Elliptical Road, Diliman, Quezon City.
2. Any quotation/offer other than those required and stated in this form shall not be considered for evaluation.
3. Quotations must clearly specify all applicable taxes, including delivery and any other charges required by the supplier.
4. Always include the brand name and model of the goods being offered in the item description.
5. Price quotations are valid **THIRTY (30) calendar days** from the declaration of the winning bidder.
6. Availability of stocks must be guaranteed for **SIXTY (60) calendar days** from the date of quotation submission.
7. Delivery period shall be based on the date stated in the approved Purchase Order (PO).
8. Quotations submitted through email must bear the signature of the supplier and be addressed to the BAC Head Secretariat at bacsec@pcaf.da.gov.ph
9. Awarding shall be done by (LOT).
10. Mode of procurement: **LEASE OF VENUE**
11. Quotations must be written clearly. Indecipherable quotations shall be automatically disregarded.
12. **CERTIFICATE of PHILGEPS REGISTRATION, MAYOR'S/BUSINESS PERMIT, and Statement that the bidder is not blacklisted or barred from bidding** must be submitted.

Note: Winning bidder must submit to the BAC Secretariat an Omnibus Sworn Affidavit that the bidder is not related to the HOPE by consanguinity or affinity up to the third civil degree.

Date of RFQ Posted: **September 19, 2024**

Deadline for Submission: **September 23, 2024**

PR No.: 24-09-428

Total ABC: **Php 322,000.00**

End-User: **PDD-CDS/VMS**

Qty	Unit	Item Description	ABC (Must indicate both unit & total price quotations)		BIDDER (Must indicate both unit & total price quotations)	
			Unit Price	Total	Unit Price	Total
1	LOT	MEALS AND ACCOMMODATION OF PARTICIPATORY MONITORING AND EVALUATION (PM&E) TRAINING Php 2,200.00/pax/day @ 4 nights and 5 days @ 35 pax Php 400.00/pax @ 35 pax for Networking session. Inclusions: Php 2,200.00/pax/day @ 4 nights and 5 days @ 35 pax (twin-sharing room, individual bed) MEALS on the 1st day (Lunch, PM Snacks and Buffet Dinner) MEALS on the 2nd day (Buffet Breakfast, AM Snacks, Managed Buffet Lunch, PM Snacks, Managed Buffet Dinner) MEALS on the 3rd day (Buffet Breakfast, AM Snacks, Managed Buffet Lunch, PM Snacks, Managed Buffet Dinner) MEALS on the 4th day (Networking Session) MEALS on the 5th day (Buffet Breakfast, AM Snacks, Managed Buffet Lunch, PM Snacks, Managed Buffet Dinner) MEALS should include two (2) main courses, vegetables, soup, dessert and one round drinks/juice during lunch and dinner Note: No Cream Dory in the menu Use of Conference room for 3.5 days (could accommodate participants up to 50 pax for fish bone and/or round table set up, well-lighted, airconditioned, with good ventilation) Provision of lift or elevator when building has more than 2 floors for Senior Citizens and PWD USE	322,000.00	322,000.00		

